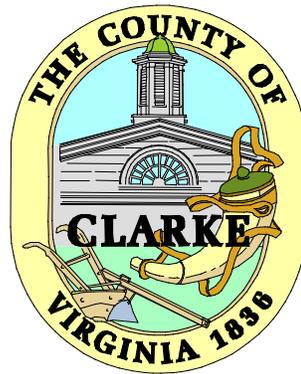


Clarke County Board of Supervisors



Regular Meeting Packet

June 18, 2019



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	June 18, 2019	Packet Page
Afternoon Session 1:00 PM		
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3. Citizen's Comment Period		6
4. VDOT Update		7
5. VATI [Virginia Telecommunications Initiative] Grant, White Post Area Broadband Project, ComCast and Department of Housing and Community Development Agreement and Contract		8
6. BoS Minutes		
– May 21, 2019, Regular Meeting		16
7. Consent Agenda		44
– 2019-06 Resolution of Appreciation for Paul Jones		45
– Bills and Claims / Invoice History Report		46
– General Fund Expenditure Summary		56
8. Board of Supervisors Personnel Committee Items for June 10, 2019		78
A. Expiration of Term for appointments expiring through August 2019. Action: The Personnel Committee recommends the following [re]appointments:		80
– Jay Hillerson, Parks and Recreation Advisory Board, to a four-year term expiring December 31, 2022.		
– Bill Wolfe, Board of Directors Industrial Development Authority of the Clarke County, Virginia, to the remainder of the unexpired term of the late Paul Jones ending October 30, 2019.		
– Laurie Volk, Board of Zoning Appeals, make recommendation to Clarke County Circuit Court for reappointment to serve a five-year term expiring February 15, 2024.		
– Director Lichty was asked for verify the interest of those serving the Lord Fairfax Emergency Medical Services Council.		
– Staff was directed to provide contact information to Chairman Weiss for Coleen Hillerson, People Inc. Board.		
B. 2020 Census: Local Complete Count Committee Review. Action: Information only.		91
C. Chief Elected Officials Consortium Agreement		126
D. FY2019 Comp Time Accruals. Action: Information only.		79
E. Overtime Report. Action: Information only.		79
9. Board of Supervisors Work Session Items for June 10, 2019		158

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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6/12/2019 11:03 AM



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	June 18, 2019	Packet Page
A. Vendor Payments Review with Emily Johnson, Accounts Payable Clerk. Action: Information only.		161
B. Policy & Technical Issues Final Report (Zoning and Subdivision Ordinance Update Project) by Brandon Stidham. Action: Information only.		178
C. Closed Session Pursuant to 2.2-3711-A1. Action: Information only.		159
10. Joint Administrative Services Update		179
11. Government Projects Update		185
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14. Board Member Committee Status Reports		188
15. Closed Session §2.2-3711-A1 Specific employees or appointees of the Board		189
16. Adjournment		190

No Evening Session Scheduled

Reports in June Packet:	191
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– Commissioner of the Revenue	209
– Economic Development	215
– Fire & EMS	226
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Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time

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6/12/2019 11:03 AM

Clarke County Board of Supervisors

Call to Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors

VDOT

Agreement between Comcast and Clarke County Regarding VATI Funding

By letter dated [XX], the Virginia Department of Housing and Community Development (“DHCD”) offered Clarke County (the “County”) a total of \$209,513 in funding under the Virginia Telecommunications Initiative (VATI) program in response to the joint application of the County and Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC (“Comcast”). Pursuant to the program guidelines and statutory authority, the primary objective of the VATI is to provide financial assistance to supplement construction costs by private sector broadband providers, in partnership with local units of government, to extend service to areas that presently are unserved by any broadband provider.

An Agreement, dated [XX], between DHCD and the County (the “DHCD Agreement”) imposes certain responsibilities on the “Grantee” in accepting the VATI grant. As anticipated in the joint application for funding submitted by Clarke County and Comcast, the parties wish to outline the roles of each party now that the grant has been awarded. Accordingly, the parties now hereby agree as follows:

Comcast shall perform all work described in the DHCD Agreement (which is attached hereto and incorporated herein by reference), the submitted application, project management schedule, and budget. Specifically, Comcast shall complete all Grant Activities described in the DHCD Contract Documents (including but not limited to installation of approximately 5 miles of hybrid fiber coaxial cable and purchase of electronic equipment) on or before [XX]. Comcast shall indemnify, defend, and hold the County harmless for any failure(s) (a) to complete any Grant Activities described in the DHCD Contract Documents on or before [XX]. Upon completion of the project, Comcast will provide the County speed validation data to ensure that the project Outcomes have been met and plant constructed is capable of providing broadband speeds that meet VATI criteria. Comcast may choose to submit either monthly invoices or a single invoice for payment upon completion of the work. No VATI funds shall be distributed unless and until (a) Comcast has submitted all requested documents applicable to the construction project and (b) the County has verified that pre-construction and/or construction work has been completed or equipment has been ordered and received. Upon any change to availability of funding, the County must notify Comcast immediately. Upon any decrease in funding, Comcast may amend or terminate the project at its sole discretion. The County will use best efforts to request the full amount of grant funds prior to June 30, 2019.

Comcast and Clarke County will exercise due diligence and best efforts on community outreach and marketing the availability of service, which is the intent of the program. The parties understand, however, that the actual number of customers who choose to subscribe is beyond the parties’ control. The parties also understand that the intent of DHCD is that the parties exercise due diligence and best efforts and that no funds will be returned to the Commonwealth nor retained by Clarke County so long as the parties exercise due diligence and best efforts to reach the program goals.

The County requires a progress update from Comcast every 30 days until project completion. Comcast agrees to assume responsibility for keeping County updated per the project timeline included in the grant. Project timeline of the grant states all activities to be completed by [XX].

COMCAST OF
CALIFORNIA/MARYLAND/PENNSYLVANIA/VIRGINIA/WEST
VIRGINIA, LLC

COUNTY OF CLARKE

By:

By:

_____ [SEAL]
Kevin Broadhurst, Comcast Vice President

_____ [SEAL]
David Ash, County Executive

Date: _____

Date: _____

Approved as to Form Only

Clarke County Attorney

CONTRACT#: VATI# 2019CC-001
GRANTEE: Clarke County

AGREEMENT

This AGREEMENT, entered into as of the 05/20/2019, by and between the Virginia Department of Housing and Community Development hereinafter referred to as "DHCD" and the Clarke County, hereinafter referred to as "GRANTEE."

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WITNESSETH

WHEREAS, the Commonwealth of Virginia has been authorized to distribute and administer the Virginia Telecommunication Initiative (VATI), and

WHEREAS, DHCD has represented to Clarke County that this VATI award is consistent with the Virginia Public Procurement Act, and

WHEREAS, GRANTEE provided a description of the Co-applicant and Co-applicant selection process in its VATI application, and

WHEREAS DCHD, pursuant to a competitive process, has identified GRANTEE and its Co-applicant as a grant recipient through VATI, and

WHEREAS, DHCD has been authorized to distribute and administer VATI funds according to the program guidelines and criteria, and

WHEREAS, the Project as described in the VATI application submitted by the GRANTEE has achieved a sufficiently high ranking through a competitive application selection system to qualify for VATI funding based on the program guidelines and criteria,

Now THEREFORE, the above-mentioned parties hereto do mutually agree as follows:

1. DHCD agrees to award the GRANTEE a Virginia Telecommunication Initiative grant in the amount of \$209,513 following the 2019 Virginia Telecommunications Initiative Program Guidelines and Criteria.

2.

DHCD shall indemnify, defend and hold harmless the GRANTEE and its Co-applicant, its officers, employees, and agents from and against any liability or claims resulting from the Virginia Public Procurement Act, that result from the GRANTEE's and Co-Applicant's participation in VATI, including, but not limited to, reasonable attorneys' fees and costs, provided that GRANTEE shall give DHCD timely written notice of its obligation to indemnify and defend Grantee and Co-applicant within a reasonable time of receipt of a claim or action

pursuant to this Section. If DHCD determines that it is necessary for it to employ separate counsel, the costs for such separate counsel shall be the responsibility of DHCD.

3. DHCD agrees to provide the GRANTEE with technical assistance in setting up and carrying out the administration of this project.
4. The GRANTEE will commence and carry out in partnership with Comcast (“Co-applicant”), a broadband construction project designed to provide access to broadband services to the White Post Area.
5. The GRANTEE must review all remittances/invoices from Comcast and verify that pre-construction, and construction work has been completed, or equipment has been ordered and received prior to distributing VATI funds.
6. DHCD will conduct ~~an Intermediate and~~ Final Compliance Review. The GRANTEE will make all records available upon request by DHCD.

~~6.7.~~ Information provided by GRANTEE or Co-applicant to DHCD, including monthly and final reports, that (i) would reveal trade secrets, financial information of GRANTEE or Co-applicant that is not a public body, including balance sheets and financial statements, that are not generally available to the public through regulatory disclosure or otherwise, or research-related information produced or collected by the GRANTEE or Co-applicant in the conduct of or as a result of study or research on medical, rehabilitative, scientific, technical, technological, or scholarly issues, when such information has not been publicly released, published, copyrighted, or patented, and (ii) be harmful to the competitive position of the applicant shall be afforded the appropriate protections of DHCD’s FOIA policy.

~~7.8.~~ The GRANTEE shall retain financial records, supporting documents, statistical records, and all other records pertinent to the VATI award for a period of no less than **five years** from the date of submission of the final expenditure report. When applicable, all contractors or GRANTEE shall comply with the Virginia Public Procurement Act § 2.2-4300 et seq. of the Code of Virginia, which requires that all original bids together with all documents pertaining to the award of a contract shall be retained in accordance with a retention period of at least five years.

~~8.9.~~ The GRANTEE shall complete the Grant Activities as described in the CONTRACT DOCUMENTS on or before twelve (12) months of the effective date of this agreement. If the ACTIVITIES are not completed by that date all Grant funding and this AGREEMENT may be terminated and the GRANTEE shall return all unexpended funds, unless an amendment to the CONTRACT DOCUMENT provides otherwise.

PROJECT TITLE: White Post Area Broadband

GRANT ACTIVITIES:

- 1) Construction of approximately 5.08 miles of hybrid fiber coaxial network.

Commented [A1]: An Intermediate Compliance Review is undefined and likely redundant since monthly progress reports will be submitted. An Intermediate Compliance Review is a diversion of resources that should be applied toward completion of the project.

- 2) Provide broadband services to 97 ~~serviceable units~~ Serviceable Units, as defined in the 2019 VATI Program Guidelines and Criteria.

OUTCOMES: ~~Serviceable units~~ Serviceable Units will gain access to broadband service over the VATI program speed requirement of 10Mbps down / 3Mbps up, including the variety of service tiers generally provided by the Co-applicant throughout its footprint. ~~up to MAXIMUM SPEED BEING OFFERED.~~

REPORTING: Monthly and final progress reports to include:

- 1) Construction Status
- 2)
- ~~3)~~ Expenditures to date
- ~~4)~~ 3 Number of passings
- ~~5)~~ 4 Status of marketing efforts to potential customers ~~Number of subscribers (i.e. residential, business, and community anchors)~~

TERMS and CONDITIONS

1. A total of \$119,463 in matching funds is committed to this project by the GRANTEE or Co-Applicant, Comcast. To be eligible, matching funds must be used to support eligible expenses as outlined in the approved budget.
2. ~~Comcast will provide speed validation data to the GRANTEE and/or a DHCD representative to ensure that the proposed project outcomes have been met and broadband speeds meet VATI criteria.~~
3. DHCD agrees to make payment to the GRANTEE upon receipt of a remittance with supporting documentation. ~~Submissions of remittance~~ may be made allowing approximately thirty (30) days to receive funds.
4. GRANTEE agrees to provide the following reports to DHCD:
 - a. Monthly progress reports must be submitted to DHCD no later than the 15th of each month. The reports must document VATI and Non-VATI funds obligated and expended to date and the actions taken on key deliverables, including but not limited to construction status ~~and~~ numbers of passings of ~~serviceable units~~ Serviceable Units ~~and number of subscribers.~~
 - b. Final project progress report. This report must document the total VATI and Non-VATI funds expended and the actions taken on key deliverables.
 - ~~c. Post closeout report on subscribers at six (6) months and one (1) year from project closeout~~
5. Grantee shall make all project documents available for ~~an intermediate and~~ final compliance review.

Commented [A2]: Number of subscribers is not a good metric of success for a broadband *access* program. There are a number of variables that can affect the number of subscribers that choose to take service.

Commented [A3]: This section should not be included in an agreement between Clarke County and DHCD, as it requires action by Comcast, a third party.

Commented [A4]: For consideration: any components of the submission of remittance are undefined. Can this be clarified?

Commented [A5]: Number of subscribers is not a good metric of success for a broadband *access* program. There are a number of variables that can affect the number of subscribers that choose to take service.

Commented [A6]: Number of subscribers is not a good metric of success for a broadband *access* program. There are a number of variables that can affect the number of subscribers that choose to take service.

6. The Grantee must use the Centralized Application and Management System (CAMS) to provide all documentation including but not limited to:
 - a. After the AGREEMENT has been executed, the GRANTEE must submit the project budget into CAMS.
 - b. All correspondence, including contract amendment ~~and budget revision request~~ documents, must be uploaded into “Reports and Communication” in CAMS as *correspondence* documents.
 - c. All DOCUMENTS required by this contract must be uploaded into “Reports and Communication” in CAMS as *contract* documents.
 - d. All remittance requests must be submitted through “Remittance” in CAMS. If documents are submitted in “Reports and Communication” at the same time as a remittance request, the explanation text box at the bottom of the Remittances screen must note this fact.

7. To expedite receipt of payment, it is recommended that Grantees contact the Virginia Department of Accounts (DOA) to arrange for electronic transfer of VATI funds. The forms to establish electronic payment with DOA are available at www.doa.virginia.gov. At the home page, click on the Electronic Data Interchange (EDI) link button on the right. Scroll down to the Trading Partner Agreement and Enrollment form for Localities and Grantees. Print the form, fill it out and submit it. Instructions on completing the form are on the third page of the document.

8. The GRANTEE shall submit one of the following financial documents for the GRANTEE’s fiscal year identified below: Financial Statement**, Reviewed Financial Statement prepared by an Independent Certified Public Accountant (CPA), Audited Financial Statement prepared by an Independent CPA or an audit required by the Code of Federal Regulations (CFR), (2 CFR 200 Subpart F), audited by an Independent CPA. Please see the table below to determine which document your organization is required to submit. The threshold requirements outlined below are the *minimal* standards required by DHCD. We strongly encourage all organizations receiving funds from DHCD to undertake the highest level of financial management review to ensure practices and procedures are fully examined and evaluated.

Commented [A7]: Clarke County does not have a budget.

Threshold Requirement	Document
Total annual expenditures ≤\$100,000 (Regardless of source)	Financial Statement prepared by organizations**
Total annual expenditure between \$100,001 and \$300,000 (Regardless of source)	Reviewed Financial Statement prepared by an Independent Certified Public Accountant (CPA)
Total annual expenditures > \$300,000 (Regardless of source)	Audited Financial Statement prepared by an Independent CPA
Federal expenditures ≥\$750,000	2 CFR 200 Subpart F--Audited by an Independent CPA

**Does not require preparation by a CPA

Entities shall file the required financial document in the Centralized Application and Management System (CAMS) within nine (9) months after the end of their fiscal year or 30 (thirty) days after it has been accepted (Reviewed Financial Statement, Audited Financial Statement, and Single Audit Act only) -whichever comes first.

The full DHCD Audit Policy, including an explanation of the specific document requirements, can be found online at:

http://www.dhcd.virginia.gov/images/DHCD/DHCD_Audit_Policy.pdf

Commented [A8]: This is a bad link; the DHCD audit policy is undefined.

9. GRANTEE agrees to recognize DHCD's support for Clarke County's efforts to expand broadband in all project related communication with the media and its marketing publications. The following statement is suggested:

“This program/project was funded/supported in collaboration with the Commonwealth of Virginia’s Telecommunication Initiative.”

		Proposed Timeline - Comcast / Clarke County Broadband Project															
Task	Responsible Entity	March	April	May	June	July	August	September	October	November	December	January 2020	February	March	April	May	June
VATI project awards announced	VA DHCD	3/29/2019															
Finalize grant agreement(s)	Comcast, Clarke County, VA DHCD																
Project engineering	Comcast, Clarke County																
Obtain permits from VDOT for VDOT right of way	Clarke County, Comcast																
Materials procurement	Comcast																
Construction/installation of fiber	Comcast																
Turn-up, test and database work	Comcast																
Service availability notification to potential customers	Comcast																
Final field inspection	Comcast, Clarke County, VA DHCD																

May 21, 2019

Clarke County Board of Supervisors
Regular Meeting
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia conducted on Tuesday, May 21, 2019.

Board Members

Present Afternoon / Evening Session: Mary L.C. Daniel – Berryville District; David S. Weiss – Buckmarsh / Blue Ridge District; Terri T. Catlett - Millwood / Pine Grove District; Barbara J. Byrd – Russell District; Bev B. McKay – White Post District

Absent Afternoon / Evening Session: None

County Staff Present

David L. Ash, Barbara Bosserman, Cathy Kuehner, Brian Lichty, Brianna Taylor, Alison Teetor

Constitutional / State Offices / Other Agencies

Scott Alexander, Tom Judge, Tony Roper, Brian Rosenberry

Press

Mickey Powell – The Winchester Star

Others Present

Joyce Arthur, Warren Arthur, Mr. and Mrs. Trip Hardesty, CT Hardesty, Matt McLaren, Jeff Hinson, Doug Lawrence, Mary Beth Price, Johnson Williams Middle School - Ms. Yvonne Rivera's History class: Joseph Ziercher, Matthew Pankratz, Makenna Scaia, Campbell Neiman, McKinlee Lambert, Kelsey Elrod, Ash King, Nicholas Lynn, Ethan Marchanisano, Henry Myers, Emily King

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:09 pm.

2) Adoption of Agenda

- Under Miscellaneous, add audit presentation by Mr. McLaren to immediately follow the consent agenda.

Supervisor Byrd moved to adopt the agenda as amended. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

3) Citizens Comment Period

None

4) Johnson Williams Middle School Seventh-Grade Students Yvonne Rivera, English and History/Social Studies

- Clarke County Schools awarded the NOAA (National Oceanic Atmospheric Association) grant for more than \$300,000.
 - o Specific to Clarke County for a three year period
- Teaching Elementary, Middle, and High School students about the Chesapeake Watershed
- Over the last year, sixth and seventh grad activities include:
 - o English- Read the Novel "A Long Walk to Water"
 - o Math- calculations
 - o History- apply knowledge from Progressive Era to the Watershed
 - o Stations around school to analyze the watershed
 - o Field Trips – Blandy Experimental Farm
- Posed the question to the students: Should we allow more houses or businesses in Clarke County.
- Sent 15 student letters to the Board of Supervisors

Letter presented by Joseph Ziercher:

To Whom It May Concern,

The Chesapeake Bay Watershed is affected by people in Virginia, Maryland, Delaware, and Washington D.C. Each person that lives in these states affects the Chesapeake Bay. In Clarke County we have the Shenandoah River. It pours into the Chesapeake Bay. Our county is growing. In 2002 there were 12,000 people in Clarke County and in the 2010 there were about 14,000. People who live here pollute the air, land, and water. This means that as the population grows it affects our river's health. I don't want Clarke County to grow, but I know it might some day. I would like us to stop growth for a while until we have a plan.

When more people move into an area more land is cleared for agriculture and development. That means building roads, parking lots and buildings. The more stuff on top of the ground the more water that doesn't soak into the ground. So the water has to flow across a lot of stuff and pick up chemicals before it goes into the ground. Some people call this polluted stormwater. That is one source of pollution another is farmland from livestock and fertilizers running into the river.

I would like Clarke County to stay a small town but with all the growth around us I think we will have to probably grow too. I think after talking to older people that I am for controlled growth. I think it should be planned out ahead of time. I was talking to my coach the other day and he said that when he grew up in the city, developers would buy land and in order to develop it they had to put in green space and parks and that way the developers each had to put in parks then the people in the town didn't have to pay for more park space. If Clarke County is ever going to let more developers in, I hope we have a plan like that so that we still have some nice areas not just houses. I also would like businesses to be agricultural to help preserve green space and preserve some of the county's agriculture. The other good thing about Clarke County is that we have Conservation Easements where those places won't ever get developed. But if we don't develop some of our land we won't get taxes that can get our county nice things like an indoor pool and nicer sports fields.

So I guess I don't want our county to get more developed but if we need to some day I hope that we have a plan in place where it is not out of control growth that happens other places. If we have a plan we can keep Clarke County nice and keep our river healthy.

Letter presented by Matthew Pankratz:

To Whom It May Concern,

In Mrs. Rivera class (History) at ~~In the school of JWMS,~~ we learned about when there was a time that bad people and companies were doing crimes that were horrible (1880-1910). They were crazy for the money. Some of them did stuff that they didn't even know that they got caught with. Like how slaughterhouse meat was full of dirt and bacteria that made people sick or even killed. They would not stop, these people. Until the Muckrakers came. Journalists that demanded the truth for the people and take these bad people down. When some of these people were caught from the Muckrakers and sent to prison, the rest of them backed off, so they wouldn't be caught. This was a major problem back in those days when crimes were everywhere, Then they had the solution, and all was well. Now we have a problem in Clarke County about where and if we should build more houses and buildings for companies. Well, I think that we should have more companies near Clarke County but not has many houses. Here are my reasons why.

If we had let's say Costco in Clarke County, then we have a big store, pharmacy, gasoline place, and a restaurant all in one spot ~~County~~. That's truckloads of money and we use less gas for getting there. In fact, we the people of Clarke County could bike there. Or another famous store that has a good reputation that could change Clarke. We could make millions. We could be more popular and maybe get the chance to expand Clarke County. Also, think about the people here that need all of this stuff. To the foods all the way to medicine. Think about a grandma who needs a special kind of pills that are in Costco, who's not able to drive anymore, and will have to ask a family member to go get it for her. Now think about that Costco was here. If she was capable, she could walk there, if not, the family member would save money and time to get it. People would be happy, safer and save money and time to get there needs and wants. Also, Clarke would get more money for the schools and the hospitals and more.

The bad news is, is that we would need more roads for no traffic jams. People would want to live here so that would take up more space and money. Also are water level for flooding would rise, and that's why I am saying to not build the houses but build the buildings for the companies. The high schoolers who want to work can work and those stores and they already have houses. Or people from other ~~c~~Counties can work there too.

There are many other problems out there in this world, but I think this little change can make a big difference to are County. There are many good things about this and some bad thing about this, but think about what I said and think about how this can change not only you're life but many more.

Letter presented by Makenna Scaia:

To Whom It May Concern...

Hello, I am a seventh grade student at Johnson Williams Middle School. Currently, my history class and I are studying Muckrakers and Political Bosses.

A Muckraker is a brave reporter that exposed injustices. A Political Boss however, was similar to a mayor of a city or town. I believe I am a Muckraker, but I don't want any new buildings. I would like new businesses, but I don't want them building new buildings for it. I would prefer if they used buildings we already have here in Berryville.

I believe in having more businesses, but the thing that makes Clarke County well Clarke County is the grass and the farms. I don't want any new apartments or any new houses. Being a small town makes us safer from crime and harm. Opening our town up will bring more traffic, new construction, and unwanted people. If we add too many new buildings, we will be a overpopulated non grassy area...

I agree we should have more necessary businesses. For example, cute small boutiques, original affordable restaurants, Delis, bakeries, a butcher, local farmers markets. Those things people would go to. It would be fascinating if they started to do ghost tours at our local historic buildings. Like Battletown Inn. They should open up those buildings and make them into hotels or profitable businesses.

They should have more fun activities for children, like a roller rink, Ice rink, trampoline park. We already have the buildings necessary for those changes.

At 300 1st st. Berryville Va there is a large building that will fit possibly a roller rink, laser tag arena, trampoline park. It's 2 million dollars but it's worth it. That would be using empty space without having to build new buildings. There are ways to improve the town without overbuilding. By using what we have and using it in a smart way we can make this town live up to its potential.

Letter presented by Campbell Neiman:

To Whom It May Concern,

Thank you very much for reading my letter, I have come to you with this letter because as you know there are concerns stating whether or not new businesses should come to our small, rural county. I have come to you to bring the proposal stating that new businesses should be allowed to come into Clarke County. Now bringing new establishments into Clarke County can and will have its consequences, but I think the positives on having the new establishments will overpower the negatives. Bringing in new businesses will mean more land needs to be modernized, or taken over. Some things that could happen as a response could be that the watersheds could get contaminated, toxins could be released, the pollution levels could rise, and some plants could die off. There could also be some other environmental issues. Having new issues could also mean that us citizens would be more proactive, and work more to prevent pollution and be more concerned about things and the environment. As new businesses come here, new housing will more than likely need to become available. I think we should expand the housing departments as well as business development.

There will be many things that the people will appreciate when businesses develop more and when housing expands. Some of those things are people won't have to drive all the way across the country to see their family. Their family could be right next door. Another positive is that why make people end up having to drive an hour or more to get groceries, or go to a restaurant! Why not just have a nice restaurant right in town? I am not saying that there should be some kind of fast food restaurant in town, we don't need a McDonalds, we really don't, but we do need some kind of dining option that's new! People would be more satisfied with timing and many other topics if there was more in Clarke County. The only issue with that thought is that if we knock down so many trees and plants in order to expand, then how will oxygenation happen? How will the watersheds stay healthy? Will the environment still be okay if land is being taken over? There is proof that if the population increases, and more developments happen, then the environment can take a toll. The solution to this problem is you could simply pass a policy that every house or business should be required to have some sort of plant indoors or outdoors. In the policy you could

also preserve the land that has active water sources, like the Shenandoah river, or the Chesapeake Bay! That would prevent the very needed land from getting destroyed.

Some people will also enjoy modernization. Modernizing things can be exciting, I know for me it is. Seeing and knowing about new things happening and growing can be an amazing thing! I think that many people would be happy to find that Clarke County is modernizing, and coming together with the future! Now there may also be some people who will want to honor what we have made, and just sit back and remember why we have made Clarke County how it is, and I totally agree with that! I mean knowing that the first settlement in Virginia that would eventually become Clarke County was in 1736 can be important to some people! The only thing I'm saying against that is that yes people have made history here, and yes nobody wants to just destroy that and never remember that, but it's very fun to expand and build new things too! But dwelling and living in the past isn't too good, and it's not that fun either, but moving forward is more fun, but just don't forget the past!

New housing and new businesses should come to Clarke County, and there are many reasons why. New housing would equal more people, more people would equal more relationships between people, and as a response to that, there would be more happiness. The environment could suffer in ways such as pollution levels increasing, watershed health decreasing, and toxin releasement. But these things are only possibilities, they might happen, or they might not, but the positives for expansion, I believe overcome those possibilities. People will be less irritated, when it comes to things like timing, availability, and many more. I know as a Clarke County citizen, sometimes having to drive 30 minutes to a simple restaurant or something in that manner can get irritating. Also having small, little businesses can get a little frustrating. Why can't we expand? Why can't we have more opportunities in our county? Why can't we modernize more? Those are some questions that I know personally, that many people ask. Thank you for reading and accepting my letter, I hope you understand my message and my point of view on things, and I hope you take my proposal into consideration.

Thank you,

Letter Presented by McKinlee Lambert:

To Whom it May Concern,

In my history class, we have been learning about political bosses and muckrakers. We have also been talking about how the Shop - n - Save is becoming a Martins. We are learning about the differences between a muckraker and a political boss. A muckraker is someone who wants change in certain things. ~~A~~ political boss is a very different person, they don't want change. They usually disagree with everything a muckraker says. I am a muckraker because I believe that there should be more housing and business development. ~~N~~not to the point where Clarke County becomes overcrowded but there should still be a little bit more than there is now. I do think there should be rules against certain types of businesses. For example, an industry that gives off pollution should not be able to come here, because of the impact on our agriculture, rivers and our Chesapeake Bay watershed. If a business wants to be approved, they should be able to show that their company would not impact our agriculture and watershed.

There are not a lot of stores in Clarke County. If you need to buy clothes or shoes you need to go to Winchester or Charles Town! Having more business development would also bring more jobs. For example, for teenagers here it's usually harder to find jobs when they have little experience. More business development would help with that because they could find something close to home to get work experience. Also, the small town businesses on Main St would make more money because if we had more business development people would come into Clarke for shopping but they would get hungry and maybe stop at a place to eat or another store on Main St.

There have been many small businesses in Berryville that close because they don't make enough money to stay open. This is because everyone has to go to other towns to buy most needed items! If we had a few larger stores like Martins or Target, a lot more people would come to shop which would help the small businesses too. I believe there could be a little more housing but should follow the rules of the town when building housing. Housing would be more affordable if there were more choices here.

In cOnclusion, I do believe Berryville and Clarke County should allow some business and housing growth. I think a little growth, while following guidelines, would be beneficial to the town and citizens who live here. It would bring more money to our town and more jobs without impacting our agriculture.

Letter presented by Kelsey Elrod:

To Whom it may concern,

Recently, in my history class, we have been learning about muckrakers and political machines. Berryville, in my opinion has all the attractions to keep all the people in the town. But if we want to bring more people into Berryville, I think there should be more stores, shops, and restaurants. I also think there should be more athletic programs.

If we want more people to move to Berryville, or make people excited about living here, then we should add a more common grocery store along with additional retail stores and restaurants. I think the town of Berryville will appreciate this change because with more common stores there are people who go all the way to Winchester to get to a decent shop. Some shops we could add would be Martin's, Starbucks, Chick-fil-a, Simply Charming, Aeropostale, and many more.

I think we should add more athletic programs because a lot of kids like to play sports. Adults can play sports too. Athletic programs are very important to some kids and students because that might be what they're relying on for college. This will improve Berryville because more athletic programs means more kids come to play sports in Berryville. Some sports we could add would be volleyball, gymnastics, and wrestling.

Adding or replacing all these things will make great improvement in Berryville but it will also cost. As we all know Berryville is even now having draining issues so if we add all the stores, or put in fields or buildings, that's just taking up more land. So I think before we add all this stuff we should put in more draining lines and even out the land where the draining is really bad. In conclusion, I think we should add more stuff to Berryville, but first we need to assist the draining issue.

- Ms. Rivera opined that she hoped the Board of Supervisor enjoyed the letters and that it gave an idea of how the students think.
- Ms. Rivera thanked the Board of Supervisors for their time.
- Chairman Weiss opined that the students are all future Planners / Supervisors.
- Chairman Weiss provided a brief history of the Clarke County Comprehensive Plan.
- Chairman Weiss stated that he was very impressed and thanked the entire class.
- Supervisor Catlett thanked the class for coming and stated that they all had good thoughts.
- Supervisor Daniel pointed out Alison Teeter- Natural Resources Planner. Stating that having that position in the County has always been a reassurance that we take our impact on the watershed very seriously.
- Supervisor Byrd thanked the students for presenting. She is pleased that the students are thinking about Clarke County.
- Vice Chairman McKay thanked the students and encouraged them to get to know their Board of Supervisor and talk to them.
- Chairman Weiss congratulated the School and thanked all of the students for coming.

5) Consent Agenda

2019-05 Resolution of Appreciation for Charles "Trip" Hardesty

RESOLUTION IN RECOGNITION OF CHARLES "TRIP" HARDESTY III

May 2019

WHEREAS, Clarke County native Charles Triplett Hardesty III began selling cars as a teenager in the 1940s and opened Trip's Auto Sales in 1956 while also working a full-time job during the week to support his family; and

WHEREAS, Mr. Hardesty has partnered with the Virginia Department of Motor Vehicles as a DMV Select office since May 4, 1959; and

WHEREAS, Mr. Hardesty — 89-years old as of July 2019 — is the longest-standing License Agent for the Virginia DMV, serving as a private contractor on behalf of the state; and

WHEREAS, in recent years, his DMV Select office annually conducts more than 40,000 DMV transactions, including registrations, titles, plates, registration renewals, disabled and wheelchair accessible parking tags; and

WHEREAS, the DMV2Go mobile office arrives at Trip's Auto Sales one day each month to provide additional services such as identification cards, learner permits, driver's licenses; and

WHEREAS, Trip's Auto Sales is one of only two DMV Select offices in Virginia open on Saturday as well as Monday through Friday to best serve our residents; and

WHEREAS, Trip's Auto Sales at 6103 Lord Fairfax Highway has been a family-owned and operated business, offering exemplary service to Clarke County residents for more than 60 years;

NOW, THEREFORE BE IT RESOLVED, the Clarke County Board of Supervisors does hereby issue this resolution in recognition of Charles "Trip" Hardesty III, a well-respected businessman and beloved member of our community.

IN WITNESS THEREOF, I have set my hand and caused the seal of the County of Clarke, Virginia, to be affixed this resolution on the 21st day of May 2019.

Attest: David Weiss, Chair 2019-5R

Supervisor Daniel moved to adopt the item on the Consent Agenda as presented. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

Chairman Weiss opined that it was a rite of passage growing up in Clarke County to go into Trips and be told to straighten up by Mr. Hardesty. He personally thanked Mr. Hardesty for all he had done and then thanked him from the Board for all that he has done for this community over the years.

Mr. Hardesty then thanked the Board of Supervisors.

6) Memorandum of Understanding (MOU) Between the Town of Berryville and Clarke County Regarding Economic Development and Tourism

Received a letter from the Town of Berryville, indicating that they would like to change the methodology by which we pursue Economic Development within the Town and the County.

Chairman Weiss highlights include:

- In the newspaper, there seemed to be indication and comments that the County and Chair of the Board of Supervisors forgot the MOU Committee.
 - o Clarified that is not true; at the last meeting of the MOU Committee, the Town representatives indicated that the Town was in a transition and asked that action be deferred until the Town requested action in the future.
- Preferred that the MOU Committee would have reconvened to review different recommendations for the Board.
- Clarified to the Board that the Town pays nothing for the Director of Economic Development and Tourism, which was by design, it was supposed to be a County employee.
- Current makeup of the committee is the County Administrator, Board of Supervisor Chair, Town Council member, and the Town Manager or designee.
 - o Current members: David Ash, David Weiss, Jay Arnold, and Christy Dunkle.
- Originally, it was supposed to be the County Administrator and the Town Manager so that the hierarchy of employment was set.
- The Town amended to Town Manager or designee.

- While the designee, the Town Planner, is a professional, possesses the requisite skill sets, and does an excellent job, having a second person overseeing the other unnecessarily complicates the relationship.
- Stated that he would continue to serve on the MOU Committee if asked.
- The last item reviewed by the MOU Committee was the MOU document and the Committee went through to see the accomplishments and to determine what still needed to be done.
 - MOU Committee served as the Oversight Committee to recommend and then to hire the Economic Development Officer.
 - MOU Committee was established as a framework to set goals.
- Applauds the Town for taking economic development seriously.
- Personally, he believes that the Town should have a financial share in the cost of promoting economic development.

Vice Chairman McKay highlights include:

- The Town and the County are not given, nor do they give themselves, credit for all they have accomplished.
- Believes the existing membership is fine; and, if the Town would like to have more members, then, there is no reason that they cannot appoint them.
- Existing committee has been working well for us and changing drastically will not help our continuity.

Supervisor Catlett highlights include:

- Having the Town and the County work together is wonderful.
- Before creating a new committee, we should look at accomplishments and what the committee make up should be.
- Would like to hear from the Town on how the MOU Committee fits with the overall structure and goals of the other Town committees.

Supervisor Daniel highlights include:

- Good to have staff on the committee and that it would be fine to have two representatives from the Board of Supervisors and Town Council as long as we had enough people.
- Last paragraph of the letter states that it renews July 1, unless there are to be changes made.
- Currently, the existing MOU Committee is as stands.

- No harm in reconvening the existing committee.

Supervisor Byrd highlights include:

- Use this as an opportunity to move forward with the new council members.
- Work with the Town; get things done for our County to bring in more money.
- Finances should be discussed.
- New Council has good ideas and energy.
- The Committee, either the existing or a new one, should keep each member of the Board up to date via email with reports.
- Important for the Town and the County to be united.

David Ash highlight include:

- In the hierarchy of committees, this was to be a higher level of agreement between Town and County.
- Higher level of intention to keep both localities on the same page not to delve into the daily activities of the Industrial Development Authority, Economic Development Advisory Committee, and Town committees.

Vice Chairman McKay moved for the existing MOU Committee to reconvene to discuss future options and report recommendations to their respected bodies. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

7) Approval of Minutes

April 2, 2019, BoS Budget and Tax Rate Public Hearing

April 16, 2019, Regular Meeting

April 19, 2019, Continued Regular Meeting

Supervisor Daniel moved to accept the minutes for April 2, April 16, and April 19 as presented. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

8) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through May 2019

2019-05-013 Summary: Following discussion, the Personnel Committee recommends:

- Tom Bauhan to the Clarke County Sanitary Authority to serve the remainder of the unexpired term of A.R. "Pete" Dunning, Jr., expiring January 5, 2022.
- Katherine Berger to the Clarke County Historic Preservation Commission to a four-year term expiring May 31, 2023.

2019-05-21 Action: David Ash summarized the Committee's recommendation.

Vice Chairman McKay moved to approve the Personnel Committee recommendations. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

9) Board of Supervisors Work Session Items

Board of Supervisors Work Session Agenda
Berryville/Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611

May 13, 2019, 10:00 AM, Meeting Room AB

Present: Barbara J. Byrd; Terri T. Catlett; Mary L.C. Daniel; Beverly B. McKay, David S. Weiss

A. Historic Preservation Commission Report on the Demolition by Neglect Study by Maral Kalbian.

2019-05-13 Summary: The Supervisors changed the agenda order to allow presentation on demolition by neglect by Maral Kalbian to go first.

2019-05-21 Action: David Ash summarized Board review.

B. VDOT SSYP 2019/2020 through 2024-2025, Construction Budget FY2020

2019-05-13 Summary: Ed Carter presented six year plan options to the board. After discussion, the Board asked VDOT to prepare an option that would expedite the inclusion of Janesville Road earlier than in the current plan.

2019-05-21 Action: David Ash summarized Board review.

C. Comprehensive Services Update with Judith Blau

2019-05-13 Summary: Judi Blau and Denise Acker updated the Board on the status of the Comprehensive Services Act Programs in the County, explaining the sources of revenue and the mandated spending.

2019-05-21 Action: David Ash summarized Board review.

- Supervisor Byrd opined that the presentation was educational.
- Chair Weiss opined that it was a good update.

10) Board of Supervisors Finance Committee Items

A. FY2019 Supplemental Appropriations

a) *Conservation Easement Purchase - Rowland*

2019-05-13 Summary: *"Be it resolved that Conservation Easement Fund budgeted expenditure and appropriation be increased \$75,200, that VDACS revenue from the Commonwealth be recognized in the amount of \$37,600, that local funds currently in the Conservation Easement Fund in the amount of \$30,000 be recognized, and that the fund balance designation for Conservation Easement Purchases be decreased by \$7,600, all for the purpose of purchasing a conservation easement on the property of Katharine Rowland."*

2019-05-21 Action: Tom Judge summarized.

Supervisor Catlett moved to approve. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

b) General District Court Desk purchase.

2019-05-13 Summary: The request for funds to purchase a desk was withdrawn when a suitable desk became available in surplus.

2019-05-21 Action: Tom Judge summarized Board review.

c) Parks Dog Park Donation for picnic tables.

2019-05-13 Summary: *"Be it resolved that Parks Administration budgeted expenditure and appropriation be increased \$1,635, and that a donation from the Clarke County Humane Foundation be recognized in the same amount, all for the purpose of providing two picnic tables for the Dog Park."*

2019-05-21 Action: Tom Judge summarized.

Supervisor Daniel moved to approve. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

B. Overtime Reporting

2019-05-13 Summary: There was a discussion of the need for better understanding of the factors leading departments to the use of overtime. It was suggested that departments make monthly reports to the Personnel Committee to accomplish this purpose.

2019-05-21 Action: Tom Judge summarized Board review.

There was discussion on Lucketts Spring Market at the Ruritan Fairgrounds held May 17 through 19. The Board questioned if the vendor paid for the Sheriff Deputies overtime. Supervisor Daniel thanked the Sheriff's Office for its work noting there were no complaints for the Lucketts event.

C. Bills and Claims

2019-05-13 Summary: The Finance Committee recommends approval of the April 2019 Invoice History Report.

2019-05-21 Action: **Vice Chairman McKay moved to accept the April invoice history report as presented. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye
Beverly B. McKay	- Aye
David S. Weiss	- Aye

D. Standing Reports

FYI: Reconciliation of Appropriations, Fund Balance, and Capital Budget, and General Fund Expenditure Summary

11) Joint Administrative Services Board

Highlights of the update by Tom Judge include:

- Discussed Genworth Marketing
- Reviewed and approved annual staff salary increases for Joint Administrative Services.

By consensus, the Board agreed upon Chairman Weiss suggestion to move the Closed Session Item 16 up on the schedule. For details, see Item 16 Closed Session

12) Government Projects Update

David Ash provided the monthly project update.

- 104 Court House:
 - Engineers there last week
 - Firm is working on design
 - Move all units from attic space
 - Eliminate further cracking and leakage in ceiling
- Kohn Property:
 - Mowing completed
 - Will need to be mowed again soon
 - Repaired overflow for pond and refilling again
 - Schools are buying a skid loader so will borrow to widen the driveway
- School Board Office
 - Metal roof is complete
 - Discovered in the process that the siding on the dormers had to be removed in order to complete the roof
 - Will have to be reinstalled
- Park:
 - All old rail fence has been removed
 - New fencing has been put in except on a small section
- Pool:
 - Filling today
 - Water within six inches of the skimmers
 - Repaired filters
- Pavilion:
 - Electric and water supposed to be done but not done yet.
- Convenience Center:
 - Called Southern Scrap (only purchaser for recycling in area) to pull containers for plastic and cardboard and was told that they will not pick up anymore.
 - Negotiated with Southern Scrap and they stated that they would continue taking recycling until there is no market.
 - If we cannot recycle at the Clarke County site in the future, citizens still have the right to take their recycling to Frederick County since they are under a contract.

13) Miscellaneous Items

Audit Presentation by Matt McLaren

Mr. McLaren read the six significant points from the Letter of Governance.

ROBINSON, FARMER, COX ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL LIMITED LIABILITY COMPANY

Communication with Those Charged with Governance

**To the Honorable Members of
The Board of Supervisors
County of Clarke, Virginia**

We have audited the financial statements of the governmental activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of County of Clarke, Virginia for the year ended June 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 15, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by County of Clarke, Virginia are described in Note 1 to the financial statements. As described in Note 20 to the financial statements, County of Clarke, Virginia changed accounting policies related to other postemployment benefits by adopting Statement of Governmental Accounting Standards (GASB Statement) Nos. 75 *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* and 85, *Omnibus 2017*. We noted no transactions entered into by the County during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were useful lives of capital assets used to calculate depreciation, the allowance for uncollectible property taxes, accrued leave, and the net pension asset and liabilities and net OPEB liabilities and related deferred outflows of resources, deferred inflows of resources, and expenses.

Management's estimates of depreciation, allowance for uncollectible property taxes, and accrued leave are based on established guidelines and experience. The net pension (asset) liabilities and net OPEB liabilities and related items are based on calculations made by an actuary contracted by the State for the Virginia Retirement System. We evaluated the key factors and assumptions used to develop depreciation expense, the allowance for uncollectible property taxes, and accrued leave and reviewed the actuary's calculations of the net pension and OPEB liabilities (asset) and related items in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. We noted several material adjustments to the financial statements detected as a result of audit procedures which were acknowledged, reconciled and corrected by Management.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 25, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the County's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as County of Clarke, Virginia's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis and the schedules of pension and OPEB funding, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements.

We did not audit the RSI and do not express an opinion or provide any assurance on the RSI. Our responsibility with respect to the budgetary comparison information, which also supplements the basic financial statements, is to evaluate the presentation of the schedules in relation to the financial statements as a whole and to report on whether it is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Matters (Continued)

We were engaged to report on combining and individual fund financial statements and schedules, supporting schedules, and the schedule of expenditures of federal awards, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on statistical information, which accompanies the financial statements but is not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the Board of Supervisors and management of County of Clarke, Virginia and is not intended to be and should not be used by anyone other than these specified parties.

Robinson, Farming Co. Associates

Charlottesville, Virginia
April 25, 2019

- Reviewed the Financial Report.
- Page 1 is the independent auditors report issuing an unmodified / clean opinion on the accuracy of the numbers that were reported in the financial statements.
- Page 4 is the Management Discussion and Analysis. This is a narrative overview of the financial statements providing the highlights for the 185-page document.
- Briefly reviewed the main financial statements:
 - Page 14 Balance Sheet for Governmental Funds
 - General Fund is the County General Operating Fund
 - Equity term is Fund Balance
 - General Fund Balance approximately \$11.6 million at June 30, 2018
 - Fund Balances segregated by various categories, hierarchy of presenting the Fund Balance based on least available to most available for preparation.
 - Some categories are restricted for specific purpose:
 - Assigned being most restrictive, and
 - Unassigned being the least restrictive and available for appropriation by the Board.

- Page 16 Statement of Revenues, Expenditures, and Changes in Fund Balances
 - Reports the increase or decrease in the Fund Balance or Equity for the year.
 - General Fund: there is a decrease by approximately \$370,000.
- Common benchmark to compare the ending Fund Balance of June 30, as it relates to the total budgeted expenditures for the General Fund.
- Liquidity type ratio is the County ability to satisfy the impending expenditures that have been budgeted.
 - Clarke County had 34% fund balances as it compares to the budgeted expenditures for FY2018.
 - Most financial policies recommend 15-25% in that ratio.
- Chairman Weiss asked if the higher percentage was related to the pay-as-you-go policy.
- Mr. McLaren answered that certainly having a policy to preserve the fund balance equity will increase the percentage. Really a benchmark to compare what the reserves are in place.
- Supervisor Byrd asked for explanation of Virginia Public Assistance.
- Mr. McLaren stated that it is the formal name used by the Commonwealth of Virginia for Department of Social Services. He also stated that this will most likely increase due to Medicaid expansion.
- Page 71: Note 17: Notes to Financial Statements
 - Other Post-Employment Benefits (OPEB)
 - Liability that the Governmental Counties Standards Board requires every locality in the United States to measure and report in its financial statements.
 - Anything that is provided to a retiree other than pension.
 - The County offers a health benefit that retirees pay for but it allows retirees to stay on the Health Insurance until they reach Medicare age.
 - There is a liability because retirees are generally older, which increases rates.
 - The actuaries measure the cost to allow retirees to stay on the plan.
 - Total Liability
 - County \$751,000
 - School Board \$4 million
- Page 179 Independent Auditors' Report on Compliance as it relates to Federal Awards
 - Federal Government requires that each locality that receives greater than \$750,000 combined in Federal Assistance have a single audit.

- Randomly select Federal Program Awards and conduct a single audit on those programs.
- Required to report the compliance with those program audits.
- Issued a clean / unmodified opinion on the single audit for FY2018.
- Supervisor Byrd asked how many years Mr. McLaren had been serving Clarke, also how this audit compares to the past years.
- Mr. McLaren stated that he had been serving Clarke for the past 14 or 15 years and that it is remarkable how stable the County's fund balance has been, the debt is very conservative, the County has a unique financial reporting structure, and that there is a Central Finance Office that is very efficient.
- Chairman Weiss thanked Mr. McLaren for his work and thanked the Joint Administrative Services Office for their work.

Airbnb: Information only – summarized by David Ash

At the evening session, David Ash raised the issue of Airbnb. Highlights of review include:

- Mr. Mitchell approved the content for Airbnb contract.
- Agreement between the County and Airbnb to start collecting the Transient Occupancy Tax from Airbnb bookings.
- 30-day opt out period
- Third-party billing between Airbnb and the Commissioner of the Revenue
- Supervisor Byrd questioned if by collecting money from these businesses did they have to pass health and safety requirements or any other inspections.
- Mr. Ash stated he had asked Mr. Mitchell who clarified that the tax is the tax and other concerns are other concerns. While this may be something that the County wants to pursue in the future, the Transient Occupancy Tax is not dependent upon whether the other regulations have been met.
- Chairman Weiss opined that it is a concern noting that the County may look at it in the future but it is not a prohibited use.
- In response to a question from a member of the audience, Mr. Ash stated that the Transient Occupancy Tax is 2.5%.
- Supervisor Byrd clarified that each one should hold a business license, which is \$30 per year.
- Chairman Weiss stated that the Transient Occupancy Tax is the same that is collected from Rosemont, hotels, bed and breakfast, etc.

14) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Set up MOU Committee Meeting	David L. Ash
2.	Process 2019-05R	Lora B. Walburn & Brianna R. Taylor
3.	Process and post approved minutes.	Brianna R. Taylor
4.	Update appointments database, draft notice of appointment, and notify staff representatives.	Lora B. Walburn & Brianna R. Taylor
5.	Execute letters of appointment.	David S. Weiss

15) Board Member Committee Status Reports

Due to time constraints, the Board agreed to suspend status reports.

- Vice Chairman McKay expressed interest in participating in a VaCO discussion on Solar Farms.

By consensus, the Board agreed to Vice Chairman McKay’s participation.

16) Closed Session

At 2:33 pm, Supervisor Daniel moved to enter closed session pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

At 4:09 pm, 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 Catlett moved to reconvene in open session. The motion carried as follows:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

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

CERTIFICATION OF CLOSED SESSION

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

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

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

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

No action was taken following Closed Session.

At 4:20 pm, Chairman Weiss recessed the meeting.

At 6:34 pm, Chairman Weiss reconvened the meeting.

17) Citizens Comment Period

No citizens appeared to address the Board.

18) Virginia Department of Transportation [VDOT]

– No update or comments

19) PH 19-07 Restriction of Through-truck Traffic on Blue Ridge Mountain Road [VA Route 601]

The County of Clarke proposes to request that the Commonwealth Transportation Board approve the restriction of Through-truck Traffic on Blue Ridge Mountain Road [VA Route 601] from John Mosby Highway [US Route 50] to Harry Byrd Highway [VA Route 7] in accordance with § 46.2-809 of the Code of Virginia. The proposed alternate route is Lord Fairfax Highway [US Route 340] from John Mosby Highway [US Route 50] to Harry Byrd Highway [VA Route 7]

At 6:36 pm, Chairman Weiss opened the citizen comment portion of the public hearing.

Tom Melgaard, 19655 Blue Ridge Mountain Rd., commented that there seems to be more truck traffic as time goes on. He expressed that he is definitely in favor of reducing through-truck traffic.

Paul Waldo, 20769 Blue Ridge Mountain Rd., commented that he would like to see a reduction in the truck traffic. He expressed concerns of safety since the road condition is mountainous and hilly and there are many blind curves. He noted that there was no opposition to the through-truck traffic and thanked the Board for their consideration.

Chairman Weiss closed the citizen comment of the public hearing at 6:38 pm.

- Supervisor Catlett stated that the road is not suitable. She expressed that she was glad that citizens did come to speak on what really happens.
- Chairman Weiss recalled that Mr. Carter indicated that VDOT had traveled that road and agreed that it was not suitable for big trucks.
- Mr. Alexander expressed that the statement was correct. As a side note, he stated that VDOT had used GPS since truck drivers tend to use GPS to get them to different locations and Route 601 is a main path used by GPS.
- Chairman Weiss asked if the Board were to take this action to ask for restrictions would there be signage that would indicate motorists should disregard GPS, etc.
- Mr. Alexander stated that if through-trucks were restricted then the specific prohibited signs would be posted.
- Supervisor Byrd asked if the “No Thru Truck Traffic” sign would be posted.
- Mr. Alexander responded in the affirmative.
- Supervisor Catlett asked what the action of the citizen would be if they see trucks on the road after the signage was up and how it would be enforced.
- Mr. Alexander stated that it would be enforced by the Sheriff and the State Police; the citizen could call the emergency or non-emergency dispatch number.
- Supervisor Daniel expressed that Vice Chairman McKay and she agreed that truck driving is not an easy job and that they could not imagine anyone who would want to be on that road with an 18-wheeler unless they had to be.

- Supervisor Catlett opined that the signs should help.
- Mr. Ash stated that once this is complete VDOT would initiate their own study and will come back with recommendation on the nature and type of restriction.
- For clarity, Vice Chairman McKay asked when this would start.
- Mr. Alexander explained that it would be several months.

Supervisor Catlett moved to propose to request that the Commonwealth Transportation Board approve the restriction of Through-truck Traffic on Blue Ridge Mountain Road [VA Route 601] from John Mosby Highway [US Route 50] to Harry Byrd Highway [VA Route 7] in accordance with § 46.2-809 of the Code of Virginia. The proposed alternate route is Lord Fairfax Highway [US Route 340] from John Mosby Highway [US Route 50] to Harry Byrd Highway [VA Route 7]. The motion carried by the following vote:

Barbara J. Byrd	Aye
Terri T. Catlett	Aye
Mary L.C. Daniel	Aye
Beverly B. McKay	Aye
David S. Weiss	Aye

20) PH 19-08 SSYP 2019-2020 thru 2024-2025, Construction Budget FY2020

The purpose of this public hearing is to receive public comment on the proposed Secondary Six-Year Plan for 2019/2020 - 2024/2025 in Clarke County, and on the Secondary System Construction Budget for Fiscal Year 2020. Copies of the proposed Plan and Budget may be reviewed at the Edinburg Residency Office of the Virginia Department of Transportation, located at 14031 Old Valley Pike Edinburg, Virginia or at the Clarke County offices located at 101 Chalmers Court, Suite B, Berryville, Virginia. All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP), which documents how Virginia will obligate federal transportation funds.

David Ash advised that there was a correction for small deviations on Lockes Mill Rd.

Scott Alexander presented:

- Major projects:
 - Old Charlestown Rd. bridge replacement over the Opequon
 - Currently 19' wide by 80' long bridge
 - Replace with 30' wide by 136' long structure
 - Tentative end date of November 2020
 - Old Winchester Rd. bridge replacement over the Opequon

- Currently under construction
- Previously 16' wide by 80' long structure
- Replace with 28' wide by 89' long structure
- Anticipated end date November 1, 2019.

MAJOR PROJECTS

ROUTE	ROAD NAME (UPC #)	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	DESCRIPTION OF WORK	VICINITY	ESTIMATED COST	TENTATIVE AID START DATE	COMMENTS
701	Old Charlestown Road (UPC 88866)	At Frederick/Clarke Co line		1200	Replace bridge structure	Opequon Creek	\$4,356,227	2020	Federal Funds
722	Old Winchester Road (UPC 80336)	25 miles E County line	25 miles W County line	800	Replace bridge structure	Opequon Creek	\$1,000,000	Under Constr	Federal Funds

** Listed in Frederick County's Secondary Plan*

- Estimated Allocations by fiscal year
 - o FY2020 approximately \$130,000
 - o Zeros on top row and number amounts on bottom row is because they are changing the name of how the money is allocated.
 - Changing from Commonwealth Transportation Board [CTB] Formula - Unpaved State to District Grant Unpaved.
 - o Projecting approximately of \$100,000 per year on average

Secondary System Clarke County Construction Program Estimated Allocations

Fund	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Total
CTB Formula - Unpaved State	\$97,058	\$0	\$0	\$0	\$0	\$0	\$97,058
Tel/Fee	\$32,903	\$32,903	\$32,903	\$32,903	\$32,903	\$32,903	\$187,416
District Grant Unpaved	\$0	\$136,278	\$56,114	\$74,499	\$69,332	\$69,332	\$405,555
Total	\$129,961	\$169,181	\$89,017	\$107,402	\$102,235	\$102,235	\$700,031

- New Hard Surface Projects: Priorities:
 - o Locke Mill Rd from the old mill passed Rt. 608 to just past watermelon park
 - There is a piece that is already paved within that section.
 - o Janesville Rd expect to start in 2021
 - Moved project up from 2023 or 2024
 - o Finish Lockes Mill Rd from just past watermelon park to Chilly Hollow Rd

NEW HARDSURFACE PROJECTS

PROJECT #	UPPC #	ROAD NAME	FROM	TO	LENGTH (MILES)	APPROX. DAILY TRAFFIC COUNT	ESTIMATED COST	ESTIMATE ADJUST DATE	CLASSIFICATION
1)	621	Locke Mill Road UPC 100051	EHS 0.86 Miles W Rt. 608	0.92 Miles E Rt. 608	1.2	120	\$887,500	2020	Rural Rustic
2)	672	Janesville Road UPC 20260	Rt. 607	Rt. 608	1.4	170	\$315,500	2021	Rural Rustic
3)	621	Locke Mill Road	0.92 E Rt. 608	EHS Rt. 621 (Chilly Hollow)	1.1	120	\$370,500	Beyond Plan	Rural Rustic

- Planning Estimates- Typical Sections:
 - o Generally rural rustic roads approximately \$305,000 per mile
 - o Cost can go up if have steep road, have ditch problems, etc.
 - o Other price estimations shown for higher volume highways etc.

Planning Estimates-Typical Sections

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

- Supervisor Byrd inquired as to the number of gravel roads left in Clarke County that still need paving.
- Mr. Alexander stated that there are approximately 20 miles of unpaved roads left in Clarke County.

- Supervisor Catlett asked if there were any other gravel roads that constituents have inquired to complete.
- Chairman Weiss stated that he had not been approached.
- Supervisor Byrd expressed that it took 18 years to get Allen Road paved and it now needs to be patched in a few places.

Chairman Weiss thanked Mr. Alexander for the presentation and thanked VDOT for working with the Board and moving projects up.

At 6:53 pm, Chairman Weiss opened the citizen comment portion of the public hearing. Being no persons desiring to speak, he closed the public hearing at 6:54

Vice Chairman McKay moved to adopt VDOT Six Year Plan as presented. The motion carried by the following vote:

Barbara J. Byrd	Aye
Terri T. Catlett	Aye
Mary L.C. Daniel	Aye
Beverly B. McKay	Aye
David S. Weiss	Aye

21) Adjournment

At 7:00 pm, Chairman Weiss adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, June 18, 2019, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: May 21, 2019

David S. Weiss, Chair

David L. Ash, County Administrator

Recorded and transcribed by Brianna R. Taylor, Administrative Assistant - County Administration

Clarke County Board of Supervisors

Consent Agenda

- A. 2019-06 Resolution of Appreciation for Paul Jones
- B. Bills and Claims / Invoice History Report
- C. General Fund Expenditure Summary

Clarke County Board of Supervisors



Berryville Voting District
Mary L.C. Daniel
(540) 955-1971

Millwood Voting District
Terri T. Catlett
(540) 837-2328

White Post Voting District
Bev B. McKay – Vice Chair
(540) 837-1331

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

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

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

RESOLUTION IN APPRECIATION OF SERVICE

PAUL R. JONES

June 2019

WHEREAS, Paul Randolph Jones was born July 4, 1944, and grew up in Berryville, Virginia, where he attended Johnson-Williams High School before graduating from Allen University and earning a master's degree at the University of Virginia; and

WHEREAS, Mr. Jones returned to Clarke County in 1968 to teach at Boyce Elementary School, then became principal of Berryville Primary School in 1976, and was named principal of D.G. Cooley Elementary School in 1991; and

WHEREAS, he worked in Clarke County Public Schools central office from 1997 until his retirement in July 2003 and continued to work part-time for the school system until 2006; and



WHEREAS, Mr. Jones also dedicated his life to public service by representing Berryville's Ward 1 on Town Council from July 1972 to June 1977 and serving on the Clarke County Parks and Recreation Advisory Board from 1997 to 2018 and the Clarke County Industrial Development Authority from 2007 to 2019; and

WHEREAS, he also gave his time to other organizations such as Grafton School, Lord Fairfax Community College, Tri-County O.I.C., and the American Red Cross; and

WHEREAS, Mr. Jones chaired the committee that transformed a circa-1882 schoolhouse in Josephine City into the Josephine Community School Museum & Clarke County African-American Cultural Center that opened in 2003 after which he continued to serve on its board;

NOW, THEREFORE BE IT RESOLVED, the Clarke County Board of Supervisors does hereby issue this posthumous resolution of appreciation to Paul R. Jones, who touched generations of Clarke County residents through his dedication to public education and community service before his death on May 28, 2019.

IN WITNESS THEREOF, I have set my hand and caused the seal of the County of Clarke, Virginia, to be affixed this resolution on the 18th day of June 2019.

ATTEST:

David Weiss, Chair 2019-06R

www.clarkecounty.gov

101 Chalmers Court, Suite B
Berryville, VA 22611

Telephone: [540] 955-5175

**Clarke County
Invoice History Report
May 31, 2019**

<u>VENDOR NAME</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>WARRANT</u>	<u>FULL DESC</u>
Access Independence	Access Independence Contr	1,000.00	EJ053119	FY19 allocation
Access Independence Total		1,000.00		
ACOSTA CLISTINE E	Personal Property Tax Current	135.43	EJ053119	
ACOSTA CLISTINE E Total		135.43		
ADT LLC (07)	Personal Property Tax Current	46.08	EJ053119	
ADT LLC (07) Total		46.08		
ADT LLC (08)	Personal Property Tax Current	4.50	EJ053119	
ADT LLC (08) Total		4.50		
ALGER ASHLEY NICHOLE	Personal Property Tax Current	6.16	EJ053119	
ALGER ASHLEY NICHOLE Total		6.16		
Amanda Underwood	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Amanda Underwood Total		30.00		
Amazon Acct	Com of Rev Materials & Supplie	39.01	EJ053119	Received Stamp
Amazon Acct	Electoral Noncap Office Equip	58.74	EJ053119	Registrar EPB and iPad supplie
Amazon Acct	Electoral Noncap Office Equip	79.45	EJ053119	Registrar EPB and iPad supplie
Amazon Acct	Registrar Noncap Office Equip	8.94	EJ053119	Registrar EPB and iPad supplie
Amazon Acct	Circuit C Noncap Office Equip	191.98	EJ053119	Office Mats
Amazon Acct	Clk of CC Materials & Supplies	74.00	EJ053119	tape, pop-up-notes, mouse pads
Amazon Acct	Clk of CC Materials & Supplies	19.43	EJ053119	tape, pop-up-notes, mouse pads
Amazon Acct	Sheriff E-Tkt Mat'l & Supplies	310.99	EJ053119	E-Ticket Printer for Seabright
Amazon Acct	Sheriff Police Supplies	39.95	EJ053119	Motorola Radio Mic Mount
Amazon Acct	Sheriff Office Supplies	129.99	EJ053119	COMPUTER ACCESSORIES AND SUPPL
Amazon Acct	Sheriff Uniform Sworn Staff	32.29	EJ053119	BDU Uniform for A. Chambers
Amazon Acct	Sheriff Uniform Sworn Staff	37.00	EJ053119	BDU Uniform for A. Chambers
Amazon Acct	Sheriff Uniform Sworn Staff	11.99	EJ053119	Belt keepers for A. Chambers
Amazon Acct	EMS Materials & Supplies	33.69	EJ053119	Toner
Amazon Acct Total		1,067.45		
American Red Cross	Programs Purchased Services	200.00	EJ051519	red cross
American Red Cross Total		200.00		
Anderson Control	JGC Maintenanc Purchased Servi	158.00	EJ053119	rm AControl 101 Chalmers Alarm Monitoring 12 month
Anderson Control	JGC Maintenanc Purchased Servi	203.78	EJ053119	rm AControl 101 Chalmers Ct fire alarm troubles
Anderson Control	RT Maintenanc Purchased Svcs	252.00	EJ053119	rm AControl 100 N. 12 month alarm monitoring
Anderson Control Total		613.78		
ARMENTROUT KENNETH E	Personal Property Tax Current	485.76	EJ053119	
ARMENTROUT KENNETH E Total		485.76		
Arnett, Betsy	HstPrvCom Board Member Fees	25.00	EJ053119	Attd @ HPC 5-15-19 mtg
Arnett, Betsy Total		25.00		
At&t	County Adm Telephone	47.32	EJ051519	Acct 287015712672 School/Gov c
At&t	IT Telephone	92.97	EJ051519	Acct 287015712672 School/Gov c
At&t	Registrar Telephone	46.33	EJ051519	Acct 287015712672 School/Gov c
At&t	Comm Atty Telephone	166.40	EJ051519	Acct 287015712672 School/Gov c
At&t	Sheriff Telephone	1,650.72	EJ051519	Acct 287015712672 School/Gov c
At&t	EMS Telephone	35.77	EJ051519	Data Line for EMS
At&t	EMS Telephone	35.77	EJ051519	Data Line for EMS
At&t	EMS Telephone	35.77	EJ051519	Data Plan-Lichty
At&t	EMS Telephone	79.84	EJ051519	Acct 287015712672 School/Gov c
At&t	Bldg Insp Telephone	164.41	EJ051519	Acct 287015712672 School/Gov c
At&t	AnimalCtrl Telephone	12.93	EJ051519	Acct 287015712672 School/Gov c
At&t	Maintenanc Telephone	68.87	EJ051519	Acct 287015712672 School/Gov c
At&t	Econ Dev Telephone	41.60	EJ051519	Acct 287015712672 School/Gov c
At&t	VictimWit Telephone	41.60	EJ051519	Acct 287015712672 School/Gov c
At&t	Sheriff Telephone	52.69	EJ053119	Monthly Charges
At&t Total		2,572.99		
Atlantic Tactical	Sheriff Ammunition	4,598.85	EJ051519	Ammunition
Atlantic Tactical Total		4,598.85		
BB&T	BoS Materials & Supplies	667.77	EJ053119	lbw BoS Svc Awards, Admin VMCA Conf, IT
BB&T	County Adm Travel	414.47	EJ053119	lbw BoS Svc Awards, Admin VMCA Conf, IT
BB&T	IT Materials & Supplies	100.70	EJ053119	lbw BoS Svc Awards, Admin VMCA Conf, IT
BB&T	Sheriff Travel - Communication	48.44	EJ053119	APCO Conference
BB&T	Sheriff Travel - Communication	689.16	EJ053119	Credit Card Statement
BB&T	Sheriff Travel - Sworn Staff	602.88	EJ053119	Credit Card Statement
BB&T	Sheriff Travel - Sworn Staff	981.08	EJ053119	LINCT-AA Forum, Toronoto, ON, Canada
BB&T	Sheriff Travel - Sworn Staff	763.46	EJ053119	Monthly Statement
BB&T	Sheriff Police Supplies	96.47	EJ053119	Monthly Statement
BB&T	Sheriff Office Supplies	138.76	EJ053119	Monthly Statement
BB&T	Sheriff Vehicle Fuel	49.19	EJ053119	LINCT-AA Forum, Toronoto, ON, Canada
BB&T	EMS Purchased Services	300.00	EJ053119	Fire & EMS BB&T credit card statement 5-9-19
BB&T	EMS Miscellaneous	65.50	EJ053119	Fire & EMS BB&T credit card statement 5-9-19
BB&T	EMS Clothing	(52.92)	EJ053119	Fire & EMS BB&T credit card statement 5-9-19
BB&T	AnimalCtrl Materials & Supplie	232.82	EJ053119	rm BB&T Credit Card for 4/12/19-5/9/19
BB&T	Parks Adm Materials & Supplies	34.95	EJ053119	supplies
BB&T	Pool Materials & Supplies	36.12	EJ053119	supplies

**Clarke County
Invoice History Report
May 31, 2019**

<u>VENDOR NAME</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>WARRANT</u>	<u>FULL DESC</u>
BB&T	Pool Clothing	51.90	EJ053119	supplies
BB&T	Programs Materials & Supplies	108.00	EJ053119	supplies
BB&T	Plan Adm Travel	200.00	EJ053119	VAZO Exam Prep Course '19
BB&T	VictimWit Travel	156.10	EJ053119	Hotel Room for Marie Eggleton
BB&T	ICAC Task Force Grant	584.73	EJ053119	Seminar - Child Abuse Interviewing
BB&T	Finance Travel	690.44	EJ053119	Hotel-Sasbo Conference (S. Brooks)
BB&T	Fencing Capital Outlay Replace	215.98	EJ053119	rm BB&T Credit Card for 4/12/19-5/9/19
BB&T Total		7,176.00		
BBL FLEET CO	Personal Property Tax Current	190.24	EJ053119	
BBL FLEET CO Total		190.24		
BEATTY DAVID WILLIAM	Personal Property Tax Current	140.10	EJ053119	
BEATTY DAVID WILLIAM Total		140.10		
Berkeley Club Bevera	Comm Atty Materials & Supplies	33.50	EJ051519	April Water Bill
Berkeley Club Bevera	Sheriff Mtls & Supplies Commun	40.05	EJ051519	Water
Berkeley Club Bevera	Sheriff Office Supplies	7.50	EJ051519	Water
Berkeley Club Bevera	Maintenanc Water & Sewer	14.00	EJ051519	rm Dehaven Maint water
Berkeley Club Bevera Total		95.05		
Berryville Auto Part	Sheriff Purchased Services	16.00	EJ051519	CCSO Vehicle Repair - 1803
Berryville Auto Part	Sheriff Purchased Services	45.00	EJ051519	CCSO Vehicle Repair - 1405
Berryville Auto Part	Sheriff Purchased Services	75.00	EJ051519	CCSO Vehicle Repair
Berryville Auto Part	Sheriff Purchased Services	60.00	EJ051519	CCSO Vehicle Repair - 1402
Berryville Auto Part	Sheriff Police Supplies	4.00	EJ051519	Keys
Berryville Auto Part	Sheriff Vehicle Repair Parts	17.80	EJ051519	CCSO Vehicle Repair - 1001
Berryville Auto Part	Sheriff Vehicle Repair Parts	19.84	EJ051519	CCSO Vehicle Repair - 1803
Berryville Auto Part	Sheriff Vehicle Repair Parts	18.86	EJ051519	CCSO Vehicle Repair
Berryville Auto Part	Sheriff Vehicle Repair Parts	9.53	EJ051519	CCSO Vehicle Repair - 1304
Berryville Auto Part	Sheriff Vehicle Repair Parts	2.00	EJ051519	CCSO Vehicle Repair - 1405
Berryville Auto Part	Sheriff Vehicle Repair Parts	90.65	EJ051519	CCSO Vehicle Repair
Berryville Auto Part	Sheriff Purchased Services	135.00	EJ053119	CCSO Vehicle Repair - 1701
Berryville Auto Part	Sheriff Purchased Services	18.00	EJ053119	CCSO Vehicle Repair - 1502
Berryville Auto Part	Sheriff Purchased Services	30.00	EJ053119	CCSO Vehicle Repair - 0801
Berryville Auto Part	Sheriff Purchased Services	80.00	EJ053119	CCSO Vehicle Repair - 1102
Berryville Auto Part	Sheriff Purchased Services	15.00	EJ053119	CCSO Vehicle Repair - 1101
Berryville Auto Part	Sheriff Purchased Services	45.00	EJ053119	CCSO Vehicle Repair - trailer
Berryville Auto Part	Sheriff Purchased Services	90.00	EJ053119	CCSO Vehicle Repair - 1402
Berryville Auto Part	Sheriff Purchased Services	40.00	EJ053119	CCSO Vehicle Repair - 1801
Berryville Auto Part	Sheriff Purchased Services	249.99	EJ053119	CCSO Vehicle Repair - 1304
Berryville Auto Part	Sheriff Vehicle Repair Parts	100.12	EJ053119	CCSO Vehicle Repair - 1701
Berryville Auto Part	Sheriff Vehicle Repair Parts	41.50	EJ053119	CCSO Vehicle Repair - 1102
Berryville Auto Part	Sheriff Vehicle Repair Parts	32.75	EJ053119	CCSO Vehicle Repair - 1101
Berryville Auto Part	Sheriff Vehicle Repair Parts	58.57	EJ053119	CCSO Vehicle Repair - trailer
Berryville Auto Part	Sheriff Vehicle Repair Parts	17.80	EJ053119	CCSO Vehicle Repair
Berryville Auto Part	Sheriff Vehicle Repair Parts	9.53	EJ053119	CCSO Vehicle Repair - 1405
Berryville Auto Part	Sheriff Vehicle Repair Parts	21.43	EJ053119	CCSO Vehicle Repair - 1801
Berryville Auto Part	Sheriff Vehicle Repair Parts	8.59	EJ053119	CCSO Vehicle Repair - 1304
Berryville Auto Part	Vol Fire Co Insurance	80.00	EJ053119	Fire & EMS towing charge Ins Claim #10422125
Berryville Auto Part Total		1,431.96		
Berryville True Valu	Programs Advertising	13.28	EJ051519	supplies
Berryville True Valu	AOff Maint Mat & Supp	8.76	EJ051519	rm BH Park general fastners gril at shelter
Berryville True Valu	AOff Maint Mat & Supp	21.98	EJ051519	rm BH Park sand box black fabric
Berryville True Valu	Fencing Capital Outlay Replace	17.33	EJ051519	rm BH Park Fencing fastners and concrete mix
Berryville True Valu	Fencing Capital Outlay Replace	19.97	EJ051519	rm BH Park Fence screws and adhesive
Berryville True Valu	SWC Materials and Supplies	26.32	EJ053119	rm BH CCCC stakes for silk fence
Berryville True Valu	Maintenanc Materials & Supplie	109.98	EJ053119	rm BH Maintenance blue tarps
Berryville True Valu	Maintenanc Materials & Supplie	2.19	EJ053119	rm BH Maint general fastners
Berryville True Valu	Parks Adm Materials & Supplies	7.49	EJ053119	supplies
Berryville True Valu	Parks Adm Materials & Supplies	14.98	EJ053119	supplies
Berryville True Valu	Pool Materials & Supplies	24.98	EJ053119	supplies
Berryville True Valu	ChurchSt Maint Mat & Supp	17.97	EJ053119	rm BH 102 N. Chruch flapper tank flush lever
Berryville True Valu	524West Maint Mat & Supp	14.98	EJ053119	rm BH 524 Westwood drain tube
Berryville True Valu	524West Maint Mat & Supp	8.47	EJ053119	rm BH 524 Westwood rd couplings for tube
Berryville True Valu	AOff Maint Mat & Supp	22.99	EJ053119	rm BH Park weed killer
Berryville True Valu	AlPool Maint Mat & Supp	84.70	EJ053119	rm BH Pool rental for pump
Berryville True Valu	AlPool Maint Mat & Supp	2.40	EJ053119	rm BH Pool general fastners
Berryville True Valu	AlBase Maint Mat & Supp	299.40	EJ053119	rm BH Park Baseball marking lime
Berryville True Valu	Fencing Capital Outlay Replace	13.68	EJ053119	rm BH Park Fencing caulk white panel nail
Berryville True Valu Total		731.85		
Big Stuff, Inc.	SWC Materials and Supplies	483.00	EJ053119	rm Big Stuff CCCC replacement part
Big Stuff, Inc. Total		483.00		
Bill & Bills Auto	Sheriff Purchased Services	45.00	EJ053119	Seedometer Calibratoin
Bill & Bills Auto Total		45.00		
Biller Press	Sheriff Police Supplies	249.42	EJ051519	Parking Tickets

**Clarke County
Invoice History Report
May 31, 2019**

<u>VENDOR NAME</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>WARRANT</u>	<u>FULL DESC</u>
Biller Press Total		249.42		
Blossman Gas, Inc.	RT Maintenanc Heating	53.26	EJ053119	rm Blossman 100 N. Church lp gas for 911 tanks
Blossman Gas, Inc. Total		53.26		
Blue Sky Towers	Sheriff Leases & Rentals	2,380.50	EJ051519	Tower, Transmittal, 05/01-06/01
Blue Sky Towers Total		2,380.50		
BMS Direct	Treasurer Printing & Binding	2,471.03	EJ051519	First Half 2019 RE Bills
BMS Direct	Treasurer Postal Svcs	467.50	EJ051519	First Half 2019 RE Bills
BMS Direct	Cnsvr Esmt Donation- Purch Svc	1,061.68	EJ053119	2019 Spring Easement Newsletter
BMS Direct Total		4,000.21		
Bosserman, Barbara	Registrar Local Mileage	33.64	EJ051519	Loudoun Co DemTech Demo Food and Mileage
Bosserman, Barbara	Registrar Materials & Supplies	8.82	EJ051519	Fusion Cntr meeting supplies
Bosserman, Barbara	Registrar Materials & Supplies	18.45	EJ051519	Loudoun Co DemTech Demo Food and Mileage
Bosserman, Barbara	Registrar Materials & Supplies	12.88	EJ053119	Reimbursement-Robert's Rules 11th Edition
Bosserman, Barbara Total		73.79		
Bouffault, Robina	Plan Com Board Member Fees	100.00	EJ051519	Attd @ PC May '19 mtgs
Bouffault, Robina Total		100.00		
Boyce Volunteer Fire	Vol Fire Co Insurance	1,864.00	EJ051519	For Insurance Claim-Bay Door 3/11/19
Boyce Volunteer Fire	Boyce Volunteer Fire Co Contr	16,250.00	EJ051519	4th Quarter distribution
Boyce Volunteer Fire Total		18,114.00		
Boyer Landscapes Inc	AlSoc Maint Purchased Svcs	420.05	EJ051519	rm Boyer Landscape Soccer irrigation repairs
Boyer Landscapes Inc Total		420.05		
Brooks, Stephanie	Finance Travel	330.35	EJ051519	VASBO conference
Brooks, Stephanie Total		330.35		
BSN Sports Inc	AlBase Maint Mat & Supp	624.90	EJ051519	rm BSN Park Baseball soft touch bases home plate
BSN Sports Inc Total		624.90		
Buckley, Randy	Plan Com Board Member Fees	100.00	EJ051519	Attd @ PC May '19 mtgs
Buckley, Randy Total		100.00		
Caldwell, Anne	Plan Com Board Member Fees	100.00	EJ051519	Attd @ May '19 PC mtgs
Caldwell, Anne Total		100.00		
Capelli, Len	Econ Dev Purchased Services	3,900.00	EJ051519	brt Econ Dev L. Capelli Pd 4
Capelli, Len	Econ Dev Travel	92.80	EJ051519	lbw Capelli SVTP Harrisonburg
Capelli, Len	Econ Dev Materials & Supplies	10.00	EJ051519	lbw CEA Note Cards - Thank yous Farm Tour Hosts
Capelli, Len	Econ Dev Purchased Services	3,900.00	EJ053119	brt Econ Dev Capelli Pd 5
Capelli, Len	Econ Dev Travel	198.36	EJ053119	lbw SVTP Showcase Event
Capelli, Len	Econ Dev Travel	400.44	EJ053119	brt Econ Dev VIDA Meeting
Capelli, Len Total		8,501.60		
Cardillo, Robin Couc	Cnsvr Esmt Donation- Purch Svc	880.00	EJ051519	Spring 2019 newsletter & other services for CEA
Cardillo, Robin Couc Total		880.00		
Carla Giacomangeli	Programs Refunds	51.00	EJ053119	refund
Carla Giacomangeli Total		51.00		
Carousel Industries	Sheriff Maint Contracts	31,441.89	EJ051519	annual phone maintenance
Carousel Industries Total		31,441.89		
Certified Languages	VictimWit Purchased Servi	14.50	EJ051519	Language Line
Certified Languages Total		14.50		
Chatman, Stacey	Programs Purchased Services	343.14	EJ053119	Contracted Employee
Chatman, Stacey Total		343.14		
Chief Supply Corp	Sheriff Uniform Sworn Staff	1.00	EJ053119	Incorrect amount due for original entry
Chief Supply Corp Total		1.00		
Child Guide Publishi	Programs Advertising	209.70	EJ051519	AD for programs
Child Guide Publishi Total		209.70		
Clarke County Health	Programs Dues Subscr & Memb	14.58	EJ051519	Tb test
Clarke County Health Total		14.58		
Clarke County Parks	Concession Stand Revenues	400.00	EJ051519	Cash for drawers
Clarke County Parks Total		400.00		
Clean H2O Center	Pool Materials & Supplies	16.83	EJ053119	supplies
Clean H2O Center	Pool Chemicals	19.26	EJ053119	rm Clean H2O Pool shock
Clean H2O Center	Pool Chemicals	32.73	EJ053119	rm CH2O Pool rope and skimmer
Clean H2O Center	Pool Chemicals	255.13	EJ053119	rm CH2O Pool chemicals
Clean H2O Center Total		323.95		
Combs Wastewater Man	AlOff Maint Purchased Svcs	210.00	EJ051519	rm Combs Park PortaPotties for May 2019
Combs Wastewater Man Total		210.00		
Comcast	IT Telecomm Online Tech	187.75	EJ053119	Government internet
Comcast	Sheriff Purchased Services	87.27	EJ053119	Comcast High-Speed Internet
Comcast Total		275.02		
Commercial Press	Sheriff Office Supplies	159.00	EJ051519	Tow Sheet Inventory Form
Commercial Press	AnimalCtrl Printing & Binding	98.25	EJ051519	rm CommPress ACO call logs
Commercial Press	AnimalCtrl Printing & Binding	69.95	EJ051519	rm CommPress ACO Intake Forms
Commercial Press	Sheriff Office Supplies	49.90	EJ053119	Business Cards
Commercial Press	Plan Adm Materials & Supplies	19.00	EJ053119	Name Plate & Holder for PC Member
Commercial Press Total		396.10		
ComputerPlus	IT Maint Contracts	127.00	EJ051519	IBM Hardware Support - AS400
ComputerPlus Total		127.00		

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<u>VENDOR NAME</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>WARRANT</u>	<u>FULL DESC</u>
Connie T Russell	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Connie T Russell Total		30.00		
Consolidated Electri	JGC Maintenanc Purchased Servi	126.65	EJ053119	rm Consolidated El 101 Chalmers transfered elect
Consolidated Electri Total		126.65		
Costco	Concession Merch for Resale	379.64	EJ053119	food
Costco Total		379.64		
County of Chesterfie	Sheriff Travel - Communication	225.00	EJ051519	Basic school cost for 3 personnel
County of Chesterfie Total		225.00		
County of Frederick	RefuseDisp Intergov Svc Agreem	1,979.15	EJ051519	Refuse
County of Frederick	RefuseDisp Intergov Svc Agreem	424.20	EJ051519	Refuse convenience center
County of Frederick	RefuseDisp Intergov Svc Agreem	533.80	EJ051519	refuse
County of Frederick	RefuseDisp Intergov Svc Agreem	10,930.54	EJ053119	Refuse
County of Frederick Total		13,867.69		
CW Warthen	Clk of CC Materials & Supplies	982.37	EJ051519	casebinders
CW Warthen	Clk of CC Materials & Supplies	703.49	EJ053119	1 plat book #14
CW Warthen Total		1,685.86		
Daly Computers	EMS LEMPG Grant	351.00	EJ053119	LEMPG grant 2019-Fire & EMS power adapters
Daly Computers Total		351.00		
DANDO MARTHA E	Personal Property Tax Current	148.93	EJ053119	
DANDO MARTHA E Total		148.93		
Darleen Kahler	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Darleen Kahler Total		30.00		
David A Barney	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
David A Barney Total		30.00		
Dawn Smith	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Dawn Smith Total		30.00		
DDL Business Sys	Parks Adm Maint Contracts	170.42	EJ053119	SN3807 Copier Maintenance-(Con
DDL Business Sys Total		170.42		
DELOZIER DANIEL R	Personal Property Tax Current	57.58	EJ051519	
DELOZIER DANIEL R	Personal Property Tax Current	214.46	EJ053119	
DELOZIER DANIEL R	Personal Property Tax Current	32.87	EJ053119	
DELOZIER DANIEL R Total		304.91		
DMV	Treasurer DMV Stop	1,050.00	EJ051519	DMV Stops - April 2019
DMV Total		1,050.00		
DS Smith Packing	AnimalCtrl Materials & Supplie	1,032.56	EJ053119	rm DS Smith ACO kitty litter boxes
DS Smith Packing Total		1,032.56		
eCore Software Inc	EMS Technology SW/OL Content	187.00	EJ051519	Fire/EMS epro scheduling software lease May 2019
eCore Software Inc Total		187.00		
Edith Offutt	Pool Refunds	240.00	EJ051519	refund
Edith Offutt Total		240.00		
Egbert, Kevin	Programs Purchased Services	440.00	EJ053119	contracted employee
Egbert, Kevin Total		440.00		
Eggleton, Marie	VictimWit Travel	116.01	EJ053119	Greater Augusta Coalition Against Adult Abuse
Eggleton, Marie Total		116.01		
Emmart Oil	524West Maint Heating	553.70	EJ051519	rm Emmart Oil 524 Westwood Rd heating oil
Emmart Oil	309WMain Maint Heating	1,107.40	EJ051519	rm Emmart Oil 309 W.Main St heating oil
Emmart Oil Total		1,661.10		
Evident Inc	Sheriff Police Supplies	109.00	EJ051519	Evidence Packaging Material
Evident Inc	Sheriff Police Supplies	61.65	EJ053119	Evidence Supplies
Evident Inc Total		170.65		
Flora Pettit	Finance Purchased Services	292.50	EJ051519	Legal Services
Flora Pettit Total		292.50		
Frederick-Winchester	Sanitation Intergov Svc Agreem	2,616.49	EJ053119	April 2019
Frederick-Winchester Total		2,616.49		
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	283.99	EJ051519	Uniform Shirts
Galls/Best Uniforms	EMS Clothing	225.00	EJ051519	Fire & EMS uniforms
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	9.20	EJ053119	Hat Straps - Uniforms
Galls/Best Uniforms Total		518.19		
GCA	Maintenanc Custodial Contracts	3,366.23	EJ051519	rm GCA Cleaning Service for County May 2019
GCA	JGC Maintenanc Custodial Contr	2,332.38	EJ051519	rm GCA Cleaning Service for County May 2019
GCA	311EMain Maint Cus Contracts	293.78	EJ051519	rm GCA Cleaning Service for County May 2019
GCA Total		5,992.39		
George Ireland	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
George Ireland Total		30.00		
Glover, Robert P.	Plan Com Board Member Fees	50.00	EJ051519	Attd @ May '19 PC mtg
Glover, Robert P. Total		50.00		
GORDON WENDY G	Mobile Home Tax - Curr & Delin	15.60	EJ053119	
GORDON WENDY G	Penalties - All Property Taxes	9.94	EJ053119	
GORDON WENDY G Total		25.54		
Grand Rental	AlPool Maint Mat & Supp	182.60	EJ053119	rm Grand Rental Pool rent for pump and hose
Grand Rental	AlPool Maint Mat & Supp	97.90	EJ053119	rm GRental Pool pump and hose
Grand Rental Total		280.50		

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<u>VENDOR NAME</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>WARRANT</u>	<u>FULL DESC</u>
Grubb, Kristen	Programs Purchased Services	284.90	EJ053119	Contracted Employee
Grubb, Kristen Total		284.90		
Hall, Monahan	Legal Svc Purchased Svcs	1,902.50	EJ051519	lbw Plan Admin, Code Review, DSS, Personnel, BoS
Hall, Monahan	Plan Adm Purchased Services	1,037.50	EJ051519	lbw Plan Admin, Code Review, DSS, Personnel, BoS
Hall, Monahan	Dev Rights Purchased Services	407.50	EJ053119	Legal Services forCEA
Hall, Monahan	CE Purch-K Rowland	75,200.00	EJ053119	Tax map 30-A-21A Katharine Rowland
Hall, Monahan	CE Purchase-K Rowland	727.00	EJ053119	Tax map 30-A-21A Katharine Rowland
Hall, Monahan Total		79,274.50		
Handley Regional	Programs Materials & Supplies	44.98	EJ051519	damaged books
Handley Regional Total		44.98		
Henry Schein	AnimalCtrl Materials & Supplie	274.20	EJ053119	rm Herny Schein ACO Telazol
Henry Schein Total		274.20		
Hershey Creamery	Concession Merch for Resale	540.96	EJ053119	ice cream
Hershey Creamery Total		540.96		
Herson Bagay	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Herson Bagay Total		30.00		
Home Paramount Pest	311EMain Maint Purchased Svcs	150.00	EJ053119	rm Home Par 311 E. Main St. Snake Repellent
Home Paramount Pest Total		150.00		
Hunt Brothers Pizza	Concession Merch for Resale	737.90	EJ053119	Pizza
Hunt Brothers Pizza Total		737.90		
Hurt&Proffitt	Citizens Conv Ctr Eng & Archit	2,338.00	EJ053119	Conv Center
Hurt&Proffitt Total		2,338.00		
HVT INC. AS TRUSTEE	Personal Property Tax Current	206.76	EJ053119	
HVT INC. AS TRUSTEE Total		206.76		
HYUNDAI LEASE TITLIN	Personal Property Tax Current	406.02	EJ053119	
HYUNDAI LEASE TITLIN Total		406.02		
iHeartMEDIA	Rec Center Advertising	310.00	EJ051519	Craft Show Advertising
iHeartMEDIA Total		310.00		
Jenna Gray	Programs Refunds	18.00	EJ053119	refund
Jenna Gray Total		18.00		
John Cain	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
John Cain Total		30.00		
Johnston, Jane	Programs Purchased Services	365.05	EJ053119	Contracted Employee
Johnston, Jane Total		365.05		
Journal, The	Programs Advertising	88.00	EJ051519	ad for craft show
Journal, The Total		88.00		
Kalbian, Maral	HstPrvCom Purchased Services	780.00	EJ051519	Consulting services for HPC
Kalbian, Maral Total		780.00		
Kathy A Tucker	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Kathy A Tucker Total		30.00		
Kiln Doctor, The	Programs Materials & Supplies	36.75	EJ051519	Clay
Kiln Doctor, The	Programs Materials & Supplies	30.90	EJ051519	Clay
Kiln Doctor, The Total		67.65		
Kowalski, Melissa	Programs Purchased Services	360.00	EJ051519	contracted employee
Kowalski, Melissa Total		360.00		
KREMPA STANLEY J	Personal Property Tax Current	31.27	EJ053119	
KREMPA STANLEY J Total		31.27		
Kruhm, Douglas	Plan Com Board Member Fees	100.00	EJ051519	Attd @ May '19 PC mtgs
Kruhm, Douglas Total		100.00		
Landcare Property Ma	Maintenanc Maint Contracts	10,603.25	EJ051519	rm Landcare County Grounds mowing and prep work
Landcare Property Ma Total		10,603.25		
Language Line Servic	Sheriff Purchased Services	13.48	EJ051519	Language Services
Language Line Servic Total		13.48		
Lee, Frank	Plan Com Board Member Fees	100.00	EJ051519	Attd @ PC May '19 mtgs
Lee, Frank Total		100.00		
Legal Directories Pu	Clk of CC Materials & Supplies	8.75	EJ053119	Legal Directory Shipping
Legal Directories Pu Total		8.75		
Legge, Mike	Sheriff Police Supplies	287.00	EJ051519	Radio Equipment-Sheriff's Dept.
Legge, Mike Total		287.00		
LexisNexis	BoS Dues, Subscrip & Member	106.43	EJ051519	lbw 2019 Legislative Session Summary
LexisNexis	BoS Dues, Subscrip & Member	71.03	EJ051519	lbw VA Code Rules 2019 RV11
LexisNexis	Sheriff Purchased Services	50.00	EJ051519	Monthly Service
LexisNexis Total		227.46		
Logan Systems Inc	Clk of CC Microfilming	456.30	EJ053119	computer indexing
Logan Systems Inc Total		456.30		
Lowes	Fencing Capital Outlay Replace	278.85	EJ051519	rm Lowes Park 4x4x10 lumber
Lowes	SWC Materials and Supplies	33.90	EJ053119	rm Lowes CCCC Silk Fence
Lowes	Maintenanc Materials & Supplie	397.22	EJ053119	rm Lowes JWMS,paint maint supplies
Lowes	Rec Center Materials & Supplie	152.71	EJ053119	supplies
Lowes	Pool Materials & Supplies	58.86	EJ053119	supplies
Lowes Total		921.54		
Luck Stone Corp	AlBase Maint Mat & Supp	517.00	EJ051519	Ball field mix

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Luck Stone Corp Total		517.00		
MALLORY CYNE-BURH GR	Personal Property Tax Delinq	24.97	EJ053119	
MALLORY CYNE-BURH GR Total		24.97		
Malloy	Sheriff Purchased Services	89.95	EJ051519	Car Alignment
Malloy Total		89.95		
Malone, Gwendolyn	Plan Com Board Member Fees	100.00	EJ051519	Attd @ PC May '19 mtgs
Malone, Gwendolyn Total		100.00		
Mansfield Oil Co	County Adm Vehicle Fuel	33.80	EJ051519	rm Mansfield oil 4/16/19-4/30/19 fuel charges
Mansfield Oil Co	IT Vehicle Fuel	36.91	EJ051519	rm Mansfield County Fuel for 4/1/19-4/15/19
Mansfield Oil Co	Sheriff Vehicle Fuel	2,686.45	EJ051519	Fuel from 4/16 - 30/2019
Mansfield Oil Co	EMS Vehicle Fuel	71.08	EJ051519	rm Mansfield County Fuel for 4/1/19-4/15/19
Mansfield Oil Co	EMS Vehicle Fuel	115.43	EJ051519	rm Mansfield oil 4/16/19-4/30/19 fuel charges
Mansfield Oil Co	Bldg Insp Vehicle Fuel	107.30	EJ051519	rm Mansfield County Fuel for 4/1/19-4/15/19
Mansfield Oil Co	Bldg Insp Vehicle Fuel	103.38	EJ051519	rm Mansfield oil 4/16/19-4/30/19 fuel charges
Mansfield Oil Co	AnimalCtrl Vehicle Fuel	52.47	EJ051519	rm Mansfield County Fuel for 4/1/19-4/15/19
Mansfield Oil Co	AnimalCtrl Vehicle Fuel	47.56	EJ051519	rm Mansfield oil 4/16/19-4/30/19 fuel charges
Mansfield Oil Co	Maintenanc Vehicle Fuel	272.13	EJ051519	rm Mansfield County Fuel for 4/1/19-4/15/19
Mansfield Oil Co	Maintenanc Vehicle Fuel	207.94	EJ051519	rm Mansfield oil 4/16/19-4/30/19 fuel charges
Mansfield Oil Co	Parks Adm Vehicle Fuel	8.18	EJ051519	rm Mansfield County Fuel for 4/1/19-4/15/19
Mansfield Oil Co	Parks Adm Vehicle Fuel	21.89	EJ051519	rm Mansfield oil 4/16/19-4/30/19 fuel charges
Mansfield Oil Co	County Adm Vehicle Fuel	31.28	EJ053119	rm MOil Fuel charges for 5/1/19-5/15/19
Mansfield Oil Co	Sheriff Vehicle Fuel	2,638.91	EJ053119	Fuel for 5/1 - 5/15/2019
Mansfield Oil Co	EMS Vehicle Fuel	82.65	EJ053119	rm MOil Fuel charges for 5/1/19-5/15/19
Mansfield Oil Co	Bldg Insp Vehicle Fuel	104.00	EJ053119	rm MOil Fuel charges for 5/1/19-5/15/19
Mansfield Oil Co	AnimalCtrl Vehicle Fuel	98.73	EJ053119	rm MOil Fuel charges for 5/1/19-5/15/19
Mansfield Oil Co	Maintenanc Vehicle Fuel	148.24	EJ053119	rm MOil Fuel charges for 5/1/19-5/15/19
Mansfield Oil Co	Parks Adm Vehicle Fuel	21.96	EJ053119	rm MOil Fuel charges for 5/1/19-5/15/19
Mansfield Oil Co Total		6,890.29		
Marconi, Gloria	Cnsvr Esmt Donation- Purch Svc	450.00	EJ051519	Spring CEA newsletter
Marconi, Gloria Total		450.00		
Mark Marchisano	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Mark Marchisano Total		30.00		
Matsch Systems	IT Purchased Services	200.00	EJ051519	Clarke Net Phacs Call Account
Matsch Systems Total		200.00		
Maynard, Pete	Plan Com Board Member Fees	50.00	EJ051519	Attd @ PC May '19 mtg
Maynard, Pete Total		50.00		
McCormick Paint Work	AlSoc Maint Mat & Supp	1,373.76	EJ051519	rm McCormick Soccer paint for fields
McCormick Paint Work Total		1,373.76		
McKesson Medical	Pool Materials & Supplies	161.73	EJ051519	medical supplies
McKesson Medical	Programs Materials & Supplies	161.73	EJ051519	medical supplies
McKesson Medical Total		323.46		
Melanie L Maggard	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Melanie L Maggard Total		30.00		
Miller, Sue	Programs Purchased Services	284.90	EJ051519	Contracted Employee
Miller, Sue	Programs Purchased Services	254.45	EJ053119	Contracted Employee
Miller, Sue Total		539.35		
Millers Supplie(B-K)	Clk of CC Capital Outlay Adds	2,101.00	EJ053119	Furniture for Circuit Court
Millers Supplie(B-K) Total		2,101.00		
Mitchell Homes Inc	Building Permits	695.67	EJ051519	
Mitchell Homes Inc	Building Permits	40.80	EJ051519	
Mitchell Homes Inc	New Dwelling Address Fee	130.00	EJ051519	
Mitchell Homes Inc Total		866.47		
Montgomery, Christel	Programs Purchased Services	505.50	EJ051519	Contracted Employee
Montgomery, Christel	Programs Purchased Services	561.00	EJ053119	Contracted Employee
Montgomery, Christel Total		1,066.50		
Moore, Kristin	Programs Purchased Services	21.70	EJ051519	contracted employee
Moore, Kristin	Programs Purchased Services	45.50	EJ053119	contracted employee
Moore, Kristin Total		67.20		
Motorola Solutions	Sheriff Purchased Services	180.00	EJ053119	Radio Repair
Motorola Solutions	Sheriff Purchased Services	628.59	EJ053119	Camera System Repair
Motorola Solutions Total		808.59		
MYER PHILIP THOMAS	Personal Property Tax Current	482.30	EJ053119	
MYER PHILIP THOMAS Total		482.30		
Natalie Sweeney	Programs Refunds	162.00	EJ053119	refund
Natalie Sweeney Total		162.00		
Nathan R Hess	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Nathan R Hess Total		30.00		
NEWMAN BEVERLY R	Real Property Tax Current	55.33	EJ051519	
NEWMAN BEVERLY R Total		55.33		
Noah G Woerl	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Noah G Woerl Total		30.00		
Northwestern Communi	NW Community Svc Entity Gift	22,000.00	EJ053119	4th Quarter FY19 contribution

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Northwestern Communi Total		22,000.00		
Norton Embroidery	Sheriff Uniform Sworn Staff	60.00	EJ051519	Shirts - Chambers
Norton Embroidery	VictimWit Matl & Supplies	38.00	EJ051519	Embroidered shirts for Marie
Norton Embroidery Total		98.00		
Office Depot	County Adm Materials &Supplies	104.13	EJ051519	Ink for Printer
Office Depot	Treasurer Materials & Supplies	84.89	EJ053119	cartridges for jwms and treasu
Office Depot Total		189.02		
Ohrstrom, George II	Plan Com Board Member Fees	100.00	EJ051519	Attd @ PC May '19 mtgs
Ohrstrom, George II Total		100.00		
Peggy Stevens	Cnsrv Esmt Donation- Purch Svc	250.00	EJ051519	Sponsor/Exh. at Richmond Conference
Peggy Stevens Total		250.00		
Piedmont Geotechnica	Plan Adm Engineer & Architect	265.00	EJ051519	Review of Electrical Resistivity Rpt
Piedmont Geotechnica	Plan Adm Pass Thru Eng Fees	265.00	EJ051519	Review Electrical Resistivity Rpt
Piedmont Geotechnica	Plan Adm Pass Thru Eng Fees	240.00	EJ053119	Review of Electrical Resistivity Rpt
Piedmont Geotechnica	Plan Adm Pass Thru Eng Fees	265.00	EJ053119	Review of Electrical Resistivity Rpt
Piedmont Geotechnica	Plan Adm Pass Thru Eng Fees	530.00	EJ053119	Review of Electrical Resistivity Rpt
Piedmont Geotechnica	Plan Adm Pass Thru Eng Fees	265.00	EJ053119	Review of Electrical Resistivity Rpt
Piedmont Geotechnica	Plan Adm Pass Thru Eng Fees	265.00	EJ053119	Review of Electrical Resistivity Rpt
Piedmont Geotechnica Total		2,095.00		
PoliceOne	Sheriff Travel - Sworn Staff	495.00	EJ051519	Taser Cert Class - Herron
PoliceOne Total		495.00		
PowerSecure Service	JGC Maintenanc Purchased Servi	791.41	EJ051519	rm PowerS. 101 Chalmers Ct town generator repairs
PowerSecure Service	JGC Maintenanc Purchased Servi	824.80	EJ051519	rm PowerS 101 Chalmers County generator repairs
PowerSecure Service	JGC Maintenanc Purchased Servi	376.20	EJ053119	rm PowerS County and School pm's from Jan 2019
PowerSecure Service	JGC Maintenanc Purchased Servi	238.26	EJ053119	rm PowerS 101 Chalmers Ct Generator Service County
PowerSecure Service	JGC Maintenanc Purchased Servi	266.75	EJ053119	rm PowerSec 101 Chalmers Generator Repair Town Win
PowerSecure Service	RT Maintenanc Purchased Svcs	400.00	EJ053119	rm PowerS County and School pm's from Jan 2019
PowerSecure Service	AIRec Maint Purchased Svcs	200.00	EJ053119	rm PowerS County and School pm's from Jan 2019
PowerSecure Service	AIRec Maint Purchased Svcs	2,073.80	EJ053119	rm PowerS Rec Center Generator Repair
PowerSecure Service	AIRec Maint Purchased Svcs	1,296.20	EJ053119	rm PSecure Rec Center Generator Repairs
PowerSecure Service Total		6,467.42		
Premier Accounts Rec	EMS Purchased Services	3,036.00	EJ051519	Premier Accts Rec Mang EMS Billing April 2019
Premier Accounts Rec Total		3,036.00		
Price, Mary T.	BoS Purchased Services	3,150.00	EJ053119	brt BoS Mary Beth Price April and May
Price, Mary T. Total		3,150.00		
Protect the Kids	Programs Dues Subscr & Memb	45.00	EJ053119	Training
Protect the Kids Total		45.00		
Public Surplus	Sale Salvage & Surplus Prop	9.66	EJ053119	Sale of Surplus
Public Surplus Total		9.66		
Rappahannock Electri	SWC Electrical Services	117.94	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	JGC Maintenanc Electric	3,489.88	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	RT Maintenanc Electric	694.26	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	ChurchSt Maint Electric	1,355.28	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	104Church Maint Electric	837.73	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	225Rams Maint Electric	451.51	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	524West Maint Electric	164.78	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	AIRec Maint Electric	1,641.28	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	AIOff Maint Electric	374.51	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	AIPool Maint Electric	89.92	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	AIBase Maint Electric	30.57	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	AI Soc Maint Electric	47.91	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	Kohn Maint Elec Svcs	39.95	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	309WMain Maint Electrical Svcs	44.53	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	311EMain Maint Electric	563.89	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri	129Rams Maint Electric	191.61	EJ053119	rm REC County Electric Bills 4/1/19-5/1/19
Rappahannock Electri Total		10,135.55		
Republic Services	SWC Purchased Svcs	1,719.00	EJ051519	Acct 3-0976-4820460 Schools Du
Republic Services	LitterCtrl Purchased Services	61.80	EJ051519	Acct 3-0976-0015268 Gov't Dump
Republic Services	LitterCtrl Purchased Services	289.90	EJ051519	Acct 3-0976-4784245 Litter Bin
Republic Services	JGC Maint Contracts	78.27	EJ051519	Acct 3-0976-0015268 Gov't Dump
Republic Services Total		2,148.97		
Rhone, Christopher	Programs Purchased Services	345.00	EJ051519	contracted employee
Rhone, Christopher Total		345.00		
Ricoh Usa	Com of Rev Maint Contracts	55.93	EJ051519	SN 0755 Copier Maintenance
Ricoh Usa	Treasurer Maint Contracts	55.93	EJ051519	SN 0755 Copier Maintenance
Ricoh Usa	District C Maint Contracts	172.79	EJ051519	SN 4206 Copier Maintenance - G
Ricoh Usa	District C Maint Contracts	37.50	EJ051519	SN7533 Copier Maintenance
Ricoh Usa	J&D Court Maint Contracts	37.50	EJ051519	SN7533 Copier Maintenance
Ricoh Usa	Sheriff Maint Contracts	31.62	EJ051519	SN9288 Copier Maintenance
Ricoh Usa	AnimalCtrl Maint Svc Contracts	8.75	EJ051519	SN6454 Copier Maintenance-Anim
Ricoh Usa Total		400.02		
ROGANTI ALEXANDER JO	Personal Property Tax Current	447.87	EJ053119	

**Clarke County
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<u>VENDOR NAME</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>WARRANT</u>	<u>FULL DESC</u>
ROGANI ALEXANDER JO Total		447.87		
Ronald Bradley	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Ronald Bradley Total		30.00		
Roper, Tony	Sheriff Travel - Sworn Staff	765.00	EJ051519	NSA Conf Registration - Roper and Musser
Roper, Tony Total		765.00		
ROYSTON LARRY J II	Personal Property Tax Current	489.05	EJ053119	
ROYSTON LARRY J II	Motor Vehicle Licenses	25.00	EJ053119	
ROYSTON LARRY J II Total		514.05		
Russell's Roofing Co	Roofing Capital Outlay Replace	21,683.26	EJ053119	New Roof at 309 West Main
Russell's Roofing Co	Roofing Capital Outlay Replace	1,622.00	EJ053119	New Roof at 309 West Main
Russell's Roofing Co Total		23,305.26		
S&S Worldwide	Pool Merch for Resale	94.50	EJ053119	Goggles
S&S Worldwide Total		94.50		
Sandra McArtor	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Sandra McArtor Total		30.00		
Schenck Foods Compan	Programs Materials & Supplies	224.28	EJ051519	Food afterschool
Schenck Foods Compan	Programs Materials & Supplies	271.48	EJ053119	Food
Schenck Foods Compan	Programs Materials & Supplies	128.28	EJ053119	Food supplies
Schenck Foods Compan	Concession Merch for Resale	95.12	EJ053119	Food supplies
Schenck Foods Compan Total		719.16		
Secure Shred	Sheriff Purchased Services	50.00	EJ051519	Monthly Shred Service
Secure Shred Total		50.00		
Shenandoah Area Agen	SAAA EntityGift	10,000.00	EJ053119	FY19 Q4 Allocation
Shenandoah Area Agen Total		10,000.00		
Shenandoah Sand Inc	AIOff Maint Mat & Supp	373.00	EJ053119	rm Shenandoah Sand , Park sand for play box
Shenandoah Sand Inc Total		373.00		
Shentel	IT Telecomm Online Tech	2,429.92	EJ051519	Government Shentel Dark Fiber
Shentel	IT Leases & Rentals	690.00	EJ051519	Government Shentel Dark Fiber
Shentel Total		3,119.92		
Shred-It	Treasurer Purchased Services	52.72	EJ051519	Shredding services
Shred-It Total		52.72		
Solenberger	Maintenanc Materials & Supplie	32.58	EJ053119	rm Solenbergern Maint Clobber
Solenberger Total		32.58		
Southern Scrap	SWC Purchased Svcs	21.00	EJ053119	rm Southern Scrap CCCC cardboard fee
Southern Scrap	SWC Purchased Svcs	9.40	EJ053119	rm Southern Scrap CCCC cardboard fee
Southern Scrap Total		30.40		
SRFAX	IT Technology SW/OL Content	55.65	EJ051519	Internet based fax service
SRFAX Total		55.65		
Stidham, Brandon	Plan Adm Local Mileage	119.19	EJ053119	Mileage to NSVRC mtgs
Stidham, Brandon Total		119.19		
Stieg, Bob	HstPrvCom Board Member Fees	25.00	EJ053119	Attd @ HPC 5-15-2019 mtg
Stieg, Bob Total		25.00		
STUART ELIZABETH ANN	Personal Property Tax Current	119.74	EJ051519	
STUART ELIZABETH ANN	Personal Property Tax Delinq	81.17	EJ051519	
STUART ELIZABETH ANN Total		200.91		
Sue Banks	Rec Center Refunds	540.00	EJ051519	refund
Sue Banks Total		540.00		
Supply Room, The	District C Materials & Supplie	20.70	EJ051519	2 long telephone cords
Supply Room, The	District C Materials & Supplie	158.80	EJ051519	File cart
Supply Room, The Total		179.50		
Terry Case	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Terry Case Total		30.00		
Thomas R Parker	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Thomas R Parker Total		30.00		
TIDWELL KELLY DON	Personal Property Tax Current	859.99	EJ051519	
TIDWELL KELLY DON	Personal Property Tax Delinq	98.11	EJ051519	
TIDWELL KELLY DON Total		958.10		
Timothy Hagberg	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Timothy Hagberg Total		30.00		
Tina Quigley	Programs Refunds	36.00	EJ053119	refund
Tina Quigley Total		36.00		
TOC	Sheriff Travel - Sworn Staff	150.00	EJ051519	Vehicle Ambush Tactics - Richman
TOC Total		150.00		
Town of Berryville	JGC Maintenanc Water & Sewer	95.55	EJ051519	rm TOB water and sewer 101 Chalmers Ct
Town of Berryville	RT Maintenanc Water & Sewer	609.60	EJ051519	rm TOB water and sewer 100 N. Church
Town of Berryville	104Church Maint Water & Sewer	20.00	EJ051519	rm TOB water and sewer 104 N. Church
Town of Berryville	AIRec Maint Water & Sewer	204.00	EJ051519	rm TOB water and sewer Rec Center
Town of Berryville	AIOff Maint Water & Sewer	15.00	EJ051519	rm TOB water and sewer Park LL
Town of Berryville	AIOff Maint Water & Sewer	336.00	EJ051519	rm TOB water and sewer Park House
Town of Berryville	AIPool Maint Water & Sewer	50.80	EJ051519	rm TOB water and sewer Pool
Town of Berryville	309WMain Maint Water & Sewer	25.40	EJ051519	rm TOB water and sewer 309 W. Main St
Town of Berryville	311EMain Maint Water & Sewer	50.80	EJ051519	rm TOB water and sewer 313 E. Main St

**Clarke County
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<u>VENDOR NAME</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>WARRANT</u>	<u>FULL DESC</u>
Town of Berryville	311EMain Maint Water & Sewer	76.20	EJ051519	rm TOB water and sewer 311 E. Main St
Town of Berryville	129Rams Maint Water & Sewer	34.00	EJ051519	rm TOB water and sewer 129 Ramsburg Lane
Town of Berryville Total		1,517.35		
Treasurer Of Virgini	Electoral Dues Subscr & Memb	45.00	EJ051519	Notary Application for Ann S. Levi
Treasurer Of Virgini	Exam&Bury Purchased Services	20.00	EJ051519	medical examiner
Treasurer Of Virgini	Exam&Bury Purchased Services	20.00	EJ053119	Medical examiner 05/08/19
Treasurer Of Virgini Total		85.00		
TrueShred	Registrar Purchased Services	49.00	EJ051519	Document Shredding - Registrar
TrueShred	Registrar Purchased Services	49.00	EJ051519	Document Shredding
TrueShred Total		98.00		
US Postmaster	Comm Atty Postal Svcs	245.00	EJ053119	Stamp purchase
US Postmaster Total		245.00		
Valley Health	EMS Materials & Supplies	1,545.87	EJ053119	WMC EMS Supply Invoice April 2019
Valley Health Total		1,545.87		
Verizon	County Adm Telephone	12.00	EJ051519	Phone bill
Verizon	Com of Rev Telephone	8.00	EJ051519	Phone bill
Verizon	Treasurer Telephone	4.00	EJ051519	Phone bill
Verizon	IT Telephone	212.64	EJ051519	Phone bill
Verizon	IT Telephone	(435.44)	EJ051519	PRI line
Verizon	Registrar Telephone	4.00	EJ051519	Phone bill
Verizon	District C Telephone	58.61	EJ051519	Phone bill
Verizon	J&D Court Telephone	57.32	EJ051519	Phone bill
Verizon	Clk of CC Telephone	83.38	EJ051519	Phone bill
Verizon	Comm Atty Telephone	16.00	EJ051519	Phone bill
Verizon	Sheriff Telephone	1,012.01	EJ051519	Central Alarm
Verizon	Sheriff Telephone	0.45	EJ051519	Wireless Bill
Verizon	Sheriff Telephone	290.29	EJ051519	Phone bill
Verizon	Sheriff Telephone	45.59	EJ051519	Verizon Radio Tower
Verizon	EMS Telephone	45.60	EJ051519	Phone bill
Verizon	Probation Telephone	4.00	EJ051519	Phone bill
Verizon	Bldg Insp Telephone	8.00	EJ051519	Phone bill
Verizon	AnimalCtrl Telephone	43.03	EJ051519	Phone bill
Verizon	Maintenanc Telephone	43.03	EJ051519	Phone bill
Verizon	Parks Adm Telephone	67.32	EJ051519	Phone bill
Verizon	Plan Adm Telephone	12.00	EJ051519	Phone bill
Verizon	Finance Telephone	118.06	EJ051519	Phone bill
Verizon Total		1,709.89		
Victor W Beasley, Jr	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
Victor W Beasley, Jr Total		30.00		
Victoria Pearson	Programs Refunds	260.00	EJ053119	Refund
Victoria Pearson Total		260.00		
Virginia Department	Programs Dues Subscr & Memb	20.00	EJ051519	back ground check
Virginia Department Total		20.00		
Virginia Tech	Coop Ext VPI Agent	8,611.96	EJ053119	Billing Salary FY 2019 3rd Quarter
Virginia Tech Total		8,611.96		
VITA	County Adm Telephone	0.06	EJ051519	April Services
VITA	IT Telephone	165.34	EJ051519	April Services
VITA	District C Telephone	114.47	EJ051519	April Services
VITA	J&D Court Telephone	1.12	EJ051519	April Services
VITA	Clk of CC Telephone	1.14	EJ051519	April Services
VITA	Sheriff Telephone	1,066.43	EJ051519	April Services
VITA	EMS Telephone	0.05	EJ051519	April Services
VITA	Finance Telephone	0.13	EJ051519	April Services
VITA Total		1,348.74		
Walmart	Rec Center Materials & Supplie	95.05	EJ053119	supplies
Walmart	Rec Center Merch for Resale	149.80	EJ053119	supplies
Walmart	Programs Materials & Supplies	85.55	EJ053119	supplies
Walmart Total		330.40		
Wampler-Eanes Apprai	Reassess Finance & Auditing	7,182.00	EJ051519	General Reassessment of Real P
Wampler-Eanes Apprai	Reassess Finance & Auditing	14,364.00	EJ051519	General Reassessment of Real P
Wampler-Eanes Apprai Total		21,546.00		
Washington Gas	JGC Maintenanc Heating	452.18	EJ053119	101 Chalmers Ct 04/12-05/13
Washington Gas	RT Maintenanc Heating	28.33	EJ053119	100 N Church St 04/12-05/13
Washington Gas	104Church Maint Heating	151.17	EJ053119	104 N Church st 04/12-05/13
Washington Gas	AlRec Maint Heating	158.65	EJ053119	225 Al Smith Cir 04/13-05/14
Washington Gas Total		790.33		
William A Anderson	Circuit C Juror Pay	30.00	EJ053119	Jury on 05/20/19
William A Anderson Total		30.00		
Winchester Equipment	AOff Maint Purchased Svcs	1,470.94	EJ053119	rm Winchester Equip Park repairs on tractor bucket
Winchester Equipment Total		1,470.94		
Winchester Star	BoS Advertising	436.15	EJ051519	lbw PH19-06, 19-07, 19-08
Winchester Star	BoS Dues, Subscrip & Member	125.00	EJ051519	lbw 2019 Annual Subscription

Clarke County
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<u>VENDOR NAME</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>WARRANT</u>	<u>FULL DESC</u>
Winchester Star	Maintenanc Advertising	92.95	EJ051519	Ad-HVAC Maint.
Winchester Star	Rec Center Advertising	330.00	EJ051519	Craft Show Ad
Winchester Star Total		984.10		
YANNUCCI THOMAS DAVI	Real Property Tax Current	2,636.76	EJ053119	
YANNUCCI THOMAS DAVI Total		2,636.76		
York, Robin	HstPrvCom Board Member Fees	25.00	EJ053119	Attd @ HPC 5-15-2019 mtg
York, Robin Total		25.00		
Grand Total		374,441.12		

**Clarke County
YTD Budget Report
May 31, 2019**

FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
11010	1300	BoS Part Time Salaries	13,800.00	12,800.00	1,200.00	1,000.00	-	100.00
11010	2100	BoS FICA	954.00	889.28	83.04	65.30	(0.58)	100.10
11010	2300	BoS Health Ins	15,570.00	13,436.31	1,297.36	2,249.95	(116.26)	100.70
11010	3000	BoS Purchased Services	2,000.00	4,257.76	3,150.00	-	(2,257.76)	212.90
11010	3600	BoS Advertising	5,600.00	3,719.55	436.15	1,698.30	182.15	96.70
11010	5210	BoS Postal Services	500.00	147.55	-	-	352.45	29.50
11010	5230	BoS Telephone	35.00	20.97	-	-	14.03	59.90
11010	5300	BoS Insurance	7,500.00	7,603.00	-	-	(103.00)	101.40
11010	5500	BoS Travel	4,000.00	2,045.06	-	-	1,954.94	51.10
11010	5800	BoS Miscellaneous Expenditures	2,200.00	898.13	-	-	1,301.87	40.80
11010	5810	BoS Dues, Subscrip & Member	5,500.00	6,347.25	177.46	-	(847.25)	115.40
11010	6000	BoS Materials & Supplies	800.00	1,255.31	667.77	-	(455.31)	156.90
11010		Total 11010 Board of Supervisors	58,459.00	53,420.17	7,011.78	5,013.55	25.28	100.00
12110	1100	County Adm Salaries	286,283.00	259,017.88	20,506.08	20,505.91	6,759.21	97.60
12110	2100	County Adm FICA	19,562.00	18,273.75	1,491.17	1,865.13	(576.88)	102.90
12110	2210	County Adm VRS Plans 1&2	20,618.00	18,596.24	1,436.04	1,749.65	272.11	98.70
12110	2220	County Adm VRS Hybrid	3,347.00	3,083.52	280.32	281.90	(18.42)	100.60
12110	2300	County Adm Health Ins	35,752.00	32,222.49	2,330.38	2,660.34	869.17	97.60
12110	2400	County Adm Life Insurance	3,753.00	3,393.13	268.63	317.98	41.89	98.90
12110	2510	County Adm Disab Ins - Hybrid	281.00	217.36	19.76	19.86	43.78	84.40
12110	2700	County Adm Workers Comp	230.00	243.00	-	-	(13.00)	105.70
12110	2800	County Adm Annual Leave Payout	-	3,481.43	-	-	(3,481.43)	100.00
12110	2840	County Adm Tax Shelter Annuity	30,333.00	30,333.00	-	-	-	100.00
12110	3000	County Adm Purchased Svcs	1,000.00	1,904.40	-	-	(904.40)	190.40
12110	3150	County Adm Legal Svcs	-	22.00	-	-	(22.00)	100.00
12110	3320	County Adm Maint Contracts	1,500.00	1,343.83	-	445.54	(289.37)	119.30
12110	3500	County Adm Printing & Binding	1,000.00	49.00	-	-	951.00	4.90
12110	3600	County Adm Advertising	-	328.90	-	-	(328.90)	100.00
12110	5210	County Adm Postal Svcs	50.00	26.36	-	-	23.64	52.70
12110	5230	County Adm Telephone	800.00	570.85	12.06	174.30	54.85	93.10
12110	5500	County Adm Travel	900.00	2,052.03	414.47	-	(1,152.03)	228.00
12110	5800	County Adm Miscellaneous Expen	-	124.74	-	-	(124.74)	100.00
12110	5810	County Adm Dues Subscr & Memb	1,200.00	711.08	-	-	488.92	59.30
12110	6000	County Adm Materials &Supplies	1,500.00	1,900.18	-	73.14	(473.32)	131.60

**Clarke County
YTD Budget Report
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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
12110	6008	County Adm Vehicle Fuel	1,200.00	699.54	65.08	-	500.46	58.30
12110		Total 12110 County Administrator	409,309.00	378,594.71	26,823.99	28,093.75	2,620.54	99.40
12120	1100	Inform Salaries - Regular	38,180.00	34,908.13	3,182.48	3,281.62	(9.75)	100.00
12120	2100	Inform FICA	2,866.00	2,636.97	240.49	238.85	(9.82)	100.30
12120	2220	Inform VRS Hybrid	3,200.00	2,930.07	266.37	281.08	(11.15)	100.30
12120	2300	Inform Health Ins	7,794.00	7,135.48	648.68	684.56	(26.04)	100.30
12120	2400	Inform Life Insurance	500.00	458.59	41.69	44.01	(2.60)	100.50
12120	2510	Inform Disab Ins - Hybrid	225.00	206.58	18.78	19.78	(1.36)	100.60
12120		Total 12120 Public Information Serv	52,765.00	48,275.82	4,398.49	4,549.90	(60.72)	100.10
12210	3000	Legal Svc Purchased Svcs	35,000.00	16,586.36	1,902.50	-	18,413.64	47.40
12210		Total 12210 Legal Services	35,000.00	16,586.36	1,902.50	-	18,413.64	47.40
12310	1100	Com of Rev Salaries	149,590.00	137,202.01	12,472.91	12,472.95	(84.96)	100.10
12310	2100	Com of Rev FICA	10,295.00	9,553.26	868.78	856.34	(114.60)	101.10
12310	2210	Com of Rev VRS Plans 1&2	12,522.00	8,726.96	793.36	855.31	2,939.73	76.50
12310	2220	Com of Rev VRS Hybrid	-	2,756.82	250.62	252.47	(3,009.29)	100.00
12310	2300	Com of Rev Health Ins	24,771.00	15,570.50	1,415.50	1,512.53	7,687.97	69.00
12310	2400	Com of Rev Life Insurance	1,962.00	1,797.40	163.40	173.34	(8.74)	100.40
12310	2510	Com of Rev Disab Ins - Hybrid	-	194.37	17.67	17.73	(212.10)	100.00
12310	2700	Com of Rev Workers Comp	150.00	105.00	-	-	45.00	70.00
12310	3000	Com of Rev Purchased Services	1,400.00	1,500.51	-	-	(100.51)	107.20
12310	3320	Com of Rev Maint Contracts	300.00	338.43	-	1.57	(40.00)	113.30
12310	3500	Com of Rev Printing & Binding	300.00	1,846.32	-	-	(1,546.32)	615.40
12310	3600	Com of Rev Advertising	100.00	-	-	-	100.00	-
12310	4100	Com of Rev Data Processing	1,900.00	2,111.64	-	-	(211.64)	111.10
12310	5210	Com of Rev Postal Svcs	2,200.00	1,733.94	-	-	466.06	78.80
12310	5230	Com of Rev Telephone	200.00	124.12	8.00	-	75.88	62.10
12310	5500	Com of Rev Travel	2,500.00	1,399.38	-	-	1,100.62	56.00
12310	5510	Com of Rev Local Mileage	500.00	122.96	-	-	377.04	24.60
12310	5810	Com of Rev Dues Subscr & Memb	800.00	1,082.50	-	-	(282.50)	135.30
12310	6000	Com of Rev Materials & Supplie	1,000.00	1,057.33	99.01	-	(57.33)	105.70
12310		Total 12310 Commissioner of Revenue	210,490.00	187,223.45	16,089.25	16,142.24	7,124.31	96.60
12320	3320	Assessor Maint Contracts	4,500.00	4,500.00	-	-	-	100.00
12320		Total 12320 Assessor	4,500.00	4,500.00	-	-	-	100.00
12410	1100	Treasurer Salaries	186,510.00	166,477.79	15,140.75	15,211.14	4,821.07	97.40

**Clarke County
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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
12410	2100	Treasurer FICA	14,114.00	11,723.48	1,065.49	1,059.90	1,330.62	90.60
12410	2210	Treasurer VRS Plans 1&2	12,780.00	8,906.15	809.65	841.42	3,032.43	76.30
12410	2220	Treasurer VRS Hybrid	3,078.00	5,033.93	457.63	548.39	(2,504.32)	181.40
12410	2300	Treasurer Health Ins	23,355.00	25,634.18	2,330.38	2,374.87	(4,654.05)	119.90
12410	2400	Treasurer Life Insurance	2,611.00	2,181.74	198.34	203.77	225.49	91.40
12410	2510	Treasurer Disab Ins - Hybrid	244.00	354.86	32.26	32.45	(143.31)	158.70
12410	2700	Treasurer Workers Comp	175.00	131.00	-	-	44.00	74.90
12410	2800	Treasurer Leave Pay	-	250.75	-	-	(250.75)	100.00
12410	3000	Treasurer Purchased Services	300.00	1,592.95	52.72	-	(1,292.95)	531.00
12410	3180	Treasurer Credit Card Fees	12,000.00	11,593.29	-	-	406.71	96.60
12410	3190	Treasurer DMV Stop	4,000.00	11,275.00	1,050.00	-	(7,275.00)	281.90
12410	3320	Treasurer Maint Contracts	300.00	338.40	-	1.60	(40.00)	113.30
12410	3500	Treasurer Printing & Binding	9,500.00	8,136.49	2,471.03	-	1,363.51	85.60
12410	3600	Treasurer Advertising	500.00	-	-	-	500.00	-
12410	5210	Treasurer Postal Svcs	23,000.00	18,787.49	467.50	-	4,212.51	81.70
12410	5230	Treasurer Telephone	1,600.00	95.86	4.00	-	1,504.14	6.00
12410	5500	Treasurer Travel	1,500.00	1,634.56	-	-	(134.56)	109.00
12410	5510	Treasurer Local Mileage	300.00	320.65	-	-	(20.65)	106.90
12410	5810	Treasurer Dues Subscr & Memb	800.00	375.00	-	-	425.00	46.90
12410	6000	Treasurer Materials & Supplies	4,500.00	2,799.89	84.89	-	1,700.11	62.20
12410	6035	Treasurer Noncap Office Equip	1,000.00	-	-	-	1,000.00	-
12410		Total 12410 Treasurer	302,167.00	277,643.46	24,164.64	20,273.54	4,250.00	98.60
12510	1100	IT Salaries	149,215.00	138,264.72	12,451.16	12,451.09	(1,500.81)	101.00
12510	2100	IT FICA	11,363.00	9,853.38	890.28	1,567.33	(57.71)	100.50
12510	2210	IT VRS Plans 1&2	7,191.00	6,602.86	600.26	643.49	(55.35)	100.80
12510	2220	IT VRS Hybrid	5,616.00	4,861.01	441.91	419.65	335.34	94.00
12510	2300	IT Health Ins	15,570.00	18,114.36	1,681.70	655.20	(3,199.56)	120.50
12510	2400	IT Life Insurance	1,956.00	1,794.21	163.11	170.53	(8.74)	100.40
12510	2510	IT Disab Ins - Hybrid	445.00	342.65	31.15	31.47	70.88	84.10
12510	2700	IT Workers Comp	130.00	105.00	-	-	25.00	80.80
12510	3000	IT Purchased Services	13,026.00	2,490.01	200.00	200.00	10,335.99	20.70
12510	3320	IT Maint Contracts	36,400.00	19,000.35	127.00	1,965.51	15,434.14	57.60
12510	5230	IT Telephone	13,900.00	17,409.89	(57.46)	174.34	(3,684.23)	126.50
12510	5240	IT Telecomm Online Tech	10,380.00	26,695.93	2,617.67	2,101.78	(18,417.71)	277.40

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
12510	5400	IT Leases & Rentals	23,760.00	7,590.00	690.00	(3,393.42)	19,563.42	17.70
12510	5500	IT Travel	-	95.70	-	-	(95.70)	100.00
12510	5810	IT Dues Subscr & Memb	100.00	-	-	-	100.00	-
12510	6000	IT Materials & Supplies	2,000.00	2,114.52	100.70	-	(114.52)	105.70
12510	6008	IT Vehicle Fuel	100.00	36.91	-	-	63.09	36.90
12510	6040	IT Technology SW/OL Content	10,000.00	33,095.83	55.65	1,452.55	(24,548.38)	345.50
12510	6050	IT Noncap Technology Hardware	4,000.00	2,271.45	-	-	1,728.55	56.80
12510		Total 12510 Data Processing/IT	305,152.00	290,738.78	19,993.13	18,439.52	(4,026.30)	101.30
13100	1300	Electoral Part Time Salaries	6,446.00	4,296.99	-	2,149.01	-	100.00
13100	2100	Electoral FICA	495.00	328.70	-	164.40	1.90	99.60
13100	2700	Electoral Workers Comp	7.00	5.00	-	-	2.00	71.40
13100	3000	Electoral Purchased Services	7,665.00	2,018.56	-	-	5,646.44	26.30
13100	3160	Electoral Board Member Fees	11,200.00	5,175.00	-	-	6,025.00	46.20
13100	3320	Electoral Maint Contracts	5,500.00	5,345.00	-	-	155.00	97.20
13100	3500	Electoral Printing & Binding	6,000.00	2,111.41	-	-	3,888.59	35.20
13100	3600	Electoral Advertising	240.00	115.60	-	-	124.40	48.20
13100	5210	Electoral Postal Svcs	750.00	383.36	-	-	366.64	51.10
13100	5400	Electoral Leases & Rentals	1,600.00	712.89	-	-	887.11	44.60
13100	5500	Electoral Travel	1,500.00	80.80	-	-	1,419.20	5.40
13100	5510	Electoral Local Mileage	900.00	127.04	-	-	772.96	14.10
13100	5810	Electoral Dues Subscr & Memb	200.00	225.00	45.00	-	(25.00)	112.50
13100	6000	Electoral Materials & Supplies	2,000.00	1,573.72	-	-	426.28	78.70
13100	6035	Electoral Noncap Office Equip	2,400.00	2,571.16	138.19	-	(171.16)	107.10
13100		Total 13100 Electoral Board and Off	46,903.00	25,070.23	183.19	2,313.41	19,519.36	58.40
13200	1100	Registrar Salaries	54,152.00	49,889.95	4,535.45	4,535.44	(273.39)	100.50
13200	1300	Registrar Part Time Salaries	11,450.00	9,093.75	722.00	-	2,356.25	79.40
13200	2100	Registrar FICA	5,037.00	4,544.40	405.23	346.98	145.62	97.10
13200	2210	Registrar VRS Plans 1&2	4,533.00	4,175.82	379.62	411.50	(54.32)	101.20
13200	2400	Registrar Life Insurance	711.00	653.51	59.41	64.41	(6.92)	101.00
13200	2700	Registrar Workers Comp	55.00	46.00	-	-	9.00	83.60
13200	3000	Registrar Purchased Services	1,400.00	182.00	98.00	-	1,218.00	13.00
13200	3320	Registrar Maint Contracts	200.00	612.92	-	234.68	(647.60)	423.80
13200	5210	Registrar Postal Svcs	750.00	850.01	-	-	(100.01)	113.30
13200	5230	Registrar Telephone	1,000.00	512.45	4.00	316.04	171.51	82.80

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
13200	5500	Registrar Travel	1,500.00	745.63	-	-	754.37	49.70
13200	5510	Registrar Local Mileage	650.00	138.00	33.64	-	512.00	21.20
13200	5810	Registrar Dues Subscr & Memb	200.00	170.00	-	-	30.00	85.00
13200	6000	Registrar Materials & Supplies	1,000.00	744.59	31.33	7.59	247.82	75.20
13200	6035	Registrar Noncap Office Equip	700.00	78.93	8.94	-	621.07	11.30
13200		Total 13200 Registrar	83,338.00	72,437.96	6,277.62	5,916.64	4,983.40	94.00
21100	3000	Circuit C Purchased Services	-	99.00	-	-	(99.00)	100.00
21100	5841	Circuit C Juror Pay	3,000.00	1,950.00	600.00	-	1,050.00	65.00
21100	5842	Circuit C Jury Comm	180.00	-	-	-	180.00	-
21100	6035	Circuit C Noncap Office Equip	-	917.79	191.98	3,196.47	(4,114.26)	100.00
21100	7000	Circuit Ct Pyt to Joint Ops	10,500.00	11,310.08	-	-	(810.08)	107.70
21100		Total 21100 Circuit Court	13,680.00	14,276.87	791.98	3,196.47	(3,793.34)	127.70
21200	3000	District C Purchased Services	300.00	-	-	-	300.00	-
21200	3150	District C Legal Svcs	270.00	-	-	-	270.00	-
21200	3320	District C Maint Contracts	300.00	939.99	37.50	-	(639.99)	313.30
21200	5210	District C Postal Svcs	700.00	575.46	-	-	124.54	82.20
21200	5230	District C Telephone	2,000.00	1,816.46	173.08	-	183.54	90.80
21200	5810	District C Dues Subscr & Memb	200.00	50.00	-	-	150.00	25.00
21200	6000	District C Materials & Supplie	550.00	832.11	279.50	-	(282.11)	151.30
21200		Total 21200 General District Court	4,320.00	4,214.02	490.08	-	105.98	97.50
21300	5230	Magistrate Telephone	40.00	-	-	-	40.00	-
21300		Total 21300 Magistrate	40.00	-	-	-	40.00	-
21510	5600	Blue Ridge Legal Svc Contr	1,500.00	1,500.00	-	-	-	100.00
21510		Total 21510 Blue Ridge Legal Servic	1,500.00	1,500.00	-	-	-	100.00
21600	3000	J&D Court Purchased Services	-	240.00	-	-	(240.00)	100.00
21600	3320	J&D Court Maint Contracts	700.00	297.71	37.50	402.29	-	100.00
21600	5210	J&D Court Postal Svcs	700.00	372.00	-	-	328.00	53.10
21600	5230	J&D Court Telephone	700.00	657.95	58.44	-	42.05	94.00
21600	5810	J&D Court Dues Subscr & Memb	200.00	75.00	-	-	125.00	37.50
21600	6000	J&D Court Materials & Supplies	600.00	590.87	-	-	9.13	98.50
21600		Total 21600 Juvenile & Domestic Rel	2,900.00	2,233.53	95.94	402.29	264.18	90.90
21700	1100	Clk of CC Salaries	179,825.00	163,547.91	14,799.81	14,049.79	2,227.30	98.80
21700	2100	Clk of CC FICA	13,598.00	12,644.50	1,143.72	1,116.89	(163.39)	101.20
21700	2210	Clk of CC VRS Plans 1&2	15,052.00	11,324.39	1,029.49	1,291.59	2,436.02	83.80

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
21700	2220	Clk of CC VRS Benefits -Hybrid	-	2,301.75	209.25	209.95	(2,511.70)	100.00
21700	2300	Clk of CC Health Ins	15,570.00	13,622.28	1,297.36	1,532.59	415.13	97.30
21700	2400	Clk of CC Life Insurance	2,392.00	2,132.68	193.88	235.00	24.32	99.00
21700	2510	Clk of CC Disab Ins - Hybrid	-	162.25	14.75	14.75	(177.00)	100.00
21700	2700	Clk of CC Workers Comp	160.00	126.00	-	-	34.00	78.80
21700	3320	Clk of CC Maint Contracts	13,000.00	10,934.83	-	240.17	1,825.00	86.00
21700	3500	Clk of CC Printing & Binding	1,000.00	-	-	-	1,000.00	-
21700	3510	Clk of CC Microfilming	7,000.00	5,351.31	456.30	-	1,648.69	76.40
21700	5210	Clk of CC Postal Svcs	3,500.00	1,969.50	-	-	1,530.50	56.30
21700	5230	Clk of CC Telephone	1,000.00	938.51	84.52	-	61.49	93.90
21700	5810	Clk of CC Dues Subscr & Memb	300.00	-	-	-	300.00	-
21700	6000	Clk of CC Materials & Supplies	6,500.00	4,621.98	1,788.04	569.16	1,308.86	79.90
21700	8200	Clk of CC Capital Outlay Adds	6,000.00	2,101.00	2,101.00	-	3,899.00	35.00
21700		Total 21700 Clerk of the Circuit Co	264,897.00	231,778.89	23,118.12	19,259.89	13,858.22	94.80
21910	1100	VictimWit Regular Salary	39,207.00	36,391.08	3,308.28	3,308.30	(492.38)	101.30
21910	1300	VictimWit Part Time Sal	17,544.00	15,148.85	1,696.00	-	2,395.15	86.30
21910	2100	VictimWit FICA	4,343.00	3,946.33	383.25	253.14	143.53	96.70
21910	2210	VictimWit VRS Plans 1&2	3,282.00	3,044.93	276.91	281.52	(44.45)	101.40
21910	2400	VictimWit Life Insurance	515.00	476.59	43.34	43.99	(5.58)	101.10
21910	2700	VictimWit Workers Comp	50.00	40.00	-	-	10.00	80.00
21910	3000	VictimWit Purchased Servi	200.00	107.30	14.50	-	92.70	53.70
21910	5210	VictimWit Postal Svcs	279.00	279.00	-	-	-	100.00
21910	5230	VictimWit Telephone	504.00	382.29	-	91.16	30.55	93.90
21910	5500	VictimWit Travel	4,006.00	2,464.57	272.11	-	1,541.43	61.50
21910	5510	VictimWit Travel Local Mileage	204.00	51.12	-	-	152.88	25.10
21910	5810	VictimWit Dues Subscr & Memb	295.00	150.00	-	-	145.00	50.80
21910	6000	VictimWit Matl & Supplies	1,468.00	559.37	376.60	-	908.63	38.10
21910		Total 21910 Victim and Witness Assi	71,897.00	63,041.43	6,370.99	3,978.11	4,877.46	93.20
21940	5600	Regional Crt Svc Entity Gift	6,500.00	6,179.10	-	-	320.90	95.10
21940		Total 21940 Regl Crt Svc/Adult	6,500.00	6,179.10	-	-	320.90	95.10
22100	1100	Comm Atty Salaries	240,307.00	215,140.45	18,771.76	18,771.82	6,394.73	97.30
22100	1300	Comm Atty Part Time Salaries	15,038.00	12,388.48	1,197.49	-	2,649.52	82.40
22100	2100	Comm Atty FICA	19,534.00	18,928.75	1,424.44	1,380.32	(775.07)	104.00
22100	2210	Comm Atty VRS Plans 1&2	5,375.00	4,188.44	326.89	-	1,186.56	77.90

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
22100	2220	Comm Atty VRS Hybrid	15,517.00	14,858.47	1,244.30	2,481.21	(1,822.68)	111.70
22100	2300	Comm Atty Health Ins	25,708.00	21,393.64	1,507.47	1,527.94	2,786.42	89.20
22100	2400	Comm Atty Life Insurance	3,148.00	2,980.99	245.90	197.44	(30.43)	101.00
22100	2510	Comm Atty Disab Ins - Hybrid	1,270.00	1,015.72	87.71	120.50	133.78	89.50
22100	2700	Comm Atty Workers Comp	270.00	219.00	-	-	51.00	81.10
22100	2800	Comm Atty Annual Leave Payouts	-	20,294.61	-	-	(20,294.61)	100.00
22100	3000	Comm Atty Purchased Services	-	55.00	-	-	(55.00)	100.00
22100	3320	Comm Atty Maint Contracts	500.00	383.40	-	-	116.60	76.70
22100	5210	Comm Atty Postal Svcs	1,000.00	660.83	245.00	-	339.17	66.10
22100	5230	Comm Atty Telephone	3,000.00	1,796.28	16.00	564.41	639.31	78.70
22100	5500	Comm Atty Travel	6,500.00	3,106.17	-	-	3,393.83	47.80
22100	5549	Comm Atty Witness Travel Expen	500.00	-	-	-	500.00	-
22100	5810	Comm Atty Dues Subscr & Memb	2,200.00	1,923.40	-	-	276.60	87.40
22100	6000	Comm Atty Materials & Supplies	2,400.00	2,214.76	27.75	-	185.24	92.30
22100	6035	Comm Atty Noncap Office Equip	400.00	-	-	-	400.00	-
22100	1100	Comm Atty Salaries	27,306.00	24,435.71	2,213.93	2,213.95	656.34	97.60
22100	2100	Comm Atty FICA	2,059.00	748.29	167.12	162.31	1,148.40	44.20
22100	2210	Comm Atty VRS Plans 1&2	700.00	562.61	55.18	50.85	86.54	87.60
22100	2220	Comm Atty VRS Hybrid	1,586.00	260.26	130.13	131.89	1,193.85	24.70
22100	2300	Comm Atty Health Ins	2,259.00	348.46	174.23	176.62	1,733.92	23.20
22100	2400	Comm Atty Life Insurance	359.00	128.82	29.01	28.61	201.57	43.90
22100	2510	Comm Atty Disab Ins - Hybrid	134.00	18.34	9.17	9.29	106.37	20.60
22100		Total 22100 Commonwealth's Attorney	377,070.00	348,050.88	27,873.48	27,817.16	1,201.96	99.70
31200	1100	Sheriff Salaries	1,391,418.00	1,267,713.55	115,340.26	115,340.40	8,364.05	99.40
31200	1200	Sheriff Overtime	46,500.00	57,184.36	6,208.84	-	(10,684.36)	123.00
31200	1300	Sheriff Part Time Salaries	43,860.00	21,838.81	3,681.25	-	22,021.19	49.80
31200	1660	Sheriff Emp Bonuses	-	2,000.00	500.00	-	(2,000.00)	100.00
31200	2100	Sheriff FICA	101,938.00	99,050.14	9,147.17	10,287.78	(7,399.92)	107.30
31200	2210	Sheriff VRS Plans 1&2	100,652.00	90,321.25	7,878.92	11,253.47	(922.72)	100.90
31200	2220	Sheriff VRS Hybrid	15,113.00	16,043.60	1,775.02	1,285.79	(2,216.39)	114.70
31200	2300	Sheriff Health Ins	228,951.00	199,912.88	18,257.95	22,650.29	6,387.83	97.20
31200	2400	Sheriff Life Insurance	18,151.00	16,647.41	1,510.97	1,967.54	(463.95)	102.60
31200	2510	Sheriff Disab Ins - Hybrid	1,080.00	1,131.10	125.14	92.82	(143.92)	113.30
31200	2700	Sheriff Workers Comp	18,499.00	18,239.00	-	-	260.00	98.60

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	<u>REVISED</u>				<u>AVAILABLE</u>	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
31200	2800	Sheriff Leave Pay	-	16,331.28	-	-	(16,331.28)	100.00
31200	2860	Sheriff LODA	23,300.00	23,300.00	-	-	-	100.00
31200	3000	Sheriff Purchased Services	25,000.00	23,495.99	2,027.28	886.01	618.00	97.50
31200	3320	Sheriff Maint Contracts	149,114.00	95,464.13	-	10,339.80	43,310.07	71.00
31200	3320	Sheriff E-Ticket Maint Svc	-	4,950.00	-	-	(4,950.00)	100.00
31200	3350	Sheriff Insured Repair Svcs	2,000.00	225.54	-	-	1,774.46	11.30
31200	3500	Sheriff Printing & Binding	1,000.00	-	-	-	1,000.00	-
31200	3600	Sheriff Advertising	-	204.50	-	-	(204.50)	100.00
31200	5210	Sheriff Postal Svcs	2,200.00	1,042.68	-	-	1,157.32	47.40
31200	5230	Sheriff Telephone	55,000.00	40,468.68	2,467.46	2,480.78	12,050.54	78.10
31200	5300	Sheriff Insurance	15,000.00	12,974.15	-	-	2,025.85	86.50
31200	5400	Sheriff Leases & Rentals	29,000.00	26,185.50	2,380.50	4,761.00	(1,946.50)	106.70
31200	5500	Sheriff Travel	52,000.00	-	-	-	52,000.00	-
31200	5500	Sheriff Travel - Communication	-	10,987.90	962.60	-	(10,987.90)	100.00
31200	5500	Sheriff Travel - Sworn Staff	-	32,677.72	3,112.42	-	(32,677.72)	100.00
31200	5800	Sheriff Miscellaneous Expendit	1,000.00	520.20	-	-	479.80	52.00
31200	5810	Sheriff Dues Subscr & Memb	3,500.00	3,926.00	-	-	(426.00)	112.20
31200	6000	Sheriff Materials & Supplies	51,000.00	262.55	14.40	31.90	50,705.55	0.60
31200	6000	Sheriff Mtls & Supplies Commun	-	2,505.10	27.75	-	(2,505.10)	100.00
31200	6000	Sheriff E-Tkt Mat'l & Supplies	25,000.00	15,418.93	310.99	-	9,581.07	61.70
31200	6000	Sheriff Police Supplies	-	6,954.84	560.49	350.50	(7,305.34)	100.00
31200	6000	Sheriff Office Supplies	-	4,410.32	318.65	120.24	(4,530.56)	100.00
31200	6000	Sheriff Vehicle Repair Parts	-	22,973.45	392.47	2,995.67	(25,969.12)	100.00
31200	6008	Sheriff Vehicle Fuel	60,000.00	44,484.09	5,374.55	-	15,515.91	74.10
31200	6011	Sheriff Clothing	8,500.00	502.80	-	19.52	7,977.68	6.10
31200	6011	Sheriff Uniform Communications	-	507.34	-	82.00	(589.34)	100.00
31200	6011	Sheriff Uniform Sworn Staff	-	10,227.21	151.48	-	(10,227.21)	100.00
31200	6015	Sheriff Ammunition	28,000.00	21,757.81	-	6,143.05	99.14	99.60
31200	1200	DMV Alcohol Grant Overtime	10,000.00	10,733.16	850.15	-	(733.16)	107.30
31200	1200	DMV Speed Overtime	5,000.00	4,964.08	212.54	-	35.92	99.30
31200	5500	ICAC Travel	2,000.00	1,362.50	-	-	637.50	68.10
31200	6000	ICAC Materials & Supplies	2,000.00	-	-	-	2,000.00	-
31200	1100	SRO Ofc Grant Sal	69,509.00	26,149.13	3,735.59	3,735.57	39,624.30	43.00
31200	2100	SRO Ofc Grant-FICA	-	1,560.72	219.89	155.03	(1,715.75)	100.00

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
31200	2210	SRO Grant-VRS Benefits	-	2,188.69	312.67	583.82	(2,772.51)	100.00
31200	2300	SRO Grant-Health Ins	-	6,877.69	1,030.05	1,928.91	(8,806.60)	100.00
31200	2400	SRO Grant-Group Life Ins	-	342.58	48.94	91.34	(433.92)	100.00
31200	6000	BJA Sheriff Materials & Suppli	7,219.68	-	-	7,219.68	-	100.00
31200	6000	BVP Vest grant	7,680.32	-	-	3,639.84	4,040.48	47.40
31200	6000	DCJS Byrne Materials & Supplie	500.00	-	-	-	500.00	-
31200	1200	OCDETF Sheriff Overtime	-	500.94	-	-	(500.94)	100.00
31200		Total 31200 Sheriff	2,600,685.00	2,267,520.30	188,936.39	208,442.75	124,721.95	95.20
31210	5600	Criminal Justice Training Ctr	19,593.00	18,252.00	-	-	1,341.00	93.20
31210		Total 31210 Criminal Justice Traini	19,593.00	18,252.00	-	-	1,341.00	93.20
31220	5600	Drug Task Force Entity Gift	12,500.00	9,219.36	-	-	3,280.64	73.80
31220		Total 31220 Drug Task Force	12,500.00	9,219.36	-	-	3,280.64	73.80
31400	5230	Communicat Telephone	-	-	-	(904.70)	904.70	100.00
31400		Total 31400 Communications	-	-	-	(904.70)	904.70	100.00
32200	2510	Vol Fire Disab Ins - Hybrid	12,700.00	10,578.25	-	-	2,121.75	83.30
32200	2700	Vol Fire Worker's Compensation	24,500.00	18,081.00	-	-	6,419.00	73.80
32200	5300	Vol Fire Co Insurance	48,000.00	48,601.25	1,944.00	-	(601.25)	101.30
32200	5600	Vol Fire Companies Entity Gift	25,000.00	25,000.00	-	-	-	100.00
32200	5696	Vol Fire EMS Vol Incent Prog	15,000.00	6,250.00	-	-	8,750.00	41.70
32200	5697	Vol Fire 4 for Life	17,000.00	17,146.50	-	-	(146.50)	100.90
32200	5698	Vol Fire Fire Programs	30,000.00	30,957.00	-	-	(957.00)	103.20
32200		Total 32200 Volunteer Fire Companie	172,200.00	156,614.00	1,944.00	-	15,586.00	90.90
32201	2860	Blue Ridge Vol Fire Co LODA	1,250.00	1,200.00	-	-	50.00	96.00
32201	5600	Blue Ridge Vol Fire Co Contrib	65,000.00	65,000.00	-	-	-	100.00
32201		Total 32201 Blue Ridge Volunteer Fi	66,250.00	66,200.00	-	-	50.00	99.90
32202	2860	Boyce Volunteer Fire Co LODA	1,700.00	1,600.00	-	-	100.00	94.10
32202	5600	Boyce Volunteer Fire Co Contr	65,000.00	65,000.00	16,250.00	-	-	100.00
32202		Total 32202 Boyce Volunteer Fire Co	66,700.00	66,600.00	16,250.00	-	100.00	99.90
32203	2860	Enders Volunteer Fire Co LODA	3,300.00	2,800.00	-	-	500.00	84.80
32203	5600	Enders Volunteer Fire Co Contr	90,000.00	90,000.00	-	-	-	100.00
32203		Total 32203 Enders Volunteer Fire C	93,300.00	92,800.00	-	-	500.00	99.50
32310	1100	EMS Salaries	515,330.00	457,331.55	42,171.52	24,861.79	33,136.66	93.60
32310	1200	EMS Overtime	87,158.00	98,203.37	5,471.10	-	(11,045.37)	112.70
32310	1300	EMS Part Time Salaries	66,500.00	74,450.07	4,259.74	-	(7,950.07)	112.00

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			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
32310	2100	EMS FICA	51,178.00	45,288.80	3,637.36	1,076.06	4,813.14	90.60
32310	2210	EMS VRS Plans 1&2	30,376.00	27,024.59	2,378.97	3,458.96	(107.55)	100.40
32310	2220	EMS VRS Hybrid	12,073.00	10,943.96	1,291.66	839.58	289.46	97.60
32310	2300	EMS Health Ins	92,550.00	76,335.22	7,342.87	9,304.93	6,909.85	92.50
32310	2400	EMS Life Insurance	7,213.00	5,942.67	574.51	672.62	597.71	91.70
32310	2510	EMS Disab Ins - Hybrid	313.00	771.45	91.05	59.18	(517.63)	265.40
32310	2700	EMS Workers Comp	18,159.00	29,948.00	-	-	(11,789.00)	164.90
32310	2800	EMS Annual Leave Payouts	-	9,326.26	-	-	(9,326.26)	100.00
32310	2860	EMS LODA	3,000.00	11,650.00	-	-	(8,650.00)	388.30
32310	3000	EMS Purchased Services	40,100.00	28,469.69	3,336.00	-	11,630.31	71.00
32310	5210	EMS Postal Services	200.00	30.93	-	-	169.07	15.50
32310	5230	EMS Telephone	1,700.00	1,362.67	45.65	(75.92)	413.25	75.70
32310	5500	EMS Travel	7,500.00	6,258.32	-	-	1,241.68	83.40
32310	5800	EMS Miscellaneous	5,000.00	2,452.03	65.50	-	2,547.97	49.00
32310	6000	EMS Materials & Supplies	16,200.00	15,771.98	1,579.56	-	428.02	97.40
32310	6008	EMS Vehicle Fuel	2,500.00	1,771.84	198.08	-	728.16	70.90
32310	6011	EMS Clothing	10,500.00	10,025.47	172.08	-	474.53	95.50
32310	6035	EMS Noncap Office Equip	2,000.00	-	-	-	2,000.00	-
32310	6040	EMS Technology SW/OL Content	10,500.00	10,554.14	-	-	(54.14)	100.50
32310	8200	EMS Capital Outlay Adds	8,780.00	8,073.57	-	-	706.43	92.00
32310	6000	EMS LEMPG Grant	7,500.00	6,382.13	351.00	483.00	634.87	91.50
32310		Total 32310 Fire and Rescue Service	996,330.00	938,368.71	72,966.65	40,680.20	17,281.09	98.30
32320	5600	Lord Fairfax EMS Contribution	6,262.00	6,262.00	-	-	-	100.00
32320		Total 32320 Lord Fairfax Emergency	6,262.00	6,262.00	-	-	-	100.00
32400	5600	Forestry Svcs Entity Gift	2,874.00	2,873.34	-	-	0.66	100.00
32400		Total 32400 Forestry Services	2,874.00	2,873.34	-	-	0.66	100.00
33210	7000	Regional Jail Joint Ops	547,984.00	533,000.00	-	-	14,984.00	97.30
33210		Total 33210 Regional Jail	547,984.00	533,000.00	-	-	14,984.00	97.30
33220	3840	Juv DetCtr Intergov Svc Agreem	13,179.00	9,885.00	-	-	3,294.00	75.00
33220		Total 33220 Juvenile Detention Cent	13,179.00	9,885.00	-	-	3,294.00	75.00
33300	5230	Probation Telephone	500.00	44.00	4.00	-	456.00	8.80
33300		Total 33300 Crt Srvc/Juvenile Proba	500.00	44.00	4.00	-	456.00	8.80
34100	1100	Bldg Insp Salaries	138,580.00	127,528.94	11,593.54	11,593.44	(542.38)	100.40
34100	2100	Bldg Insp FICA	9,684.00	8,983.69	816.91	809.45	(109.14)	101.10

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
34100	2210	Bldg Insp VRS Plans 1&2	8,490.00	7,812.09	710.19	752.61	(74.70)	100.90
34100	2220	Bldg Insp VRS Hybrid	3,111.00	2,862.09	260.19	266.66	(17.75)	100.60
34100	2300	Bldg Insp Health Ins	26,410.00	24,207.04	2,200.64	2,314.58	(111.62)	100.40
34100	2400	Bldg Insp Life Insurance	1,818.00	1,670.57	151.87	159.63	(12.20)	100.70
34100	2510	Bldg Insp Disab Ins - Hybrid	261.00	201.74	18.34	18.76	40.50	84.50
34100	2700	Bldg Insp Workers Comp	2,500.00	2,457.00	-	-	43.00	98.30
34100	3000	Bldg Insp Purchased Services	1,200.00	-	-	-	1,200.00	-
34100	3320	Bldg Insp Maint Contracts	700.00	581.52	161.88	118.48	-	100.00
34100	3500	Bldg Insp Printing & Binding	400.00	-	-	-	400.00	-
34100	5210	Bldg Insp Postal Svcs	50.00	37.88	-	-	12.12	75.80
34100	5230	Bldg Insp Telephone	-	1,998.28	8.00	418.67	(2,416.95)	100.00
34100	5500	Bldg Insp Travel	3,000.00	148.00	-	-	2,852.00	4.90
34100	5810	Bldg Insp Dues Subscr & Memb	-	75.00	-	-	(75.00)	100.00
34100	6000	Bldg Insp Materials & Supplies	4,000.00	1,662.73	-	17.50	2,319.77	42.00
34100	6008	Bldg Insp Vehicle Fuel	3,500.00	1,917.53	207.38	-	1,582.47	54.80
34100		Total 34100 Building Inspections	203,704.00	182,144.10	16,128.94	16,469.78	5,090.12	97.50
35100	1100	AnimalCtrl Salaries	71,937.00	66,362.12	6,032.92	6,032.96	(458.08)	100.60
35100	2100	AnimalCtrl FICA	4,833.00	4,482.79	407.57	405.41	(55.20)	101.10
35100	2210	AnimalCtrl VRS Plans 1&2	3,749.00	3,462.47	314.77	322.50	(35.97)	101.00
35100	2220	AnimalCtrl VRS Hybrid	2,273.00	2,091.98	190.18	190.43	(9.41)	100.40
35100	2300	AnimalCtrl Health Ins	8,493.00	7,785.25	707.75	725.07	(17.32)	100.20
35100	2400	AnimalCtrl Life Insurance	944.00	869.33	79.03	80.28	(5.61)	100.60
35100	2510	AnimalCtrl Disab Ins - Hybrid	191.00	147.51	13.41	13.37	30.12	84.20
35100	2700	AnimalCtrl Workers Comp	975.00	709.00	-	-	266.00	72.70
35100	3000	AnimalCtrl Purchased Services	8,000.00	5,283.66	-	-	2,716.34	66.00
35100	3320	AnimalCtrl Maint Svc Contracts	100.00	66.86	-	33.14	-	100.00
35100	3500	AnimalCtrl Printing & Binding	200.00	247.95	69.95	-	(47.95)	124.00
35100	5110	AnimalCtrl Electric	750.00	-	-	-	750.00	-
35100	5230	AnimalCtrl Telephone	650.00	594.50	43.03	56.26	(0.76)	100.10
35100	5500	AnimalCtrl Travel	1,000.00	725.30	-	-	274.70	72.50
35100	5510	AnimalCtrl Local Mileage	100.00	-	-	-	100.00	-
35100	6000	AnimalCtrl Materials & Supplie	6,500.00	5,917.61	1,539.58	-	582.39	91.00
35100	6008	AnimalCtrl Vehicle Fuel	1,500.00	1,241.31	146.29	-	258.69	82.80
35100	6011	AnimalCtrl Clothing	500.00	196.60	-	-	303.40	39.30

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	<u>REVISED</u>				<u>AVAILABLE</u>	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
35100		Total 35100 Animal Control	112,695.00	100,184.24	9,544.48	7,859.42	4,651.34	95.90
35300	3000	Exam&Bury Purchased Services	200.00	200.00	40.00	-	-	100.00
35300		Total 35300 Med Examiner & Indigent	200.00	200.00	40.00	-	-	100.00
42400	3840	RefuseDisp Intergov Svc Agreem	150,000.00	148,668.87	13,867.69	-	1,331.13	99.10
42400		Total 42400 Refuse Disposal	150,000.00	148,668.87	13,867.69	-	1,331.13	99.10
42410	1300	SWC PT Salaries - Regular	-	3,810.00	925.00	-	(3,810.00)	100.00
42410	2100	SWC FICA Benefits	-	291.46	70.76	-	(291.46)	100.00
42410	3000	SWC Purchased Svcs	61,104.00	6,160.60	30.40	6,461.80	48,481.60	20.70
42410	5110	SWC Electrical Services	-	776.43	117.94	-	(776.43)	100.00
42410	6000	SWC Materials and Supplies	-	571.66	543.22	-	(571.66)	100.00
42410		Total 42410 Solid Waste Convenience	61,104.00	11,610.15	1,687.32	6,461.80	43,032.05	29.60
42600	3000	LitterCtrl Purchased Services	-	2,485.78	-	564.22	(3,050.00)	100.00
42600	6000	LitterCtrl Materials & Supplie	5,310.00	463.49	-	-	4,846.51	8.70
42600		Total 42600 Litter Control	5,310.00	2,949.27	-	564.22	1,796.51	66.20
42700	3840	Sanitation Intergov Svc Agreem	35,000.00	28,778.15	2,616.49	-	6,221.85	82.20
42700	5600	Sanitation Entity Gift	207,000.00	207,000.00	-	-	-	100.00
42700		Total 42700 Sanitation	242,000.00	235,778.15	2,616.49	-	6,221.85	97.40
43200	1100	Maintenanc Salaries	144,939.00	146,307.27	11,993.48	11,993.43	(13,361.70)	109.20
43200	2100	Maintenanc FICA	10,358.00	10,650.36	876.94	932.06	(1,224.42)	111.80
43200	2210	Maintenanc VRS Plans 1&2	6,533.00	6,211.60	543.35	564.88	(243.48)	103.70
43200	2220	Maintenanc VRS Hybrid	5,665.00	5,146.33	399.43	362.91	155.76	97.30
43200	2300	Maintenanc Health Ins	16,474.00	17,839.29	1,372.77	1,443.23	(2,808.52)	117.00
43200	2400	Maintenanc Life Insurance	1,859.00	1,916.26	157.11	166.45	(223.71)	112.00
43200	2510	Maintenanc Disab Ins - Hybrid	386.00	346.24	28.15	49.85	(10.09)	102.60
43200	2700	Maintenanc Workers Comp	4,000.00	1,208.00	-	-	2,792.00	30.20
43200	3000	Maintenanc Purchased Services	32,000.00	16,222.34	-	150.48	15,627.18	51.20
43200	3320	Maintenanc Maint Contracts	99,485.00	57,551.17	10,603.25	1,847.64	40,086.19	59.70
43200	3340	Maintenanc Custodial Contracts	42,000.00	37,028.54	3,366.23	-	4,971.46	88.20
43200	3600	Maintenanc Advertising	1,200.00	809.28	-	-	390.72	67.40
43200	5110	Maintenanc Electric	-	(374.47)	-	-	374.47	100.00
43200	5120	Maintenanc Heating	400.00	-	-	-	400.00	-
43200	5130	Maintenanc Water & Sewer	750.00	180.50	-	-	569.50	24.10
43200	5230	Maintenanc Telephone	2,000.00	1,001.45	43.03	266.68	731.87	63.40
43200	5300	Maintenanc Insurance	40,000.00	43,934.10	-	-	(3,934.10)	109.80

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			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
43200	5400	Maintenanc Leases & Rentals	1,000.00	-	-	-	1,000.00	-
43200	5500	Maintenanc Travel	750.00	147.15	-	-	602.85	19.60
43200	6000	Maintenanc Materials & Supplie	35,000.00	16,742.45	541.97	-	18,257.55	47.80
43200	6008	Maintenanc Vehicle Fuel	4,800.00	4,189.30	356.18	-	610.70	87.30
43200	3000	JGC Maintenanc Purchased Servi	25,000.00	17,722.30	1,369.64	1,128.60	6,149.10	75.40
43200	3320	JGC Maint Contracts	10,000.00	3,623.46	-	2,906.54	3,470.00	65.30
43200	3340	JGC Maintenanc Custodial Contr	28,500.00	25,656.18	2,332.38	-	2,843.82	90.00
43200	5110	JGC Maintenanc Electric	35,000.00	35,122.39	3,489.88	-	(122.39)	100.30
43200	5120	JGC Maintenanc Heating	5,500.00	3,356.24	452.18	-	2,143.76	61.00
43200	5130	JGC Maintenanc Water & Sewer	1,500.00	885.04	95.55	-	614.96	59.00
43200	6000	JGC Maintenanc Materials & Sup	3,500.00	212.36	-	-	3,287.64	6.10
43200	8100	JGC Maintenanc Cap Outla Replc	-	-	-	5,086.14	(5,086.14)	100.00
43200	3000	RT Maintenanc Purchased Svcs	7,250.00	10,437.46	652.00	1,100.00	(4,287.46)	159.10
43200	3320	RT Maintenanc Maint Contracts	4,500.00	4,558.05	-	2,844.00	(2,902.05)	164.50
43200	5110	RT Maintenanc Electric	12,100.00	8,853.13	694.26	-	3,246.87	73.20
43200	5120	RT Maintenanc Heating	1,600.00	1,479.99	81.59	-	120.01	92.50
43200	5130	RT Maintenanc Water & Sewer	4,000.00	3,660.80	609.60	-	339.20	91.50
43200	6000	RT Maint Materials & Supplie	1,500.00	323.99	-	-	1,176.01	21.60
43200	3000	ChurchSt Maint Purchased Svcs	4,000.00	1,033.03	-	-	2,966.97	25.80
43200	3320	ChurchSt Maint Contracts	3,500.00	3,178.30	-	1,488.00	(1,166.30)	133.30
43200	5110	ChurchSt Maint Electric	30,000.00	24,023.55	1,355.28	-	5,976.45	80.10
43200	6000	ChurchSt Maint Mat & Supp	1,000.00	77.77	17.97	-	922.23	7.80
43200	3000	104Church Maint Purchased Svcs	11,000.00	1,686.47	-	-	9,313.53	15.30
43200	3320	104Church Maint Contracts	3,500.00	3,610.30	-	1,920.00	(2,030.30)	158.00
43200	5110	104Church Maint Electric	11,271.00	9,660.83	837.73	-	1,610.17	85.70
43200	5120	104Church Maint Heating	3,500.00	3,700.48	151.17	-	(200.48)	105.70
43200	5130	104Church Maint Water & Sewer	750.00	328.60	20.00	-	421.40	43.80
43200	6000	104Church Maint Mat & Supp	1,500.00	255.96	-	-	1,244.04	17.10
43200	3000	225Rams Maint Purchased Svcs	5,000.00	1,823.50	-	-	3,176.50	36.50
43200	3320	225Rams Maint Contracts	2,770.00	2,770.00	-	2,580.00	(2,580.00)	193.10
43200	5110	225Rams Maint Electric	6,500.00	6,999.53	451.51	-	(499.53)	107.70
43200	5120	225Rams Maint Heating	6,000.00	5,640.45	-	-	359.55	94.00
43200	5130	225Rams Maint Water & Sewer	500.00	-	-	-	500.00	-
43200	6000	225Rams Maint Mat & Supp	1,000.00	72.27	-	-	927.73	7.20

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			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
43200	3000	524West Maint Purchased Svcs	2,500.00	825.50	-	-	1,674.50	33.00
43200	3320	524West Maint Contracts	742.00	742.00	-	552.00	(552.00)	174.40
43200	5110	524West Maint Electric	1,500.00	1,947.03	164.78	-	(447.03)	129.80
43200	5120	524West Maint Heating	2,500.00	754.93	-	-	1,745.07	30.20
43200	6000	524West Maint Mat & Supp	750.00	675.68	23.45	-	74.32	90.10
43200	3000	AIRec Maint Purchased Svcs	14,500.00	9,058.93	3,570.00	660.00	4,781.07	67.00
43200	3320	AIRec Maint Contracts	3,700.00	3,610.00	-	3,420.00	(3,330.00)	190.00
43200	3340	AIRec Maint Custodial Contract	3,500.00	-	-	-	3,500.00	-
43200	5110	AIRec Maint Electric	31,000.00	26,340.55	1,641.28	-	4,659.45	85.00
43200	5120	AIRec Maint Heating	5,000.00	4,255.36	158.65	-	744.64	85.10
43200	5130	AIRec Maint Water & Sewer	2,000.00	1,326.00	204.00	-	674.00	66.30
43200	6000	AIRec Maint Mat & Supp	6,800.00	6,213.88	-	421.49	164.63	97.60
43200	3000	AIOff Maint Purchased Svcs	20,000.00	5,221.68	1,680.94	-	14,778.32	26.10
43200	5110	AIOff Maint Electric	5,000.00	3,647.05	374.51	-	1,352.95	72.90
43200	5130	AIOff Maint Water & Sewer	2,700.00	2,031.60	351.00	-	668.40	75.20
43200	6000	AIOff Maint Mat & Supp	8,100.00	7,990.67	395.99	-	109.33	98.70
43200	3000	AIPool Maint Purchased Svcs	9,500.00	75.00	-	-	9,425.00	0.80
43200	5110	AIPool Maint Electric	6,000.00	5,725.13	89.92	-	274.87	95.40
43200	5130	AIPool Maint Water & Sewer	22,000.00	12,633.00	50.80	-	9,367.00	57.40
43200	6000	AIPool Maint Mat & Supp	5,000.00	478.36	367.60	-	4,521.64	9.60
43200	3000	AIBase Maint Purchased Svcs	750.00	241.48	-	-	508.52	32.20
43200	5110	AIBase Maint Electric	1,040.00	371.38	30.57	-	668.62	35.70
43200	6000	AIBase Maint Mat & Supp	5,000.00	2,544.65	299.40	-	2,455.35	50.90
43200	3000	AI Soc Maint Purchased Svcs	1,300.00	1,264.87	-	-	35.13	97.30
43200	5110	AI Soc Maint Electric	500.00	640.42	47.91	-	(140.42)	128.10
43200	6000	AI Soc Maint Mat & Supp	8,500.00	4,870.87	-	-	3,629.13	57.30
43200	3320	106Church Maint Contracts	250.00	382.50	-	240.00	(372.50)	249.00
43200	6000	106Church Maint Mat & Supp	-	42.99	-	-	(42.99)	100.00
43200	3000	Kohn Maint Purch Svcs	-	2,638.00	-	-	(2,638.00)	100.00
43200	5110	Kohn Maint Elec Svcs	-	854.95	39.95	-	(854.95)	100.00
43200	6000	Kohn Maint Mat & Supp	-	61.70	-	-	(61.70)	100.00
43200	3000	32EMain Maint Purchased Svcs	-	1,049.35	-	-	(1,049.35)	100.00
43200	6000	32EMain Maint Mat & Supp	500.00	-	-	-	500.00	-
43200	3000	36EMain Maint Purchased Svcs	500.00	518.46	-	-	(18.46)	103.70

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	<u>REVISED</u>				<u>AVAILABLE</u>	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
43200	3320	36EMain Maint Contracts	-	432.00	-	432.00	(864.00)	100.00
43200	6000	36EMain Maint Mat & Supp	500.00	-	-	-	500.00	-
43200	3000	311EMain Maint Purchased Svcs	2,000.00	7,404.21	150.00	-	(5,404.21)	370.20
43200	3320	311EMain Maint Contracts	3,000.00	3,950.30	-	1,334.00	(2,284.30)	176.10
43200	3340	311EMain Maint Cus Contracts	3,600.00	3,231.58	293.78	-	368.42	89.80
43200	5110	311EMain Maint Electric	9,000.00	7,183.56	563.89	-	1,816.44	79.80
43200	5120	311EMain Maint Heating	1,500.00	-	-	-	1,500.00	-
43200	5130	311EMain Maint Water & Sewer	1,200.00	832.80	127.00	-	367.20	69.40
43200	6000	311EMain Maint Mat & Supp	5,179.00	173.42	-	-	5,005.58	3.30
43200	3000	309WMain Maint Purchased Svcs	-	20.00	-	-	(20.00)	100.00
43200	5110	309WMain Maint Electrical Svcs	2,000.00	191.33	44.53	-	1,808.67	9.60
43200	5120	309WMain Maint Heating	2,000.00	1,107.40	-	-	892.60	55.40
43200	5130	309WMain Maint Water & Sewer	1,000.00	85.40	25.40	-	914.60	8.50
43200	6000	309WMain Maint Mat & Supp	-	61.91	-	-	(61.91)	100.00
43200	3000	129Rams Maint Purchased Svcs	700.00	250.50	-	-	449.50	35.80
43200	3320	129Rams Maint Contracts	750.00	341.00	-	246.00	163.00	78.30
43200	5110	129Rams Maint Electric	3,000.00	2,504.02	191.61	-	495.98	83.50
43200	5120	129Rams Maint Heating	2,500.00	3,005.06	-	-	(505.06)	120.20
43200	5130	129Rams Maint Water & Sewer	400.00	501.50	34.00	-	(101.50)	125.40
43200	6000	129Rams Maint Mat & Supp	500.00	4.25	-	-	495.75	0.90
43200		Total 43200 General Property Mainte	891,301.00	688,123.80	53,813.59	44,136.38	159,040.82	82.20
51100	5600	Local Health Dept Contribution	191,362.00	191,362.00	-	-	-	100.00
51100		Total 51100 Local Health Department	191,362.00	191,362.00	-	-	-	100.00
51200	5600	Our Health Entity Gift	6,500.00	4,875.00	-	-	1,625.00	75.00
51200		Total 51200 Our Health	6,500.00	4,875.00	-	-	1,625.00	75.00
52400	5600	N Shen Vally Sub Abuse Coal Co	15,000.00	15,000.00	-	-	-	100.00
52400		Total 52400 N Shen Valley Subst Abu	15,000.00	15,000.00	-	-	-	100.00
52500	5600	NW Community Svc Entity Gift	92,000.00	90,000.00	22,000.00	-	2,000.00	97.80
52500		Total 52500 Northwestern Community	92,000.00	90,000.00	22,000.00	-	2,000.00	97.80
52800	5600	Concern Hotline Entity Gift	750.00	750.00	-	-	-	100.00
52800		Total 52800 Concern Hotline	750.00	750.00	-	-	-	100.00
52900	5600	NW Works Entity Gift	1,000.00	1,000.00	-	-	-	100.00
52900		Total 52900 NW Works	1,000.00	1,000.00	-	-	-	100.00
53230	5600	SAAA EntityGift	40,000.00	40,000.00	10,000.00	-	-	100.00

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	<u>REVISED</u>				<u>AVAILABLE</u>	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
53230		Total 53230 Shenandoah Area Agency	40,000.00	40,000.00	10,000.00	-	-	100.00
53240	5600	Virginia Regional Transit Cont	19,302.00	19,302.00	-	-	-	100.00
53240		Total 53240 Loudoun Transit Service	19,302.00	19,302.00	-	-	-	100.00
53250	5600	FISH of Clarke County Contr	1,000.00	1,000.00	-	-	-	100.00
53250		Total 53250 FISH of Clarke County	1,000.00	1,000.00	-	-	-	100.00
53600	5600	Access Independence Contr	1,000.00	1,000.00	1,000.00	-	-	100.00
53600		Total 53600 Access Independence	1,000.00	1,000.00	1,000.00	-	-	100.00
53700	5600	Laurel Center Contribution	3,000.00	3,000.00	-	-	-	100.00
53700		Total 53700 The Laurel Ctr (Women's	3,000.00	3,000.00	-	-	-	100.00
53710	5600	Tax Relief for the Elderly	213,396.00	-	-	-	213,396.00	-
53710		Total 53710 Tax Relief for the Elde	213,396.00	-	-	-	213,396.00	-
69100	5600	Lord FairfaxComm College Cont	18,441.00	13,830.75	-	-	4,610.25	75.00
69100		Total 69100 Lord Fairfax Community	18,441.00	13,830.75	-	-	4,610.25	75.00
71100	1100	Parks Adm Salaries	297,106.00	273,139.79	24,830.89	24,830.80	(864.59)	100.30
71100	1300	Parks Adm Part Time Salaries	24,340.00	17,778.96	2,841.63	-	6,561.04	73.00
71100	2100	Parks Adm FICA	24,590.00	21,083.25	2,022.28	2,583.30	923.45	96.20
71100	2210	Parks Adm VRS Plans 1&2	24,870.00	22,861.74	2,078.34	2,142.54	(134.28)	100.50
71100	2300	Parks Adm Health Ins	46,715.00	43,581.56	3,892.08	3,349.60	(216.16)	100.50
71100	2400	Parks Adm Life Insurance	3,894.00	3,578.08	325.28	335.33	(19.41)	100.50
71100	2700	Parks Adm Workers Comp	7,500.00	7,187.00	-	-	313.00	95.80
71100	3000	Parks Adm Purchased Services	-	151.00	-	-	(151.00)	100.00
71100	3180	Parks Adm Credit Card Fees	5,500.00	5,259.54	-	-	240.46	95.60
71100	3320	Parks Adm Maint Contracts	6,654.00	2,065.34	170.42	384.66	4,204.00	36.80
71100	3500	Parks Adm Printing & Binding	513.00	287.37	-	-	225.63	56.00
71100	3600	Parks Adm Advertising	1,176.00	375.00	-	-	801.00	31.90
71100	5210	Parks Adm Postal Svcs	1,432.00	873.79	-	-	558.21	61.00
71100	5230	Parks Adm Telephone	1,000.00	810.42	67.32	-	189.58	81.00
71100	5400	Parks Adm Leases & Rentals	530.00	273.92	-	-	256.08	51.70
71100	5500	Parks Adm Travel	1,800.00	146.47	-	1,570.27	83.26	95.40
71100	5810	Parks Adm Dues Subscr & Memb	2,248.00	1,362.78	-	-	885.22	60.60
71100	6000	Parks Adm Materials & Supplies	5,156.00	2,465.34	168.77	1,946.93	743.73	85.60
71100	6008	Parks Adm Vehicle Fuel	700.00	320.81	43.85	-	379.19	45.80
71100	6011	Parks Adm Clothing	1,100.00	632.50	-	-	467.50	57.50
71100	6035	Parks Adm Noncap Office Equip	709.00	708.83	-	1,635.45	(1,635.28)	330.60

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
71100		Total 71100 Parks Administration	457,533.00	404,943.49	36,440.86	38,778.88	13,810.63	97.00
71310	1100	Rec Center Salaries	50,238.00	46,976.86	4,927.56	4,204.92	(943.78)	101.90
71310	1300	Rec Center Part Time Salaries	31,783.00	25,289.01	2,852.89	-	6,493.99	79.60
71310	2100	Rec Center FICA	6,293.00	5,484.38	591.21	317.21	491.41	92.20
71310	2210	Rec Center VRS Plans 1&2	4,206.00	3,871.45	351.95	356.13	(21.58)	100.50
71310	2300	Rec Center Health Ins	7,785.00	7,135.48	648.68	656.41	(6.89)	100.10
71310	2400	Rec Center Life Insurance	659.00	605.88	55.08	55.80	(2.68)	100.40
71310	2700	Rec Center Workers Comp	1,750.00	1,526.00	-	-	224.00	87.20
71310	3600	Rec Center Advertising	700.00	665.00	640.00	-	35.00	95.00
71310	5830	Rec Center Refunds	1,000.00	740.00	540.00	-	260.00	74.00
71310	6000	Rec Center Materials & Supplie	6,970.00	4,683.99	247.76	-	2,286.01	67.20
71310	6012	Rec Center Merch for Resale	3,000.00	1,432.18	149.80	-	1,567.82	47.70
71310		Total 71310 Recreation Center	114,384.00	98,410.23	11,004.93	5,590.47	10,383.30	90.90
71320	1200	Pool Overtime	-	134.19	-	-	(134.19)	100.00
71320	1300	Pool Part Time Salaries	61,456.00	33,926.18	28.00	-	27,529.82	55.20
71320	2100	Pool FICA	4,702.00	2,602.85	1.83	-	2,099.15	55.40
71320	2300	Pool Health Ins	-	42.48	4.89	-	(42.48)	100.00
71320	3000	Pool Purchased Services	1,500.00	-	-	-	1,500.00	-
71320	5500	Pool Travel	350.00	-	-	-	350.00	-
71320	5810	Pool Dues Subscr & Memb	1,200.00	1,425.00	-	1,425.00	(1,650.00)	237.50
71320	5830	Pool Refunds	680.00	1,080.00	240.00	-	(400.00)	158.80
71320	6000	Pool Materials & Supplies	2,700.00	927.29	298.52	-	1,772.71	34.30
71320	6011	Pool Clothing	926.00	155.04	51.90	-	770.96	16.70
71320	6012	Pool Merch for Resale	1,420.00	569.50	94.50	-	850.50	40.10
71320	6026	Pool Chemicals	10,000.00	3,207.66	307.12	-	6,792.34	32.10
71320	8200	Pool Capital Outlay Adds	2,924.00	2,929.27	-	-	(5.27)	100.20
71320		Total 71320 Swimming Pool	87,858.00	46,999.46	1,026.76	1,425.00	39,433.54	55.10
71350	1100	Programs Salaries	38,666.00	35,670.03	3,242.73	3,242.72	(246.75)	100.60
71350	1200	Programs Overtime	-	7.88	-	-	(7.88)	100.00
71350	1300	Programs Part Time Salaries	93,882.00	45,437.85	2,969.06	-	48,444.15	48.40
71350	2100	Programs FICA	10,068.00	6,125.29	467.89	324.48	3,618.23	64.10
71350	2210	Programs VRS Plans 1&2	3,237.00	2,985.62	271.42	274.19	(22.81)	100.70
71350	2300	Programs Health Ins	7,785.00	7,182.92	651.15	655.44	(53.36)	100.70
71350	2400	Programs Life Insurance	507.00	467.28	42.48	42.90	(3.18)	100.60

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
71350	2700	Programs Workers Comp	2,700.00	2,465.00	-	-	235.00	91.30
71350	3000	Programs Purchased Services	45,000.00	28,943.94	4,011.14	27,725.88	(11,669.82)	125.90
71350	3500	Programs Printing & Binding	7,000.00	4,612.00	-	2,734.00	(346.00)	104.90
71350	3600	Programs Advertising	2,000.00	1,255.88	310.98	-	744.12	62.80
71350	5210	Programs Postal Svcs	100.00	-	-	-	100.00	-
71350	5400	Programs Leases & Rentals	300.00	-	-	-	300.00	-
71350	5500	Programs Travel	1,000.00	86.00	-	-	914.00	8.60
71350	5560	Programs Group Trip	5,600.00	1,771.44	-	-	3,828.56	31.60
71350	5810	Programs Dues Subscr & Memb	1,456.00	855.82	79.58	-	600.18	58.80
71350	5830	Programs Refunds	4,500.00	5,124.50	527.00	-	(624.50)	113.90
71350	6000	Programs Materials & Supplies	12,500.00	9,169.45	1,091.95	478.01	2,852.54	77.20
71350	6011	Programs Clothing	1,500.00	302.65	-	-	1,197.35	20.20
71350	6012	Programs Merch for Resale	6,500.00	4,821.00	-	-	1,679.00	74.20
71350		Total 71350 Programs	244,301.00	157,284.55	13,665.38	35,477.62	51,538.83	78.90
71360	1300	Concession Part Time Salaries	4,208.00	2,333.63	-	-	1,874.37	55.50
71360	2100	Concession FICA	322.00	178.53	-	-	143.47	55.40
71360	6000	Concession Materials & Supplie	500.00	-	-	-	500.00	-
71360	6012	Concession Merch for Resale	11,100.00	5,522.15	1,753.62	-	5,577.85	49.70
71360		Total 71360 Concession Stand	16,130.00	8,034.31	1,753.62	-	8,095.69	49.80
72240	5600	Barns of Rose Hill Contr	10,000.00	10,000.00	-	-	-	100.00
72240		Total 72240 Barns of Rose Hill	10,000.00	10,000.00	-	-	-	100.00
72700	5600	VA Comm for Arts Contr	9,000.00	9,000.00	-	-	-	100.00
72700		Total 72700 VA Commission for the A	9,000.00	9,000.00	-	-	-	100.00
73200	5600	Handley Regional Library Contr	232,000.00	232,000.00	-	-	-	100.00
73200		Total 73200 Handley Regional Librar	232,000.00	232,000.00	-	-	-	100.00
81110	1100	Plan Adm Salaries	299,254.00	273,867.22	24,897.02	24,897.05	489.73	99.80
81110	2100	Plan Adm FICA	22,592.00	20,714.61	1,883.35	2,042.01	(164.62)	100.70
81110	2210	Plan Adm VRS Plans 1&2	24,273.00	22,207.13	2,018.83	2,103.11	(37.24)	100.20
81110	2220	Plan Adm VRS Hybrid	778.00	715.55	65.05	66.67	(4.22)	100.50
81110	2300	Plan Adm Health Ins	32,705.00	29,969.06	2,724.46	2,844.99	(109.05)	100.30
81110	2400	Plan Adm Life Insurance	3,923.00	3,587.76	326.16	339.54	(4.30)	100.10
81110	2510	Plan Adm Disab Ins - Hybrid	66.00	50.49	4.59	4.69	10.82	83.60
81110	2700	Plan Adm Workers Comp	7,800.00	6,368.00	-	-	1,432.00	81.60
81110	3000	Plan Adm Purchased Services	15,000.00	19,378.45	1,037.50	-	(4,378.45)	129.20

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FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
81110	3000	Plan Adm Pur Svcs-Brdwnd Imp	3,000.00	-	-	-	3,000.00	-
81110	3140	Plan Adm Engineer & Architect	10,000.00	530.00	-	-	9,470.00	5.30
81110	3140	Plan Adm Pass Thru Eng Fees	5,000.00	8,340.00	1,565.00	-	(3,340.00)	166.80
81110	3320	Plan Adm Maint Contracts	-	1,448.34	-	623.57	(2,071.91)	100.00
81110	3500	Plan Adm Printing & Binding	1,500.00	390.00	-	-	1,110.00	26.00
81110	3600	Plan Adm Advertising	-	286.00	-	-	(286.00)	100.00
81110	3600	Plan Adm Advert-Brdwnd Imp	1,000.00	-	-	-	1,000.00	-
81110	5210	Plan Adm Postal Svcs	1,200.00	496.62	-	-	703.38	41.40
81110	5210	Plan AdmPostal Svcs-Brdwnd Imp	1,000.00	-	-	-	1,000.00	-
81110	5230	Plan Adm Telephone	400.00	196.00	12.00	-	204.00	49.00
81110	5500	Plan Adm Travel	1,000.00	200.00	200.00	-	800.00	20.00
81110	5510	Plan Adm Local Mileage	1,000.00	230.91	119.19	-	769.09	23.10
81110	5810	Plan Adm Dues Subscr & Memb	300.00	50.00	-	-	250.00	16.70
81110	6000	Plan Adm Materials & Supplies	4,065.00	1,383.17	46.60	-	2,681.83	34.00
81110		Total 81110 Planning Administration	435,856.00	390,409.31	34,899.75	32,921.63	12,525.06	97.10
81120	1300	Plan Com Part Time Salaries	500.00	450.00	-	-	50.00	90.00
81120	2100	Plan Com FICA	39.00	27.96	-	-	11.04	71.70
81120	2300	Plan Com Health Ins	-	834.65	-	-	(834.65)	100.00
81120	3000	Plan Com Purchased Services	-	207.50	-	-	(207.50)	100.00
81120	3160	Plan Com Board Member Fees	8,000.00	5,750.00	800.00	-	2,250.00	71.90
81120	3600	Plan Com Advertising	4,000.00	586.30	-	-	3,413.70	14.70
81120	5210	Plan Com Postal Svcs	100.00	-	-	-	100.00	-
81120	5500	Plan Com Travel	1,750.00	-	-	-	1,750.00	-
81120		Total 81120 Planning Commission	14,389.00	7,856.41	800.00	-	6,532.59	54.60
81130	3160	BryDevAuth Board Member Fees	900.00	200.00	-	-	700.00	22.20
81130		Total 81130 Berryville Dev Authorit	900.00	200.00	-	-	700.00	22.20
81140	5600	Regional Airport Auth Contr	2,500.00	2,500.00	(2,500.00)	-	-	100.00
81140		Total 81140 Regional Airport Author	2,500.00	2,500.00	(2,500.00)	-	-	100.00
81310	5600	Help with Housing Contrib	2,500.00	2,500.00	-	-	-	100.00
81310		Total 81310 Housing Services	2,500.00	2,500.00	-	-	-	100.00
81400	1300	BrdZonApp Part Time Salaries	250.00	-	-	-	250.00	-
81400	2100	BrdZonApp FICA	20.00	-	-	-	20.00	-
81400	3000	BrdZonApp Purchased Services	2,000.00	-	-	-	2,000.00	-
81400	3160	BrdZonApp Board Member Fees	500.00	100.00	-	-	400.00	20.00

**Clarke County
YTD Budget Report
May 31, 2019**

FUNCTION	OBJ	ACCOUNT DESCRIPTION	REVISED				AVAILABLE	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
81400	3600	BrdZonApp Advertising	700.00	314.60	-	-	385.40	44.90
81400	5210	BrdZonApp Postal Svcs	50.00	-	-	-	50.00	-
81400		Total 81400 Board of Zoning Appeals	3,520.00	414.60	-	-	3,105.40	11.80
81510	3000	Econ Dev Purchased Services	50,000.00	44,680.55	7,800.00	23,400.00	(18,080.55)	136.20
81510	3320	Econ Dev Maint Svc Contracts	1,000.00	1,200.00	-	450.00	(650.00)	165.00
81510	3500	Econ Dev Printing & Binding	500.00	37.50	-	-	462.50	7.50
81510	3600	Econ Dev Advertising	-	143.00	-	-	(143.00)	100.00
81510	5210	Econ Dev Postal Svcs	50.00	-	-	-	50.00	-
81510	5230	Econ Dev Telephone	550.00	382.29	-	127.71	40.00	92.70
81510	5500	Econ Dev Travel	1,000.00	2,897.79	691.60	-	(1,897.79)	289.80
81510	5510	Econ Dev Local Mileage	-	292.20	-	-	(292.20)	100.00
81510	5800	Econ Dev Miscellaneous Expendi	2,000.00	-	-	-	2,000.00	-
81510	5810	Econ Dev Dues Subscr & Memb	8,000.00	9,130.00	-	-	(1,130.00)	114.10
81510	6000	Econ Dev Materials & Supplies	1,000.00	10.00	-	-	990.00	1.00
81510		Total 81510 Office of Economic Deve	64,100.00	58,773.33	8,491.60	23,977.71	(18,651.04)	129.10
81530	5600	Small Bus Dev Ctr Contrib	1,500.00	1,500.00	-	-	-	100.00
81530		Total 81530 Small Business Dev Cent	1,500.00	1,500.00	-	-	-	100.00
81540	5600	Blandy Exp Farm Contrib	3,000.00	3,000.00	-	-	-	100.00
81540		Total 81540 Blandy Experimental Far	3,000.00	3,000.00	-	-	-	100.00
81550	5600	B'ville Main St Contribution	2,500.00	-	-	-	2,500.00	-
81550		Total 81550 Berryville Main Street	2,500.00	-	-	-	2,500.00	-
81800	1300	HstPrvCom Part Time Salaries	-	50.00	-	-	(50.00)	100.00
81800	2100	HstPrvCom FICA	-	3.83	-	-	(3.83)	100.00
81800	3000	HstPrvCom Purchased Services	9,500.00	4,014.00	780.00	-	5,486.00	42.30
81800	3160	HstPrvCom Board Member Fees	1,000.00	550.00	75.00	-	450.00	55.00
81800	3600	HstPrvCom Advertising	300.00	314.60	-	-	(14.60)	104.90
81800	5210	HstPrvCom Postal Svcs	50.00	-	-	-	50.00	-
81800	5500	HstPrvCom Travel	50.00	-	-	-	50.00	-
81800	3000	HstPrvCom Purchased Services	17,000.00	-	-	-	17,000.00	-
81800		Total 81800 Historic Preservation C	27,900.00	4,932.43	855.00	-	22,967.57	17.70
81910	5600	NSVRC EntityGift	10,273.00	10,272.64	-	-	0.36	100.00
81910		Total 81910 Northern Shen Valley Re	10,273.00	10,272.64	-	-	0.36	100.00
82210	3000	Water Qual Purchased Services	30,000.00	22,500.00	-	7,500.00	-	100.00
82210		Total 82210 Water Quality Managemen	30,000.00	22,500.00	-	7,500.00	-	100.00

**Clarke County
YTD Budget Report
May 31, 2019**

FUNCTION	OBJ	ACCOUNT DESCRIPTION	<u>REVISED</u>				<u>AVAILABLE</u>	
			BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	BUDGET	% USED
82220	5600	Friends of Shenandoah Contr	3,000.00	3,000.00	-	-	-	100.00
82220		Total 82220 Friends of the Shenando	3,000.00	3,000.00	-	-	-	100.00
82230	1300	BrdSepApp Part Time Salaries	200.00	-	-	-	200.00	-
82230	2100	BrdSepApp FICA	16.00	-	-	-	16.00	-
82230	3000	BrdSepApp Purchased Services	500.00	-	-	-	500.00	-
82230	3160	BrdSepApp Board Member Fees	250.00	50.00	-	-	200.00	20.00
82230	3600	BrdSepApp Advertising	500.00	314.60	-	-	185.40	62.90
82230	5210	BrdSepApp Postal Svcs	100.00	-	-	-	100.00	-
82230		Total 82230 Board of Septic Appeals	1,566.00	364.60	-	-	1,201.40	23.30
82400	5600	Lord Fairfax S&W Contr	5,000.00	5,000.00	-	-	-	100.00
82400		Total 82400 LF Soil & Water Cons Di	5,000.00	5,000.00	-	-	-	100.00
82600	1300	Biosolids Part Time Salaries	929.00	476.38	-	-	452.62	51.30
82600	2100	Biosolids FICA	72.00	36.45	-	-	35.55	50.60
82600	2700	Biosolids Workers Comp	-	21.00	-	-	(21.00)	100.00
82600	5510	Biosolids Local Mileage	-	173.86	-	-	(173.86)	100.00
82600		Total 82600 Bio-solids Application	1,001.00	707.69	-	-	293.31	70.70
83100	3320	Coop Ext Maint Contracts	800.00	208.65	-	91.35	500.00	37.50
83100	3841	Coop Ext VPI Agent	47,293.00	26,122.42	8,611.96	-	21,170.58	55.20
83100	5210	Coop Ext Postal Svcs	500.00	36.66	-	-	463.34	7.30
83100	5230	Coop Ext Telephone	200.00	80.79	-	-	119.21	40.40
83100	5810	Coop Ext Dues Subscr & Memb	150.00	-	-	-	150.00	-
83100	6000	Coop Ext Materials & Supplies	1,500.00	430.24	-	-	1,069.76	28.70
83100	8200	Coop Ext Capital Outlay Adds	-	-	-	(224.74)	224.74	100.00
83100		Total 83100 Cooperative Extension P	50,443.00	26,878.76	8,611.96	(133.39)	23,697.63	53.00
83400	5600	4-H Center EntityGift	2,300.00	2,300.00	-	-	-	100.00
83400		Total 83400 4-H Center	2,300.00	2,300.00	-	-	-	100.00
91600	1000	Reserve Personal	4,417.00	-	-	-	4,417.00	-
91600	3140	Reserve Engineer & Architect	29,735.00	-	-	-	29,735.00	-
91600	3150	Reserve Legal Svcs	20,000.00	-	-	-	20,000.00	-
91600	8000	Reserve Capital Outlay	2,076.00	-	-	-	2,076.00	-
91600		Total 91600 Contingency Reserves	56,228.00	-	-	-	56,228.00	-
92600	5830	Rev Rf Ambulance Svcs Refunds	-	4,079.15	-	-	(4,079.15)	100.00
92600		Total 92600 Rev Refunds - Ambulance	-	4,079.15	-	-	(4,079.15)	100.00
92900	5830	Rev Rf Miscellaneous Refunds	-	750.00	-	-	(750.00)	100.00

Clarke County
YTD Budget Report
May 31, 2019

<u>FUNCTION</u>	<u>OBJ</u>	<u>ACCOUNT DESCRIPTION</u>	<u>REVISED BUDGET</u>	<u>YTD EXPENDED</u>	<u>MTD EXPENDED</u>	<u>ENC/REQ</u>	<u>AVAILABLE BUDGET</u>	<u>% USED</u>
92900		Total 92900 Rev Refunds - Other Mis	-	750.00	-	-	(750.00)	100.00
		Grand Total	22,015,982.00	18,917,587.32	1,382,869.18	1,249,288.48	1,849,106.20	



Personnel Committee Items

Berryville/Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611

Monday, June 10, 2019 9:30 am

*Item
No.*

Description

A. Expiration of term for appointments expiring through August 2019.

2019-06-10 Summary: Following review, the Personnel Committee recommends [re]appointment:

- Jay Hillerson, Parks and Recreation Advisory Board, to a four-year term expiring December 31, 2022.
- Bill Wolfe, Board of Directors Industrial Development Authority of the Clarke County, Virginia, to the remainder of the unexpired term of the late Paul Jones ending October 30, 2019.
- Laurie Volk, Board of Zoning Appeals, make recommendation to Clarke County Circuit Court for reappointment to serve a five-year term expiring February 15, 2024.
- Director Lichty was asked to verify the interest of those serving the Lord Fairfax Emergency Medical Services Council.
- Staff was directed to provide contact information to Chairman Weiss for Coleen Hillerson, People Inc. Board.

B. 2020 Census: Local Complete Count Committee Review

2019-06-10 Summary: After discussing briefly, the Personnel Committee agreed to await more information. A staff meeting with a Census representative is scheduled later in the day.

C. Chief Elected Officials Consortium Agreement

The SVWDB Chief Elected Officials Consortium Agreement revision is complete and attached for review. The Shenandoah Valley Workforce Development Board engaged Attorney Matthew Light with BotkinRose PLC to revise the agreement. Attorney Light prepared a memo to local government attorneys explaining the agreement from a local government perspective and developed a flow chart showing how federal Workforce Innovation and Opportunity Act dollars flow to local workforce boards in Virginia.

Our goal is to have the SVWDB Chief Elected Officials Consortium Agreement signed by our 16 member jurisdictions by July 31, 2019. Please note that Attorney Light will be glad to answer questions. His contact information can be found in the Memo to Locality Attorneys.

2019-06-10 Summary: The Personnel Committee requested legal review.

*Item
No.*

Description

D. FY2019 Comp Time Accruals

2019-06-10 Summary: The Personnel Committee requested review of final year-end report at its July 8 meeting.

E. Overtime Report

2019-06-10 Summary: The Personnel Committee reviewed the report from Emergency Medical Services but took no action nor made recommendation.

Appointments by Expiration Through August 2019

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
<i>November 2017</i>					
Shenandoah Valley Workforce Development Board				4 Yr	
James	Patricia	Buckmarsh District	5/16/2017	11/9/2017	9/17/2013
Left area 11-09-2017 expires 6-30-2021					
3.01: MEMBERSHIP The voting members of the Consortium shall be the Chief Local Elected Official of each jurisdiction that is a party to this agreement, or that official's duly appointed designee. The Chair of the Shenandoah Valley Workforce Investment Board (SVWIB), or the Chair's duly appointed designee, shall serve as a voting member of the Consortium.					
3.02: TERMS OF OFFICE The term of office for a Consortium member or designee shall coincide with the member's term as chief elected official for the member jurisdiction.					
<i>December 2018</i>					
Parks & Recreation Advisory Board				4 Yr	
Jones	Paul	Russell District; At Large	12/16/2014	12/31/2018	10/21/1997
There shall be nine (9) voting members on the Advisory Board. Six (6) members shall be appointed by the Board of Supervisors to represent the five (5) voting districts and one (1) at large. The Superintendent of Schools or the Superintendent's designee shall serve on the Advisory Board. The Town Councils for Berryville and Boyce shall each appoint a representative to serve on the Advisory Board. The Board of Supervisors shall also designate one (1) member of the Board of Supervisors to serve as a non-voting liaison to the Advisory Board. All terms, except the student representatives, shall be staggered and the initial terms shall be established by random lot. All terms subsequent to the initial terms shall be (4) years.					
<i>February 2019</i>					
Board of Zoning Appeals				5 Yr	
Volk	Laurie	White Post District	2/18/2014	2/15/2019	2/17/2004
Appointed by Circuit Court; BOS letter of recommendation to Clerk. Oath of Office Required - Clerk of Circuit Court; 5 total members: 1 member may be on the Planning Commission Pg 1114 Supv Manual; other 4 have been generally 1 from each magisterial district, although not required.; Section 7-A-1 of the Zoning Ord states: "The Board shall consist of 5 residents of Clarke Co. Members of the Board shall hold no other public office in the locality except that 1 may be a member of the Clarke Co Planning Commission."					
<i>May 2019</i>					
Industrial Development Authority of the Clarke County, Virginia				4 Yr	
Jones	Paul	Russell District	3/15/2016	5/28/2019	3/20/2007
Term Expires 10/30/2019					
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; 7 members, 1 BOS liaison (non-voting) and 6 others that are chosen on their expertise in the business field. Membership governed by IDA by-laws. 15.2-4904 No director shall be an officer or employee of the locality except in towns under 3,500					
<i>July 2019</i>					
People Inc. of Virginia				3 Yr	
Hillerson	Coleen	Clarke County Rep Board of Directors	8/16/2016	7/31/2019	8/17/2010
Board added 8/2010					
1 Clarke County Member; Public officials, or their representatives shall serve at the pleasure of the designating officials or as long as the public official is currently holding office.					
<i>August 2019</i>					

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Fire & EMS Commission			1 Yr		
Grim	James	Blue Ridge VFRC Rep	4/16/2019	8/31/2019	4/16/2019
<p>Fills unexpired term of Jacob White</p> <p>The Commission shall consist of eight (8) members including: -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office. The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term</p>					
Lawrence	Doug	John H. Enders VFRC Rep	10/16/2018	8/31/2019	10/16/2018
<p>The Commission shall consist of eight (8) members including: -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office. The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term</p>					
			4 Yr		
Conrad	Bryan H.	Citizen-at-large	9/1/2015	8/31/2019	8/19/2014
<p>The Commission shall consist of eight (8) members including: -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office. The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term</p>					
Hoff	Matt	Boyce VFRC Rep	9/18/2018	8/31/2019	8/19/2014
<p>The Commission shall consist of eight (8) members including: -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office. The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term</p>					
Lord Fairfax Emergency Medical Services Council			1 yr		
Wilson	Wade	Career Representative	8/15/2018	8/15/2019	8/15/2018
<p>07-2018: LFEMSC bylaw change annual reappointment and recommendations by the Board be made no later than April 1 [60 days prior to annual meeting] of each year for the June LFEMSC Annual Meeting.</p>					
Trent	Carolyn	Medical Professional	8/15/2018	8/15/2019	8/15/2018
<p>07-2018: LFEMSC bylaw change annual reappointment and recommendations by the Board be made no later than April 1 [60 days prior to annual meeting] of each year for the June LFEMSC Annual Meeting.</p>					
Conrad	Bryan H.	Volunteer Representative; White Post District	8/15/2018	8/15/2019	6/17/2014
<p>07-2018: LFEMSC bylaw change annual reappointment and recommendations by the Board be made no later than April 1 [60 days prior to annual meeting] of each year for the June LFEMSC Annual Meeting.</p>					

Clarke County**lwalburn@clarkecounty.gov**

Advisory Board

From : Lisa Cooke <lcooke@clarkecounty.gov>

Wed, Apr 10, 2019 05:17 PM

Subject : Advisory Board**To :** Lora Walburn <lwalburn@clarkecounty.gov>

Good Evening Lora,
I just spoke with Steve Wisecarver and he is very interested in serving as the At-Large representative on our Advisory Board. Steve was an extremely dedicated and valuable member of our board when he was the Boyce representative and we would love to have him back again. If you could please relay this to the Board of Supervisors, I would greatly appreciate it. He is also getting me contact information for a possible Town of Boyce representative. I will follow up on this as soon as I receive the information. Thank you so much for all you do for us.

Lisa

Lisa Cooke, Director
Clarke County Parks and Recreation
225 Al Smith Circle
Berryville, VA 22611
(540)955-5140 (p)
(540)955-4049 (f)

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Agricultural & Forestal District Advisory Committee</i>				6 Yr
Buckley	Samuel	Landowner/Producer	8/18/2015	7/15/2021
Childs	Corey	Landowner	8/18/2015	7/15/2021
Day	Emily	Landowner/Producer	8/18/2015	7/15/2021
Dorsey	Tupper	Landowner/Producer	8/18/2015	7/15/2021
Gordon	Carolyn	Landowner	8/18/2015	7/15/2021
Haynes	Carole	Landowner	9/15/2015	7/15/2021
McKay	Beverly B.	BoS - Appointed Member	8/18/2015	7/15/2021
Peake	Donna	Commissioner of the Revenue	8/18/2015	7/15/2021
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Cammack	Thomas		12/18/2018	12/31/2021
<i>BCCGC Joint Building Committee</i>				Open-End
Arnold, Jr.	Harry Lee	Berryville Town Council Representative	1/11/2018	
Ash	David L.	County Administrator		
Dalton	Keith	Berryville Town Manager		
McKay	Beverly B.	BoS - Appointed Member	1/15/2019	12/31/2019
<i>Berryville Area Development Authority</i>				3 Yr
Ohrstrom, II	George	Russell District	4/16/2019	3/31/2022
Smart	Kathy	White Post District	2/21/2017	3/31/2020
Weiss	David S.	Buckmarsh/Blue Ridge District	4/16/2019	3/31/2022
<i>Berryville/Clarke County Joint Committee for Economic Development and Tourism</i>				Ongoing
Arnold, Jr.	Harry Lee	BTC - Appointed Member		
Ash	David L.	County Administrator	1/15/2019	12/31/2019
Capelli	Len	Director of Economic Development	4/14/2015	
Dunkle	Christy	Staff Representative - Town		
Weiss	David S.	BoS - Appointed Member	1/15/2019	12/31/2019
<i>Board of Septic & Well Appeals</i>				4 Yr
Blatz	Joseph	White Post District; Citizen Member	1/19/2016	2/15/2020
Buckley	Randy	White Post District; 2019 Planning Commission Vice Chair - Alternate	1/4/2019	12/31/2019
Daniel	Mary L.C.	BoS - Alternate	1/15/2019	12/31/2019
Fincham	Ryan	Staff Representative	1/12/2015	
McKay	Beverly B.	BoS - Vice Chair Appointed Member	1/15/2019	12/31/2019
Ohrstrom, II	George	Russell District; Planning Commission Chair	1/4/2019	12/31/2019

Monday, June 3, 2019

Page 1 of 8

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Board of Social Services</i>				1 Yr
Byrd	Barbara J.	BoS - Appointed Member	1/15/2019	12/31/2019
Dodson	Gerald	Berryville District	10/18/2016	7/15/2020
Gray	Lynn	Berryville District	7/17/2018	7/15/2022
Heine	Brittany	Staff Representative		
Melusen	Alan	Russell District	7/17/2018	7/15/2022
Smith	James	Berryville District	8/15/2017	7/15/2021
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell District	1/9/2017	12/31/2019
Catlett	Terri T.	Millwood/Pinegrove Districts	1/1/2016	12/31/2019
Daniel	Mary L.C.	Berryville District	1/1/2016	12/31/2019
McKay	Beverly B.	White Post District, Vice Chair	1/1/2016	12/31/2019
Weiss	David S.	Buckmarsh/Blue Ridge Districts; Chair	1/1/2016	12/31/2019
<i>Board of Supervisors Finance Committee</i>				1 Yr
Byrd	Barbara J.	BoS - Alternate	1/15/2019	12/31/2019
Catlett	Terri T.	BoS - Appointed Member	1/15/2019	12/31/2019
McKay	Beverly B.	BoS - Alternate	1/15/2019	12/31/2019
Weiss	David S.	BoS - Appointed Member	1/15/2019	12/31/2019
<i>Board of Supervisors Personnel Committee</i>				1 Yr
McKay	Beverly B.	BoS - Appointed Member	1/15/2019	12/31/2019
Weiss	David S.	BoS - Appointed Member	1/15/2019	12/31/2019
<i>Board of Zoning Appeals</i>				5 Yr
Borel	Alain F.	White Post District	4/1/2019	2/15/2024
Brumback	Clay	White Post District	4/1/2019	2/15/2024
Caldwell	Anne	Millwood District	2/25/2015	2/15/2020
Fincham	Ryan	Staff Representative	1/12/2015	
Kackley	Charles	Russell District	5/2/2018	2/12/2023
Means	Howard	Millwood District	2/15/2016	2/15/2021
Volk	Laurie	White Post District	2/18/2014	2/15/2019
<i>Broadband Implementation Committee</i>				
Bouffault	Robina Rich	White Post District	2/21/2017	
Daniel	Mary L.C.	Berryville District	1/15/2019	12/31/2019
Kruhm	Doug	Buckmarsh / Battletown District	9/18/2018	
McKay	Beverly B.	White Post District	1/15/2019	12/31/2019
<i>Building and Grounds</i>				1 Yr
McKay	Beverly B.	BoS - Appointed Member	1/15/2019	12/31/2019

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Career and Technical Education Advisory Committee</i>				1 Yr
Catlett	Terri T.	BoS - Appointed Member	1/15/2019	12/31/2019
<i>Clarke County Historic Preservation Commission</i>				4 Yr
Arnett	Betsy	Berryville District	4/19/2016	5/31/2020
Berger	Katherine	Buckmarsh District	5/21/2019	5/31/2023
Carter	Paige	White Post District	4/19/2016	5/31/2020
Catlett	Terri T.	BoS - Liaison	1/15/2019	12/31/2019
Kruhm	Doug	Planning Commission Representative	1/4/2019	12/31/2019
Stieg, Jr.	Robert	Millwood District	6/17/2014	5/31/2022
Teetor	Alison	Staff Representative		
Thompson	Billy	White Post District	4/16/2019	5/31/2021
York	Robert	White Post District	4/18/2017	5/31/2021
<i>Clarke County Humane Foundation</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/15/2019	12/31/2019
<i>Clarke County Library Advisory Council</i>				4 Yr
Al-Khalili	Adeela	Buckmarsh District	4/16/2019	4/15/2022
Bogert	Aubrey	White Post District	4/17/2018	4/15/2022
Brondstater	Bette	Berryville District	4/16/2019	4/15/2022
Curran	Christopher	Buckmarsh District	2/21/2017	4/15/2021
Daisley	Shelley	Russell District	5/17/2016	4/15/2020
Daniel	Mary L.C.	BoS - Liaison	1/15/2019	12/31/2019
Foster	Nancy	Russell District	4/19/2016	4/15/2020
Graves	Suzette	Berryville District	11/21/2017	4/15/2021
Kalbian	Maral	Millwood District	4/16/2019	4/15/2022
Payne	Lisa	Berryville District	7/17/2018	4/15/2021
<i>Clarke County Planning Commission</i>				4 Yr
Bouffault	Robina Rich	White Post / Greenway District	3/15/2016	4/30/2020
Buckley	Randy	White Post District; 2019 Vice Chair	4/17/2018	4/30/2022
Byrd	Barbara J.	BoS - Alternate	1/15/2019	12/31/2019
Caldwell	Anne	Millwood / Chapel District	3/21/2017	4/30/2021
Daniel	Mary L.C.	BoS - Appointed Member	1/15/2019	12/31/2019
Glover	Robert	Millwood District	4/16/2019	4/30/2023
Kreider	Scott	Buckmarsh / Battletown District	3/15/2016	4/30/2020
Kruhm	Doug	Buckmarsh / Battletown District	4/17/2018	4/30/2022
Lee	Francis	Berryville District	4/17/2018	4/30/2022
Malone	Gwendolyn	Berryville District	3/15/2016	4/30/2020
Maynard	Peter	Russell District	4/16/2019	4/30/2021
Ohrstrom, II	George	Russell District; 2019 Chair	4/16/2019	4/30/2023

Monday, June 3, 2019

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			<i>Appt Date</i>	<i>Exp Date</i>
Stidham	Brandon	Staff Representative	4/30/2012	
<i>Clarke County Sanitary Authority</i>				4 Yr
Bauhan	Tom	White Post District	5/21/2019	1/5/2022
DeArment	Roderick	White Post District, Chair	1/17/2017	1/5/2021
Mackay-Smith, Jr.	Alexander	White Post District, Vice Chair	1/17/2017	1/5/2021
McKay	Beverly B.	BoS - Liaison	1/15/2019	12/31/2019
Meredith	Mary	Staff Representative	1/2/2018	
Myer	Joseph	Town of Boyce	11/17/2015	1/5/2020
Welliver	Ralph	Berryville District	7/19/2016	6/30/2020
<i>Community Policy and Management Team</i>				3 Yr
Acker	Denise	Northwestern Community Services	12/18/2018	12/31/2021
Bauserman	Ellen	CCPS Director Pupil Svcs	7/18/2017	12/31/2019
Byrd	Barbara J.	BoS - Appointed Member	1/15/2019	12/31/2019
Goshen	Lisa	Parent Representative	11/21/2017	12/31/2020
Greene	Colin	VDH Representative	12/18/2018	12/31/2021
Jones	Angie	Director Clarke County DSS	7/18/2017	12/31/2019
Legrys	Mark	Court Services Unit Supervisor	7/18/2017	12/31/2019
Obradovic	Laura	Private Provider - Grafton School	7/18/2017	12/31/2020
<i>Conservation Easement Authority</i>				3 Yr
Bacon	Rives	Berryville District	8/15/2017	12/31/2019
Buckley	Randy	White Post District	12/20/2016	12/31/2019
Byrd	Barbara J.	BoS - Appointed Member	1/15/2019	12/31/2019
Engel	Peter	White Post District	12/18/2018	12/31/2021
Jones	Michelle	Millwood / Pine Grove District	12/20/2016	12/31/2019
Ohrstrom, II	George	Russell District; Planning Commission Representative	4/16/2019	4/30/2022
Teetor	Alison	Staff Representative		
Thomas	Walker	Buckmarsh District	12/18/2018	12/31/2021
<i>Constitutional Officer</i>				
Butts	Helen	Clerk of the Circuit Court	1/1/2016	12/31/2023
Keeler	Sharon	Treasurer	1/1/2016	12/31/2019
Peake	Donna	Commissioner of the Revenue	1/1/2016	12/31/2019
Roper	Anthony	Sheriff	1/1/2016	12/31/2019
Williams	Anne	Commonwealth Attorney	11/7/2017	12/31/2019
<i>County Administrator</i>				
Ash	David L.	County Administrator	3/19/1991	
<i>Director of Economic Development</i>				
Capelli	Len	Director of Economic Development	4/14/2015	

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Economic Development Advisory Committee</i>				<i>4 Yr</i>
Barb	Jim	Real Estate Rep, Business Owner	12/19/2017	12/31/2021
Bates	Chris	Agriculture, Equine, Transportation	2/19/2019	12/31/2022
Capelli	Len	Director of Economic Development		
Dunkle	Christy	Town of Berryville Representative	1/1/2016	12/31/2019
Kraybill	Christina	2019 Vice Chair, Berryville District, Business Owner	12/19/2017	12/31/2021
McKay	Beverly B.	BoS - Appointed Member	1/15/2019	12/31/2019
Milleson	John R.	2019 Chair, Banking, Finance	1/15/2019	12/31/2022
Pritchard	Betsy	Hospitality Industry, agriculture	8/16/2016	8/31/2020
Sheaffer	Lee	Russell District	3/19/2019	12/31/2022
Walburn	Lora	EDAC Clerk		
<i>Family Assessment and Planning Team</i>				<i>3 Yr</i>
Allen	Gay	DSS - Foster Care Worker	12/31/2018	12/31/2021
Casarotti	Erin	26th District Court Svcs Unit	2/19/2019	12/31/2019
Davis	Sara	Parent Representative	8/15/2017	12/31/2020
Myers-DePina	Martia	Northwestern Community Svcs Board Rep	12/18/2018	12/31/2021
Rousseau	Christian	Private Provider - Intensive Supervisor & Counseling	6/12/2017	12/31/2020
Thompson	Christine	CCPS - Social Worker	7/18/2017	12/31/2019
<i>Fire & EMS Commission</i>				<i>4 Yr</i>
Conrad	Bryan H.	Citizen-at-large	9/1/2015	8/31/2019
Grim	James	Blue Ridge VFRC Rep	4/16/2019	8/31/2019
Harrison	Diane	Citizen-at-large	6/20/2017	8/31/2021
Hoff	Matt	Boyce VFRC Rep	9/18/2018	8/31/2019
Lawrence	Doug	John H. Enders VFRC Rep	10/16/2018	8/31/2019
Lichty	Brian	Staff Representative	11/14/2016	
Nicholson	Andrew	Citizen-at-large	10/17/2017	8/31/2020
Roper	Anthony	Sheriff	1/1/2016	12/31/2019
Weiss	David S.	BoS - Representative	1/15/2019	12/31/2019
<i>Handley Regional Library Board</i>				<i>4 Yr</i>
Leahy	Cindy	White Post District	11/21/2017	11/30/2021
<i>Industrial Development Authority of the Clarke County, Virginia</i>				
Capelli	Len	Director of Economic Development		
Cochran	Mark	Buckmarsh District; Chair 2018	10/17/2017	10/30/2021
Ferrell	Brian	Buckmarsh District; Vice Chair 2018	6/21/2016	10/30/2019
Jones	Paul	Russell District	3/15/2016	5/28/2019
Koontz	English	Buckmarsh District	10/16/2018	10/30/2022

			<i>Appt Date</i>	<i>Exp Date</i>
Pierce	Rodney	Buckmarsh District	10/18/2016	10/30/2020
Preston	Isreal	Berryville District	2/19/2019	10/30/2022
Waite	William	Millwood District; Secretary/Treasurer 2018	10/31/2017	10/30/2021
Walburn	Lora	IDA Clerk		
Weiss	David S.	BoS - Liaison	1/15/2019	12/31/2019
<i>Joint Administrative Services Board</i>				<i>Open-End</i>
Ash	David L.	County Administrator	12/22/1993	
Bishop	Chuck	School Superintendent	7/1/2014	
Judge	Tom	Staff Representative	2/14/1994	
Keeler	Sharon	Treasurer	3/12/2005	
McKay	Beverly B.	BoS - Alternate	1/15/2019	12/31/2019
Schutte	Charles	School Board Representative	1/8/2012	
Taylor	Brianna R.	Recording Clerk		
Weiss	David S.	BoS - Appointed Member	1/15/2019	12/31/2019
<i>Josephine School Community Museum Board</i>				
Daniel	Mary L.C.	BoS - Liaison	1/15/2019	12/31/2019
<i>Legislative Liaison and High Growth Coalition</i>				<i>1 Yr</i>
Daniel	Mary L.C.	BoS - Liaison	1/15/2019	12/31/2019
<i>Lord Fairfax Community College Board</i>				<i>4 Yr</i>
Daniel	William	Berryville District	7/19/2016	6/30/2020
<i>Lord Fairfax Emergency Medical Services Council</i>				<i>1 Yr</i>
Conrad	Bryan H.	Volunteer Representative; White Post District	8/15/2018	8/15/2019
Trent	Carolyn	Medical Professional	8/15/2018	8/15/2019
Wilson	Wade	Career Representative	8/15/2018	8/15/2019
<i>Northern Shenandoah Valley Regional Commission</i>				<i>1 Yr</i>
Daniel	Mary L.C.	BoS - Alternate	1/15/2019	12/31/2019
McKay	Beverly B.	BoS - Appointed Member	1/15/2019	12/31/2019
Stidham	Brandon	Citizen Representative [Planning Director]	1/15/2019	1/31/2022
<i>Northwest Regional Adult Drug Treatment Court Advisory Committee</i>				<i>Open End</i>
Byrd	Barbara J.	Russell District	1/15/2019	12/31/2019
<i>Northwestern Community Services Board</i>				<i>3 Yr</i>
Brown	Audrey	White Post District	11/21/2017	12/31/2020
Harris	Celie	Millwood District; 3rd Term Ends 12/31/2021	2/19/2019	12/31/2021

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Northwestern Regional Jail Authority</i>				1 Yr
Ash	David L.	BoS - Appointed Member	1/15/2019	12/31/2019
Byrd	Barbara J.	BoS - Liaison - Alternate	1/15/2019	12/31/2019
Roper	Anthony	Sheriff	1/1/2016	12/31/2019
Wyatt	Jimmy	Millwood District	11/17/2015	12/31/2019
<i>Northwestern Regional Juvenile Detention Center Commission</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/15/2019	12/31/2019
Wyatt	Jimmy	Millwood District	12/20/2016	12/20/2020
<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				3 Yr
Roper	Anthony	Sheriff	12/20/2016	12/31/2019
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Roper	Anthony	Sheriff	12/20/2016	12/31/2019
<i>Our Health</i>				3 Yr
Shipe	Diane	Buckmarsh District	4/16/2019	3/15/2022
<i>Parks & Recreation Advisory Board</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/15/2019	12/31/2019
Heflin	Dennis	White Post District	12/20/2016	12/31/2019
Huff	Ronnie	Town of Berryville Representative	1/1/2016	12/31/2019
Jones	Paul	Russell District; At Large	12/16/2014	12/31/2018
Lichliter	Gary	Russell District	12/20/2016	12/31/2019
Rhodes	Emily	Buckmarsh District	11/17/2015	12/31/2019
Sheetz	Daniel A.	Berryville District	12/19/2017	12/31/2021
Smith	Tracy	Millwood District	12/19/2017	12/31/2021
Trenary	Randy	School Superintendent Designee	10/24/2013	
Wisecarver	Steve	Appointed by Town of Boyce	1/2/2018	7/31/2018
<i>People Inc. of Virginia</i>				3 Yr
Hillerson	Coleen	Clarke County Rep Board of Directors	8/16/2016	7/31/2019
<i>Regional Airport Authority</i>				1 Yr
Ash	David L.	BoS - Alternate	1/15/2019	12/31/2019
Crawford	John	Buckmarsh District	7/19/2016	6/30/2020
McKay	Beverly B.	BoS - Alternate	1/15/2019	12/31/2019
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Pritchard	Betsy		9/30/2018	9/30/2022
<i>Shenandoah Valley Chief Local Elected Officials Consortium</i>				
Ash	David L.	BoS Designee for Chief Elected Official		

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Shenandoah Valley Workforce Development Board</i>				4 Yr
James	Patricia	Buckmarsh District	5/16/2017	11/9/2017
<i>Strategic Planning Committee</i>				1 Yr
Catlett	Terri T.	BoS - Appointed Member	1/15/2019	12/31/2019
<i>Towns and Villages: Berryville</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/15/2019	12/31/2019
Daniel	Mary L.C.	BoS - Liaison - Alternate	1/15/2019	12/31/2019
<i>Towns and Villages: Boyce</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/15/2019	12/31/2019
McKay	Beverly B.	BoS - Liaison	1/15/2019	12/31/2019
<i>Towns and Villages: Millwood</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/15/2019	12/31/2019
<i>Towns and Villages: Pine Grove</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/15/2019	12/31/2019
Weiss	David S.	BoS - Liaison	1/15/2019	12/31/2019
<i>Towns and Villages: White Post</i>				1 Yr
McKay	Beverly B.	BoS - Liaison	1/15/2019	12/31/2019

On April 1, 2020, a census mandated by the U.S. Constitution will be taken. The Virginia Complete Count Commission was established to serve as a trusted voice and resource to educate, empower, and engage communities to ensure that all of the diverse voices in the Commonwealth of Virginia are counted in the 2020 Census.

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Local Complete Count Committees

Local Complete Count Commissions work in tandem with the Virginia Complete Count Commission to provide better outreach to communities. According to the Census Bureau website, "Complete Count Committees (CCC) are volunteer committees established by tribal, state, and local governments and community leaders or organizations to increase awareness and motivate residents to respond to the 2020 Census. CCCs serve as state and local "census ambassador" groups that play an integral part in ensuring a complete and accurate count of the community in the 2020 Census.

If you have any questions about Local Complete Count Committees, please email virginiacomplecount@governor.virginia.gov (<mailto:virginiacomplecount@governor.virginia.gov>).



Virginia Local Complete Count Committees

Listed below are Local Complete Count Committees in Virginia along with the best point of contact for each locality. This list will be updated regularly to include new localities and points of contact.

Alexandria City

Sierra Latham

Urban Planner and Demographer

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(mailto:)

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Alleghany County

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(mailto:)

Amherst County

Jeremy Bryant

Director of Community Development

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(mailto:)

Arlington City

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Principal Planner

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Ashland

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(<mailto:>)

Bland County

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(<mailto:>)

Botetourt County

Cody Sexton

Assistant to the County Administrator

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(<mailto:>)

Brunswick County

George Morrison

Director of Planning

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Charles City

Lesa Jones

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Chesapeake City

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Chesterfield County

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Juan Santacoloma

Co-Chair, Chesterfield County CCC

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santacolomaj@chesterfield.gov (mailto:santacolomaj@chesterfield.gov)

Culpeper County

Lisa Peacock

Executive Director, Culpeper Human Services

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Emporia

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Brian Worthy

Public Information Officer, Fairfax County Public Affairs

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Fauquier County

Catherine M. Heritage

Deputy County Administrator

(540) 422-8005

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Fluvanna County

(mailto:)

(mailto:)

Fredericksburg

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Planning Department

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(mailto:)

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KGC Parks and Rec Director

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Loudoun County

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Lynchburg

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Madison County

Tracey Gardner

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Brian Engelmann

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Montgomery County

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Newport News

Tammy Organski

GIS Department

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(mailto:)

(mailto:)

Norfolk

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Planner

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(mailto:)

More Information (<https://va-norfolk.civicplus.com/index.aspx?nid=825>)**Northern Virginia**

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Powhatan

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(mailto:)

Prince George

(mailto:)

(mailto:)

Prince William

Brian Engelmann

Demographer

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More Information (<http://www.pwcgov.org/government/dept/doit/gis/Pages/Census-Preparation.aspx>)

Rappahannock County

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Richmond

William Palmquist

Committee Chair

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(mailto:)

More Information (https://www.rvacounts2020.com/complete-count-committee?mc_cid=7cd66b49b1&mc_eid=%5BUNIQID%5D)

Roanoke County

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Roanoke City

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Stafford

Linda Millsaps

GWRC Executive Director

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Surry

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Suffolk City

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(mailto:)

Tazewell County

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(mailto:)

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Westmoreland County

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Williamsburg

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York County

(mailto:)

(mailto:)

See the U.S. Census's Local Complete Count Committees Guide (<https://www.census.gov/content/dam/Census/newsroom/press-kits/2018/ccc-guide-d-1280.pdf>) for more information.

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[Expenditures \(https://www.datapoint.apa.virginia.gov/dashboard.php\)](https://www.datapoint.apa.virginia.gov/dashboard.php)

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COMPLETE COUNT COMMISSION STAFF

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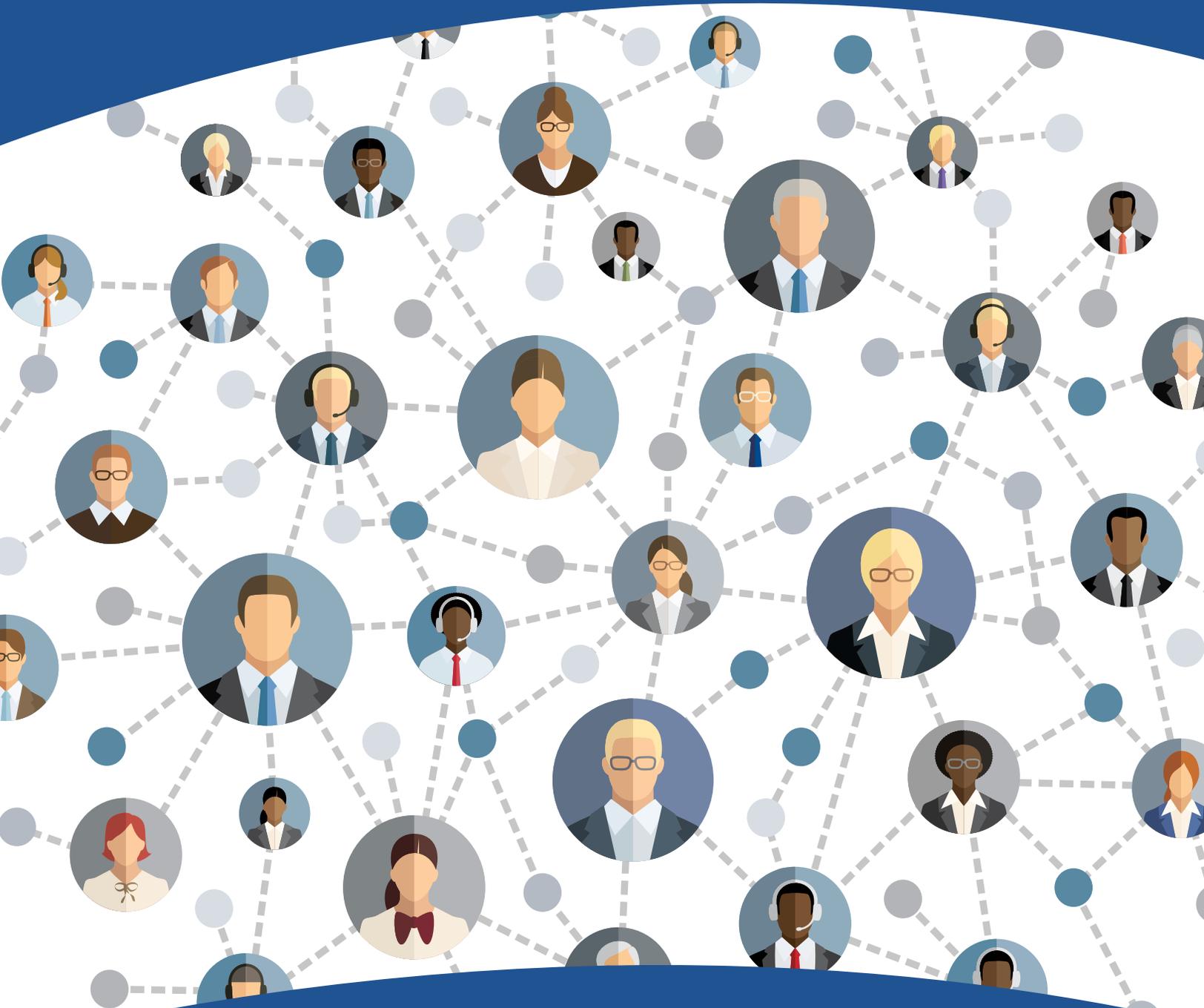
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2020 Census Complete Count Committee

Guide

D-1280(RV)



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WHY DO WE TAKE THE CENSUS?

The U.S. Constitution (Article I, Section 2) mandates a headcount every 10 years of everyone residing in the 50 states, Puerto Rico, and the Island Areas of the United States. This includes people of all ages, races, ethnic groups, citizens, and noncitizens. The first census was conducted in 1790 and one has been conducted every 10 years since then.

The population totals from the census determine the number of seats each state has in the House of Representatives. States also use the totals to redraw their legislative and school districts. The next census occurs in 2020.

The U.S. Census Bureau must submit state population totals to the President of the United States by December 31, 2020.

The population totals also affect funding in your community, and data collected in the census help decision makers know how your community is changing. Approximately \$675 billion in federal funding is distributed to communities each year.

Will the 2020 Census be the same as 2010?

There are some important changes in 2020:

- We are building a more accurate address list and automating our field operations—all while keeping your information confidential and safe.
- For the first time, you will be able to respond online, by phone, or by mail.
- We will use data that the public has already provided to cut down on in-person follow up visits to nonresponding households.



HOW ARE CENSUS DATA USED?

Census data are widely and wisely used.

Census data are used in many ways. Some examples include:

- Distribution of more than \$675 billion annually in federal funds back to tribal, state, and local governments.
- Redistricting of state legislative districts.
- Forecasting future transportation needs for all segments of the population.
- Determining areas eligible for housing assistance and rehabilitation loans.
- Assisting federal, tribal, state, and local governments in planning and implementing programs, services, and emergency response.
- Designing facilities for people with disabilities, the elderly, and children.



ARE CENSUS DATA REALLY CONFIDENTIAL?

ABSOLUTELY!

All responses to Census Bureau surveys and censuses are confidential and protected under Title 13 of the U.S. Code. Under this law, the Census Bureau is required to keep respondent information confidential. We will never share a respondent's personal information with immigration enforcement agencies, like ICE; law enforcement agencies, like the FBI or police; or allow it to be used to determine their eligibility for government benefits. The results from any census or survey are reported in statistical format only.

Individual records from the decennial censuses are, by law (Title 44, U.S. Code), confidential for 72 years.

In addition, under Title 13, U.S. Code, all Census Bureau employees swear a lifetime oath to protect respondent data. It is a felony for any Census Bureau employee to disclose any confidential census information during or after employment, and the penalty for wrongful disclosure is up to 5 years imprisonment and/or a fine of \$250,000.



WHAT ARE COMPLETE COUNT COMMITTEES?

Complete Count Committees

Complete Count Committees (CCC) are volunteer committees established by tribal, state, and local governments and community leaders or organizations to increase awareness and motivate residents to respond to the 2020 Census. CCCs serve as state and local “census ambassador” groups that play an integral part in ensuring a complete and accurate count of the community in the 2020 Census. Success of the census depends on community involvement at every level. The U.S. Census Bureau cannot conduct the 2020 Census alone.

There are three kinds of Complete Count Committees (other than the State Level CCC):

- Tribal.
- State and local government (regional, county, city, or town).
- Community.

A Complete Count Committee should be formed to:

- Increase the self-response rate for households responding online, by phone, or mailing back their questionnaire through a focused, structured, neighbor-to-neighbor program.
- Utilize the local knowledge, expertise, and influence of each Complete Count Committee member to design and implement a census awareness campaign targeted to the community.
- Bring together a cross section of community members whose focus is 2020 Census awareness.

Let's take a look at these and review the differences between the common types and sizes.

Tribal and Government Complete Count Committees

Complete Count Committees are usually formed by the highest elected official in that jurisdiction, such as a tribal leader, a mayor, county commissioner, or regional chairman. The highest elected official may appoint a chair of the CCC and may then appoint members of the community to serve as members of the CCC. Members appointed could be representative of a cross section of the community, be willing and able to serve until the census is over, and help implement a creative outreach campaign in areas that may pose a challenge in 2020. Members could include persons from the areas of education, media, business, religion, philanthropy, and community groups. Most local government CCCs are small to medium size, depending on the jurisdiction. A town may have a small committee with only 3–5 members, while a city may be medium to large size with anywhere from 10 to more than 100 members, depending the size of the city or tribe.

Since state, county, and regional CCCs cover a larger geography, they tend to be larger in size, with 20–50 members. The size and number of members depends on what works best for each jurisdiction and what will make the most effective and successful

committee. Mayors, county commissioners, and heads of regional boards understand the importance of getting a complete and accurate census count and how census data impact their communities. In previous censuses, the most productive government CCCs had a subcommittee structure. Examples of subcommittees and what they do are covered under “What Is the Subcommittee Structure of a CCC?”

Examples of Tribal and Government Complete Count Committee Strategies

Nationwide, there were over 10,000 Complete Count Committees formed with the Census Bureau during the 2010 Census and the majority of them were local government committees. Here are some of the strategies that worked for them:

- Allocate/obtain funds for the CCC and assign a staff person to work with the committee.
- Set clear, achievable goals and objectives.
- Identify areas of the community that may need extra efforts, either a geographical area or a population group that might be hard to count.
- Use a “grassroots” approach working with community-based organizations and groups who have direct contact with households who may be hard to count.
- Create promotional materials and products customized for the local area.
- Implement special events such as Census Day “Be Counted” parades.
- Build awareness of the census and its benefits and motivate response through social media, newsletters, and other communications.

Sample Activities of Tribal and Government Complete Count Committees

2018–2019

- Develop a list of barriers, groups, or concerns that might impede the progress of the 2020 Census in your local area, such as recent immigrants, non-English speaking groups, high crime areas, and areas with gated communities.
- Create ways to dispel myths and alleviate fears about the privacy and confidentiality of census data.

- Place census messages on water bills, property tax bills, social media, and local speeches and other correspondence generated by the jurisdiction.
- Host a Census Solutions Workshop (see Appendix C) with others in the community.
- Develop and implement activities to involve local government employees in the 2020 Census Awareness Campaign.
- Encourage corporations to become official sponsors of your census activities.
- Have census posters, banners, and other signage placed in highly visible public locations.
- Include the 2020 Census logo and message on bus schedules, brochures, newsletters, social media sites, and your local jurisdiction Web site.
- Sponsor a census booth at county fairs, carnivals, and festivals (especially cultural or ethnic celebrations).
- Sponsor a contest to design a sticker or poster promoting the 2020 Census.
- Have census information available during voter registration drives.

January–March 2020

- Add a census message during meetings, events, and to written or digital/electronic correspondence like social media.
- Provide information on federally funded programs that have benefitted the community.
- Plan a major promotional event around the start of self-response or when households get their invitation to respond. Advise communities that they can respond to the census online.
- Saturate public access areas with easy-to-read and understandable census information customized for your community.
- Ask elected officials to encourage households to complete the census online, by phone, or return the questionnaire by mail.

- Place a census message on all municipal marquees urging households to complete the questionnaire online, by phone, or by mail.

April 2020

- Place public service announcements in local media encouraging households to respond.
- Have census rallies or parades.
- Urge households who do not respond to cooperate with census takers.

Community Complete Count Committees

Community Complete Count Committees are often formed in areas that do not have a government CCC or areas that may require a more targeted outreach approach. Community CCCs may be formed by a community group/organization or a coalition of several organizations. For example, an organization in a predominately elderly community may want to form a CCC in order to build awareness among that population and encourage them to respond when the invitations to respond are delivered. A tenants' association may form a committee to educate tenants about the census and help those needing assistance in completing their census. Community CCCs identify their own chair and committee members. They may choose individuals who are influential leaders or gatekeepers in the community to serve as members or others that will help accomplish the goals of the committee. They may also include foundations or philanthropy groups to fund the committee's activities around a particular audience. Community CCCs are usually small to medium in size with anywhere from 5 to 25 members depending on the sponsoring organization(s) and the size of the community it represents.

Small committees may not need subcommittees, however larger committees may find this structure helps them focus and work more effectively.

Examples of Community Complete Count Committee Strategies

A number of organizations formed Community CCCs in previous censuses. Some examples of these organizations are Community Action Groups, Hispanic Service Center, Delta Sigma Theta Sorority, and Human Development Commission.

Here are some suggestions that worked for them:

- Set clear achievable goals and objectives.
- Identify what the committee will focus on. Some examples include increasing the response rate in public housing communities among cultural/ethnic groups in your area or among students in colleges/universities, outreach and promotion to youth and elderly in the community, or a global approach if no other CCCs are in the area.
- Develop an action plan that includes activities and events which will support your efforts and help you meet your goals and objectives.
- Create promotional materials that appeal to your community.
- Implement special events that will generate interest and participation in the census.
- Use social media to engage your community.

Sample Activities of Community Complete Count Committees

2018–2019

- Make a list of community-based organizations in your area. Hold a meeting with leaders of the organizations and solicit their help in creating a census awareness campaign targeted to community members.
- Host a Census Solutions Workshop with other community-based organizations in your area to come up with innovative and engaging ways to reach your communities.
- Check the community calendar in your area for events. Contact organizations to see if you can have a census table to pass out census materials to increase awareness.
- Plan and solicit sponsors for a “Census Day/Night Street Festival” in late 2019. Think of creative games or activities where census information can be incorporated.

- Develop a 2019 Census Activity Calendar, ask organizations to choose a month in which they will sponsor census activities or promote census awareness.
- Ask organizations to include a census article or message in all of their publications and social media channels from April 2019 to July 2020.

January–March 2020

- Encourage organizations to include 2020 Census on the agenda of their meetings, workshops, or conferences.
- Distribute/post on social media fliers announcing the invitation to respond to the census at busy locations in the community.
- Make public statements of support and the importance of participating in the 2020 Census.

April 2020

- Encourage households to complete the questionnaire online, by phone, or by mail.
- Plan a Census Day event to motivate the community response.
- Look online or check with your census contact person about response rates for your community. If rates are low, plan special events or activities to motivate individuals to respond.
- Remind households if they didn’t respond online, by phone, or mail their questionnaire back, a census worker may come to their home. Encourage households to cooperate with census workers.

May 2020

- Continue to encourage community individuals to cooperate with census workers.
- Evaluate what worked best for your community and briefly report this information to your census contact.
- Celebrate your success and thank all those involved in making it happen.



WHEN SHOULD A COMPLETE COUNT COMMITTEE ORGANIZE?

Get Organized RIGHT NOW!

Although the 2020 Census may seem a ways off, the census awareness campaign should start TODAY. The 2020 Census jobs are being advertised. Households will begin to experience, by the end of 2019, some type of census operation such as address listing. These operations are necessary to verify the accuracy and location of each address in the United States.

The immediate formation of a CCC will ensure that local households are kept abreast of the various census operations before the information is nationally circulated.

The more informed households are about the 2020 Census operations, the better their understanding of the census process becomes, thus increasing their willingness to be a part of the successful enumeration in 2020.



WHAT IS THE SUBCOMMITTEE STRUCTURE OF A CCC?

The Structure

The Census Bureau partnership staff will serve as a liaison or an informational resource.

The operation of the CCC flows from the tribal leader or highest elected official or community leader to the chairperson, the committee members, and/or to the community at large.

The tribal leader or highest elected official or community leader appoints a chairperson. The chairperson is the liaison or main source of contact between the CCC and the Census Bureau.

The chairperson collaborates with the highest elected official or community leader to select subcommittee chairs.

The CCC should involve every aspect of a local community in its subcommittee structure—government, education, faith-based organizations, media, community-based organizations, business, foundations or other philanthropic organizations, and recruiting. **The Census Bureau does not manage Complete Count Committees.**

The following are examples of a typical subcommittee structure. Other subcommittees may be formed based on the focus of the CCC or the needs of the community. Examples of other subcommittee topics are migrant and seasonal farmworkers, children/youth services, immigrants, senior services, and the disabled community.

The subcommittee chairpersons may recruit members for their respective teams. The ideal candidates for a Complete Count Committee are those community members who have

expertise, influence, and experience in the area of the respective committee. Committees that invest time, resources, and energy in this project are more productive and successful.

Recruiting subcommittee—Disseminates information about census job openings for the 2020 Census. Information will include the number of jobs available and types of jobs available.

Government subcommittee—Assists in all activities between the Census Bureau and the local government, such as participation in decennial geography programs and identifying other resources for CCC activities.

Education subcommittee—Facilitates census awareness for local schools from prekindergarten through twelfth grade, as well as postsecondary education institutions in the area. May also encourage school administrators, teachers, and students to use Statistics in Schools materials.

Faith-based subcommittee—Creates and coordinates activities and materials that can be

used by any local faith-based institution in the promotion of the 2020 Census awareness and participation.

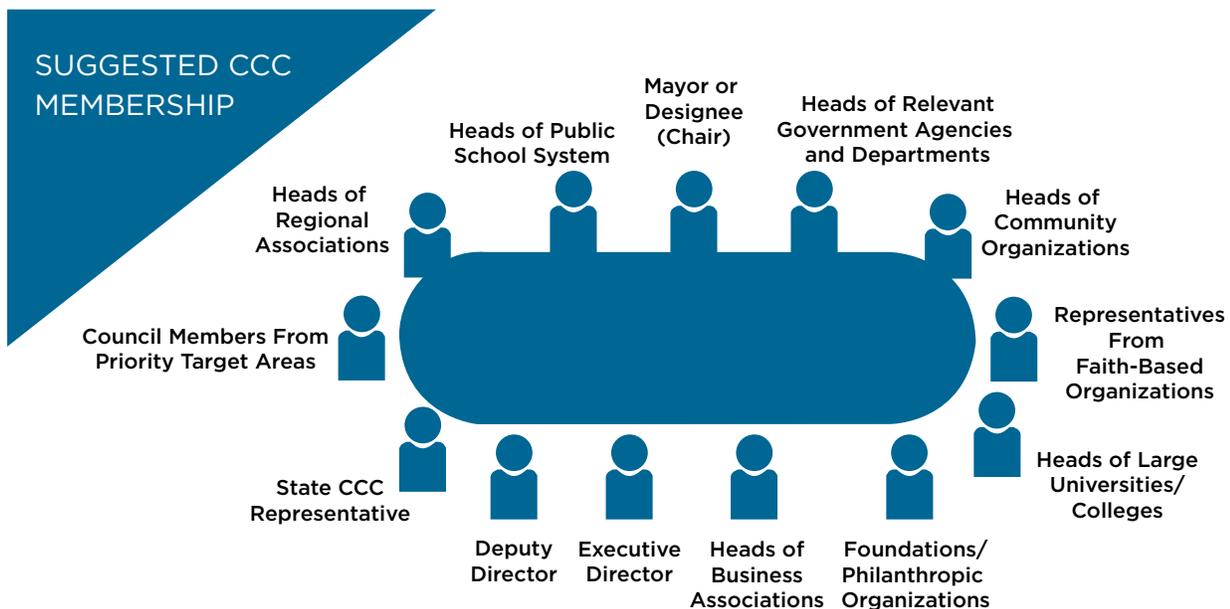
Media subcommittee—Facilitates ways to get the census message to all community households, using all available sources such as local newspapers, newsletters, fliers, local festivals, billboards, social media, radio, and television.

Community-based organizations subcommittee—Collaborates with community organizations to inform individuals of the importance of participating in the 2020 Census and the benefits derived from census data.

Business subcommittee—Creates and coordinates activities that involve businesses in census awareness, such as distribution of census information and census messages on packaging (grocery bags) and the inclusion of the census logo and message on sales promotion materials.

Figure 1.

Suggested CCC Membership



*Partnership Specialist is advisor and Census Bureau liaison to Municipal CCCs



SUMMARY: THE BENEFITS OF COMPLETE COUNT COMMITTEES

CCCs speak the language of and know the pulse of its community, therefore establishing an information highway that even the internet cannot rival—neighbor informing neighbor.

The CCCs will help ensure an accurate 2020 Census count.

The CCCs gain valuable knowledge about the census process at the local level and develop a plan to impart that knowledge to each and every household as only neighbors and fellow stakeholders can do.

The CCCs help maximize participation and response rates by increasing awareness throughout the 2020 Census.

APPENDIX A: 50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over \$675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- Development of rural areas.
- Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.
- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- Facilitating scientific research.
- Developing “intelligent” maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as background for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.
- Directing services to children and adults with limited English proficiency.
- Planning urban land use.
- Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.

APPENDIX B: UNDERSTANDING THE LANGUAGE OF THE 2020 CENSUS

GLOSSARY The 2020 Census From A to Z

A

Address Canvassing

The Address Canvassing program implements methods to improve and refine the U.S. Census Bureau's address list in advance of the 2020 Census enumeration. The Census Bureau needs the address and physical location of each living quarter in the United States and Puerto Rico to conduct and tabulate the census. An accurate list ensures that residents will be invited to participate in the census and that the census counts residents in the correct location.

American Community Survey (ACS)

A monthly sample household survey conducted by the Census Bureau to obtain information similar to the long-form census questionnaire. The ACS is sent to a small percentage of the U.S. population on a rotating basis. First tested in 1995, it replaced the long form for the 2010 Census. Since 2004, ACS has provided annual data for social and economic characteristics for many geographic areas and population groups.

Area Census Office (ACO)

A temporary office established to oversee census operations in a specific area. These operations include address listing field work, local recruiting, and visiting households to conduct the 2020 Census.

C

Census Bureau

An agency within the U.S. Department of Commerce and the country's preeminent statistical collection and dissemination agency. It publishes a wide variety of statistical data about people, housing, and the economy of the nation. The Census Bureau conducts approximately 200 annual surveys, conducts the

decennial census of the U.S. population and housing, the quinquennial economic census, and the census of governments.

Census Day

The reference date for collection of information for a census. For the decennial census, this has been April 1 of the decade year (year ending with zero) since the 1930 Census. April 1, 2020, is the reference date, Census Day, for the 2020 Census.

Census Information Center (CIC)

The CIC program was established in 1988, when the Census Bureau and the National Urban League entered into a joint agreement to create a pilot project to make census data and information available to minority communities. Over the next 2 years, the Census Bureau added four additional organizations to the pilot program; the National Council of La Raza, the Asian and Pacific Islander American Health Forum, Americans for Indian Opportunity, and the Southwest Voter Research Institute (now the William C. Velasquez Institute).

In 2000, the CIC network became an official Census Bureau program. That year, the Census Bureau expanded the network to a total of 59 organizations.

Census Solutions Workshop

A Census Solutions Workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. The Census Solutions Workshop is specifically geared to generate new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.

Commitment

An agreement or pledge to carry out a particular task or activity that will in some way help the census achieve its goals.

Complete Count Committee (CCC)

A volunteer committee established by tribal, state, and local governments, and/or community organizations to include a cross section of community leaders, including representatives from government agencies; education, business, and religious organizations; community agencies; minority organizations; and the media. The committees are charged with developing and implementing a 2020 Census outreach, promotion, recruiting, and enumeration assistance plan of action designed to target and address the needs of their communities.

Confidentiality

The guarantee made by law (Title 13, U.S. Code) to individuals who provide information to the Census Bureau, ensuring that the Census Bureau will not reveal information to others.

D

Decennial Census

The census of population and housing taken by the Census Bureau in each year ending in zero. Article I, Section 2, of the U.S. Constitution requires that a census be taken every 10 years for the purpose of apportioning the U.S. House of Representatives. The first census of population was taken in 1790.

E

Enumeration

The process of interviewing people and recording the information on census forms.

Enumerator

A Census Bureau employee who collects census information by visiting households during census field operations.

G

Group Quarters (GQ)

The Census Bureau classifies all people not living in housing units as living in group quarters. There are two types of group quarters: institutional group

quarters (for example, correctional facilities for adults, nursing homes, and hospice facilities) and noninstitutional group quarters (for example, college/university student housing, military quarters, and group homes).

H

Hard to Count (HTC)

Groups or populations who have historically been undercounted and/or traditionally have not responded well to the decennial census questionnaire, such as ethnic/minority populations, renters, and low income households.

Hard to Enumerate (HTE)

An area for which the environment or population may present difficulties for enumeration.

Highest Elected Official (HEO)

The elected or appointed person who is the chief executive official of a governmental unit and is most responsible for the governmental activities of the governmental unit such as the governor of a state, chair of a county commission, or mayor of an incorporated place, tribal leader, or chairman.

Household (HH)

A person or group of people who occupy a housing unit as their usual place of residence. The number of households equals the number of occupied housing units in a census.

Housing Unit (HU)

A house, townhouse, mobile home or trailer, apartment, group of rooms, or single room that is occupied as separate living quarters or, if vacant, is intended for occupancy as separate living quarters.

M

Master Address File (MAF)

A Census Bureau computer file of every address and physical location, including their geographic locations, that will be used to conduct the next decennial census, as well as some ongoing surveys. This address file is updated throughout the decade and is supplemented by information provided by tribal, state, and local governments.

N

Nonresponse (NR)

A housing unit for which the Census Bureau does not have a completed questionnaire and from which the Census Bureau did not receive a telephone or Internet response.

Nonresponse Followup (NRFU)

A field operation designed to obtain a completed interview from households where a self-response was not received. Enumerators will make personal visits to these households to obtain completed interviews. The enumerator will collect respondents' answers to interview questions or information about the status of the housing unit (for example, vacant or nonexistent). If all attempts to contact the individuals of a household are unsuccessful, an enumerator will obtain as much information as possible about the household from a neighbor, building manager, or another reliable source.

P

Partner

A partner is a group or individual that commits to participate in some way with census activities.

Partnership

An agreement with tribal, state, and local governments, national organizations, and community groups (faith-based organizations, businesses, media, schools, etc.) that allows their active participation in various census activities.

Partnership Specialist

The Partnership Specialist takes a lead role in outreach and promotional efforts before and during census operations. Their main duties are increasing awareness and outreach in communities and gaining cooperation and participation from those communities.

Privacy Act

The Privacy Act of 1974 requires that each federal agency advise respondents of their rights. Specifically, every respondent must know under what law the information is being collected, how the information will be used, whether he or she must answer the questions, and the consequences of not answering the questions.

R

Regional Census Center (RCC)

One of six temporary Census Bureau offices established to manage census field office and local census office activities and to conduct geographic programs and support operations.

Regional Office (RO)

One of six permanent Census Bureau offices that direct and advise local census offices for the 2020 Census. The Regional Office also conducts some one-time and ongoing Census Bureau surveys, such as the Current Population Survey (CPS), which is used to publish unemployment figures each month, and the American Community Survey (ACS), a nationwide survey designed to obtain information similar to long-form data and to provide communities a fresh, more current look at how they are changing.

Respondent

The person who answers the Census Bureau's questions about his or her living quarters and its occupants. The respondent is usually the member of the household who owns or rents the living quarters.

Response Outreach Area Mapper (ROAM)

A Web mapping application developed to make it easier to identify hard-to-count areas and to provide a socioeconomic and demographic characteristic profile of these areas using American Community Survey estimates available in the Census Bureau Planning Database, available at <www.census.gov/roam>.

S

Self-Response

Self-response is where households complete and return their census questionnaire in a timely manner, directly to the Census Bureau, without requiring a census worker to visit the house to obtain their responses in person. Self-response—by internet, mail, or phone—is significantly less costly than in-person followup.

State Data Center (SDC)

The State Data Center (SDC) program is one of the Census Bureau's longest and most successful partnerships. This partnership between the 50 states, the

District of Columbia, Puerto Rico, the island areas, and the Census Bureau was created in 1978 to make data available locally to the public through a network of state agencies, universities, libraries, and regional, and local governments.

The SDC lead organization is appointed by the Governor of each state/commonwealth, Puerto Rico, the Island Areas (American Samoa, Guam, The Commonwealth of the Northern Mariana Islands, Virgin Islands) or the mayor of the District of Columbia.

Since its creation, the SDC network has provided access and education on Census Bureau data and products as well as other statistical resources to millions of data users.

Statistics in Schools (SIS)

A national program component of the 2020 Census with an emphasis on kindergarten through eighth grade students in schools located in hard-to-count areas. The purpose of Statistics in Schools is to educate all of the nation's K-12 students about the importance of the 2020 Census.

T

Title 13 (U.S. Code)

The collection of laws under which the Census Bureau operates. This law guarantees the confidentiality of census information and establishes penalties for disclosing this information. It also provides the authorization for conducting censuses in Puerto Rico and the Island Areas.

Transitory Locations

Sites that contain movable or mobile housing that may include transitory units such as boats, motorized recreational vehicles or trailers, tents, or other types of portable housing.

Transitory locations also include hotels or motels if being occupied on a transitory basis because the occupants have no other residence.

U

Update Enumerate (UE)

The UE operation is designed to update the address and feature data and enumerate respondents in person. UE is designated to occur in areas where the initial visit requires enumerating while updating the address frame, in particular in remote geographic areas that have unique challenges associated with accessibility.

Update Leave (UL)

This operation is designed to update the address and feature data and leave a choice questionnaire package at every housing unit (HU) identified to allow the household to self-respond. UL is designed to occur in areas where the majority of HU do not either have mail delivered to the physical location of the housing unit, or the mail delivery information for the HU cannot be verified.

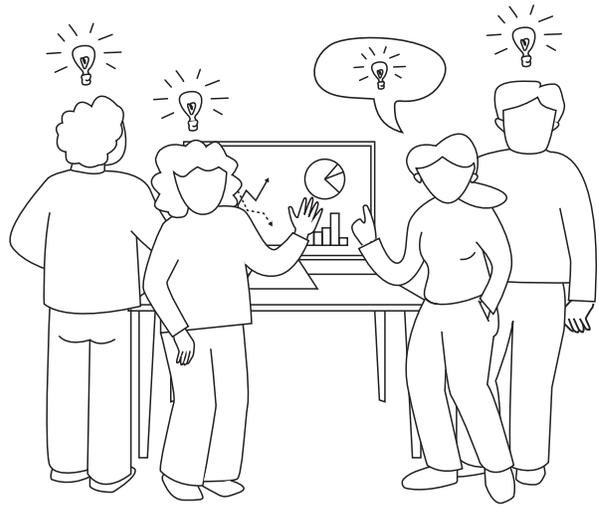
V

Value Added

Refers to any service or activity provided by partners that would ordinarily require payment such as room/space for training, use of staff time, and use of other business resources.

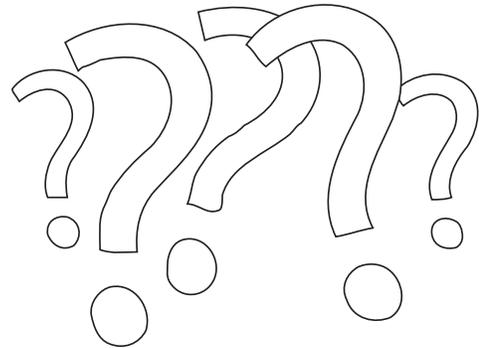
What Is A Census Solutions Workshop?

A solutions workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. A Census Solutions Workshop generates new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.



Why It Matters

A complete count ensures accurate census data that is critical for government programs, policies, and decision-making, but participation in Census Bureau surveys has declined in recent decades. We want to support your efforts to generate innovative and engaging ways to reach your communities.



How Can You Host A Workshop?

Businesses, city officials, community-based organizations, or anyone else can host a workshop. We created a toolkit to give you step-by-step guidance on how to host one.

The toolkit is available at:
www.census.gov/partners.

For more information, please contact us at:
census.partners@census.gov.





CONTACT INFORMATION

For additional information about the Complete Count Committee Program, please contact your regional census center.

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Ryan P. Waid ***

* Of Counsel
+ Also Admitted in West Virginia
** Also Admitted in Washington, D.C.

Matthew W. Light

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MEMORANDUM

TO: City and County Attorneys
for the localities listed on Exhibit A

FROM: Matthew W. Light 

DATE: May 30, 2019

RE: Consortium Agreement for Workforce Development

To my local government colleagues:

I am attaching for your consideration and that of your governing bodies a “consortium agreement” regarding workforce development functions. I have tried to provide a basic outline of what is happening in the recitals to the agreement, but I thought a memorandum with some additional background might be helpful as you wade through the layers of bureaucratic language. I have waded through much of it in drafting the agreement, and I hope that my work will save you some work. In short:

A federal statute, the Workforce Innovation and Opportunity Act of 2013 (“WIOA”), is the vehicle by which federal funding for workforce training is administered and disbursed. (For those of you who wish to read the statute, you can find it codified at 29 U.S.C. § 3101 *et seq.*) Under WIOA and its corresponding Virginia implementation legislation, codified at Virginia Code § 2.2-2470 *et seq.*, these programs are implemented through an entity called a “local workforce development board”, which employs the various administrators and runs the programs. The Shenandoah Valley Workforce Development Board, which is the “local workforce development board” for this region, is organized as non-stock corporation, and has a charter issued through the State Corporation Commission. The local workforce development boards are assigned a particular region in which to operate. For our region, the local workforce development board is called the “Shenandoah Valley Workforce Development Board” (the “SVWDB”).

Like all corporations, the SVWDB has a Board of Directors that supervises its policies, together with officers and all the standard corporate accoutrements (articles of incorporation, bylaws, etc.). The primary question is how those directors are appointed.

WIOA has a complex formula to determine how directors of a local workforce development board are appointed. The idea is that all stakeholders should be represented: government, private industry, labor, education, etc. The policy goal of WIOA is that the activity be *local*—that is, the appointments should be bottom-up, not top-down. To accomplish this, WIOA requires that the appointments to the Board of Directors of the local workforce development board be made by the “chief elected official” of the unit of local government that the board serves. This is fine in larger localities where the local workforce development board’s service area is the same as the boundaries of the locality. In more rural areas like ours, however, the local workforce development board will cover many localities. In that event, WIOA requires the appointments to be made by the chief elected officials (“CEOs”) of the various localities collectively. It also requires that the localities agree how to discharge this function and other functions that WIOA delegates to CEOs. As a practical matter, given the need for administrative oversight of the various WIOA requirements, this agreement must be in writing.

The several localities within the SVWDB’s area executed such an agreement several years ago. The older agreement created a “CEO Consortium” – that is, the mechanisms by which the CEOs of the localities involved would be to exercise, jointly, the functions committed to CEOs under WIOA. However, a recent administrative audit of that agreement identified several technical areas in which the old agreement was deficient—specific clauses that WIOA required in the agreement, but that were omitted, etc. The auditors required SVWDB to revise the agreement. SVWDB retained me to do so.

I have tried to bring some clarity to the document while addressing the auditors’ comments. The document reflects the arrangement that is already in place, as the folks from the SVWDB have described it to me. In addition, a Virginia local government attorney operates in a “Dillon’s Rule” universe and always prefers to cite a specific statute that authorizes his or her locality to take a contemplated action. In this instance, although federal law requires this agreement or something like it, I have relied upon the state law authority cited in the recitals to authorize the respective localities to execute the agreement.

A word about funding: WIOA is a federally-funded program, and as with all federal grants, there are strings attached to the money. The money passes first into the state Community College System; from thence, to Page County as the “grant recipient”, and then from Page County to the SVWDB as the “fiscal agent”. Accordingly, the Consortium of CEOs itself never possesses the money nor, indeed, any other property. No appropriations are required from the localities.

WIOA requires, as a condition of the grant assistance, that the localities be financially responsible in the event that a local workforce development board misuses funds received under a WIOA grant.

May 30, 2019
Page 3

This is not optional. In the event that misuse occurred, each locality would be responsible pro rata based on the Commonwealth's computation of how much each locality benefitted from the WIOA assistance. The Commonwealth provides these figures upon disbursement of grant funds. The provisions memorializing this requirement appear in the agreement. I note that the agreement also requires the Consortium to ensure that the SVWDB purchase insurance to cover the misuse of grant funds, which provides some protection to the localities against the risk of misappropriation.

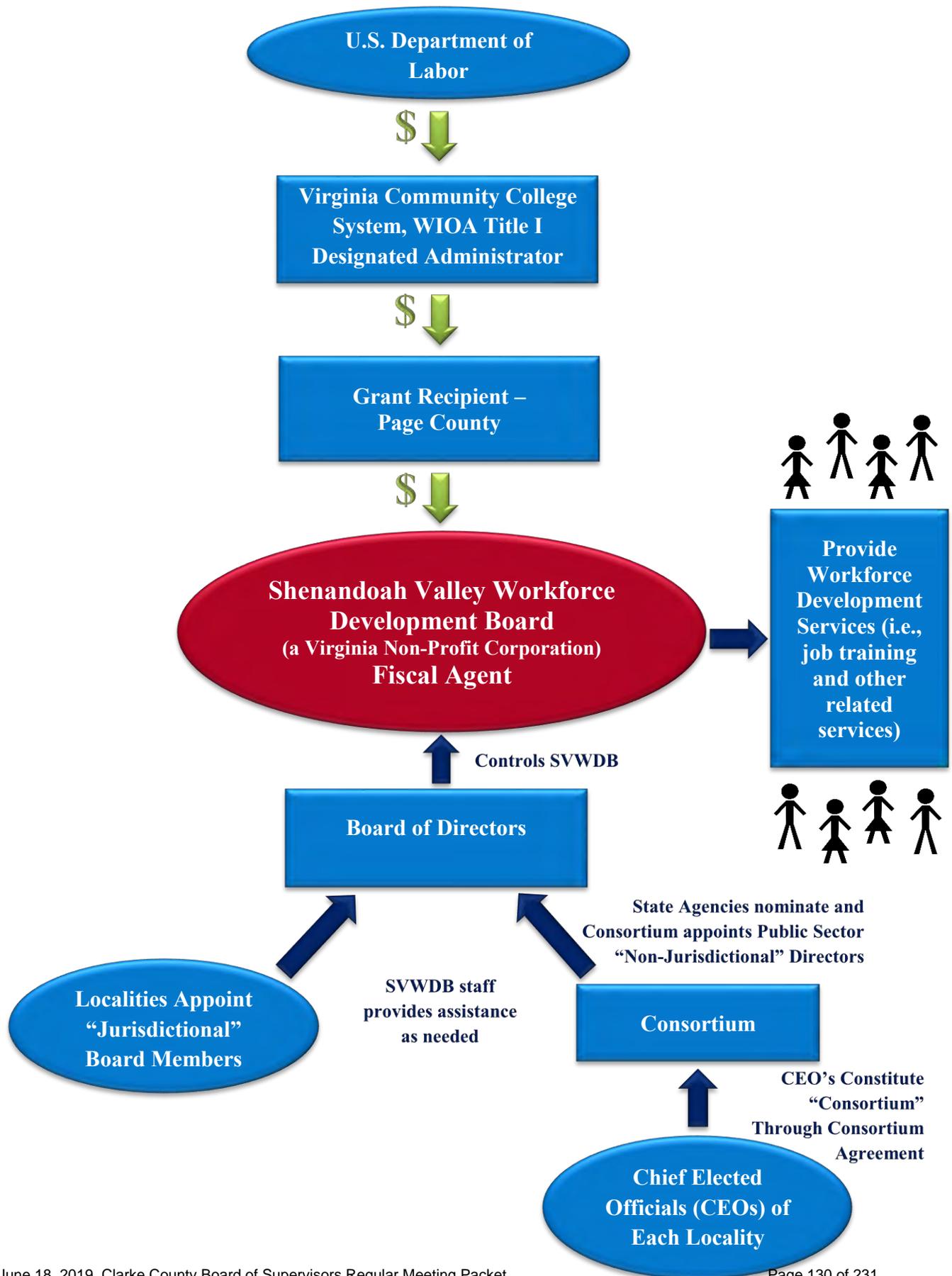
Please let me know if you have any questions. The reality of coordinating execution of this agreement among 16 jurisdictions means that it may be difficult to implement substantive changes in the agreement, but if you have concerns, feel free to contact me. I note that Virginia Code § 15.2-1300(B) requires the enactment of the agreement by ordinance, which means in Counties that advertising is required. Cities should comply with any restrictions or provisions contained in their charters for the enactment of ordinances.

EXHIBIT A

LIST OF LOCALITIES

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

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)



SHENANDOAH VALLEY CHIEF ELECTED OFFICIALS

CONSORTIUM AGREEMENT

THIS CHIEF ELECTED OFFICIALS CONSORTIUM AGREEMENT (the “Agreement”), dated for identification purposes as of May 1, 2019, is made by and among the localities that execute this Agreement (the “Localities”) as described below.

RECITALS:

A. The Workforce Innovation and Opportunity Act of 2014 (Public Law 113-128, codified at 29 U.S.C. § 3100 *et seq.*) (“WIOA”) is a federal statutory scheme designed to strengthen and improve the nation's public workforce system and help get Americans, including youth and those with significant barriers to employment, into high-quality jobs and careers and help employers hire and retain skilled workers. The goal of WIOA, in colloquial terms, is to provide job training in in-demand sectors and to match the newly-trained individuals with open job positions.

B. Title I of WIOA provides for regions to create and maintain “workforce development boards” (“WDBs”) to receive funds under WIOA and that are authorized to determine the mix of service provision, eligible providers, and types of training programs, among other decisions. WDBs are a component of a *demand-driven* workforce training and development system, in that such WDBs represent public-private partnerships but a majority of their members must be representatives of businesses.

C. The WDB for the Shenandoah Valley region is the “Shenandoah Valley Workforce Development Board” (the “SVWDB”), which is a nonstock corporation organized and existing under Virginia Code § 13.1-801 *et sea.* The SVWDB also constitutes a “local workforce development board” under the provisions of Virginia Code § 2.2-2470 *et seq.* Like other Virginia

corporations, the SVWDB has a Board of Directors (the “BOD”) that is responsible for governing its affairs and designing its policies and programs. The SVWDB has the responsibility to lead the development and implementation of workforce programs and services in the Shenandoah Valley Local Workforce Development Area.

D. Pursuant to the articles of incorporation and the bylaws of the SVWDB, and, moreover, pursuant to Section 107(c)(1)(b)(i) of WIOA (codified at 29 U.S.C. § 3122(c)(1)(b)(i)), when more than one locality is under the jurisdiction of a WDB, the various localities under the WDB may “execute an agreement that specifies the respective roles of the individual chief elected officials— (I) in the appointment of the members of the local board [i.e., the BOD of the SVWDB] from the individuals nominated or recommended to be such members in accordance with the criteria established under subsection (b); and (II) in carrying out any other responsibilities assigned to such officials under this subchapter.”

E. The Localities enter into this Agreement with the intent of making an agreement as described in 29 U.S.C. § 3122(c)(1)(b)(i) to provide procedures for the appointment of members of the BOD of the SVWDB and to discharge the other responsibilities assigned to the chief elected officials of the Localities under WIOA.

F. Virginia Code § 15.2-1303 empowers the Localities to “form and maintain associations for the purpose of promoting, through investigation, discussion and cooperative effort, the interest and welfare of the several political subdivisions of the Commonwealth, and to promote a closer relation between the several political subdivisions of the Commonwealth”. In negotiating, executing, and implementing this Agreement, the Localities exercise the powers granted to them under Virginia Code § 15.2-1303 to form the “Shenandoah Valley Chief Elected Officials Consortium”, all as described herein.

G. Moreover, in addition to the municipal powers granted to the Localities as described in Recital F above, Virginia Code § 15.2-1300 also empowers the Localities to exercise their powers jointly by agreement, provided that such agreement meets certain criteria described in that statute. The Localities intend for this Agreement to be an agreement contemplated under Virginia Code § 15.2-1300 in order for the Localities to exercise, on a joint basis, the powers and responsibilities of their chief elected officials under Virginia Code § 2.2-2472(H).

NOW, THEREFORE, the Localities agree as follows:

1. Creation of Consortium. The Localities hereby create an unincorporated association known as the “Shenandoah Valley Chief Elected Officials Consortium” (the “Consortium”). The Consortium shall have the powers described in this Agreement or otherwise allocated to the Localities’ Chief Elected Officials under WIOA, but no other powers, and shall exercise its powers through the votes of its voting members or otherwise in accordance with its bylaws.

2. Purpose of Consortium. The purpose of the Consortium shall be to plan, establish, and operate a Local Workforce Development Area (the “Area”) and Workforce Development Services Delivery System through the SVWDB according to the provisions of WIOA and the regulations promulgated thereunder, together with any and all other subsequent and relevant federal and Commonwealth of Virginia statutes, policies and interpretations.

3. Area to be Served. The Area to be served shall be known as the Shenandoah Valley Workforce Development Area, shall be co-extensive with the area served by the SVWDB, and shall include the jurisdictions of Augusta County, Bath County, the City of Buena Vista, Clarke County, Frederick County, the City of Harrisonburg, Highland County, the City of Lexington,

Page County, Rockbridge County, Rockingham County, Shenandoah County, the City of Staunton, Warren County, the City of Waynesboro and the City of Winchester.

4. Structure, Duties, and Responsibilities of the Consortium.

(a) The voting members of the Consortium shall be the Chief Elected Official of each Locality (“CEO”), or that official’s duly appointed designee. In Counties, the Chief Elected Official shall be the Chairman of the County’s Board of Supervisors. In Cities, the Chief Elected Official shall be the Mayor. In the event of that the voting member of the Locality is to be the designee of the CEO, rather than the CEO personally, each Locality may determine how such designee is to be appointed and shall certify such appointment to the Consortium in writing. Each Locality may also designate one or more alternates to serve as voting members of the Consortium in the event that the CEO or the CEO’s designee, as applicable, is not present at a meeting of the Consortium; but no Locality shall be entitled to more than one voting member at any meeting of the Consortium. In addition, the Chair of the BOD, or the Chair's duly appointed designee, shall serve as a voting member of the Consortium.

(b) The term of office for a Consortium voting member or designee shall coincide with the term of the CEO who serves on the Consortium or on whose behalf a designee serves on the Consortium.

(c) The Consortium shall elect from its membership a Chair, a Vice-Chair and such other officers as may be provided in the Consortium bylaws to serve for a term as prescribed in the bylaws.

(d) Each voting member of the Consortium shall have one (1) vote.

(e) The Consortium shall hold meetings as prescribed in the bylaws. A quorum is required for the Consortium to conduct business. A simple majority of the voting membership of

the Consortium constitutes a quorum. The action of a simple majority of the members present and voting at a meeting at which a quorum is present is the action of the Consortium.

5. Powers and Responsibilities of Consortium. The Consortium shall collectively perform the following functions on behalf of the Localities, which functions are the responsibilities delegated to Chief Elected Officials under WIOA:

(a) Designate one of the Localities to serve as local grant recipient for the WIOA funds,
(b) Designate the SVWDB to serve as fiscal agent for the Consortium. In its capacity as the fiscal agent of the Consortium, the SVWDB shall perform the following functions:

(i) Receive funds;
(ii) Ensure sustained fiscal integrity and accountability for expenditures of SVWDB funds in accordance with Office of Management and Budget circulars, WIOA and the corresponding Federal Regulations and Commonwealth of Virginia policies;

- (iii) Respond to audit financial findings;
- (iv) Maintain proper accounting records and adequate documentation;
- (v) Prepare financial reports;
- (vi) Provide technical assistance to sub recipients regarding fiscal issues;
- (vii) Procure contracts or obtain written agreements;
- (viii) Conduct financial monitoring of service providers; and
- (ix) Ensure independent audit of all employment and training programs.
- (x) Report periodically to the Localities regarding the SVWDB's finances.

(c) Designate the signatory authorities for the SVWDB fiscal agent to be the Chief Executive Officer, Chief Financial Officer, and Operations Officer of the SVWDB.

(d) Determine the composition of the Statement of Economic Interest required annually from all members of the BOD of the SVWDB.

(e) Set policy for the local workforce development system in coordination with the SVWDB;

(f) Collaborate with the SVWDB to provide oversight of local Youth, Adult and Dislocated Worker programs and regional workforce development initiatives;

(g) Approve the annual local operating budget developed by the SVWDB;

(h) Perform other duties as may be prescribed from time to time for Chief Elected Officials under the WIOA or Virginia law; and,

(i) Establish such bylaws and such other rules as it deems necessary to govern its operations.

6. Joint Responsibilities. In addition, the Consortium may collaborate with the SVWDB on the following initiatives, each of which shall be subject to the final approval of the Consortium:

(a) A local strategic workforce plan;

(b) Selection of the One Stop Operator or a One-Stop Consortium;

(c) An annual local operating budget;

(d) Local performance measures for approval by the Governor;

(e) Candidates for a Youth Council to serve as a subgroup of the SVWDB; and

(f) A youth work plan.

7. Appointment of Directors to the BOD of the SVWDB. The BOD of the SVWDB consists of both Jurisdictional Directors, who are appointed by the Localities to represent the appointing Locality, and Non-Jurisdictional Directors, who are appointed by the Consortium as a

whole. The Consortium shall receive SVWDB BOD nominations for non-Jurisdictional Directors and shall make appointments of Non-Jurisdictional Directors to the BOD of the SVWDB. The CEO of each Locality may appoint up to three Jurisdictional Directors to the BOD of the SVWDB. Appointments of Jurisdictional Directors do not need approval of the Consortium. Appropriate consideration should be given to diversity considerations when appointing members to the BOD of the SVWDB to ensure racial, ethnic, and cultural diversity, as well as the diversity of individuals with disabilities from labor markets within the Area. All appointments of both Jurisdictional Directors and Non-Jurisdictional Directors shall be made in accordance with the requirements of WIOA, as amended from time to time, and in accordance with the requirements contained in the governing documents of the SVWDB and applicable law.

8. Misuse of Funds. When the SVWDB receives WIOA funds, the Commonwealth also provides an allocation (the "Allocation") stating the percentage of such funds that are attributable to services provided to each Locality. As required under WIOA, each Locality shall be responsible, on a pro rata basis in accordance with the Allocation, for any misuse of funds received by the SVWDB under WIOA. Designation of a Locality or other entity as local grant recipient or fiscal agent does not relieve any other Locality from liability for any misuse of WIOA funds.

9. Insurance. The Consortium shall insure that the SVWDB procures and maintains insurance sufficient to safeguard the Consortium and its voting members, the Localities, SVWDB officers and members, and SVWDB employees from errors, omissions, and misuse of funds received and held by the Consortium, its grant recipient, fiscal agent, and the SVWDB.

10. Conflicts of Interest. Section 107(h) of WIOA (codified at 29 U.S.C. § 3122(h)) prohibits a member of the Consortium from voting on a matter under consideration by the Consortium when:

(a) The matter concerns the provision of services by the member or by an entity that the member represents; or

(b) The matter would provide direct financial benefit to the member or the Immediate Family of the member; or

(c) The matter concerns any other activity determined by the Consortium to constitute a conflict of interest as specified in the Consortium's Bylaws, the State and local Government Conflict of Interest Act, and as specified under Virginia Workforce Development Board Policy 200-02 or SVWDB Policy OP 15-03. The term "Immediate Family" means wife, husband, son, daughter, mother, father, brother, brother-in-law, sister, sister-in-law, son-in-law, daughter-in-law, mother-in-law, father-in-law, aunt, uncle, niece, nephew, grandson, granddaughter, grandparent, stepparent, stepchild, or any person residing in the same household.

11. Confidentiality and Disclosure.

(a) All information, whether transmitted orally or in writing, that is of such a nature that it is not, at that time, a matter of public record or public knowledge, is confidential. Members shall not disclose confidential information obtained in the course of or by reason of such member's membership on the Consortium to any person or entity not directly involved with the business of the Consortium.

(b) No member shall use confidential information obtained in the course of or by reason of such member's membership on the Consortium in any matter with intent to obtain financial gain for the member, the member's Immediate Family, or any business with which the member is

associated. No member shall disclose confidential information obtained in the course of or by reason of his/her membership on the Consortium in any manner with the intent to obtain financial gain for any other person.

(c) Nothing in the foregoing provisions shall be construed to prevent any Locality from complying with its responsibilities under the Virginia Freedom of Information Act (“FOIA”). To the extent that FOIA is applicable to the Consortium (if any at all), the Consortium shall comply with FOIA.

12. Termination, New Members, Withdrawal, and Amendment.

(a) This Agreement shall be terminated upon the repeal of WIOA or successor legislation pertaining to workforce development, or upon mutual consent of at least two-thirds (2/3) of the voting members of the Consortium.

(b) A political subdivision of the Commonwealth of Virginia may petition the Consortium for membership provided that such political subdivision is part of the Area (as designated by the Governor in accordance with the provisions of WIOA). Upon approval of the voting members of the Consortium, such political subdivision shall become a member of the Consortium.

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

(d) This Agreement may be amended by unanimous consent of the Localities.

(e) Nothing in this Agreement shall be construed to waive any sovereign immunity to which a Locality is entitled.

(f) The parties do not anticipate that the Consortium will have any property; rather, WIOA funds are the property of the SVWDB. No Locality shall be obligated to make any

appropriation under this Agreement except in the event that the SVWDB misuses funds that it received under WIOA, and then only as described in paragraph 8 above and to the extent that insurance or other funds are not otherwise available to make the repayments required under WIOA. Upon the termination of this Agreement any property of the Consortium shall become the property of the SVWDB.

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

14. Effective Date. This Agreement shall become effective upon full execution by each Locality and remain in effect for five years from the effective date. Should changes to this Agreement be required prior to the conclusion of the five year effective period, the document will be updated for compliance with federal and state regulations and presented to the Consortium and to the Localities for consideration and renewal.

15. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be valid as an original. It is not necessary that each Locality execute each counterpart, so long as each Locality has executed at least one counterpart. Facsimile or scanned signatures shall be valid as originals.

This product was created using 100% of federal U. S. Department of Labor Employment and Training Administration Workforce Innovation and Opportunity Act (WIOA) award of \$1,621,682 (#AA-32183-18-55-A-51) made to Page County on behalf of the Shenandoah Valley Workforce Development Area by the pass-through entity, the Virginia Community College System. No costs of this product were financed by nongovernmental sources. The information contained herein does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.

[signatures to follow on subsequent pages]

IN WITNESS WHEREOF each Locality has caused this Agreement to be executed in its name and on its behalf by its duly authorized agent:

AUGUSTA COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this ____ day of _____, 2019, by _____, _____ for Augusta County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

BATH COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for Bath County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

CITY OF BUENA VISTA, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for the City of Buena Vista, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

CLARKE COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for Clarke County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

FREDERICK COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for Frederick County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

CITY OF HARRISONBURG, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for the City of Harrisonburg, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

HIGHLAND COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for Highland County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

CITY OF LEXINGTON, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for the City of Lexington, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

PAGE COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for Page County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

ROCKBRIDGE COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for Rockbridge County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

ROCKINGHAM COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for Rockingham County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

SHENANDOAH COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for Shenandoah County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

CITY OF STAUNTON, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for City of Staunton, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

WARREN COUNTY, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for Warren County, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

CITY OF WAYNESBORO, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for the City of Waynesboro, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public

CITY OF WINCHESTER, VIRGINIA

By _____ (SEAL)
_____ (Printed Name)
Its: _____ (Title)

COMMONWEALTH OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid this
____ day of _____, 2019, by _____,
_____ for the City of Winchester, Virginia.

My commission expires: _____.
My registration number is: _____.

Notary Public



Board of Supervisors Work Session Agenda
Berryville/Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611

June 10, 2019, 10:00 AM, Meeting Room AB

Present: Barbara J. Byrd; Terri T. Catlett; Beverly B. McKay, David S. Weiss

Participating Remotely Via Telephone: Mary L.C. Daniel, in Virginia Beach, Virginia, attending annual conference hosted by Virginia State Bar

Item
No.

Description

Vice Chair McKay moved to approve remote participation by Supervisor Mary L.C. Daniel via telephone from Virginia Beach, Virginia, attending an annual conference hosted by the Virginia State Bar. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Abstain
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

At 10:15 am, Supervisor Daniel joined the Board of Supervisors via telephone for the June 10, 2019, Work Session.

Chairman Weiss advised the Board that Consultant Mary Beth Price, in conjunction with Brianna R. Taylor, would be advertising the position of County Administrator by Saturday, June 15.

At the request of Chairman Weiss, a closed session pursuant to 2.2-3711-A1 was added to the agenda

Vice Chair McKay moved to adopt the agenda as modified. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

A. Vendor Payments Review with Emily Johnson, Accounts Payable Clerk

2019-06-10 Summary: Subsequent to the PowerPoint presentation, Supervisors Daniel and McKay asked for annual presentation on the subject.

- B. Policy & Technical Issues Final Report (Zoning and Subdivision Ordinance Update Project) by Brandon Stidham

2019-06-10 Summary: Brandon Stidham, Director Planning and Zoning, briefly reviewed the report, asked the Supervisors to read it over the summer, and noted that joint meetings of the Board of Supervisors and Planning Commission were planned for October and November 2019.

At 11:22 am, Supervisor Daniel ended telephonic participation.

- C. Closed Session Pursuant to §2.2-3711-A1 Specific employees or appointees.

2019-06-10 Summary: At 11:27 am, **Supervisor Byrd moved that the Clarke County Board of Supervisors enter Closed Session pursuant to 2.2-3711 A1. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Absent
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

At 11:59 am, **the members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, Vice Chair McKay moved to reconvene in open session. The motion carried as follows:**

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Absent
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

Vice Chair McKay further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

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

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

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

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Absent
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

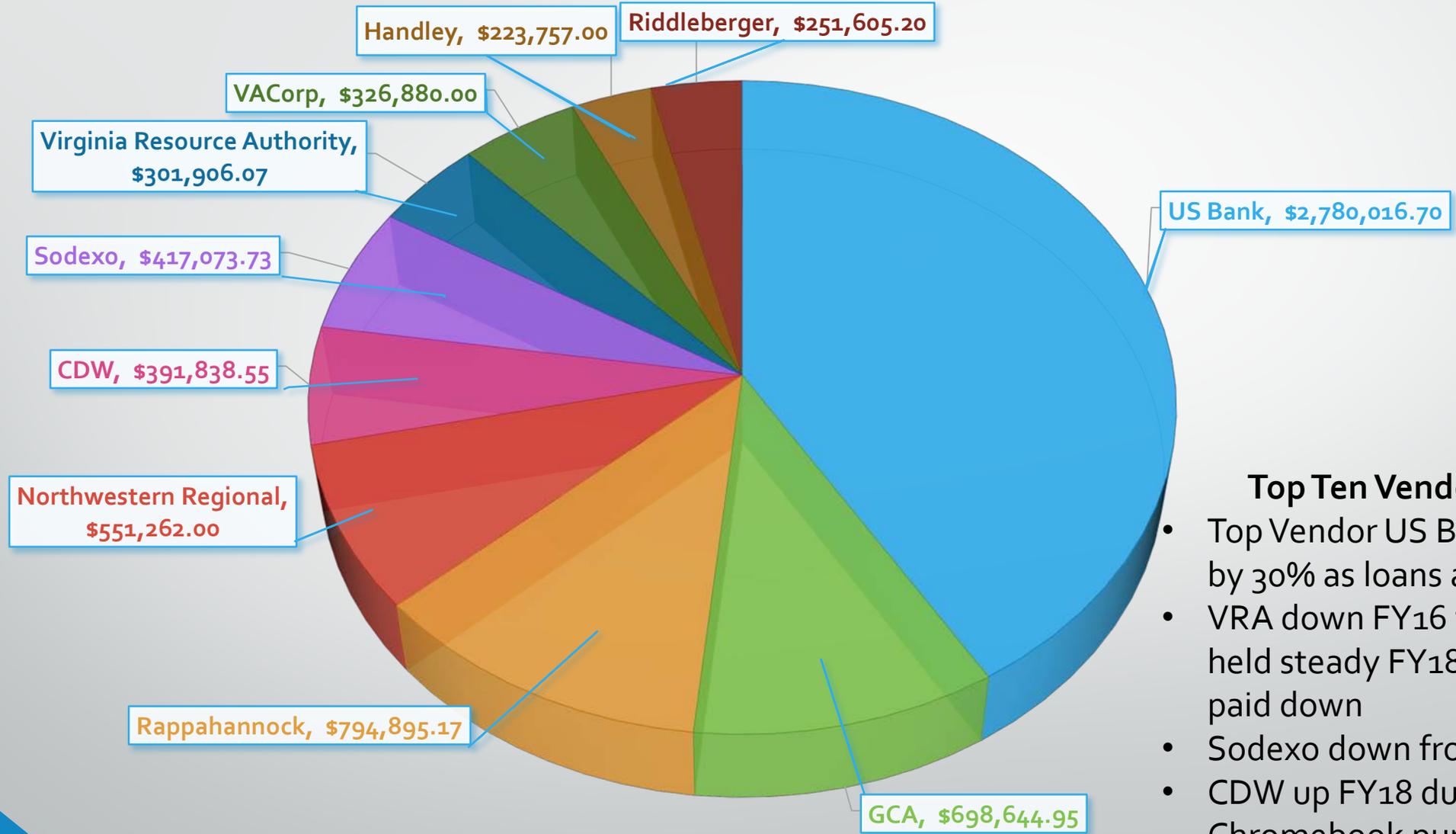
No action was taken following Closed Session.



Vendor Trends

FY2018, FY2017, and FY2016 Comparison

TOP TEN FY18 VENDORS OVERALL



Top Ten Vendor Trends

- Top Vendor US Bank down FY17 by 30% as loans are paid down.
- VRA down FY16 to FY17 and held steady FY18 as loans are paid down
- Sodexo down from FY17 by 7%
- CDW up FY18 due to large Chromebook purchase.

Top 10 Overall Vendors Total Dollars

Top Ten Vendors	FY16 Dollars Spent	Rank	FY17 Dollars Spent	Rank	FY18 Dollars Spent	Rank
US Bank	\$ 3,654,872.80	1	\$ 3,623,039.03	1	\$ 2,780,016.70	1
Rappahannock	\$ 778,154.89	2	\$ 799,723.68	2	\$ 794,895.17	2
GCA	\$ 673,697.98	3	\$ 694,615.84	3	\$ 698,644.95	3
Northwestern Regional	\$ 520,768.00	4	\$ 489,071.00	4	\$ 551,262.00	4
Sodexo	\$ 443,808.93	5	\$ 445,689.57	5	\$ 417,073.73	5
CDW	\$ 25,118.38	10	\$ 131,114.58	10	\$ 391,838.55	6
VACorp	\$ 278,659.00	7	\$ 290,683.00	8	\$ 326,880.00	7
Virginia Resource Authority	\$ 395,906.11	6	\$ 301,906.07	7	\$ 301,906.07	8
Riddleberger	\$ 266,932.21	8	\$ 411,002.32	6	\$ 251,605.20	9
Handley	\$ 190,000.00	9	\$ 206,513.00	9	\$ 223,757.00	10
Total	\$ 7,227,918.30		\$ 7,393,358.09		\$ 6,737,879.37	

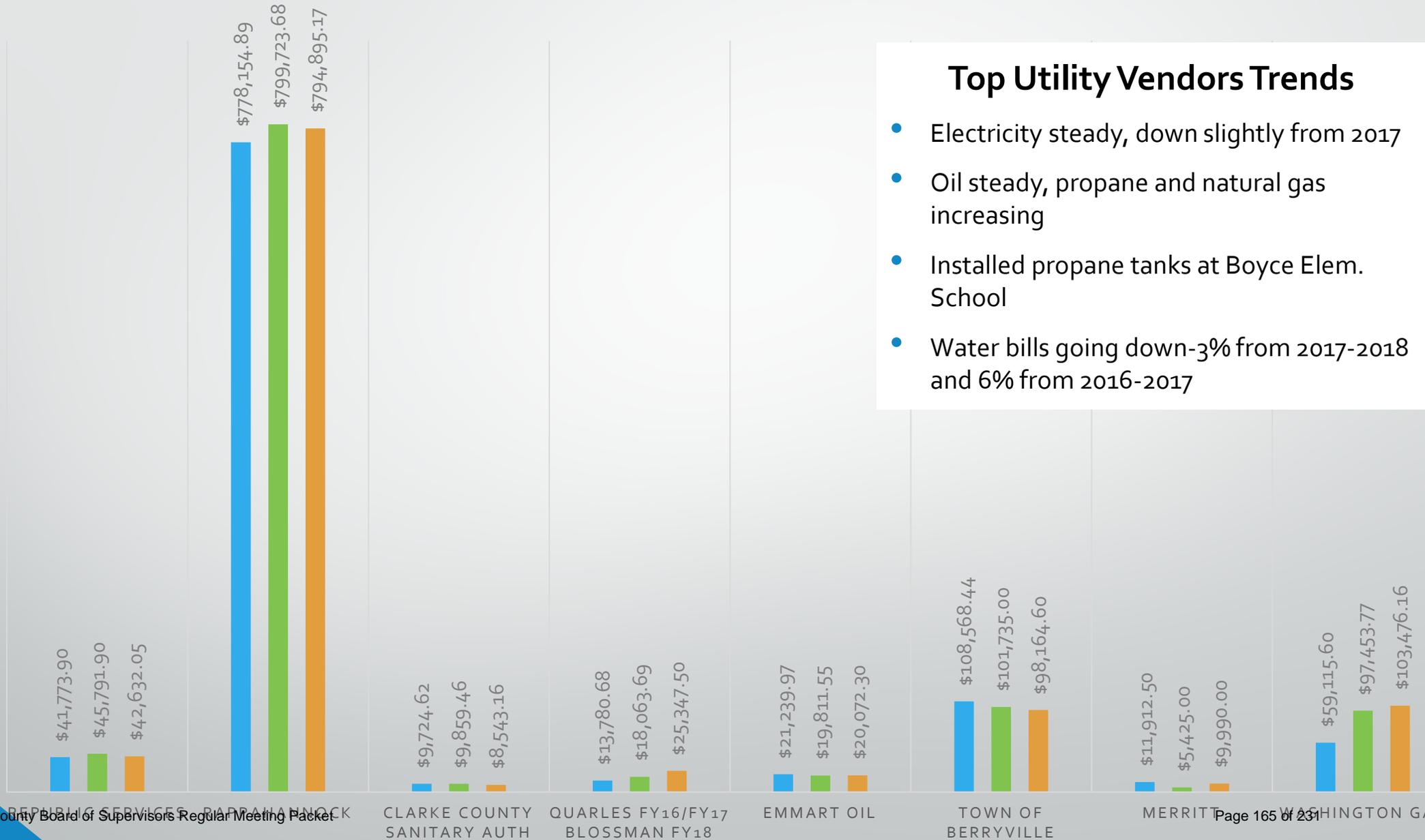
Local Dollars

Fiscal Year	Local Dollars Spent Total	Non-Local Dollars Spent Total
2016	\$ 1,841,104.62	\$ 36,564,830.65
2017	\$ 1,778,489.61	\$ 40,734,908.87
2018	\$ 1,746,966.79	\$ 38,847,126.23

(*Marks local vendors throughout slides

TOP UTILITY VENDORS BY FISCAL YEAR

FY16 Total FY17 Total FY18 Total



Top Utility Vendors

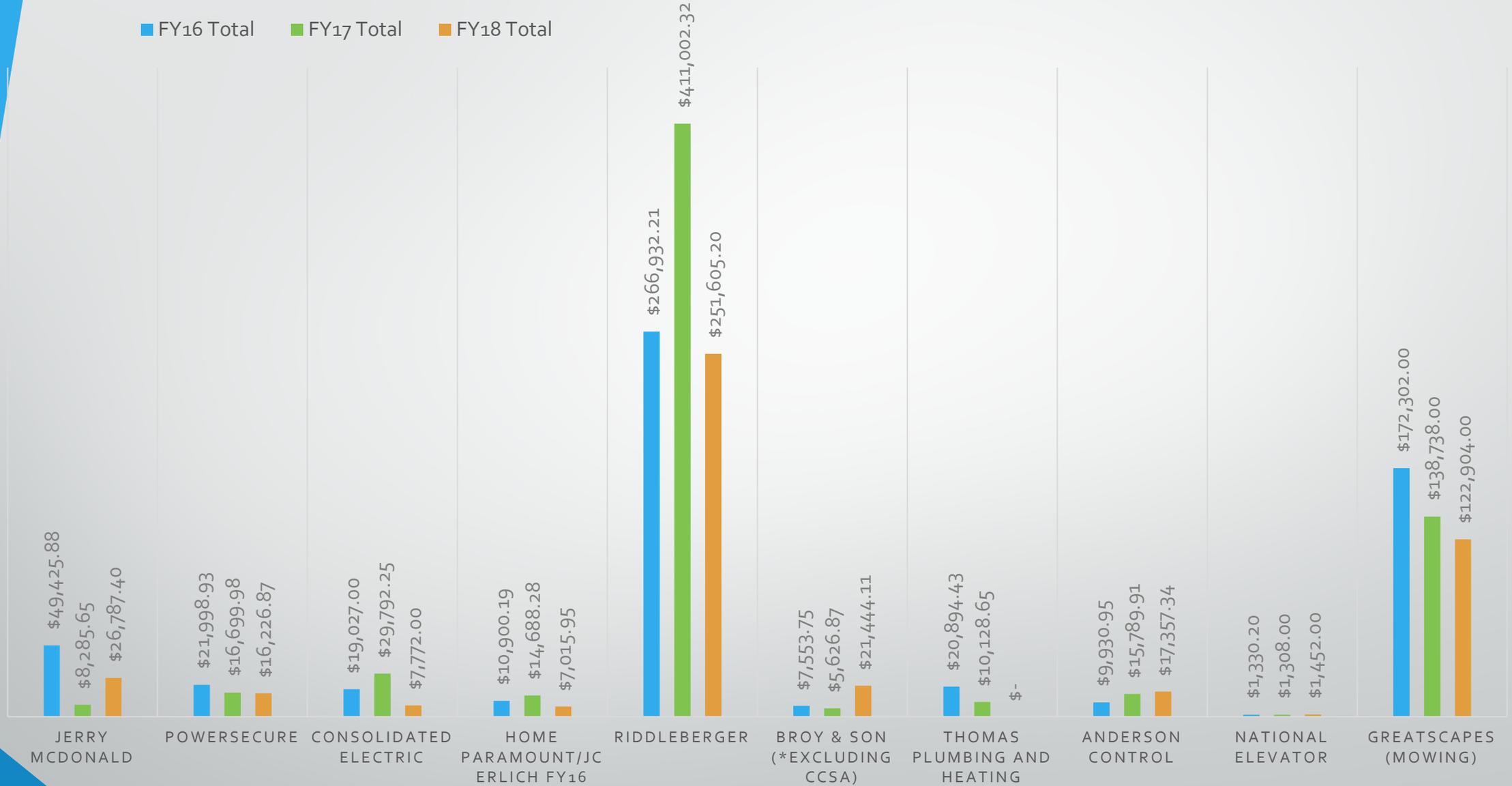
Top Utility Total by dollars	FY16 Total	FY17 Total	FY18 Total
Rappahannock	\$ 778,154.89	\$ 799,723.68	\$ 794,895.17
Washington Gas	\$ 59,115.60	\$ 97,453.77	\$ 103,476.16
*Town of Berryville	\$ 108,568.44	\$ 101,735.00	\$ 98,164.60
Republic Services	\$ 41,773.90	\$ 45,791.90	\$ 42,632.05
*Quarles FY16/FY17 Blossman FY18	\$ 13,780.68	\$ 18,063.69	\$ 25,347.50
Emmart Oil	\$ 21,239.97	\$ 19,811.55	\$ 20,072.30
Merritt	\$ 11,912.50	\$ 5,425.00	\$ 9,990.00
*CCSA	\$ 9,724.62	\$ 9,859.46	\$ 8,543.16

Top Maintenance Vendor Trends

- Jerry McDonald FY18 includes Appalachian Trail Lot, FY16 large January snow removal and new soccer field.
- Switched vendors from Thomas Plumbing to Broy & Son.
- Paramount Pest Control costs down but less services provided such as grease traps are now being handled by Valley proteins.
- Riddleberger FY17 included several units that went out in multiple schools. FY18 no major repairs and small jobs brought in house when possible.
- Anderson Control going up each year but includes more services (i.e. refrigerator/freezer monitoring and JWMS fire inspection.)
- Greatscapes down each year mostly due to weather and less additional services.

TOP MAINTENANCE VENDORS

■ FY16 Total
 ■ FY17 Total
 ■ FY18 Total

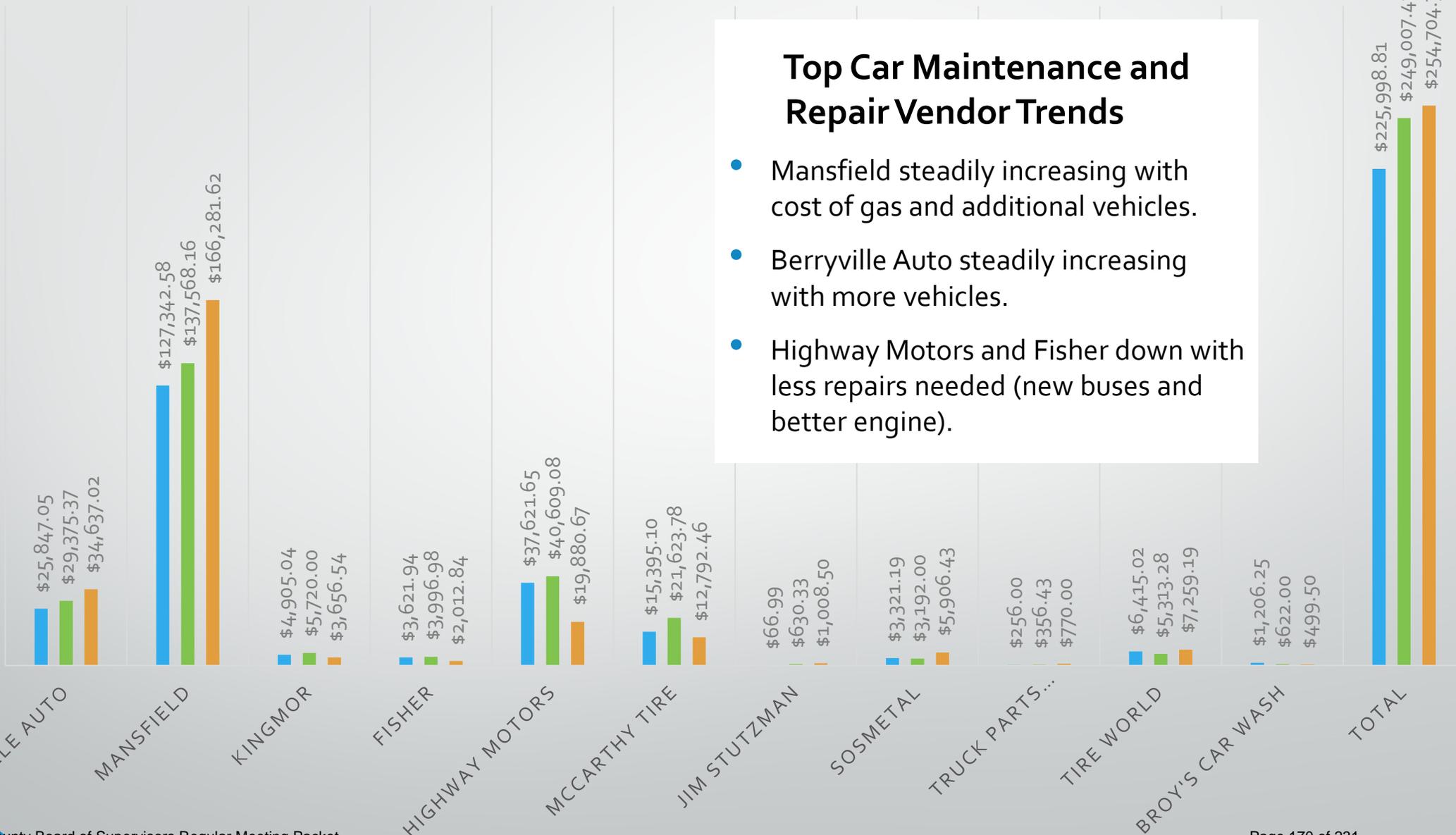


Top Maintenance Vendors

Maintenance Vendors	FY16 Total	FY17 Total	FY18 Total
Riddleberger	\$ 266,932.21	\$ 411,002.32	\$ 251,605.20
GreatScapes (Mowing)	\$ 172,302.00	\$ 138,738.00	\$ 122,904.00
*Jerry McDonald	\$ 49,425.88	\$ 8,285.65	\$ 26,787.40
*Broy & Son (*excluding CCSA)	\$ 7,553.75	\$ 5,626.87	\$ 21,444.11
Powersecure	\$ 21,998.93	\$ 16,699.98	\$ 16,226.87
*Anderson Control	\$ 9,930.95	\$ 15,789.91	\$ 17,357.34
Consolidated Electric	\$ 19,027.00	\$ 29,792.25	\$ 7,772.00
Home Paramount/JC Erlich FY16	\$ 10,900.19	\$ 14,688.28	\$ 7,015.95
National Elevator	\$ 1,330.20	\$ 1,308.00	\$ 1,452.00
*Thomas Plumbing and Heating	\$ 20,894.43	\$ 10,128.65	\$ -

TOP CAR MAINTENANCE AND REPAIR VENDORS

FY16 Total FY17 Total FY18 Total



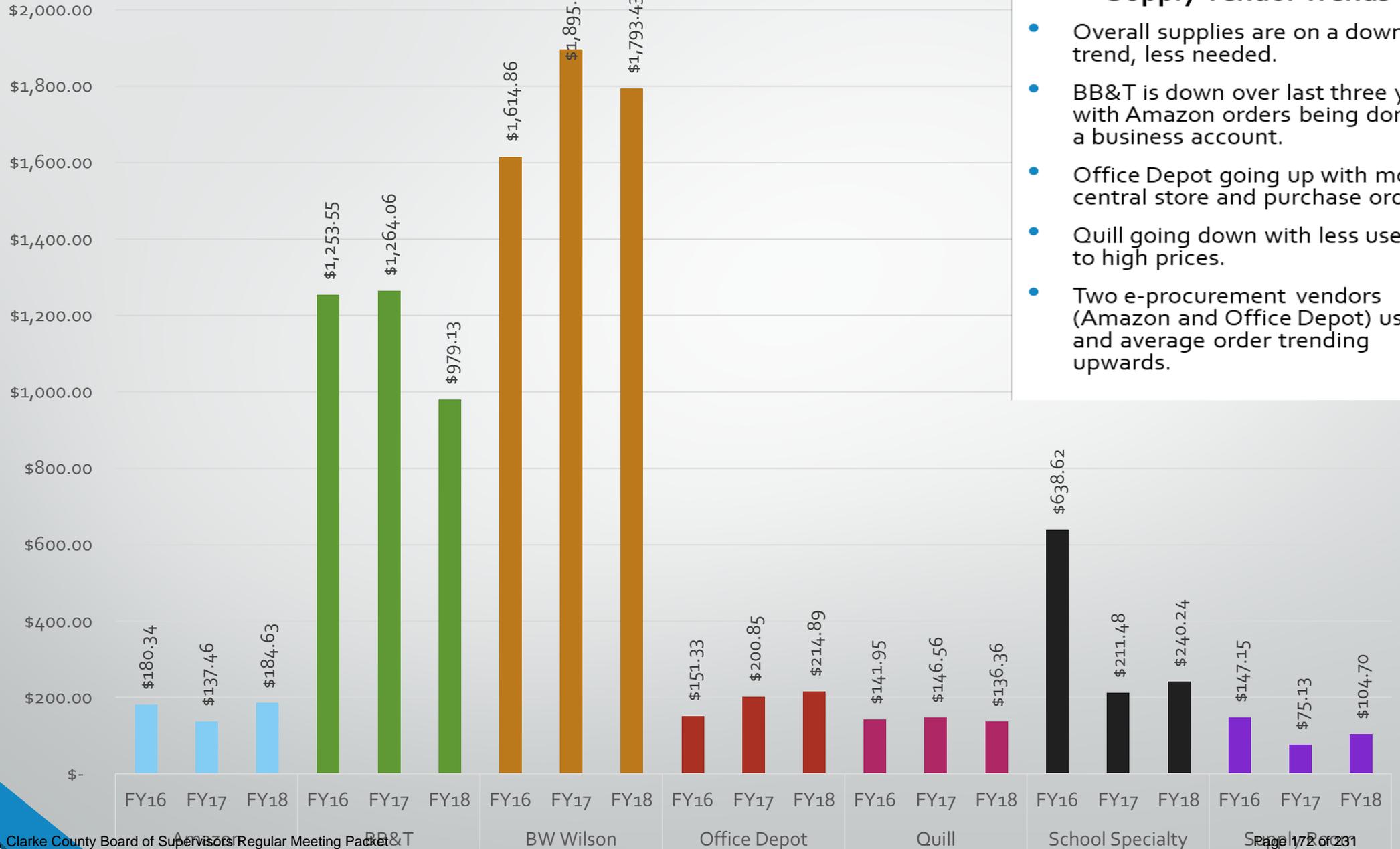
Top Car Maintenance and Repair Vendor Trends

- Mansfield steadily increasing with cost of gas and additional vehicles.
- Berryville Auto steadily increasing with more vehicles.
- Highway Motors and Fisher down with less repairs needed (new buses and better engine).

Top Vehicle Car Maintenance and Repair Vendors

Vehicle Maintenance And Repair	FY16 Total	FY17 Total	FY18 Total
Mansfield	\$ 127,342.58	\$ 137,568.16	\$ 166,281.62
*Berryville Auto	\$ 25,847.05	\$ 29,375.37	\$ 34,637.02
Highway Motors	\$ 37,621.65	\$ 40,609.08	\$ 19,880.67
McCarthy Tire	\$ 15,395.10	\$ 21,623.78	\$ 12,792.46
Tire World	\$ 6,415.02	\$ 5,313.28	\$ 7,259.19
Sosmetal	\$ 3,321.19	\$ 3,192.00	\$ 5,906.43
Kingmor	\$ 4,905.04	\$ 5,720.00	\$ 3,656.54
*Fisher	\$ 3,621.94	\$ 3,996.98	\$ 2,012.84
Jim Stutzman	\$ 66.99	\$ 630.33	\$ 1,008.50
Truck Parts Unlimited	\$ 256.00	\$ 356.43	\$ 770.00
*Broy's Car Wash	\$ 1,206.25	\$ 622.00	\$ 499.50

Average Order Per Vendor (Supplies)



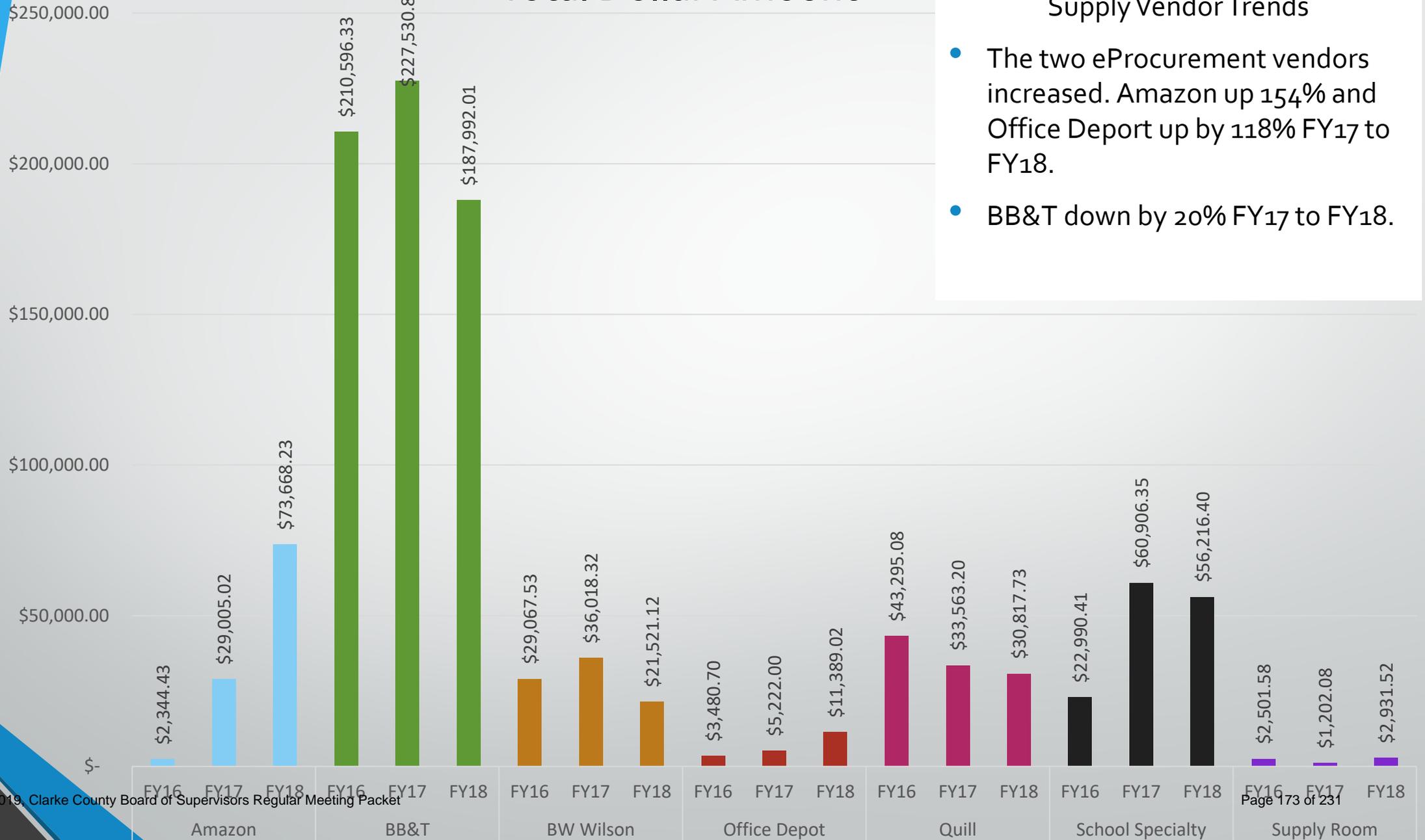
Supply Vendor Trends

- Overall supplies are on a downward trend, less needed.
- BB&T is down over last three years with Amazon orders being done on a business account.
- Office Depot going up with more central store and purchase orders.
- Quill going down with less use due to high prices.
- Two e-procurement vendors (Amazon and Office Depot) usage and average order trending upwards.

Total Dollar Amount

Supply Vendor Trends

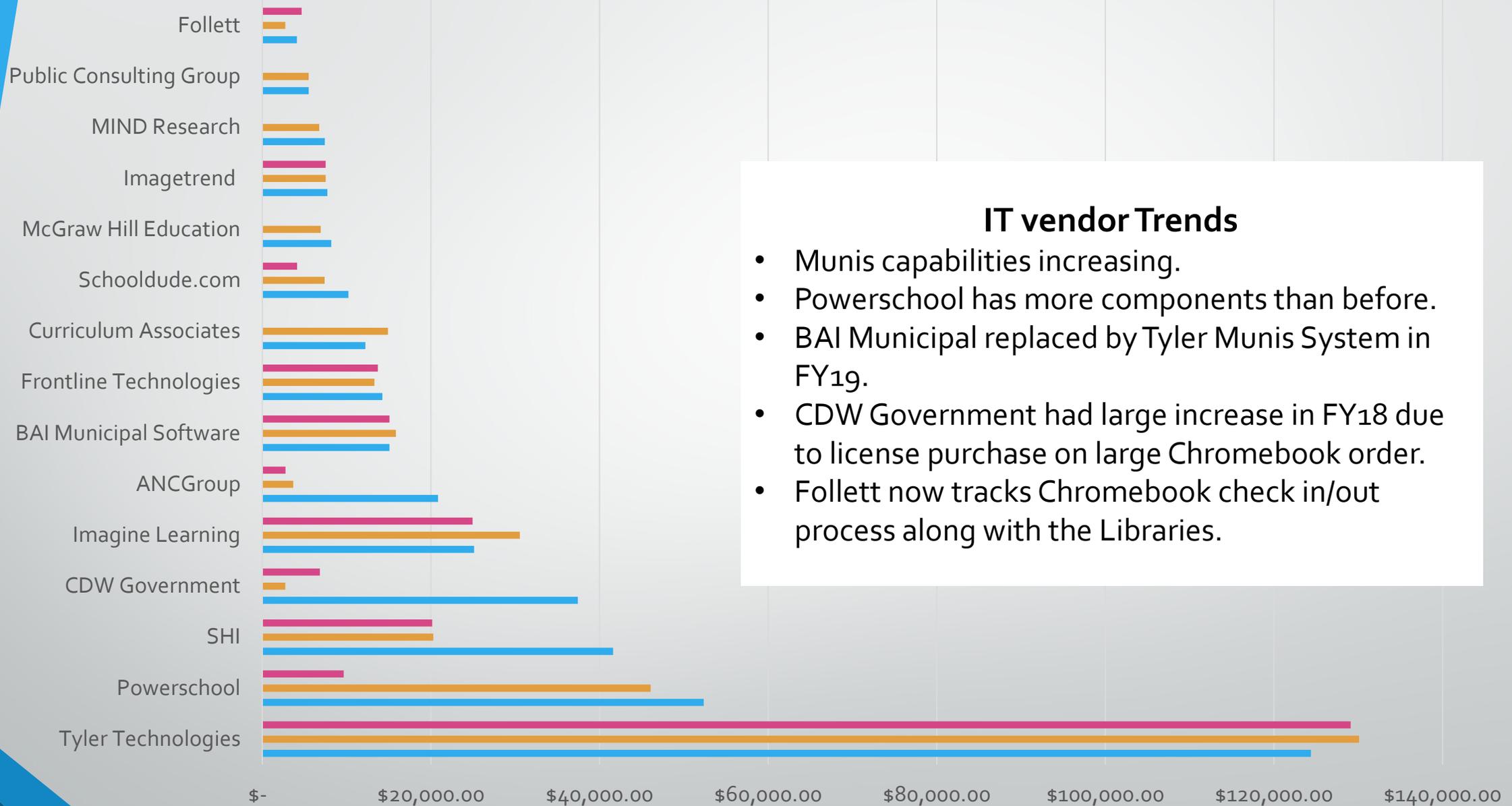
- The two eProcurement vendors increased. Amazon up 154% and Office Depot up by 118% FY17 to FY18.
- BB&T down by 20% FY17 to FY18.



Average Order

Vendor	Year	Number of Transactions	Total Dollar amount	Average Order
Amazon	FY16	13	\$ 2,344.43	\$ 180.34
	FY17	211	\$ 29,005.02	\$ 137.46
	FY18	399	\$ 73,668.23	\$ 184.63
BB&T	FY16	14	\$ 210,596.33	\$ 1,253.55
	FY17	15	\$ 227,530.85	\$ 1,264.06
	FY18	16	\$ 187,992.01	\$ 979.13
BW Wilson	FY16	18	\$ 29,067.53	\$ 1,614.86
	FY17	19	\$ 36,018.32	\$ 1,895.70
	FY18	12	\$ 21,521.12	\$ 1,793.43
Office Depot	FY16	23	\$ 3,480.70	\$ 151.33
	FY17	26	\$ 5,222.00	\$ 200.85
	FY18	53	\$ 11,389.02	\$ 214.89
Quill	FY16	305	\$ 43,295.08	\$ 141.95
	FY17	229	\$ 33,563.20	\$ 146.56
	FY18	226	\$ 30,817.73	\$ 136.36
School Specialty	FY16	36	\$ 22,990.41	\$ 638.62
	FY17	288	\$ 60,906.35	\$ 211.48
	FY18	234	\$ 56,216.40	\$ 240.24
Supply Room	FY16	17	\$ 2,501.58	\$ 147.15
	FY17	16	\$ 1,202.08	\$ 75.13
	FY18	28	\$ 2,931.52	\$ 104.70

Top Fifteen IT Support/Software Vendors



IT vendor Trends

- Munis capabilities increasing.
- Powerschool has more components than before.
- BAI Municipal replaced by Tyler Munis System in FY19.
- CDW Government had large increase in FY18 due to license purchase on large Chromebook order.
- Follett now tracks Chromebook check in/out process along with the Libraries.

Top Fifteen IT Software/Support Vendors

	FY16 Amount	FY17 Amount	FY18 Amount
Tyler Technologies	\$ 129,098.00	\$ 130,091.00	\$ 124,373.00
Powerschool	\$ 9,642.50	\$ 46,060.54	\$ 52,350.00
SHI	\$ 20,160.88	\$ 20,272.32	\$ 41,599.65
CDW Government	\$ 6,825.00	\$ 2,716.00	\$ 37,433.57
Imagine Learning	\$ 24,950.00	\$ 30,550.00	\$ 25,120.00
ANCGroup	\$ 2,748.75	\$ 3,675.38	\$ 20,826.50
BAI Municipal Software	\$ 15,085.00	\$ 15,839.35	\$ 15,074.00
Frontline Technologies	\$ 13,702.90	\$ 13,283.23	\$ 14,235.07
Curriculum Associates	\$ -	\$ 14,890.00	\$ 12,214.88
Schooldude.com	\$ 4,133.28	\$ 7,385.65	\$ 10,219.25
McGraw Hill Education	\$ -	\$ 6,913.08	\$ 8,163.08
Imagetrend	\$ 7,500.00	\$ 7,500.00	\$ 7,725.00
MIND Research	\$ -	\$ 6,749.00	\$ 7,416.67
Public Consulting Group	\$ -	\$ 5,500.00	\$ 5,500.00
Follett	\$ 4657.51	\$ 2,732.41	\$ 4098.60

MEMORANDUM

TO: Clarke County Board of Supervisors

FR: Thomas J Judge, Director of Joint Administrative Services

DT: May 13, 2019

RE: *Trends in Vendor Payments*

Emily Johnson, Accounts Payable Specialist, will make a PowerPoint presentation on Vendor Payment trends first presented at the April Joint Administrative Services meeting.



Clarke County Planning Department

101 Chalmers Court, Suite B

Berryville, Virginia 22611

(540) 955-5132

www.clarkecounty.gov

TO: Planning Commission, Board of Supervisors

FROM: Brandon Stidham, Planning Director

**RE: Policy and Technical Issues Final Report
Zoning and Subdivision Ordinance Update Project**

DATE: May 28, 2019

In conjunction with the Zoning and Subdivision Ordinance Update Project, the Planning Commission's Ordinances Committee and Staff recently completed work on Project Step #2, Discuss and Provide Formal Direction on Policy and Technical Issues. Enclosed you will find the Final Report for this critical project step which contains the final Staff Reports for each issue that was reviewed and copies of the minutes for each meeting at which the Committee discussed the issues. The individual Staff Reports contain the direction provided by the Committee to Staff on each issue along with cross-references to the applicable meeting minutes.

Staff has developed this Final Report to provide background information for the Planning Commission and Board of Supervisors as we prepare to review the final revised Zoning and Subdivision Ordinances in the coming months. Most of the Policy and Technical Issues addressed in this report describe the most significant changes that will be made in developing the revised Ordinances. It is Staff's hope that by providing you with this information in advance of reviewing the revised Ordinances, you will have the opportunity to ask questions and raise any concerns that you may have with the direction taken on the issues.

Staff is also working with the Committee to revise the project work plan and to develop a new timeline for completion – this will be provided to you in an upcoming meeting. If you have any questions, please do not hesitate to contact me.

Joint Administrative Services Update

Joint Administrative Services Board
May 20, 2019 Regular Meeting 10:00 am

At a regular meeting of the Joint Administrative Services Board held on Monday, May 20, 2019, at 10:00 am in the Meeting Room AB, Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

Members Present: David Ash, Chuck Bishop, Sharon Keeler, David Weiss

Members Absent: Chip Schutte

Staff Present: Tom Judge, Brianna Taylor

Others Present: None

1. Call to Order - Determination of Quorum

At 10:02 am, Vice Chairman David Weiss called the meeting to order having determined that a quorum was present.

Adoption of Agenda

Chuck Bishop, seconded by David Ash, moved to adopt the agenda as presented. The motion carried by the following voice vote:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Chip Schutte	- Absent
David Weiss	- Aye

2. Approval of Minutes

Sharon Keeler, seconded by David Ash, moved to approve the April 22, 2019 minutes as presented. The motion carried by the following voice vote:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Chip Schutte	- Absent
David Weiss	- Aye

3. Genworth Marketing

Tom Judge stated:

- Genworth provides long-term health care insurance that is VRS sponsored at employees cost.
- Joined in 2010 / 2011 timeframe
- Only five or six employees participate even though it has been advertised.
- At the initial implementation, there was “no underwriting” in other words no questions asked about health status.
- Genworth wants to do a direct mail to all employees, asking for all employees’ names, addresses, and ages.
- If we participate in the marketing campaign, then, we are eligible for “reduced underwriting,” which is limited questions, asked about health status, to try to make a determination without requiring medical records.
- Inquired if we do have to participate in the direct mail marketing campaign in order to get the “reduced underwriting.” Genworth said that since we are already a member of the group that we could do an internal email campaign to qualify for the “reduced underwriting”.
- Since we have encountered repeated attempts at fraud and one successful attempt, it would be better to avoid the release of this information then to have it out there, outside of our control.
- Recommend that we participate in the internal email campaign as a marketing effort to get more people involved in the long-term health care insurance.

Chuck Bishop expressed that he was concerned with releasing employee information; therefore, request that it be done through an internal email marketing campaign.

David Ash agreed adding that with the internal email there could be an attachment with the marketing information provided by Genworth.

By consensus, the Board agreed on participating through an internal email marketing campaign.

4. Staff Salary Increases

Tom Judge stated:

- The School Board gave 3.0% to Administrators, 3.5% to Teachers, and 4.5% to all other employees.
- Recommend the same for the Joint Administrative Services staff.
- There is an instance where one staff member will receive 3.0% due to performance evaluations. More detail would require a closed session.

- Budgeted at a 3.5% increase totaling \$15,862.07, proposal using school model \$17,545.85; therefore, the variance is an increase of \$1,683.78.
- Anticipate on managing the budget, particularly the part-time JAS budget, to allow these increases to occur.
- Another element with JAS employees is that over the past year they have all worked outside of their department/ job functions.
 - Helping with the Bank Reconciliation
 - Social Services
 - Sheriff's Office
 - Convenience Center and other projects
- Believe that staff is deserving of the raises that follow the School Board Personnel Decision.

Last Name	First Name	Position Description	New Salary
JUDGE	THOMAS	JAS DIRECTOR	134,809.49
SHECKELS	SALLY	PAYROLL COORDINATOR	54,817.57
BENNETT	BRENDA	ACCOUNTANT 2	67,759.89
JOHNSON	EMILY	ACCOUNTS PAYABLE CRD	44,529.54
LEGGE	MICHAEL	PURCHASING MANAGER	65,216.36
MEREDITH	MARY	JAS ADMIN ASST	42,845.00
BROOKS	STEPHANIE	ACCOUNTANT 1	60,770.00
		Increase 3.5% current salary	15,862.07
		Actual Increase	17,545.85
		Variance	1,683.78

Closed Session Pursuant to §2.2-3711-A1 S Specific Employees or appointees of the Board

At 10:16 am, Chuck Bishop, seconded by David Ash, moved that the Joint Administrative Services Board enter Closed Session pursuant to §2.2-3711-A1 for the purpose of discussing personnel matters related to performance. The motion carried by the following vote:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Chip Schutte	- Absent
David Weiss	- Aye

At 10:25 am, 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, Chuck Bishop, seconded by David Ash, moved to reconvene in open session. The motion carried as follows:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Chip Schutte	- Absent
David Weiss	- Aye

Chuck Bishop, seconded by David Ash, further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Joint Administrative Services Board 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 Joint Administrative Services Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Joint Administrative Services Board 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 Joint Administrative Services Board. The motion was approved by the following roll-call vote:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Chip Schutte	- Absent
David Weiss	- Aye

Chuck Bishop, seconded by David Ash, moved to approve the Staff Salary Increases as presented. The motion carried by the following voice vote:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Abstain
Chip Schutte	- Absent
David Weiss	- Aye

Health Insurance

Chuck Bishop asked Tom Judge if he had received any more information on Health Insurance options for future years.

Tom Judge stated that the Affordable Care Act requires that you offer two types of dental coverage: the comprehensive, which we currently have; and there is preventative. In the past, we never participated in two types because that doubles the premium. With the Affordable Care Act pushing to offer the two plan options it will allow employees to choose between the two options. One way of reducing the overall premium is to allow people to participate in preventative only, which would reduce the premiums \$15-\$20 a month. Payroll & Benefits Coordinator, Sally Sheckels, believes that we would have some number of employees who would participate in the preventative only.

Chuck Bishop expressed that the reason he asked was to keep it in discussion. Also because the School has not had to fill many vacancies for next year, but a few people are leaving specifically because of Health Insurance Coverage.

Vice Chairman David Weiss agreed that we should make an educated decision.

Chuck Bishop added that we might find that there is nothing that we can do and that every year we will just have to deal with a 6% to 15% increase. However, for all of our employees, we have to do our due diligence so we can tell them that we did look at it and that this is where we are.

Tom Judge stated that there should be more information by September either a report or a meeting in order to get ahead of the Budget process.

5. Next Meeting

June 24, 2019

6. Adjournment

At 10:32 am, Vice Chairman David Weiss adjourned the meeting.

Minutes Recorded and Transcribed by Brianna R. Taylor

Clarke County Board of Supervisors

Government Projects Update

Clarke County Board of Supervisors

Miscellaneous Items

[As identified after agenda publication and if necessary.]

Board of Supervisors
Summary of Required Actions Status Report

<i>Meeting/Letter Date</i>	<i>Item</i>	<i>Description</i>	<i>Responsibility</i>	<i>Status</i>	<i>Date Complete</i>
4/16/2019	2258	Develop a list of pros and cons for creation of a registry for Airbnbs and similar platforms for review at a future Work Session.	David Ash	In process	
5/21/2019	2259	Set up MOU Committee Meeting	David Ash		
5/21/2019	2260	Process and post approved minutes.	Lora B. Walburn/ Brianna R. Taylor	Complete	5/21/2019
5/21/2019	2261	Update appointments database, draft notice of appointment, and notify staff representatives.	Lora B. Walburn	Complete	5/27/2019
5/21/2019	2262	Execute letters of appointment and appreciation.	David S. Weiss	Complete	5/21/2019

Upon completion, please provide status update to Lora Walburn for database entry.
June 18, 2019, Clarke County Board of Supervisors Regular Meeting Packet

Clarke County Board of Supervisors

Board Member Committee Status Reports

Supervisor Byrd:

- Board of Social Services
- Clarke County Humane Foundation
- Community Policy and Management Team
- Conservation Easement Authority
- Northwest Regional Adult Drug Treatment Court Advisory Committee
- Northwestern Regional Jail Authority
- Northwestern Regional Juvenile Detention Center Commission
- Towns and Villages: Berryville

Supervisor Catlett:

- Career and Technical Education Advisory Committee
- Clarke County Historic Preservation Commission
- Clarke County School Board
- Parks & Recreation Advisory Board
- Strategic Planning Committee
- Towns and Villages: Millwood

Supervisor Daniel:

- Broadband Implementation Committee
- Clarke County Library Advisory Council
- Clarke County Planning Commission
- Clarke County Sheriff's Office
- Josephine School Community Museum Board
- Legislative Liaison and High Growth Coalition

Supervisor McKay:

- Agricultural & Forestal District Advisory Committee
- BCCGC Joint Building Committee
- Board of Septic & Well Appeals
- Broadband Implementation Committee
- Building and Grounds
- Clarke County Sanitary Authority
- Economic Development Advisory Committee
- Housing and Community Services Board
- Northern Shenandoah Valley Regional Commission
- Towns and Villages: Boyce
- Towns and Villages: White Post

Supervisor Weiss:

- Clarke County Industrial Development Authority
- Fire & EMS Commission
- Joint Administrative Services Board
- Towns and Villages: Pine Grove
- Berryville/Clarke County Joint Committee for Economic Development and Tourism

Clarke County Board of Supervisors

Closed Session §2.2-3711-A1 Specific employees or appointees of the Board

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Reports:

- Building Department
- Commissioner of the Revenue
- Economic Development:
- Fire & EMS
- Zoning and Subdivision Ordinance
- Hecate Energy Letter Regarding SUP-17-02

Building Department - Clarke County
New Single Family Dwellings 2019

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS
January			1			1	2	
February			1	1	1		3	
March			3			1	4	
April				2			2	
May	1		5	5			11	
June								
July								
August								
September								
October								
November								
December								
TOTAL	1		10	8	1	2	22	

06/04/2019 10:32
2600acather

Clarke County
INSPECTION REPORT

P 1
piinhrpt

Building Inspections

INSPECTIONS PERFORMED: 05/01/19 to 05/31/19

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Water Line	05/01/19	BT	P	NRSF	WHPT	GNWY	592 CARTERS LINE RD	ASHBY MEGAN & NORMAN JR	9898	A
Final Closing Buildi	05/01/19	BT	P	Accessory	BVL	BLTN	261 SHEPHERDS MILL RD	QUESENBERRY JAMES S & A	9059	A
Ditch Electric	05/01/19	BT	P	NRSF	WHPT	GNWY	592 CARTERS LINE RD	ASHBY MEGAN & NORMAN JR	9878	A
Framing	05/01/19	BT	P	Rmdl Res	BVL	LNGM	723 CLIFTON RD	JONES MATTHEW IV ET AL	9834	A
Electrical Rough In	05/01/19	BT	P	Rmdl Res	BVL	LNGM	723 CLIFTON RD	JONES MATTHEW IV ET AL	9872	A
Electric Service	05/01/19	BT	P	ELEC RES	BVL	BLTN	54 CANNON BALL RD	COX TYLER J	9875	A
Gas Tank	05/01/19	BT	P	Gas Per-R	BLMT	BLTN	867 RIVER RD	NORTH ELIZABETH S & OLI	9869	A
Gas Line	05/01/19	BT	P	Gas Per-R	BLMT	BLTN	867 RIVER RD	NORTH ELIZABETH S & OLI	9573	A
Plumbing Rough In	05/01/19	BT	P	Rmdl Res	BVL	LNGM	723 CLIFTON RD	JONES MATTHEW IV ET AL	9873	A
Gas Line	05/02/19	BT	P	Rmdl Comm	BYC	CHPL	2049 MILLWOOD RD	LOCKE AND COMPANY LLC	9884	A
Framing Porch/Deck	05/02/19	BT	F	Add Res	BVL	LNGM	150 LONGMARSH RD	WILLIAM RICHARD WITTA J	9896	A
Final Closing Electr	05/02/19	BT	F	Solar	BVL	LNGM	2134 ALLEN RD	SCHRYER ERIC RICHARD &	9522	A
Final Closing Buildi	05/02/19	BT	F	Solar	BVL	LNGM	2134 ALLEN RD	SCHRYER ERIC RICHARD &	9523	A
Footings Porch/Deck	05/02/19	BT	P	Rmdl Res	CLK	BLTN	167 POPLAR LN	TIDWELL KELLY	9883	A
Framing	05/02/19	BT	P	Rmdl Res	CLK	CHPL	21860 BLUE RIDGE MTN RD	TAYLOR GREG L & DESTA B	9914	A
Electrical Rough In	05/02/19	BT	P	Rmdl Res	CLK	CHPL	21860 BLUE RIDGE MTN RD	TAYLOR GREG L & DESTA B	9915	A
Plumbing Rough In	05/02/19	BT	P	Rmdl Res	CLK	CHPL	21860 BLUE RIDGE MTN RD	TAYLOR GREG L & DESTA B	9916	A
Electric Service	05/02/19	BT	P	Add Res	WHPT	GNWY	1434 BERRYS FERRY RD	HILLIARD MARGARET W	9851	A
Final Partial	05/03/19	BT	P	Rmdl Res	CLK	BLTN	167 POPLAR LN	TIDWELL KELLY	9929	A
Bonding Pool	05/03/19	BT	P	SPIG	BVL	CHPL	559 GRANDDADDY LN	TOM MILLER	9930	A
Steel/Rebar Pool	05/03/19	BT	P	SPIG	BVL	CHPL	559 GRANDDADDY LN	TOM MILLER	9689	A
Framing Porch/Deck	05/03/19	BT	P	Add Res	BVL	LNGM	150 LONGMARSH RD	WILLIAM RICHARD WITTA J	9927	A
Final Closing Gas	05/03/19	BT	P	Gas Per-R	BLMT	BLTN	867 RIVER RD	NORTH ELIZABETH S & OLI	9575	A
Framing	05/03/19	BT	P	Rmdl Res	BVL	LNGM	1228 STRINGTOWN RD	VINCENT WADDELL	9702	A
Plumbing Rough In	05/03/19	BT	P	Rmdl Res	BVL	LNGM	1228 STRINGTOWN RD	VINCENT WADDELL	9924	A
Slab	05/03/19	BT	P	Add Res	BVL	LNGM	130 LEWISVILLE RD	SHENDOW STEPHEN M & RAC	9885	A
Insulation	05/03/19	BT	PRT	NRSF		LNGM	1744 LORD FAIRFAX HWY	KIMBLE, DAVID	6781	A
Erosion & Sediment C	05/06/19	BT	P	NRSF	BVL		222 KEYSTONE LN	LANDIS, KIMBERLY S	10254	A
Erosion & Sediment C	05/06/19	BT	P	NRSF			254 LEWIS WILLIAMS LN	WARFIELD HOMES INC	10253	A
Erosion & Sediment C	05/06/19	BT	P	Land Dis			4164 EBENEZER RD	BENEFICIAL PROPERTY INV	10251	A
Erosion & Sediment C	05/06/19	BT	P	NRSF	BVL	BLTN	3031 CASTLEMAN RD	MABBITT, BRUCE	10252	A
Final Closing Mechan	05/06/19	BT	P	MechPer-R	BVL	BVL	301 STUART CT	MCCAY EMILY	9749	A
Final Closing Buildi	05/06/19	BT	P	Add Res	BVL	LNGM	150 LONGMARSH RD	WILLIAM RICHARD WITTA J	9897	A
Backfill	05/06/19	BT	P	NRSF	BLMT		527 BARKER LN	CREECH, BONNIE	9939	A
DrainTile	05/06/19	BT	P	NRSF	BLMT		527 BARKER LN	CREECH, BONNIE	9940	A
Insulation	05/06/19	BT	P	Add Res	BLMT	CHPL	2468 MOUNT CARMEL RD	RIPLEY DAMIAN C & DEVON	8481	A
Final Closing Electr	05/06/19	BT	P	Solar	BVL	LNGM	2134 ALLEN RD	SCHRYER ERIC RICHARD &	9925	A
Final Closing Buildi	05/06/19	BT	P	Solar	BVL	LNGM	2134 ALLEN RD	SCHRYER ERIC RICHARD &	9926	A
Mechanical Rough In	05/07/19	BT	P	MechPer-R	BVL	BVL	202 EAST MAIN ST	STALEY, GABRIEL	6154	A
Framing	05/07/19	BT	P	Accessory	BYC	CHPL	2270 CALMES NECK LN	INDIE DEVELOPMENT LLC	8067	A
Insulation	05/07/19	BT	P	NRSF			1744 LORD FAIRFAX HWY	KIMBLE, DAVID	9941	A
Plumbing Rough In	05/07/19	BT	P	PlumPer-R	BVL	BVL	505 EAST MAIN ST	MAY GARY A	9772	A
Insulation	05/07/19	BT	P	NRSF	CHPL		131 BROWNTOWN RD	DONNELLY DAVID SCOTT	9076	A
Electric Service	05/07/19	BT	P	NRSF	LNGM		1744 LORD FAIRFAX HWY	KIMBLE, DAVID	6783	A
Mechanical Rough In	05/07/19	BT	P	Rmdl Comm	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	9967	A
Insulation	05/07/19	BT	P	Rmdl Res	BLMT	BLTN	596 LAUREL LN	DUNPHY THERESA	8548	A
Meeting with Inspect	05/07/19	BT	P	MechPer-R	BVL	BVL	202 EAST MAIN ST	STALEY, GABRIEL	9906	A
Erosion & Sediment C	05/08/19	BT	P	NRSF	BVL		1517 FROGTOWN RD	GIBSON RUSH J III & SHA	10247	A
Erosion & Sediment C	05/08/19	BT	P	Land Dis			36 DEER HAVEN LN	LICKING VALLEY CONSTRUC	10248	A
Erosion & Sediment C	05/08/19	BT	P	Land Dis		BLTN		PATTERSON GEORGE EDWARD	10249	A
Erosion & Sediment C	05/08/19	BT	P	NRSF	BYC	CHPL	835 SUNNY CANYON LN	BROWN ANDREW KEONE & ZO	10250	A
Framing Porch/Deck	05/08/19	BT	P	NRSF	BYC	CHPL	835 SUNNY CANYON LN	BROWN ANDREW KEONE & ZO	10045	A

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INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Plumbing Groundworks	05/08/19	BT	P	NRSF	BLMT		527 BARKER LN	CREECH, BONNIE	10026	A
Slab Basement	05/08/19	BT	P	NRSF	BLMT		527 BARKER LN	CREECH, BONNIE	10027	A
Electrical Rough In	05/08/19	BT	P	Garage	BLMT	CHPL	19706 BLUE RIDGE MTN RD	SCHUMAKER TODD JUDE	10029	A
Footings	05/08/19	BT	P	Deck/Porch	BVL	LNGM	2455 RUSSELL RD	JOHNSON CALVIN G & CYNT	10028	A
Ditch Electric	05/08/19	BT	P	Rmdl Comm			101 SOUTH BUCKMARSH ST	VERIZON	9989	A
Ditch Electric	05/08/19	BT	P	Accessory	BVL	BLTN	2000 SPRINGSBURY RD	MOUNT HEBRON LLC	9969	A
Water Line	05/08/19	BT	F	Accessory	BVL	BLTN	2000 SPRINGSBURY RD	MOUNT HEBRON LLC	9970	A
Framing	05/08/19	BT	P	Garage	BLMT	CHPL	19706 BLUE RIDGE MTN RD	SCHUMAKER TODD JUDE	9694	A
Final Closing Electr	05/08/19	BT	P	Solar	BVL	LNGM	329 RUSSELL RD	FRASER L MICHAEL & MARG	9809	A
Final Closing Buildi	05/08/19	BT	P	Solar	BVL	LNGM	329 RUSSELL RD	FRASER L MICHAEL & MARG	9810	A
Erosion & Sediment C	05/09/19	BT	P	NRSF	BYC		225 NORTH GREENWAY AVE	ALVIN POE JR	10246	A
Erosion & Sediment C	05/09/19	BT	P	NRSF			285 WHITE POST RD	PETRY ROBERT & SHERRY M	10245	A
Erosion & Sediment C	05/09/19	BT	P	NRSF	WHPT	GNWY	140 WHITE POST RD	NICEWARNER, KEVIN	10244	A
Final Closing Electr	05/09/19	BT	P	ELEC RES	BLMT	BLTN	55 FLINT SPRING LN	MCCRAY CLAIRE	9503	A
Final Closing Electr	05/09/19	BT	P	NRSF	BVL	BVL	27 BYRD AVE	FORDENBACHER MARK	7673	A
Final Closing Plumbi	05/09/19	BT	P	NRSF	BVL	BVL	27 BYRD AVE	FORDENBACHER MARK	7676	A
Final Closing Mechan	05/09/19	BT	P	NRSF	BVL	BVL	27 BYRD AVE	FORDENBACHER MARK	7678	A
Final Closing Buildi	05/09/19	BT	P	Deck/Porch	CLK	CHPL	508 PYLETOWN RD	SHAW DRAKE B & CATHRYN	235	A
Ditch Electric	05/09/19	BT	P	Elec Per-C	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	10044	A
Final Closing Buildi	05/09/19	BT	F	NRSF	BVL	BVL	27 BYRD AVE	FORDENBACHER MARK	7679	A
Framing	05/10/19	BT	P	NRSF	BYC	BYC	244 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9330	A
Electrical Rough In	05/10/19	BT	P	NRSF	BYC	BYC	244 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9332	A
Electric Service	05/10/19	BT	P	NRSF	BYC	BYC	244 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9333	A
Plumbing Rough In	05/10/19	BT	P	NRSF	BYC	BYC	244 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9336	A
Gas Line Pressure Te	05/10/19	BT	P	Rmdl Comm	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	10070	A
Final Closing Buildi	05/10/19	BT	F	Deck/Porch	BVL	BVL	701 MCGUIRE CIR	LUCIER, COREY	10068	A
Mechanical Rough In	05/10/19	BT	P	NRSF	BYC	BYC	244 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9338	A
Footings	05/10/19	BT	P	Rmdl Res	BYC	GNWY	167 RIVER HOUSE LN	MCKENNEY MICHAEL JOSEPH	10043	A
Framing	05/13/19	BT	P	NRSF	BYC	CHPL	1377 MOUNT CARMEL RD	SMITH B SCOTT & CONNIE	5493	A
Electrical Rough In	05/13/19	BT	F	NRSF	BYC	CHPL	1377 MOUNT CARMEL RD	SMITH B SCOTT & CONNIE	5495	A
Plumbing Rough In	05/13/19	BT	P	NRSF	BYC	CHPL	1377 MOUNT CARMEL RD	SMITH B SCOTT & CONNIE	5499	A
Mechanical Rough In	05/13/19	BT	P	NRSF	BYC	CHPL	1377 MOUNT CARMEL RD	SMITH B SCOTT & CONNIE	5501	A
Footings	05/13/19	BT	P	Add Res	BVL	CHPL	443 JANEVILLE RD	WATKINS FRAZER WELSH	9524	A
Framing Porch/Deck	05/13/19	BT	P	Garage	BVL		320 MINNIEWOOD LN	ERISMAN, KEVIN	10084	A
Final Closing Buildi	05/13/19	BT	P	Deck/Porch	BVL	BVL	701 MCGUIRE CIR	LUCIER, COREY	10083	A
Insulation	05/13/19	BT	P	Garage	BLMT	CHPL	19706 BLUE RIDGE MTN RD	SCHUMAKER TODD JUDE	9695	A
Electrical Rough In	05/13/19	BT	F	ELEC RES	BVL	CHPL	303 LIME MARL LN	SUMMERFIELD TIMOTHY L &	9754	A
Electric Service	05/13/19	BT	F	ELEC RES	BVL	CHPL	303 LIME MARL LN	SUMMERFIELD TIMOTHY L &	9755	A
Meeting with Inspect	05/13/19	BT	P	SPIG	WHPT	GNWY	88 STOCK LN	MALLORY KEVIN JAMES & C	10085	A
Footings	05/14/19	BT	F	Garage	BVL	LNGM	3271 OLD CHARLES TOWN RD	NICHOLS DAVID	9394	A
Water Line	05/14/19	BT	P	NRSF			285 WHITE POST RD	PETRY ROBERT & SHERRY M	10071	A
Final Closing Electr	05/14/19	BT	P	NRSF	WHPT	GNWY	592 CARTERS LINE RD	ASHBY MEGAN & NORMAN JR	8947	A
Final Closing Plumbi	05/14/19	BT	P	NRSF	WHPT	GNWY	592 CARTERS LINE RD	ASHBY MEGAN & NORMAN JR	8950	A
Final Closing Mechan	05/14/19	BT	P	NRSF	WHPT	GNWY	592 CARTERS LINE RD	ASHBY MEGAN & NORMAN JR	8952	A
Footings	05/14/19	BT	P	Deck/Porch	BVL	LNGM	962 WADESVILLE RD	MCCARTHY RACHAEL	9921	A
Final Closing Buildi	05/14/19	BT	P	NRSF	WHPT	GNWY	592 CARTERS LINE RD	ASHBY MEGAN & NORMAN JR	8953	A
Electrical Rough In	05/14/19	BT	F	Add Res	BVL	LNGM	107 NOBLE LN	AJYEMAN SABRE	10098	A
Plumbing Rough In	05/14/19	BT	F	Add Res	BVL	LNGM	107 NOBLE LN	AJYEMAN SABRE	10099	A
Framing	05/14/19	BT	P	NRSF	BYC	BYC	232 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9342	A
Electrical Rough In	05/14/19	BT	P	NRSF	BYC	BYC	232 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9344	A
Electric Service	05/14/19	BT	P	NRSF	BYC	BYC	232 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9345	A
Plumbing Rough In	05/14/19	BT	P	NRSF	BYC	BYC	232 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9348	A

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INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Insulation	05/14/19	BT	P	NRSF	BYC	BYC	244 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9331	A
Mechanical Rough In	05/14/19	BT	P	NRSF	BYC	BYC	232 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9350	A
Erosion & Sediment C	05/15/19	BT	P	NRSF	BVL		222 KEYSTONE LN	LANDIS, KIMBERLY S	10241	A
Erosion & Sediment C	05/15/19	BT	P	NRSF	BVL		2470 OLD CHARLES TOWN RD	FRYE RONALD W & PAULA J	10242	A
Erosion & Sediment C	05/15/19	BT	P	NRSF			254 LEWIS WILLIAMS LN	WARFIELD HOMES INC	10243	A
Electric Service	05/15/19	BT	P	ELEC RES	WHPT	GNWY	262 MEADOWS LN	KEMPSON KENNETH & CATHA	10108	A
Plumbing Rough In	05/15/19	BT	P	Plum.Per-C	BVL	BVL	20 WEST MAIN ST	POLO NANCY ELIZABETH	9912	A
Final Closing Plumbi	05/15/19	BT	P	Plum.Per-C	BVL	BVL	20 WEST MAIN ST	POLO NANCY ELIZABETH	9913	A
Final Closing Plumbi	05/15/19	BT	P	Rmdl Comm	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	10104	A
Final Closing Plumbi	05/15/19	BT	P	Nw Commrcl	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	2693	A
Ditch Electric	05/15/19	BT	P	Rmdl Res	BLMT	BLTN	596 LAUREL LN	DUNPHY THERESA	10106	A
Final Closing Electr	05/15/19	BT	P	Elec Per-C	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	9920	A
Electrical Rough In	05/16/19	BT	P	ELEC RES	PRS	CHPL	631 PARIS HEIGHTS LN	WALL JAMES T	10136	A
Footings	05/16/19	BT	P	Deck/Porch	BYC	CHPL	476 TILTHAMMER MILL RD	SCHIRMACHER BARBARA G	10075	A
Final Closing Buildi	05/16/19	BT	P	Add Res	BVL	LNGM	166 TURTLE LN	POST PATRICIA A & DONAL	6436	A
Final Closing Electr	05/16/19	BT	P	Add Res	BVL	LNGM	166 TURTLE LN	POST PATRICIA A & DONAL	10123	A
Final Closing Buildi	05/16/19	BT	P	Tents Lrg	BVL	LNGM	890 WEST MAIN ST	RURITAN CLUB OF CLARKE	9861	A
Final Closing Gas	05/16/19	BT	P	Gas Per-R	BLMT	BLTN	1163 RETREAT RD	FANNING JOHN D & SANDRA	10094	A
Insulation	05/16/19	BT	P	NRSF	BYC	BYC	232 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9343	A
Erosion & Sediment C	05/17/19	BT	P	NRSF	BYC		189 JUNIPER LN	WATTS BUILDERS & HOME I	10238	A
Erosion & Sediment C	05/17/19	BT	P	NRSF			264 LAKEVIEW LN	FLEISCHMANN JEROME M &	10240	A
Erosion & Sediment C	05/17/19	BT	F	Rmdl Res	BYC	GNWY	167 RIVER HOUSE LN	MCKENNEY MICHAEL JOSEPH	10239	A
Final Closing Buildi	05/17/19	BT	P	Tents Lrg	BLMT	CHPL	182 WORTHINGTON LN	BAILEY AMELIA D & JOSEPH	10143	A
Plumbing Groundworks	05/17/19	BT	F	Rmdl Res	BYC	GNWY	167 RIVER HOUSE LN	MCKENNEY MICHAEL JOSEPH	10145	A
Final Closing Electr	05/17/19	BT	F	Rmdl Comm	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	10139	A
Final Closing Electr	05/17/19	BT	P	Gas Per-R	BVL	BVL	208 CRAIGS RUN CT	MARSDEN PATRICK D & MIC	10125	A
Meeting with Inspect	05/17/19	BT	P	Add Res	BLMT	CHPL	2365 RIVER RD	GLOVER ROBERT P TRUSTEE	10082	A
Framing	05/17/19	BT	P	Add Res	BYC	CHPL	3269 BISHOP MEADE RD	SEMMELE DAVID S	10137	A
Final Closing Gas	05/17/19	BT	P	Gas Per-R	BVL	BVL	208 CRAIGS RUN CT	MARSDEN PATRICK D & MIC	7593	A
Footings Porch/Deck	05/17/19	BT	P	Add Res	BYC	CHPL	3269 BISHOP MEADE RD	SEMMELE DAVID S	10138	A
Erosion & Sediment C	05/20/19	BT	P	Land Dis		BLTN		PATTERSON GEORGE EDWARD	10235	A
Erosion & Sediment C	05/20/19	BT	P	NRSF	BVL	BLTN	1362 SHEPHERDS MILL RD	GROSHIRE WHITE LLC	10236	A
Erosion & Sediment C	05/20/19	BT	P	NRSF	BVL	BLTN	3031 CASTLEMAN RD	MABBITT, BRUCE	10237	A
Final Closing Electr	05/20/19	BT	F	NRSF	BYC	BYC	240 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	8964	A
Final Closing Plumbi	05/20/19	BT	F	NRSF	BYC	BYC	240 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	8967	A
Final Closing Mechan	05/20/19	BT	P	NRSF	BYC	BYC	240 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	8969	A
Final Closing Buildi	05/20/19	BT	F	NRSF	BYC	BYC	240 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	8970	A
Final Closing Electr	05/20/19	BT	P	Add Res	CLK	BLTN	3687 LORD FAIRFAX HWY	EDMONDS SHAWN & TUMIYEM	208	A
Final Closing Plumbi	05/20/19	BT	P	Add Res	CLK	BLTN	3687 LORD FAIRFAX HWY	EDMONDS SHAWN & TUMIYEM	211	A
Plumbing Groundworks	05/20/19	BT	P	Rmdl Res	BYC	GNWY	167 RIVER HOUSE LN	MCKENNEY MICHAEL JOSEPH	10154	A
Plumbing Rough In	05/20/19	BT	F	Garage	BVL	LNGM	3271 OLD CHARLES TOWN RD	NICHOLS DAVID	10153	A
Final Closing Electr	05/21/19	BT	P	ELEC RES	BVL	BLTN	4030 HARRY BYRD HWY	HARRIS JAMES A	9813	A
Ditch Electric	05/21/19	BT	P	NRSF	BVL	BLTN	3031 CASTLEMAN RD	MABBITT, BRUCE	10160	A
Footings	05/21/19	BT	P	Add Res	BYC	GNWY	1686 SHENANDOAH RIVER LN	DILLION GERALD KEITH &	10126	A
Plumbing Groundworks	05/21/19	BT	P	Garage	BVL	LNGM	3271 OLD CHARLES TOWN RD	NICHOLS DAVID	10163	A
Electric Service	05/21/19	BT	P	ELEC RES	BVL	BLTN	4030 HARRY BYRD HWY	HARRIS JAMES A	9812	A
Final Closing Buildi	05/21/19	BT	P	Rmdl Comm	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	9203	A
Final Closing Electr	05/21/19	BT	P	Rmdl Comm	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	10164	A
Erosion & Sediment C	05/22/19	BT	P	NRSF	BVL		222 KEYSTONE LN	LANDIS, KIMBERLY S	10232	A
Erosion & Sediment C	05/22/19	BT	P	NRSF	BVL		2470 OLD CHARLES TOWN RD	FRYE RONALD W & PAULA J	10233	A
Meeting with Inspect	05/22/19	BT	P	Rmdl Res	BVL	BLTN	67 NORTH HILL LN	TIMOTHY K. LINDSEY	10424	A
Footings	05/22/19	BT	P	Add Res	BLMT	BLTN	254 GOOD SHEPHERD RD	MELNIKOFF CARYN DOW	10078	A

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INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Footings	05/22/19	BT	P	Rmdl Res	BVL	BVL	20 JOSEPHINE ST	SCHOOLING, SCOTT	8046	A
Final Closing Buildi	05/22/19	BT	P	Rmdl Res	BVL	BVL	306 BRECKINRIDGE CT	SWEANY STEVEN C	8900	A
Final Closing Electr	05/22/19	BT	P	Rmdl Res	BVL	BVL	306 BRECKINRIDGE CT	SWEANY STEVEN C	10161	A
Final Closing Plumbi	05/22/19	BT	P	Rmdl Res	BVL	BVL	306 BRECKINRIDGE CT	SWEANY STEVEN C	10162	A
Final Closing Plumbi	05/22/19	BT	P	MechPer-R	BLMT	BLTN	244 OAKLEAF LN	RAMSEUR BRIAN	10046	A
Final Closing Electr	05/22/19	BT	P	MechPer-R	BLMT	BLTN	244 OAKLEAF LN	RAMSEUR BRIAN	10047	A
Final Closing Mechan	05/22/19	BT	P	MechPer-R	BLMT	BLTN	244 OAKLEAF LN	RAMSEUR BRIAN	9500	A
Framing	05/22/19	BT	F	Deck/Porch	BVL	LNGM	962 WADESVILLE RD	MCCARTHY RACHAEL	9922	A
Final Closing Buildi	05/22/19	BT	F	Deck/Porch	BVL	LNGM	962 WADESVILLE RD	MCCARTHY RACHAEL	9923	A
Plumbing Groundworks	05/23/19	BT	P	Rmdl Comm	BVL	BVL	322 NORTH BUCKMARSH ST	NORTH BUCKMARSH STREET	10227	A
Backfill	05/23/19	BT	P	NRSF			36 DEER HAVEN LN	LICKING VALLEY CONSTRUC	10178	A
Slab	05/23/19	BT	P	NRSF			36 DEER HAVEN LN	LICKING VALLEY CONSTRUC	10179	A
Sprinkler System	05/23/19	BT	P	Add Comm	BVL	BVL	230 FIRST ST	HANSON CHRIS	10226	A
Plumbing Groundworks	05/23/19	BT	P	NRSF		CHPL	36 DEER HAVEN LN	LICKING VALLEY CONSTRUC	9949	A
Final Closing Electr	05/23/19	BT	P	NRSF	BYC	BYC	240 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	10216	A
Final Closing Plumbi	05/23/19	BT	P	NRSF	BYC	BYC	240 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	10217	A
Final Closing Buildi	05/23/19	BT	P	NRSF	BYC	BYC	240 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	10218	A
Final Closing Buildi	05/23/19	BT	P	Tents Lrg	WHPT	GNWY	830 LONG BRANCH LN	LONG BRANCH HISTORIC HO	10170	A
Final Closing Gas	05/23/19	BT	P	Gas Per-R	BLMT	BLTN	326 EBENEZER RD	MCKENZIE DARYL A & CIND	8772	A
Framing	05/23/19	BT	P	NRSF	BYC	BYC	336 BELINDA CT	RICHMOND AMERICAN HOMES	9374	A
Electrical Rough In	05/23/19	BT	P	NRSF	BYC	BYC	336 BELINDA CT	RICHMOND AMERICAN HOMES	9376	A
Electric Service	05/23/19	BT	P	NRSF	BYC	BYC	336 BELINDA CT	RICHMOND AMERICAN HOMES	9377	A
Plumbing Rough In	05/23/19	BT	P	NRSF	BYC	BYC	336 BELINDA CT	RICHMOND AMERICAN HOMES	9380	A
Mechanical Rough In	05/23/19	BT	P	NRSF	BYC	BYC	336 BELINDA CT	RICHMOND AMERICAN HOMES	9382	A
FOUNDATION	05/24/19	BT	P	Add Res	BVL	CHPL	443 JANEVILLE RD	WATKINS FRAZER WELSH	10229	A
Final Closing Electr	05/24/19	BT	F	NRSF		GNWY	285 WHITE POST RD	PETRY ROBERT & SHERRY M	7415	A
Final Closing Plumbi	05/24/19	BT	F	NRSF		GNWY	285 WHITE POST RD	PETRY ROBERT & SHERRY M	7418	A
Final Closing Mechan	05/24/19	BT	P	NRSF		GNWY	285 WHITE POST RD	PETRY ROBERT & SHERRY M	7420	A
Final Closing Buildi	05/24/19	BT	F	NRSF		GNWY	285 WHITE POST RD	PETRY ROBERT & SHERRY M	7421	A
Gas Line Pressure Te	05/24/19	BT	P	Gas Per-R	BVL	BVL	232 TREADWELL ST	LEVI DAVID L & MAGGIE W	10195	A
Electrical Rough In	05/24/19	BT	P	Accessory	BYC	CHPL	2270 CALMES NECK LN	INDIE DEVELOPMENT LLC	10225	A
Erosion & Sediment C	05/28/19	BT	P	NRSF	BYC		189 JUNIPER LN	WATTS BUILDERS & HOME I	10355	A
Erosion & Sediment C	05/28/19	BT	P	NRSF			264 LAKEVIEW LN	FLEISCHMANN JEROME M &	10356	A
Erosion & Sediment C	05/28/19	BT	P	NRSF	BLMT		527 BARKER LN	CREECH, BONNIE	10357	A
Erosion & Sediment C	05/28/19	BT	P	Land Dis		BLTN		PATTERSON GEORGE EDWARD	10358	A
Final Closing Gas	05/28/19	BT	P	Gas Per-R	BVL	BVL	232 TREADWELL ST	LEVI DAVID L & MAGGIE W	10196	A
Insulation	05/28/19	BT	P	NRSF	BYC	BYC	336 BELINDA CT	RICHMOND AMERICAN HOMES	10234	A
Final Closing Electr	05/28/19	BT	P	Rmdl Res	BVL	CHPL	161 JANEVILLE RD	BURTON RICHARD L & PAME	10259	A
Framing	05/29/19	BT	P	NRSF	CLK	CHPL	2270 CALMES NECK LN	INDIE DEVELOPMENT LLC	645	A
Electrical Rough In	05/29/19	BT	P	NRSF	CLK	CHPL	2270 CALMES NECK LN	INDIE DEVELOPMENT LLC	647	A
Plumbing Groundworks	05/29/19	BT	P	NRSF	CLK	CHPL	2270 CALMES NECK LN	INDIE DEVELOPMENT LLC	650	A
Plumbing Rough In	05/29/19	BT	P	NRSF	CLK	CHPL	2270 CALMES NECK LN	INDIE DEVELOPMENT LLC	651	A
Plumbing Rough In	05/29/19	BT	P	Rmdl Res	BYC	CHPL	4065 CALMES NECK LN	MILLER RICHARD H JR & D	10284	A
Plumbing Rough In	05/29/19	BT	P	Rmdl Res	BVL	LNGM	96 ASHWOOD LN	BEARCE CLINT	10285	A
Footings	05/29/19	BT	P	Rmdl Res	BVL	BVL	7 JOSEPHINE ST	LIBBY DANA S & MARK K	10200	A
Framing	05/29/19	BT	P	Rmdl Res	BVL	BVL	7 JOSEPHINE ST	LIBBY DANA S & MARK K	10201	A
Framing	05/29/19	BT	P	Rmdl Res	BYC	CHPL	4065 CALMES NECK LN	MILLER RICHARD H JR & D	10276	A
Electrical Rough In	05/29/19	BT	P	Rmdl Res	BYC	CHPL	4065 CALMES NECK LN	MILLER RICHARD H JR & D	10277	A
Electric Service	05/29/19	BT	P	Add Res	BVL	LNGM	130 LEWISVILLE RD	SHENDOW STEPHEN M & RAC	10278	A
Final Closing Electr	05/29/19	BT	P	Elec Per-C	BVL	LNGM	10929 HARRY BYRD HWY	CHENOWETH LLC	9409	A
Erosion & Sediment C	05/30/19	BT	P	NRSF			1744 LORD FAIRFAX HWY	KIMBLE, DAVID	10348	A
Erosion & Sediment C	05/30/19	BT	P	Land Dis			36 DEER HAVEN LN	LICKING VALLEY CONSTRUC	10351	A

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 05/01/19 to 05/31/19

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Erosion & Sediment C	05/30/19	BT	P	Land Dis			4164 EBENEZER RD	BENEFICIAL PROPERTY INV	10353	A
Erosion & Sediment C	05/30/19	BT	P	Land Dis		BLTN		PATTERSON GEORGE EDWARD	10354	A
Erosion & Sediment C	05/30/19	BT	P	NRSF	BVL	BLTN	1362 SHEPHERDS MILL RD	GROSHIRE WHITE LLC	10349	A
Erosion & Sediment C	05/30/19	BT	P	NRSF	BVL	BLTN	3031 CASTLEMAN RD	MABBITT, BRUCE	10350	A
Erosion & Sediment C	05/30/19	BT	P	NRSF	BYC	CHPL	1377 MOUNT CARMEL RD	SMITH B SCOTT & CONNIE	10352	A
Framing	05/30/19	BT	F	NRSF	BYC	BYC	228 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9318	A
Electrical Rough In	05/30/19	BT	P	NRSF	BYC	BYC	228 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9320	A
Electric Service	05/30/19	BT	P	NRSF	BYC	BYC	228 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9321	A
Plumbing Rough In	05/30/19	BT	P	NRSF	BYC	BYC	228 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9324	A
Mechanical Rough In	05/30/19	BT	F	NRSF	BYC	BYC	228 PLEASANT HILL DR	RICHMOND AMERICAN HOMES	9326	A
Final Closing Electr	05/30/19	BT	P	ELEC RES	BVL	BLTN	6677 LORD FAIRFAX HWY	STAPLES WILLIAM REVOCAB	10311	A
FOUNDATION	05/30/19	BT	P	Sign Prmt	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	10292	A
Erosion & Sediment C	05/31/19	BT	P	NRSF	BVL		2470 OLD CHARLES TOWN RD	FRYE RONALD W & PAULA J	10374	A
Erosion & Sediment C	05/31/19	BT	P	NRSF			254 LEWIS WILLIAMS LN	WARFIELD HOMES INC	10375	A
Footings	05/31/19	BT	P	NRSF	BVL		1517 FROGTOWN RD	GIBSON RUSH J III & SHA	9667	A
Electric Service	05/31/19	BT	P	ELEC RES	BLMT	CHPL	2083 FROGTOWN RD	LAMBERT DONALD G & LIND	10290	A
Electric Service	05/31/19	BT	P	ELEC RES	BVL	LNGM	1375 WRIGHTS MILL RD	HENRY MELIUS	10334	A
Final Closing Electr	05/31/19	BT	P	ELEC RES	BVL	LNGM	1375 WRIGHTS MILL RD	HENRY MELIUS	10335	A
Footings Pool	05/31/19	BT	P	SPIG	BLMT	BLTN	294 VITA BELLA LN	TESTA JIM	10339	A

INSPECTOR TOTALS: 227 INSPECTIONS FEES: .00 PAID TO DATE: .00 UNPAID: .00

Footings Porch/Deck	05/01/19	JR	P	NRSF			131 BROWNTOWN RD	DONNELLY DAVID SCOTT	9894	A
Final Closing Electr	05/01/19	JR	P	ELEC RES		BLTN		KKR 2 LC	9877	A
Footings	05/02/19	JR	P	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	9904	A
Ditch Electric	05/02/19	JR	P	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	9905	A
Framing	05/02/19	JR	P	Add Comm	BVL	BVL	230 FIRST ST	HANSON CHRIS	8992	A
Electrical Rough In	05/06/19	JR	P	Rmdl Comm	BVL	BVL	21 CROW ST	HARPER KENNETH & BOBBIE	9886	A
Meeting with Inspect	05/06/19	JR	P	Add Comm	BVL	BVL	230 FIRST ST	HANSON CHRIS	9907	A
Framing	05/06/19	JR	P	NRSF	BLMT	BLTN	124 GROUSE RIDGE LN	WRIGHT PAMELA M TRUSTEE	7218	A
Electrical Rough In	05/06/19	JR	P	NRSF	BLMT	BLTN	124 GROUSE RIDGE LN	WRIGHT PAMELA M TRUSTEE	7220	A
Mechanical Rough In	05/06/19	JR	P	NRSF	BLMT	BLTN	124 GROUSE RIDGE LN	WRIGHT PAMELA M TRUSTEE	7226	A
Plumbing Rough In	05/06/19	JR	P	NRSF			124 GROUSE RIDGE LN	WRIGHT PAMELA M TRUSTEE	9937	A
Ceiling Grid	05/09/19	JR	PWC	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	9968	A
Mechanical Rough In	05/09/19	JR	P	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	9971	A
Electric Service	05/10/19	JR	P	Rmdl Res	BLMT		124 GROUSE RIDGE LN	WRIGHT PAMELA M TRUSTEE	10069	A
Footings	05/14/19	JR	P	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	9988	A
Final Closing Mechan	05/14/19	JR	P	Rmdl Comm	BVL	BVL	21 CROW ST	HARPER KENNETH & BOBBIE	9931	A
Insulation	05/14/19	JR	P	NRSF	BLMT	BLTN	124 GROUSE RIDGE LN	WRIGHT PAMELA M TRUSTEE	7219	A
Tank Removal	05/14/19	JR	P	MechPer-R	BVL	BLTN	120 COOL SPRING LN	COMMUNITY OF CISTERCIAN	10089	A
Electrical Rough In	05/15/19	JR	F	Elec Per-C	BVL	BVL	20 WEST MAIN ST	POLO NANCY ELIZABETH	9615	A
Final Closing Electr	05/15/19	JR	F	Elec Per-C	BVL	BVL	20 WEST MAIN ST	POLO NANCY ELIZABETH	9618	A
Footings	05/15/19	JR	P	Garage	BVL	LNGM	3271 OLD CHARLES TOWN RD	NICHOLS DAVID	10105	A
Final Closing Electr	05/16/19	JR	F	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	2691	A
Electric Service	05/16/19	JR	P	Add Comm	BVL	BVL	230 FIRST ST	HANSON CHRIS	10134	A
Electric Service	05/16/19	JR	P	Add Comm	BVL	BVL	230 FIRST ST	HANSON CHRIS	10135	A
Final Closing Electr	05/17/19	JR	F	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	10144	A
Final Closing Mechan	05/20/19	JR	P	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	2696	A
Final Closing Electr	05/20/19	JR	PWC	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	10274	A
Final Closing Mechan	05/20/19	JR	PWC	Nw Commrc1	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	10275	A
Final Closing Buildi	05/20/19	JR	P	Rmdl Comm	BVL	BVL	21 CROW ST	HARPER KENNETH & BOBBIE	9623	A
Final Closing Electr	05/20/19	JR	P	Rmdl Comm	BVL	BVL	21 CROW ST	HARPER KENNETH & BOBBIE	10122	A

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 05/01/19 to 05/31/19

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Final Closing Mechan	05/21/19	JR	F	Nw Commrcl	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	10165	A
Final Closing Electr	05/21/19	JR	P	Nw Commrcl	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	10273	A
Meeting with Inspect	05/21/19	JR	P	Nw Commrcl	BVL		430 MOSBY BLVD	MDC BERRYVILLE LLC	10181	A
Meeting with Inspect	05/21/19	JR	P	Add Res	BVL	CHPL	3162 PARSHALL RD	MICHAEL GRAY A	10182	A
Plumbing Groundworks	05/21/19	JR	P	Rmdl Res	BYC	CHPL	4065 CALMES NECK LN	MILLER RICHARD H JR & D	10159	A
Final Closing Gas	05/21/19	JR	P	Rmdl Comm	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	10175	A
Final Closing Mechan	05/21/19	JR	P	Rmdl Comm	BVL	LNGM	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	10176	A
Sprinkler System	05/22/19	JR	F	Add Comm	BVL	BVL	230 FIRST ST	HANSON CHRIS	10187	A
PreDemolition Inspe	05/22/19	JR	P	Demolition	WHPT	GNWY	592 CARTERS LINE RD	ASHBY MEGAN & NORMAN JR	10169	A
Framing	05/24/19	JR	P	Rmdl Res	BLMT		124 GROUSE RIDGE LN	WRIGHT PAMELA M TRUSTEE	10219	A
Final Closing Mechan	05/24/19	JR	P	Nw Commrcl	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	10230	A
Final Closing Buildi	05/24/19	JR	PWC	Nw Commrcl	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	10231	A
Final Closing Electr	05/24/19	JR	P	Sign Prmt	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	10260	A
Final Closing Buildi	05/24/19	JR	P	Sign Prmt	BVL		420 MCNEILL DR	MCDONALD'S RESTAURANT	8599	A
Meeting with Inspect	05/24/19	JR	P	Add Res	BVL	CHPL	3162 PARSHALL RD	MICHAEL GRAY A	10228	A
Final Closing Buildi	05/24/19	JR	P	Demolition	WHPT	GNWY	592 CARTERS LINE RD	ASHBY MEGAN & NORMAN JR	10124	A
Water Line	05/29/19	JR	P	NRSF			131 BROWNTOWN RD	DONNELLY DAVID SCOTT	10332	A
Electric Service	05/30/19	JR	P	ELEC RES		BLTN		KKR 2 LC	9867	A
Meeting with Inspect	05/31/19	JR	P	Add Res	BVL	CHPL	3162 PARSHALL RD	MICHAEL GRAY A	10323	A
Framing	05/31/19	JR	P	Add Res	BVL	CHPL	3162 PARSHALL RD	MICHAEL GRAY A	8861	A
Conduit	05/31/19	JR	P	Elec Per-C	BVL	LNGM	1608 RUSSELL RD	MACKINTOSH WILLIAM JR &	10336	A
Framing	05/31/19	JR	PRT	Rmdl Comm	BVL	LNGM	72 KEYSTONE LN	MISION CRISTIANA CIUDAD	9848	A

INSPECTOR TOTALS:	52	INSPECTIONS	FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00
DEPARTMENT TOTALS:	279	INSPECTIONS	FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00
REPORT TOTALS:	279	INSPECTIONS	FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 05/01/19 to 05/31/19

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Backfill	2	Bernie Thompson	227	FAIL	32
Bonding Pool	1	Jamie Royston	52	PARTIAL	2
Ceiling Grid	1			PASS	241
Conduit	1			PASS WITH CONDITIONS	4
Ditch Electric	7				
Draintile	1				
Electric Service	17				
Electrical Rough In	17				
Erosion & Sediment Control	35				
Final Closing Building	24				
Final Closing Electric	30				
Final Closing Gas	6				
Final Closing Mechanical	12				
Final Closing Plumbing	11				
Final Partial	1				
Footings	14				
Footings Pool	1				
Footings Porch/Deck	3				
FOUNDATION	2				
Framing	20				
Framing Porch/Deck	4				
Gas Line	2				
Gas Line Pressure Test	2				
Gas Tank	1				
Insulation	10				
Mechanical Rough In	9				
Meeting with Inspector	9				
Plumbing Groundworks	8				
Plumbing Rough In	16				
PreDemolition Inspection	1				
Slab	2				
Slab Basement	1				
Sprinkler System	2				
Steel/Rebar Pool	1				
Tank Removal	1				
Water Line	4				
TOTAL INSPECTIONS:	279				

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Clarke County
INSPECTION REPORT

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ALL

INSPECTIONS PERFORMED: 05/01/19 to 05/31/19

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Backfill	2	Bernie Thompson	227	FAIL	32
Bonding Pool	1	Jamie Royston	52	PARTIAL	2
Ceiling Grid	1			PASS	241
Conduit	1			PASS WITH CONDITIONS	4
Ditch Electric	7				
Draintile	1				
Electric Service	17				
Electrical Rough In	17				
Erosion & Sediment Control	35				
Final Closing Building	24				
Final Closing Electric	30				
Final Closing Gas	6				
Final Closing Mechanical	12				
Final Closing Plumbing	11				
Final Partial	1				
Footings	14				
Footings Pool	1				
Footings Porch/Deck	3				
FOUNDATION	2				
Framing	20				
Framing Porch/Deck	4				
Gas Line	2				
Gas Line Pressure Test	2				
Gas Tank	1				
Insulation	10				
Mechanical Rough In	9				
Meeting with Inspector	9				
Plumbing Groundworks	8				
Plumbing Rough In	16				
PreDemolition Inspection	1				
Slab	2				
Slab Basement	1				
Sprinkler System	2				
Steel/Rebar Pool	1				
Tank Removal	1				
Water Line	4				

TOTAL INSPECTIONS: 279

** END OF REPORT - Generated by Angela Cather **

Project Application Report - Building Dept

For Period: 5/1/2019 to 5/31/2019

Project Type	Project Number	Project Fees
Commercial Electric Permit	190175	86.70
	190222	153.00
	190228	86.70
Commercial Plumbing Permit	190174	61.20
	190236	61.20
Commercial Remodel	190182	102.00
Demolition of Building	190199	51.00
Land Disturbance	190178	
Residential Accessory	190169	146.90
	190190	288.13
Residential Addition	190193	365.82
	190201	1216.13
	190233	449.58
	190234	705.11
	190238	966.21
Residential Cert of Occupancy	190172	102.00
Residential Deck/Porch no Roof	190176	201.00
	190191	153.00
	190237	51.00
Residential Deck/Porch w/Roof	190192	201.00
	190231	251.00
Residential Electric Permit	190168	56.10
	190171	147.90
	190196	71.40
	190198	40.80
	190207	107.10
	190225	96.90
	190226	71.40
	190229	45.90
	190235	40.80
Residential Garage	190221	525.75
Residential Gas Permit	190177	40.80

Project Application Report - Building Dept

For Period: 5/1/2019 to 5/31/2019

Project Type	Project Number	Project Fees
Residential Gas Permit	190195	91.80
	190217	51.00
	190224	40.80
Residential Mechanical Permit	190194	40.80
	190209	163.20
	190218	81.60
Residential New	190179	2332.29
	190180	2063.84
	190181	1902.70
	190183	1858.38
	190184	1852.70
	190187	1385.73
	190188	1083.10
	190200	1735.72
	190220	2123.47
	190223	2056.27
	190227	2330.29
	190240	1867.72
	Residential Plumbing Permit	190170
Residential Remodel	190167	392.70
	190173	867.00
	190189	619.65
	190206	102.00
	190208	102.00
	190219	152.00
	190230	102.00
	190232	237.35
Residential Temporary Trailer	190186	40.80
Sign Permit	190197	61.20
Solar Array System	190203	168.30
Swimming Pool In Ground	190202	352.00
	190215	428.50
	190216	352.00

Project Application Report - Building Dept

For Period: 5/1/2019 to 5/31/2019

Project Type	Project Number	Project Fees
Tents Over 900 sq ft	190205	40.80
	190210	40.80
	190211	40.80
	190212	40.80
	190213	40.80
	190214	40.80
Total		34278.24

Project Application Report - Building Dept

For Period: 5/1/2019 to 5/31/2019

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees <small>Blank = collected by another dept</small>	Project Status
Commercial Electric Permit	190175	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE	\$0	\$86.70	CLOSED W/ FINAL
	190222	0	GELTINGER WALTER & KATHARINA	\$0	\$153.00	ISSUED W/O CONDITIONS
	190228	1608 RUSSELL RD	MACKINTOSH WILLIAM JR & LORI	\$0	\$86.70	ISSUED W/O CONDITIONS
Commercial Plumbing Permit	190174	20 W MAIN ST	POLO NANCY ELIZABETH	\$0	\$61.20	CLOSED W/ FINAL
	190236	351 STATION RD	VIRGINIA MARINE INVESTMENTS LLC	\$0	\$61.20	ISSUED W/O CONDITIONS
Commercial Remodel	190182	1526 LIONS LN	NORTHERN VA LIONS YOUTH CAMP INC	\$0	\$102.00	ISSUED W/O CONDITIONS
Demolition of Building	190199	592 CARTERS LINE RD	ASHBY MEGAN & NORMAN JR	\$0	\$51.00	CLOSED W/ FINAL
Land Disturbance	190178	1328 EBENEZER RD	TOMBERLIN GUY D JR & SANDRA R	\$0		ISSUED W/O CONDITIONS
Residential Accessory	190169	408 DELANY CT	SAUERS TODD ERIC & KIMBERLY ANN	\$8,640	\$146.90	ISSUED W/O CONDITIONS
	190190	340 WHISPERING KNOLLS LN	POLK PAUL R & DONNA K	\$19,200	\$288.13	ISSUED W/O CONDITIONS
Residential Addition	190193	254 GOOD SHEPHERD RD	MELNIKOFF CARYN DOW	\$25,233	\$365.82	ISSUED W/O CONDITIONS
	190201	1686 SHENANDOAH RIVER LN	DILLION GERALD KEITH & CHRISTY J	\$179,812	\$1,216.13	ISSUED W/O CONDITIONS
	190233	3347 SENSENY RD	MARKLEY BRUCE L & SUSAN L	\$32,588	\$449.58	ISSUED W/O CONDITIONS
	190234	456 TRAPP HILL RD	TIPPETS JOE	\$90,265	\$705.11	APP PENDING
	190238	2822 PYLETOWN RD	BROWN STUART E III & KATHARINE G	\$100,917	\$966.21	ISSUED W/O CONDITIONS
Residential Cert of Occupancy	190172	1986 TRIPLE J RD	LEMARR RONALD L & SUSAN D	\$0	\$102.00	ISSUED W/O CONDITIONS

Project Application Report - Building Dept

For Period: 5/1/2019 to 5/31/2019

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Residential Deck/Porch no Roof	190176	962 WADESVILLE RD	MCCARTHY RACHAEL	\$0	\$201.00	ISSUED W/O CONDITIONS
	190191	779 MCGUIRE CIR	KRISTIN SMITH	\$0	\$153.00	ISSUED W/O CONDITIONS
	190237	301 BEAUREGARD CT	BAKER KURT B & VICTORIA ANN	\$0	\$51.00	ISSUED W/O CONDITIONS
Residential Deck/Porch w/Roof	190192	476 TILTHAMMER MILL RD	SCHIRMACHER BARBARA G	\$0	\$201.00	ISSUED W/O CONDITIONS
	190231	420 STRINGTOWN RD	AMUNDSON CARL G & SANDRA L	\$0	\$251.00	ISSUED W/O CONDITIONS
Residential Electric Permit	190168	631 PARIS HEIGHTS LN	WALL JAMES T	\$0	\$56.10	ISSUED W/O CONDITIONS
	190171	12043 LORD FAIRFAX HWY	HANSEN CURTIS R & SHEILA A	\$0	\$147.90	ISSUED W/O CONDITIONS
	190196	6281 HARRY BYRD HWY	SARAH KATHERINE BRENNAN	\$0	\$71.40	ISSUED W/O CONDITIONS
	190198	262 MEADOWS LN	KEMPSON KENNETH & CATHARINE MACKAY	\$0	\$40.80	CLOSED W/ FINAL
	190207	533 CEDAR LN	DUNKLE CHRISTINA N	\$0	\$107.10	ISSUED W/O CONDITIONS
	190225	169 WHISPERING KNOLLS LN	LYNN THOMAS W JR & KIMBERLY B	\$0	\$96.90	ISSUED W/O CONDITIONS
	190226	2083 FROGTOWN RD	LAMBERT DONALD G & LINDA O	\$0	\$71.40	ISSUED W/O CONDITIONS
	190229	6677 LORD FAIRFAX HWY	STAPLES WILLIAM REVOCABLE TRUST	\$0	\$45.90	CLOSED W/ FINAL
	190235	1375 WRIGHTS MILL RD	HENRY MELIUS	\$0	\$40.80	CLOSED W/ FINAL
Residential Garage	190221	209 WHISPERING KNOLLS LN	BATES SHANE E	\$37,854	\$525.75	ISSUED W/O CONDITIONS
Residential Gas Permit	190177	248 HERMITAGE BLVD	CAMPBELL RICHARD L & PAMELA M	\$0	\$40.80	ISSUED W/O CONDITIONS

Project Application Report - Building Dept

For Period: 5/1/2019 to 5/31/2019

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees <small>Blank = collected by another dept</small>	Project Status
Residential Gas Permit	190195	1163 RETREAT RD	FANNING JOHN D & SANDRA J	\$0	\$91.80	CLOSED W/ FINAL
	190217	232 TREADWELL ST	LEVI DAVID L & MAGGIE W	\$0	\$51.00	CLOSED W/ FINAL
	190224	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	\$0	\$40.80	ISSUED W/O CONDITIONS
Residential Mechanical Permit	190194	120 COOL SPRING LN	COMMUNITY OF CISTERCIANS OF THE	\$0	\$40.80	ISSUED W/O CONDITIONS
	190209	117 HERMITAGE BLVD	GRAY-IRWIN PATRICIA L & EDWARD IRW	\$0	\$163.20	ISSUED W/O CONDITIONS
	190218	306 STUART CT	VESS BENJAMIN C & ANISSA KAY	\$0	\$81.60	ISSUED W/O CONDITIONS
Residential New	190179	36 DEER HAVEN LN	LICKING VALLEY CONSTRUCTION CORP	\$328,865	\$2,332.29	ISSUED W/O CONDITIONS
	190180	319 LIMESTONE CT	RICHMOND AMERICAN HOMES OF	\$310,030	\$2,063.84	ISSUED W/O CONDITIONS
	190181	216 PLEASANT HILL DR	RICHMOND AMERICAN HOMES OF	\$264,030	\$1,902.70	ISSUED W/O CONDITIONS
	190183	220 PLEASANT HILL DR	RICHMOND AMERICAN HOMES OF	\$265,269	\$1,858.38	ISSUED W/O CONDITIONS
	190184	224 PLEASANT HILL DR	RICHMOND AMERICAN HOMES OF	\$264,030	\$1,852.70	ISSUED W/O CONDITIONS
	190187	54 CANNON BALL RD	COX TYLER J	\$151,401	\$1,385.73	ISSUED W/O CONDITIONS
	190188	187 BLUE BIRD LN	SANDRA BITTNER	\$68,040	\$1,083.10	ISSUED W/O CONDITIONS
	190200	318 LIMESTONE CT	RICHMOND AMERICAN HOMES OF	\$227,650	\$1,735.72	ISSUED W/O CONDITIONS
	190220	4164 EBENEZER RD	BENEFICIAL PROPERTY INVESTMENTS LLC	\$338,273	\$2,123.47	ISSUED W/O CONDITIONS
	190223	21753 BLUE RIDGE MTN RD	SUTHERLAND WILLIAM	\$266,724	\$2,056.27	ISSUED W/O CONDITIONS

Project Application Report - Building Dept

For Period: 5/1/2019 to 5/31/2019

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Residential New	190227	49 DEER HAVEN LN	LICKING VALLEY CONSTRUCTION CORP	\$328,865	\$2,330.29	ISSUED W/O CONDITIONS
	190240	318 LIMESTONE CT	RICHMOND AMERICAN HOMES OF	\$227,650	\$1,867.72	WITHDRAWN
Residential Plumbing Permit	190170	559 GRANDDADDY LN	TOM MILLER	\$0	\$51.00	ISSUED W/O CONDITIONS
Residential Remodel	190167	4065 CALMES NECK LN	MILLER RICHARD H JR & DEBORAH A	\$60,000	\$392.70	ISSUED W/O CONDITIONS
	190173	96 ASHWOOD LN	BEARCE CLINT	\$150,000	\$867.00	ISSUED W/ CONDITIONS
	190189	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTEN	\$105,000	\$619.65	ISSUED W/O CONDITIONS
	190206	413 MADDEN ST	SPEDDEN KENNETH A & KATERINA	\$0	\$102.00	ISSUED W/O CONDITIONS
	190208	405 WALNUT ST	RUTHERFORD WALTER N JR	\$0	\$102.00	ISSUED W/O CONDITIONS
	190219	7 JOSEPHINE ST	LIBBY DANA S & MARK K	\$0	\$152.00	ISSUED W/O CONDITIONS
	190230	138 ROSEMONT CIR	PETROSKY DAVID	\$0	\$102.00	ISSUED W/O CONDITIONS
	190232	413 MADDEN ST	SPEDDEN KENNETH A & KATERINA	\$30,600	\$237.35	ISSUED W/O CONDITIONS
	Residential Temporary Trailer	190186	54 CANNON BALL RD	COX TYLER J	\$0	\$40.80
Sign Permit	190197	450 MOSBY BLVD	BERRYVILLE HEALTH INVESTORS LLC	\$0	\$61.20	ISSUED W/O CONDITIONS
Solar Array System	190203	159 MAJESTYS PRINCE LN	WALNUT HALL FARM LLC	\$0	\$168.30	ISSUED W/O CONDITIONS
Swimming Pool In Ground	190202	166 TURTLE LN	POST PATRICIA A & DONALD J	\$0	\$352.00	ISSUED W/O CONDITIONS
	190215	2101 GUN BARREL RD	BRERETON DANIEL VON	\$0	\$428.50	ISSUED W/O CONDITIONS

Project Application Report - Building Dept

For Period: 5/1/2019 to 5/31/2019

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees <small>Blank = collected by another dept</small>	Project Status
Swimming Pool In Ground	190216	294 VITA BELLA LN	TESTA JIM	\$0	\$352.00	ISSUED W/O CONDITIONS
Tents Over 900 sq ft	190205	182 WORTHINGTON LN	BAILEY AMELIA D & JOSEPH T	\$0	\$40.80	ISSUED W/O CONDITIONS
	190210	830 LONG BRANCH LN	LONG BRANCH HISTORIC HOUSE AND FARM	\$0	\$40.80	CLOSED W/ FINAL
	190211	830 LONG BRANCH LN	LONG BRANCH HISTORIC HOUSE AND FARM	\$0	\$40.80	ISSUED W/O CONDITIONS
	190212	830 LONG BRANCH LN	LONG BRANCH HISTORIC HOUSE AND FARM	\$0	\$40.80	ISSUED W/O CONDITIONS
	190213	830 LONG BRANCH LN	LONG BRANCH HISTORIC HOUSE AND FARM	\$0	\$40.80	ISSUED W/O CONDITIONS
	190214	830 LONG BRANCH LN	LONG BRANCH HISTORIC HOUSE AND FARM	\$0	\$40.80	ISSUED W/O CONDITIONS

CLARKE COUNTY CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR MAY, 2019

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
05/01/19	19681	LANGHORNE, JAMES RECORDED TIME: 11:35 DESCRIPTION 1: CHAPEL DATE OF DEED : 04/30/19 BOOK: 639 NUMBER PAGES : 2	N PHILLIPS, LUCIEN 1371 OLD CHAPEL RD BOYCE, VA. 22620 PAGE: 556 MAP: 22A96	N 529,000.00 22620 PIN:	DBS	100% <i>Use 629K w/impv</i>
05/01/19	19683	TACCONI, CAROL RECORDED TIME: 11:46 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 04/26/19 BOOK: 639 NUMBER PAGES : 2	N TACCONI, PAMELA 121 VIRGINIA AVE BERRYVILLE, VA. 22611 PAGE: 577 MAP: 14A5230	N .00 22611 PIN:	DG	100%
05/01/19	19686	SHEETS, MARY M RECORDED TIME: 12:05 DESCRIPTION 1: CORRECTION DATE OF DEED : 03/11/19 BOOK: 639 NUMBER PAGES : 5	N SHEETS, GRACE 215 SHEETS LANE BOYCE, VA. 22620 PAGE: 591 MAP: 20A37	N .00 22620 PIN:	DBS	100%
05/02/19	19696	COX, TYLER RECORDED TIME: 14:10 DESCRIPTION 1: LONGMARSH DATE OF DEED : 04/26/19 BOOK: 639 NUMBER PAGES : 2	N COX, ANDREA 12583 HARRY BYRD HWY BERRYVILLE, VA. 22611 PAGE: 687 MAP: 6A27B	N 215,000.00 22611 PIN:	DBS	100% <i>190,100 w/impv</i>
05/02/19	19697	ROMBERG, JOHN RECORDED TIME: 14:22 DESCRIPTION 1: CHAPEL DATE OF DEED : 05/01/19 BOOK: 639 NUMBER PAGES : 2	N LISK, MATTHEW TYLER 177 CHAPEL LN BOYCE, VA. 22620 PAGE: 689 MAP: 2215	N 430,000.00 22620 PIN:	DBS	100% <i>391,300 w/impv</i>
05/03/19	19701	JOHNSON, KENNETH RECORDED TIME: 13:27 DESCRIPTION 1: LONGMARSH DATE OF DEED : 04/18/19 BOOK: 639 NUMBER PAGES : 4	N JOHNSON, TODD N/A N/A, XX. 00000 0000 PAGE: 716 MAP: 8A55	N .00 00000 PIN:	DG	100%
05/06/19	19705	DAVIS, CHRISTOPHER J; ETUX RECORDED TIME: 11:46 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 16, BERRYVILLE GLEN DATE OF DEED : 04/30/19 BOOK: 639 NUMBER PAGES : 2	N LAMBERT, DAVID D; ETUX 836 MCGUIRE CIRCLE BERRYVILLE, VA. 22611 PAGE: 725 MAP: 14C-1-60	N 470,000.00 22611 PIN:	DBS	100% <i>414K w/impv</i>
05/06/19	19711	ISHAM, CHRISTIAN S; ETUX RECORDED TIME: 15:05 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 00/00/00 BOOK: 639 NUMBER PAGES : 1	N ISHAM, CHRISTIAN S; ETUX N/A N/A, XX. 00000 0000 PAGE: 752 MAP: 16-A-1	N .00 00000 PIN:	PM	100%

CLARKE COUNTY CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR MAY, 2019

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
05/07/19	19713	NERD FARMS LLC RECORDED TIME: 09:15 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 05/07/19 BOOK: 639 NUMBER PAGES : 28	N LAND TRUST OF VIRGINIA INC P O BOX 14 MIDDLEBURG, VA. 20118 PAGE: 764 MAP: 6-A-54B	N .00	DE	100%
05/08/19	19220	POLO, NANCY; TR RECORDED TIME: 10:07 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 639 NUMBER PAGES : 2	Y LCP PROPERTES, LLC 7 BEL VOI DR BERRYVILLE, VA. 22611 PAGE: 828 MAP:	Y .00	DBS	100%
05/D8/19	19725	LINGENFELTNER, EVA RECORDED TIME: 13:40 DESCRIPTION 1: LOT 1, CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 639 NUMBER PAGES : 2	N SWIMELEY, JOSEPH ROBERT 102 TILTHAMMER MILL RD BOYCE, VA. 22620 PAGE: 836 MAP:	N 372,000.00	DBS	100%
05/09/19	19733	STUMP, JAMES D; JR RECORDED TIME: 12:22 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 04/24/19 BOOK: 639 NUMBER PAGES : 3	N STUMP, SHARON M 135 ROSEMONT CIRCLE BERRYVILLE, VA. 22611 PAGE: 879 MAP: 14A4-3-29A	N .00	DBSHW	100%
05/10/19	19736	ROBERSON, CHARLES; JR RECORDED TIME: 15:05 DESCRIPTION 1: LONGMARSH DISTRICT, LOT4, 5.36190 ACRES DATE OF DEED : 05/09/19 BOOK: 639 NUMBER PAGES : 2	N YOUNGBLOOD, BART A; ETUX 772 TRAPP HILL ROAD BERRYVILLE, VA. 22611 PAGE: 895 MAP: 14-2-4	N 506,500.00	DBS	100%
05/13/19	19747	ADAMS, SAMUEL RECORDED TIME: 11:40 DESCRIPTION 1: GREENWAY DATE OF DEED : 05/10/19 BOOK: 639 NUMBER PAGES : 4	N ADAMS, ANNA 1070 BERRYS FERRY RD WHITE POST, VA. 22663 PAGE: 925 MAP: 28A39A	N .00	DBS	100%
05/13/19	19748	MELNIKOFF, CARYN RECORDED TIME: 11:40 DESCRIPTION 1: BATTLETOWN DATE OF DEED : 04/12/19 BOOK: 639 NUMBER PAGES : 4	N MELNIKOFF, CARYN TRST 254 GOOD SHEPERD RD BLUEMONT, VA. 20135 PAGE: 929 MAP: 268A4	N .00	DBS	100%
05/14/19	19751	STAUB, ALICIA; ETVIR RECORDED TIME: 10:15 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 05/10/19 BOOK: 639 NUMBER PAGES : 3	N STEVENSON, HUGH 201 FIRST STREET BERRYVILLE, VA. 22611 PAGE: 961 MAP: 14A2-A-111	N 249,000.00	DBS	100%

324,200
w/impv

401,900
w/impv

93,100
w/impv

CLARKE COUNTY CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MAY, 2019

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
05/14/19	190000365	WEIR, HARRY RITES RECORDED TIME: 14:09 DESCRIPTION 1: QUAL DATE OF DEED : 05/14/19 BOOK: 103 NUMBER PAGES : 5	N/A N/A PAGE: 274 MAP:	.00	QUAL	00%
05/14/19	19758	CRAWFORD, FRANCES W RECORDED TIME: 16:00 DESCRIPTION 1: CHAPEL DATE OF DEED : 05/14/19 BOOK: 639 NUMBER PAGES : 3	N GOSHEN, CHARLES PO BOX 284 MILLWOOD, VA. 22646 PAGE: 994 MAP: 21A46B	530,000.00	DBS	100%
05/15/19	19760	MORRISON, DANIEL B RECORDED TIME: 11:55 DESCRIPTION 1: CHAPEL DISTRICT, 16.94840 ACRES DATE OF DEED : 05/15/19 BOOK: 640 NUMBER PAGES : 2	N BOWERMAN, JANE M P O BOX 583 BERRYVILLE, VA. 22611 PAGE: 1 MAP: 23-A-19B	72,080.00	DBS	100%
05/15/19	19761	BOWERMAN, JANE M RECORDED TIME: 11:56 DESCRIPTION 1: CHAPEL DISTRICT, 16.94840 ACRES DATE OF DEED : 05/15/19 BOOK: 640 NUMBER PAGES : 3	N JANE M BOWERMAN REVOCABLE TRUS N P O BOX 583 BERRYVILLE, VA. 22611 PAGE: 3 MAP: 23-A-19B	.00	DBS	100%
05/15/19	19762	MYER, PHILIP T; ET AL RECORDED TIME: 12:01 DESCRIPTION 1: LONGMARSH DSITRICT, LOT 3, 2.0 ACRES DATE OF DEED : 05/07/19 BOOK: 640 NUMBER PAGES : 3	N SMALLWOOD, WILLIAM DOUGLAS; II N 1028 NOBLE LANE BERRYVILLE, VA. 22611 PAGE: 6 MAP: 3-13-3	479,900.00	DBS	100%
05/16/19	197688	MAUME, GAIL RECORDED TIME: 13:08 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 640 NUMBER PAGES : 3	N FRIEDMAN, ROGER 4625 VALERIE COURT ANNANDALE, VA. 22003 PAGE: 39 MAP:	205,000.00	DBS	100%
05/16/19	19770	MATTURRO, JOSEPH RECORDED TIME: 15:00 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 05/15/19 BOOK: 640 NUMBER PAGES : 2	N BUCK, RHONDA HILTON 313 HOPKINS DRIVE BOYCE, VA. 22620 PAGE: 60 MAP: 21A5111	396,500.00	DBS	100%
05/16/19	19771	FCC PROPERTIES LLC RECORDED TIME: 16:15 DESCRIPTION 1: BATTLETOWN DATE OF DEED : 05/09/19 BOOK: 640 NUMBER PAGES : 2	N SHARP, BARRY 206 HACKBERRY LANE BLUEMONT, VA. 20135 PAGE: 62 MAP: 17A2232J12	280,000.00	DBS	100%

420K
w/impv

Family
sale
157,700
VAC

427,200
w/impv

PART
Lent.
139,500
VAC

349,900
w/impv

12
13

181,500 w/impv

4K VAC

CLARKE COUNTY CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MAY, 2019

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
05/17/19	19774	BIELAWSKI, CEDRIC RECORDED TIME: 09:45 DESCRIPTION 1: BATTLETOWN DATE OF DEED : 05/16/19 BOOK: 640 NUMBER PAGES : 2	N RUSSELL, ROBIN 308 WALNUT ST BERRYVILLE, VA. 22611 PAGE: 85 MAP: 14A11229	N 314,000.00 22611 PIN:	DBS	100% 214,200 w/impv
05/17/19	19778	RICHMOND AMERICAN HOMES OF VA RECORDED TIME: 14:25 DESCRIPTION 1: SOVERIGN GLEN DATE OF DEED : 05/15/19 BOOK: 640 NUMBER PAGES : 2	N LIEVANO, JUDITH E 537 S CHURCH ST BERRYVILLE, VA. 22611 PAGE: 92 MAP: 14A9125	N 329,999.00 22611 PIN:	DBS	100% 260,800 w/impv
05/20/19	19784	FOOTHILL PROPOERTIES LLC RECORDED TIME: 11:16 DESCRIPTION 1: DATE OF DEED : 05/20/19 BOOK: 13 NUMBER PAGES : 1	N LEGGE, MARSH N/A N/A, XX. 0000D 0000 PAGE: 60 MAP:	N .00 PIN:	OPM	100%
05/20/19	19789	REYNOLDS, KENNETH E RECORDED TIME: 14:45 DESCRIPTION 1: LONGAMRSH DISTRICT DATE OF DEED : 05/17/19 BOOK: 640 NUMBER PAGES : 2	N NERLINO, GEORGE A 196 FISHPAW RD BERRYVILLE, VA. 22611 PAGE: 156 MAP: 6A54G	N 505,000.00 22611 PIN:	DBS	100% 396,700 w/impv
05/21/19	19794	FED BATL MORTGAGE ASSOC RECORDED TIME: 14:20 DESCRIPTION 1: DATE OF DEED : 05/17/19 BOOK: 640 NUMBER PAGES : 2	Y STAUB, CHRISTOPHER 350 EVERGREEN LANE BLUEMONT, VA. 20135 PAGE: 163 MAP: 17A21174	N 86,000.00 20135 PIN: 95500	DBS	100% 132,100 w/impv
05/22/19	19800	MILLER, CYNTHIA RECORDED TIME: 10:40 DESCRIPTION 1: CHAPEL DATE OF DEED : 05/20/19 BOOK: 640 NUMBER PAGES : 2	N VINEYARD HILL RENTALS LLC PO BDX 288 MILLWOOD, VA. 22646 PAGE: 206 MAP: 21A2A58	N 166,200.00 PIN:	DBS	100% 166,200 w/impv
05/22/19	19803	PRISTACH, PETER C RECORDED TIME: 12:20 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET DATE OF DEED : 05/16/19 BOOK: 640 NUMBER PAGES : 2	N JOHNSTON, BENJAMIN M 369 DOGWOOD LANE BLUEMONT, VA. 20135 PAGE: 215 MAP: 17A1-9-35B	N 215,000.00 20135 PIN: 205K	DBS	100% 193,600 w/impv
05/22/19	19805	AJAY, BLUE RECORDED TIME: 13:40 DESCRIPTION 1: DATE OF DEED : 05/16/19 BOOK: 640 NUMBER PAGES : 2	N ORR, CHRISTINA 6800 HOWELLSVILLE RD FRONT ROYAL, VA. 22630 PAGE: 235 MAP: 37A225	N 210,100.00 22630 PIN: 170,100 40,000	DBS	100% 210,100 40,000

* 5A

CLARKE COUNTY CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MAY, 2019

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
05/22/19	19806	SHEANDOAH RETREAT LAND CORP RECORDED TIME: 15:20 DESCRIPTION 1: DATE OF DEED : 05/22/19 BOOK: 640 NUMBER PAGES : 2	N BAUMANN, MORGAN 92 POPLAR LANE BLUEMONT, VA. 20135 PAGE: 237 MAP:	N 750.00 20135 PIN:	DBS	100% 500 VA
05/22/19	19807	GOSHEN, CHARLES R RECORDED TIME: 15:45 DESCRIPTION 1: DATE OF DEED : 05/20/19 BOOK: 640 NUMBER PAGES : 3	N HAPPY TRAILS RANCH LLC 2000 BRUSH ST SUITE 440 DETROIT, MI. 48226 PAGE: 239 MAP: 22A122B	N 1,800,000.00 48226 PIN: VOF	DBS	100% 1,333,100 w/impv
05/23/19	19810	ESTATE OF JACK J STARK RECORDED TIME: 13:00 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 05/15/19 BOOK: 640 NUMBER PAGES : 2	N HUVAR, ROBERTA 2248 JUDES FERRY ROAD POWHATAN, VA. 23139 PAGE: 248 MAP: 14A5-A-87	N .00 23139 PIN:	DODS	100%
05/23/19	19811	HUVAR, ROBERTA RECORDED TIME: 13:01 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 05/22/19 BOOK: 640 NUMBER PAGES : 2	N HUVAR, ROBERTA; ETVIR 2248 JUDES FERRY ROAD POWHATAN, VA. 23139 PAGE: 250 MAP: 14A5-A-87	N .00 23139 PIN:	DG	100%
05/23/19	19812	RUSSELL, SHARON RECORDED TIME: 13:53 DESCRIPTION 1: GREENWAY DATE OF DEED : 05/22/19 BOOK: 640 NUMBER PAGES : 9	N RUDD, JAMES 710 GREENTHORNE AVE STERLING, VA. 20164 PAGE: 252 MAP: 20A21G	N 75,000.00 20164 PIN:	DBS	100% 84K VAC
05/24/19	19815	BRUCK, ARTHUR RECORDED TIME: 13:52 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET, 4 LOTS DATE OF DEED : 05/20/19 BOOK: 640 NUMBER PAGES : 3	N GARRETT, JENNIFER M 84 BALSAM LANE BLUEMONT, VA. 20135 PAGE: 280 MAP: 17A4-29-2M-10	N 327,500.00 20135 PIN:	DBS	100% 289,200
05/28/19	190000391	RHODES, MARY F RECORDED TIME: 09:24 DESCRIPTION 1: PROBATE OF WILL DATE OF DEED : 05/28/19 BOOK: 103 NUMBER PAGES : 8	N/A N/A PAGE: 294 MAP:	.00 PROBATE PIN:	PROBATE	00%
05/28/19	19833	MARTZ, LINDA M RECORDED TIME: 14:21 DESCRIPTION 1: BATTLETOWN DATE OF DEED : 05/28/19 BOOK: 640 NUMBER PAGES : 1	N TRENT, CAROLYN ALLISON 203 EAGLE ROCK LANE BLUEMONT, VA. 20135 PAGE: 336 MAP: 26A121	N 399,900.00 20135 PIN:	DBS	100% 286,200 w/impv

10 - 277,200 w/impv
11 - 4K VAC
12 - 4K
37 - 4K

CLARKE COUNTY CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MAY, 2019

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
05/28/19	19835	JENKINS, OPAL RECORDED TIME: 15:00 DESCRIPTION 1: BERRYVILLE DATE OF DEED : 05/24/19 BOOK: 640 NUMBER PAGES : 2	N HALTERMAN, HEATHER 104 JOSEPHINE ST BERRYVILLE, VA. 22611 PAGE: 349 MAP: 14A58A12	N 162,500.00	DBS	100% <i>125,900 w/impv</i>
05/30/19	19843	SCHILDER, DOROTHY KULCZYCKI RECORDED TIME: 11:45 DESCRIPTION 1: CHAPEL DISTRICT, LOTS 4 - 7 DATE OF DEED : 05/30/19 BOOK: 640 NUMBER PAGES : 2	N LICKING VALLEY CONSTRUCTION CO N 1035 SHENANDDAH RIVER LANE BOYCE, VA. 22620 PAGE: 405 MAP: 32-A-4	N 160,000.00	DBS	100% <i>Use 430,500</i>
05/31/19	19849	TAVENNER, AMANDA M RECORDED TIME: 13:00 DESCRIPTION 1: TOWN OF BERRYVILLE LOT 26 DATE OF DEED : 05/30/19 BOOK: 640 NUMBER PAGES : 2	N 216 PAGE STREET LLC 113 NORTH BAILEY LANE PURCELLVILLE, VA. 20132 PAGE: 460 MAP: 14A2-10-8-26	N 135,000.00	DBS	100% <i>94K w/impv</i>
05/31/19	19856	ELROD, WARRICK E RECORDED TIME: 14:23 DESCRIPTION 1: LONGMARSH DISTRICT, 12.958 ACRES DATE OF DEED : 05/31/19 BOOK: 640 NUMBER PAGES : 3	N SPADAFORA, STACY ELIZABETH 203 COBBLE STONE DRIVE WINCHESTER, VA. 22602 PAGE: 505 MAP: 6-A-27	N 175,000.00	DBS	100% <i>cc Easement 84,800 vac</i>
05/31/19	19860	WALKER, CARROLL RECORDED TIME: 15:00 DESCRIPTION 1: DATE OF DEED : 05/28/19 BOOK: 640 NUMBER PAGES : 2	N SIGLER, MICHAEL D N/A N/A, XX. 00000 D000 PAGE: 511 MAP: 14A8378	N 424,000.00	DBS	100% <i>395,500 impv</i>
05/31/19	19862	DONAHUE, SEAN RECORDED TIME: 15:02 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 05/28/19 BOOK: 640 NUMBER PAGES : 2	N ERICKSON, RODRICK MICHAEL 430 PINE GROVE ROAD BLUEMONT, VA. 20135 PAGE: 529 MAP: 26-A-94	N 189,900.00	DBS	100% <i>113,800 impv</i>
05/31/19	19865	GRAHAM, JANET K RECORDED TIME: 15:12 DESCRIPTION 1: BATTLETOWN DATE OF DEED : 05/30/19 BOOK: 640 NUMBER PAGES : 2	N ALOHA 318 ESTATES LLC PO BOX 318 BLUEMONT, VA. 20135 PAGE: 566 MAP: 17A429L41	N 4,000.00	DBS	100% <i>500 4000 vac</i>

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 45
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 2

LUSE *VAC*

		④	100,100
		⑤	122,300
		⑥	108,600
		⑦	105,500

Clarke County Economic Development Advisory Committee
May 15, 2019 Minutes

A meeting of the Economic Development Advisory Committee (EDAC) held in the Berryville/Clarke County Government Center, Berryville, Virginia, on Wednesday, May 15, 2019, at 1:00 PM.

Board: Chris Bates, Christina Kraybill, John Milleson, Elizabeth "Betsy" Pritchard, Lee Sheaffer

Absent: Jim Barb, Christy Dunkle, Bev McKay

Staff: Len Capelli, Cathy Kuehner, Lora B. Walburn

Also Present: None

1. Call to Order

At 1:00 pm, Chairman Milleson called the meeting to order.

Lee Sheaffer was introduced as the new member assuming the seat formerly held by Eric Myer.

2. Adoption of Agenda

Betsy Pritchard, seconded by Chris Bates and Christina Kraybill, moved to approve the agenda as it stands. The motion carried by the following vote:

Jim Barb	-	Absent
Chris Bates	-	Aye
Christy Dunkle	-	Absent
Christina Kraybill	-	Aye
Beverly B. McKay	-	Absent
John Milleson	-	Aye
Elizabeth "Betsy" Pritchard	-	Aye
Lee Sheaffer	-	Aye

3. Approval of Minutes

Christina Kraybill, seconded by Chris Bates, moved to approve the March 20, 2019, minutes as presented. The motion carried as follows:

Jim Barb	-	Absent
Chris Bates	-	Aye
Christy Dunkle	-	Absent

Christina Kraybill	-	Aye
Beverly B. McKay	-	Absent
John Milleson	-	Aye
Elizabeth "Betsy" Pritchard	-	Aye
Lee Sheaffer	-	Aye

4. Director Economic Development Update

Hotel Feasibility Study

Christina Kraybill provided the following update:

- The Industrial Development Authority [IDA] agreed to cover up to \$10,000 for a hotel feasibility study initiated by Berryville Main Street [BMS]. The IDA is asking for reimbursement of these funds once a builder is identified.
- On May 14, Nathan Stalvey, Chair Berryville Main Street BMS Board, picked up the IDA's \$4,750 check to cover the consultant's retainer.
- BMS Treasurer will deposit the check today and request a cashier's check that will be submit with the contract.
- A brief history of the project was provided for new member, Lee Sheaffer.

Economic Development Strategic Plan

Highlights of review include:

- Requesting review and approval of the final draft of selected priorities and recommendation.
- Broadband
 - o While mentioned in several places in the draft priorities, decided to expand and create a separate listed item for broadband to acknowledge that access is critical to economic development and tourism.
 - o Len Capelli attended May 14 meeting of the Broadband Implementation Committee [BIC].
 - o Rappahannock Electric Cooperative [REC] representative provided an update to the BIC.
 - o REC is seeking a broadband partner to work with them to distribute along its right-of-way network.
 - o Shentel's plan to bring fiber through Clarke is slowly progressing.
 - o Clarke does not have the number of subscribers to substantiate a major investment; however, while Clarke is a rural county, it deserves consideration.
 - o Governor Northam supports expansion efforts.

- Industrial Development Authority
 - IDA has not taken a proactive stance in funding infrastructure projects. Further research would be required to determine what is allowable under state law.
 - Next week, Director Bill Waite and Len Capelli will attend IDA training conference presented by Virginia Tech.
 - IDA wants to explore ways it can be more pro-active.
 - IDA may consider acquiring properties and reselling, as it did with the Business Park or it could construct a flex building to lease or sell.
- Virginia Department of Economic Partnership suggested activities to stimulate development including:
 - Conducting an open house at the Business Park.
 - Conduct a 5K run around and through the Business Park. Contacted Tracey Pitcock, Parks and Recreation for assistance in coordinating this event for the fall.
- Plan Review
 - Every five years
 - Proposing quarterly updates provided to:
 - Berryville Area Development Authority
 - Berryville Town Council
 - Berryville Planning Commission
 - Boyce Town Council
 - Clarke County Board of Supervisors
 - Clarke County Planning Commission
 - Economic Development Advisory Committee
 - Industrial Development Authority
- Effort to locate a hotel included in occupancy tax section.
- Airbnb
 - Final contract template received May 14 and forwarded to the Commissioner of the Revenue.
 - On May 13, Commissioner of the Revenue and he participated in the last phone negotiation.
 - After seven months of discussion, anticipate having contract in by June 1 and collecting occupancy tax by July 1.
 - Occupancy tax, 2%, is to be assessed for the total amount charged.
 - Payments will be made quarterly by Airbnb not the individual businesses.
 - In the next two months, two Airbnb locations will be opening on Shepherds Mill Road.

- Some localities have opted not to tax these establishments and have created registries to ensure operators have, at a minimum, a business license.
- The County Administration has been tasked with compiling a list of pros and cons of creating a registry in Clarke.
- The additional work force required to implement, monitor, and maintain would exceed the amount of tax collected.
- Len Capelli has also made contact with Expedia and HomeAway, similar platforms to Airbnb.
- These platforms typically charge 18 to 20% commission.
- The Economic Development Advisory Committee instructed staff to draft a letter to the Board of Supervisors and the Commissioner of the Revenue requesting that occupancy taxes be directed to tourism.

By affirmation, the Economic Development agreed to the Economic Development Strategic Plan priorities and recommendations and approved forwarding to the Planning Commission for its review.

EDAC, IDA Priorities for 2019 Economic Development Strategic Plan

To: Brandon Stidham, Director Planning and Zoning, Clerk to the Clarke County Planning Commission

From: Len Capelli

Date: May 15, 2019

At its May 7, 2018, Work Session, the Board of Supervisors concurred on tasking review and recommendation of the Economic Development Strategic Plan to the Economic Development Advisory Committee [EDAC] and the Industrial Development Authority [IDA] with a final recommendation from these bodies presented to the Planning Commission for its consideration.

Subsequently, the EDAC and the IDA reviewed on:

Economic Development Advisory Committee <i>[Meets bi-monthly]</i>	Industrial Development Authority <i>[Meets quarterly]</i>
May 16, 2018	July 26, 2018
July 18, 2018	October 25, 2019
September 19, 2018	January 24, 2019
January 23, 2019	April 25, 2019
March 20, 2019	
May 15, 2019	

These public bodies, having duly reviewed the 2014 Economic Development Strategic Plan, submit the attached priorities selected for the 2019 Strategic Plan with proposed format. This plan is intended to be a “living document”/action plan. The majority of the items and text for this plan were taken from the 2014 Strategic Plan and presented here in a reduced / simplified version as suggested at the February 21, 2017, Board of Supervisors Regular Meeting.

The quarterly report section incorporates into the plan 20 quarterly updates of activities and accomplishments over the 5-year period by the dates listed for each item until completion / closure. Quarterly updates are intended to better document and to improve communication of economic development and tourism efforts. Providing a history of activities undertaken by staff is deemed the most effective means of communication with the public bodies to ensure continuity of operations during this transitory period.

Economic Development Advisory Committee & the Industrial Development Authority 2019 Priorities & Proposed Format Recommendations for Consideration by the Clarke County Planning Commission

[Proposed Distribution for Quarterly Updates]:
Berryville Area Development Authority
Berryville Town Council
Berryville Planning Commission
Boyce Town Council
Clarke County Board of Supervisors
Clarke County Planning Commission
Economic Development Advisory Committee
Industrial Development Authority

Director Economic Development and Tourism Focal Areas 2020 thru 2024

<i>Item</i>	<i>Description</i>
1. Activities to attract new and assist existing businesses [2014 Page 15, passim]	Engage in activities to attract new businesses and assist existing businesses with expansion efforts and other growth activities. Promote the retention, attraction, and expansion of businesses and industries that support the land use goals of the County, in particular, businesses that generate a relatively high level of local tax revenue in relation to the number of jobs, create minimal impact on public services, and are compatible with the County’s agricultural and natural resources.
<i>Quarterly Activities / Status Update</i>	
04-15-2020:	NOTES: This plan is intended to be a “living document”/action plan. The majority of the items and text for this plan were taken from the 2014 Strategic Plan and presented here in a reduced / simplified version.
07-15-2020:	This section incorporates into the plan 20 quarterly updates of activities and accomplishments over the 5-year period by the dates listed for each item until completion / closure.
10-15-2020:	Quarterly updates are intended to better document and to improve communication of economic development and tourism efforts.
01-15-2021:	The history of activities undertaken by staff is deemed the most effective

<i>Item</i>	<i>Description</i>
	means of communication with the public bodies to ensure continuity of operations during this transitory period.
04-15-2021:	
07-15-2021:	
10-15-2021:	
01-15-2022:	
04-15-2022:	
07-15-2022:	
10-15-2022:	
01-15-2023:	
04-15-2023:	
07-15-2023:	
10-15-2023:	
01-15-2024:	
04-15-2024:	
07-15-2024:	
10-15-2024:	
01-15-2025:	
2. Community communications <i>[2014 Passim]</i>	Expand targeted economic development promotional efforts through media relations, tours, brochures, flyers, visitations, and partner organizations. With the support / assistance of the Public Information Officer expand web presence and social media presence.
3. Coordinated economic efforts <i>[2014 Page 25]</i>	Support joint efforts between Clarke County and Town of Berryville: <ul style="list-style-type: none"> - Economic Development Advisory Committee (EDAC) activities - Industrial Development Authority (IDA) activities
4. Promotions, support, surveys of local businesses <i>[2014 Passim]</i>	Promotes, supports, performs surveys, as requested or apparent, of key businesses in various economic sectors, for example: <ul style="list-style-type: none"> - Agriculture: crops, equine, livestock, etc. - Auto restoration - Construction - Healthcare - Landscaping - Light industrial - Restaurants - Retail
5. Promote rural economic innovation <i>[2014 Page 38]</i>	Promotes rural economic innovation through efforts / activities: <ul style="list-style-type: none"> - Alternative energy: wind farms, solar farms, etc. - E-commerce and telework offer multiple business opportunities, from enabling professionals to work from a rural home to creating new e-commerce businesses that can link to global markets. High quality broadband infrastructure is critical. - Economic and demographic trends updates - Historic downtown, historic buildings, and/or sites - Regional food systems: growing interest in local fresh food supports this strategy, as well as the County's proximity to a large and relatively high-

<i>Item</i>	<i>Description</i>
	<p>income metropolitan population.</p> <ul style="list-style-type: none"> - Sustainable agricultural systems <p>Innovation includes a wide range of topics such as new markets for goods and services, new kinds of goods and services, new kinds of business operations and procedures, new locational opportunities for businesses, and new marketing techniques.</p>
6. Public water and sewer [2014 Pages 36, 49]	Assist efforts of businesses seeking access to public water and sewer in Waterloo Area and Double Toll Gate areas. Assist the IDA with its Waterloo Area Water and Sewer - Availability Fee Subsidy Program.
7. Resources [Pages 22, 2526, 33-34, 39, passim]	Report change in status of existing economic development resources including infrastructure, site availability and readiness, market demand, broadband / internet access, etc.
8. Tax: Transient occupancy [2014 Pages 9, 31, 48]	<p>Foster ongoing relationships with peer-to-peer, sharing economy, and/or two-sided marketplace.</p> <p>Provide support to the Commissioner of the Revenue and approving agencies, where appropriate, to ensure proper licensing, zoning, regulations, etc.</p>
9. Tourism / Economic Development regional associations [2014 Pages 19, 26-27, 30, 42, 100]	<p>Support efforts / activities:</p> <ul style="list-style-type: none"> - Appalachian Trail - Artisan Trail - LFCC Small Business Development Center - Northern Shenandoah Valley Regional Commission - People Inc. - Shenandoah Valley Tourism Partnership - Spirits Trail - Top of Virginia Regional Chamber
10. Tourism / Economic Development state associations [2014 Pages 19, 26-27, 29, 41-42]	<p>Support efforts / activities:</p> <ul style="list-style-type: none"> - Virginia Economic Developers Association [VEDA] - Virginia Economic Development Partnership [VEDP] - Virginia Department of Agriculture and Consumer Services [VDACS] - Virginia Tourism Corporation
11. Tourism strategic plan [2014 Pages 11-12, 42-44, 48]	Assist the Town in finalizing the Tourism Strategic Plan and aid implementation. The action would be a joint effort of the County and the Town of Berryville and would be done in conjunction with current efforts by the Town and through future implementation of the Tourism Strategic Plan, which is currently being prepared at the Town's initiative by the Town Planner.

Economic Development and Tourism Functions of Other Entities / Agencies

<i>Item</i>	<i>Description</i>	<i>Responsibility</i>
1. Business inventory / business license	Maintain updates to inventory of existing business through business license process. Liaise with new and existing	Commissioner of the Revenue

Item	Description	Responsibility
[2014 Pages 24 / 72]	businesses to bring them into compliance with County Code.	
2. Tax: Transient occupancy / business license [2014 Pages 9, 31, 48, 119, / 72]	Inventory / monitor participating owners / properties for overnight accommodations and notify appropriate departments / agencies to ensure proper licensing, zoning, regulations, etc.	Commissioner of the Revenue
3. Tax: Meals / Prepared food and beverage [New – Not in 2014]	<p>Examine cost/benefit of establishing a prepared food and beverage tax. Prepared Food and Beverage / Meals Tax is a tax on prepared food or beverage served by a business.</p> <p>§ 58.1-3833. County food and beverage tax. A. 1. Any county is hereby authorized to levy a tax on food and beverages sold, for human consumption, by a restaurant, as such term is defined in § 35.1-1, not to exceed four percent of the amount charged for such food and beverages. [2019: 3.5% Loudoun; 4% Augusta, Bath, Fauquier, Frederick, Page, Rockingham, Warren; Shenandoah - referendum under consideration for 2019]</p>	Board of Supervisors
4. Tax: Vacancy tax [New – not in 2014]	Investigate the levy of a vacancy tax. Vacancy tax establishes a higher property tax rate on vacant properties as a way to encourage development / property use.	Board of Supervisors, Town Council
5. Task Force [2014 – Page 32]	Establish a task force of appointed officials and staff to respond, as appropriate and requested, to prospect visits, to review incentive requests, etc.	Board of Supervisors, Berryville, Town Council
6. Broadband Access [2014 Pages 39-40, 95, 106]	<p>The Broadband Implementation Committee was formed by the Board of Supervisors to accomplish the following:</p> <ul style="list-style-type: none"> - Coordinate the efforts of the Board of Supervisors and Planning Commission to improve fast broadband internet access for county residents and businesses. - Work with industry representatives to determine how to expand fast broadband internet availability and identify obstacles to this expansion. - Work with citizens, business owners, and stakeholders to identify individual or localized broadband needs. <p>Promote the enhancement, awareness of existing fast broadband availability. High speed internet service is widespread in the Towns of Boyce and Berryville, as well as the county's public schools and government buildings (Comcast or Shentel, and including some public Wi-Fi) and fiber lines run along Rt. 7, the length of Rt. 340, and Rt. 522 in the county, and a small section of Rt. 50 (Shentel). However, currently the remainder of the county residents must rely on either wireless or satellite broadband, which</p>	Broadband Implementation Committee

Item	Description	Responsibility
	<p>does not always meet the legal definition of “high-speed” internet (minimum 25 Mbps speed).</p> <p>Identify how the County might be able to promote the expansion of fast broadband access and quality countywide. Fiber broadband also needs to be highly promoted in Waterloo, where Shentel has already indicated they are willing to install it for free to Waterloo businesses, located reasonably close to Rt. 340/50.</p>	
<p>7. Coordinated economic efforts [2014 Page 25, passim]</p>	<p>Coordinated economic efforts of the Berryville Area Development Authority (BADA), Berryville Planning Commission, Clarke County Planning Commission</p>	<p>Planning Directors Berryville, Clarke</p>
<p>8. Zoning and subdivision ordinances [2014 Pages 14, 23, 31, 49, 97-99]</p>	<p>Identify any regulatory and procedural provisions that have the potential to unduly restrict or encumber compatible economic development activities and suitable, realistic housing development, including review of current use lists of by-right and special uses, and the speed and complexity of the County’s and Town of Berryville’s review processes.</p>	<p>Planning Directors Berryville, Clarke</p>
<p>9. Branding strategy [2014 Page 9, 28, 30, 42, 48]</p>	<p>Develop branding strategy, with logo, style guide, etc.</p>	<p>Public Information Officer</p>
<p>10. Community communications [2014 Pages 19, 26, 115]</p>	<p>Under the guidance and direction of the Director of Economic Development, communicate with local community on economic development and tourism issues and activities, update website[s], update social media, prepare flyers, etc.</p>	<p>Public Information Officer</p>

End of document.

Director of Economic Development and Tourism

Highlights of Len Capelli’s update include:

- Third Annual Farm Tour:
 - o All participating farms indicated that the event was valuable for them.
 - o J-Bit Ranch: Several signed up for lessons.
 - o Oak Hart: Visitors, from as far away as Ashburn, made purchases and expressed interest in updates.
 - o Hunt Club Farm: At least four persons signed up to volunteer for events.
 - o Harvue Farm: Weather earlier in the morning impacted the number of visitors.
- Travel Writers – Shenandoah Valley Tourism Partnership

- On May 7, three writers visited Smithfield Farm, Veramar Vineyard, Oak Hart Farm, and Mackintosh Fruit Farm.
- Writers have written multiple articles and posted on Facebook, Instagram, Twitter and their websites and blogs about Veramar and Smithfield Farm Bed and Breakfast.
- Jenna French, committee member, chose the sites based on most attractive or available assets in Clarke.
- Local Farm to School Sales:
 - State wants at least \$22 million in sales from local farmers to schools by 2022.
 - Sodexo, contracted foodservice provider in Clarke County Public Schools, will follow up on requirements.
 - Products include produce, meat, eggs, and milk.
- Shenandoah Valley Tourism Partnership [SVTP] Event May 10 in Harrisonburg:
 - Attended by more than 200.
 - Invited members of Berryville Town Council and Board of Supervisors but none available to attend.
 - Kelsey's Cakes and Trey's Chips and Salsa were featured at the event and were a big hit.
 - Distributed presentation "What's New in the Shenandoah Valley."
 - Working with SVTP to ensure Clarke is recognized.
 - SVTP promoting the entire valley to increase the number and length of visits.
 - Expecting 2018 tourism report in August.
 - Action Videos:
 - Requested copies of action videos.
 - Features pillars: community, adventure, family, dining.
 - One wine and food video starts out at Twin Oaks Tavern Winery in Bluemont.
 - Featured in other action videos: Veramar Vineyard, Moose Apple Farm, Dinosaur Land.
 - Videos can be accessed on the SVTP website at <https://viriniasshenandoahvalley.com>.
- County-wide Food Tax:
 - Consideration of a food and beverage tax is included in the 2019 recommendations for the Economic Development Strategic Plan.
 - Conservatively, at 4% food and beverage tax, maximum allowable by State Code, the County could collect an estimated \$240,000 in tax just from three local convenience stores / food locations at one intersection in the County.

- Implementation of a food and beverage tax would require referendum.
- Virginia Economic Development Partnership [VEDP]:
 - VEDP continues to share leads on companies interested in the area.
 - Receives on average two to three leads per month.
 - Most recent contact was a processing facility needing a 100,000 square foot building within a six-month period.
- Memorandum of Understanding for 65-acre parcel in Double Tollgate: Mr. Capelli gave his position to David Ash and David Weiss.

Highlights of update by Christina Kraybill include:

- C2M: New location opens next month. Would welcome another visit from the EDAC.
- Battletown Inn Project: Moving along. Believe it will be an eatery with a bakery.

5. Next Meeting

The next meeting is scheduled for Wednesday, July 17, 2019.

6. Adjournment

Being no further business, at 1:47 pm, Chairman Milleson adjourned the meeting.

Minutes recorded and transcribed by Lora B. Walburn

Clarke County Fire & EMS
FY 18-19 Closing Balance Summary

Description	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	YTD Totals
Billable Calls													
Enders (Co 1)	63	71	83	85	70	66	84	66	85	81	87		841
Boyce (Co 4)	12	6	17	11	3	8	14	13	12	11	16		123
Blue Ridge (Co 8)	12	7	6	6	9	11	10	11	11	9	8		100
Total # of Billable Calls	87	84	106	102	82	85	108	90	108	101	111		1,064
ALS Trips Billed	29	36	41	49	26	34	50	44	47	48	48		452
BLS Trips Billed	52	37	47	42	48	50	54	44	60	53	57		544
TNT Trips Billed	6	11	18	11	8	1	4	2	1	0	6		68
Total	87	84	106	102	82	85	108	90	108	101	111		1,064
Calls Dispatched													
Co 1 Career	39	44	42	44	52	35	37	39	55	56	50		493
Co 1 Volunteer	2	7	9	2	2	6	8	8	7	7	6		64
Co 1 Split	33	42	40	51	33	48	59	41	38	48	53		486
Co 4 Career	6	6	1	6	2	2	2	3	0	7	0		35
Co 4 Volunteer	4	2	6	0	4	5	7	7	8	3	12		58
Co 4 Split	9	6	13	12	7	10	11	9	13	6	11		107
Co 8 Career	0	3	2	2	1	1	1	1	3	3	2		19
Co 8 Volunteer	12	9	11	8	8	10	7	8	7	12	6		98
Co 8 Split	9	8	6	2	8	13	14	10	6	11	10		97
Unknown	9	14	17	15	15	6	14	20	10	16	19		155
Total # of Calls Dispatched	123	141	147	142	132	136	160	146	150	169	169		1615
Patient Payments	\$607.00	\$916.10	\$1,037.91	\$1,639.80	\$2,280.90	\$3,808.73	\$3,087.47	\$2,793.43	\$2,508.95	\$3,857.46	\$2,275.31		\$24,813.06
TNT Payments	\$0.00	\$150.00	\$735.00	\$585.00	\$487.50	\$300.00	\$150.00	\$400.00	\$0.00	\$0.00	\$0.00		\$2,807.50
Total Payments	\$31,182.15	\$31,619.95	\$27,322.55	\$39,583.84	\$33,456.99	\$44,196.93	\$40,805.72	\$43,001.94	\$35,026.57	\$50,600.04	\$39,876.19		\$416,672.87

ZONING AND SUBDIVISION ORDINANCE UPDATE PROJECT PROGRESS REPORT (JUNE 2019)

Work Plan Items Completed to Date:

- Step 1 – Adopt Work Plan, Project Policies and Timeline
- Step 2 – Discuss and Provide Formal Direction on Policy Issues
- Step 3 – Approve Framework for Draft Ordinances.

Work Plan Items in Process:

- Revised Work Plan. Staff has developed a revised work plan and timeline for completion of the project. The draft was discussed with the Ordinances Committee at their June 7 meeting and the Committee accepted it by consensus.

The revised work plan contains new milestone dates for completion of final Staff work and legal review of the draft Ordinances and Guidance Manual, as well as for final review and acceptance by the Ordinances Committee. The work plan also proposes a series of joint work sessions with the Commission and Board to be held in October and November to present the draft Ordinances in manageable increments. Final public hearings for review and adoption of the Ordinances would occur in early 2020.

Staff will present the revised work plan to the full Planning Commission at their work session on July 9 and to the Board of Supervisors at their July 16 meeting.

- Step 4 -- Present Draft Ordinance Text by Chapter and by Subject. Staff's work on the initial draft Ordinances during this period is summarized as follows:
 - Staff completed work on the second drafts of the Zoning Ordinance and Definitions Article. These drafts were forwarded to the County Attorney for legal review on May 20. Legal review should be completed no later than Friday, August 9.
 - Staff has started work on the initial draft of the Subdivision Ordinance with the goal of having a second draft for legal review completed and sent to the County Attorney no later than Monday, July 8. Legal review of the draft Subdivision Ordinance is also requested back from the County Attorney no later than Friday, August 9.
 - Staff will begin work on the initial draft of the Guidance Manual upon completion of the second draft Subdivision Ordinance for legal review. As you may remember, the Guidance Manual is an administrative companion to the revised Ordinances that is designed to help customers understand the various review processes and regulations. Since it is maintained by Staff as a customer service

resource and is not an ordinance, it does not require public hearing or adoption by the Board of Supervisors. Staff plans to provide the draft Guidance Manual for review by the Commission and Board as some current Ordinance provisions are proposed to be moved there, and to help illustrate how the resource will be used with the new Ordinances.

Upcoming Ordinances Committee Meetings Scheduled:

- #26 – Thursday, August 22, 2019:
 - Review Drafts #3 of Zoning Ordinance, Subdivision Ordinance, Definitions Article, and Initial Draft of the Guidance Manual
- #27 – Thursday, August 29, 2019:
 - Continued review of Ordinances
- #28 – Friday, September 6, 2019 (immediately following Commission Business Meeting):
 - Continued review of Ordinances
 - Possible final action to approve drafts for review by full Commission and Board of Supervisors
- #29 – Tuesday, September 10, 2019:
 - If necessary to take final action on the drafts



Clarke County Planning Department

101 Chalmers Court, Suite B

Berryville, Virginia 22611

(540) 955-5132

www.clarkecounty.gov

TO: Board of Supervisors

FROM: Brandon Stidham, Planning Director

RE: Status of Hecate Energy Solar Farm Phase 2 (SUP-17-02)

DATE: June 10, 2019

Enclosed you will find a May 20, 2019 letter from Patti Shorr (Hecate Energy) containing a status update on the undeveloped portion of the solar farm in Double Tollgate (Phase 2, SUP-17-02), and a request to defer and extend the time period for Hecate Energy to obtain land disturbance and building permits for Phase 2.

Condition #15 of the controlling special use permit (SUP) reads as follows:

***Revocation of Special Use Permit.** In the event that a land disturbance permit and building permit has not been obtained for the development of the facility consistent with Phase 2 of the site development plan within two years of the approval date of this Special Use Permit by the Board of Supervisors, the Board may take action to revoke this Special Use Permit in accordance with §5-C of the Zoning Ordinance.*

As noted by Ms. Shorr, the approval date of the SUP was July 18, 2017 and the two-year time frame referenced in Condition #15 ends on July 18, 2019.

The language of Condition #15 indicates that the Board “may” take action to revoke the SUP if required permits are not obtained by the end of the two-year period. Staff notes that the word “may” was specifically included in the condition language to provide the Board with the option of considering SUP revocation instead of making revocation a requirement. Ms. Shorr contacted Staff well in advance of the two-year period expiration to inform us of the need for additional time to prepare for Phase 2 development, and she has indicated that they expect to obtain the required permits on or around May 20, 2020. Given the provision of advance notice and a specific milestone for obtaining permits, Staff does not recommend that the Board consider revocation at this time.

Staff is providing this letter and recommendation as an informational item and there is no required action from the Board at this time. Staff will revisit this issue prior to Ms. Shorr’s May 20, 2020 milestone date and provide additional recommendations to the Board if necessary.

Please do not hesitate to contact me if you have questions or concerns.



621 W Randolph St.
Chicago, IL 60661

May 20, 2019

VIA REGULAR MAIL & E-MAIL

Brandon Stidham, Director of Planning bstidham@clarkecounty.gov
Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611

Re: Special Use Permit (SUP-17-02) / Hecate Energy LLC

Dear Mr. Stidham:

SUP-17-02, for the portion of the affected portion of Tax Map # 27-A-5 identified as “Phase 2” on the approved Site Development Plan (“SP-16-01” as amended), was approved by the Clarke County Board of Supervisors (“Board”) on July 18, 2017. Condition #15 to the Special Use Permit provides that in the event a Land Disturbance Permit and Building Permit has not been obtained for the development of the Phase 2 facilities within two (2) years of the July 18, 2017 approval date, the Board, in accordance with Section 5-C of the Clarke County Zoning Ordinance, “may” take action to revoke the Special Use Permit.

Consistent with our recent communications with you, please accept this letter as the request of Hecate Energy LLC for the deferral of the timing of the obtaining of the Land Disturbance Permit and the Building Permit and for the extension of the time period set forth in Condition #15.

As evidenced and supported by our application for, and obtaining the Board’s approval of, initial SUP-16-01 and related SP-16-01 and by our modification of SUP-16-01 to existing SUP-17-01 (as to Phase 1) and SUP-17-02 (as to Phase 2), by and our having entered into a long-term Lease of Clarke County Tax Map # 27-A-5 owned by Montie W. Gibson, Jr., we have expended great effort and considerable expense and investment in the site. We remain dedicated and committed to developing Phase 2 for the operation of a “solar power plant, large photovoltaic” in accordance with SUP-17-02 and the Conditions thereunder and in compliance with SUP-16-01 as amended. We have been diligently working to satisfy our internal prerequisites for initiation of the development and operation stage of Phase 2, and presently we project being positioned to obtain Land Disturbance and Building Permits by on or about May 20, 2020, being approximately 12 months from the date of this letter. We are also aware (thanks to your input) that there are also timing constraints regarding our initiation of development activities under the Site Plan.

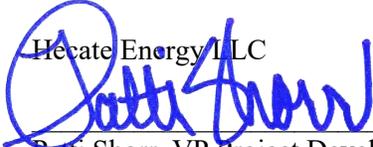
We understand that you intend to submit this letter, and thereby convey our request for a timing extension, as part of the information to be provided to the Board before its regularly scheduled Tuesday, June 18, 2019 Meeting.

Please do not hesitate to contact me should you have any questions or comments regarding this letter, our request for an extension of Condition #15, or regarding SUP-17-02 in general.

Mr. Brandon Stidham, Director of Planning
May 20, 2019
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We greatly appreciate your and the County's continuing cooperation and assistance, and we look forward to fulfilling all of the Conditions for, and to our development of, Phase 2 in compliance with SUP-17-02 and SP-16-01.

Sincerely,

By: 
Hecate Energy LLC
Patti Shorr, VP Project Development
PShorr@HecateEnergy.com
(614) 205-3798

cc: H. Edmunds Coleman, III, Esq.