

**BERRYVILLE TOWN COUNCIL  
MEETING AGENDA  
Berryville-Clarke County Government Center  
101 Chalmers Court, Second Floor  
Main Meeting Room**

**Regular Meeting  
July 14, 2015  
7:30 p.m.**

<u>Item</u>	<u>Attachment</u>
1. Call To Order	
2. Pledge of Allegiance	
3. Public Hearings	
Safe Routes to School Infrastructure Grant	1↓
4. Approval of Minutes	
June 9, 2015 Regular Meeting	2↓
5. Citizens' Forum	
6. Report of Wilson Kirby, Mayor	
7. Report of Christy Dunkle, Asst. Town Manager for Community Development	
Planning Department Monthly Report	3
CDBG Planning Grant – Josephine City Neighborhood	4↓
8. Report of Keith Dalton, Town Manager	
VRS Enhanced Hazardous Duty Benefits	5↓
Amendment to Section 512 of the Town of Berryville Employee Handbook	6↓
9. Report of H. Allen Kitselman, III - Berryville Area Development Authority Liaison	
10. Report of Harry Lee Arnold, Jr. – Chair, Budget and Finance Committee	
Treasurer's Monthly Report	7
Publication of Delinquent Personal Property Taxes	8↓
Charge off uncollectable Personal Property Taxes	9↓
Financial Reports	10

<u>Item</u>	<u>Attachment</u>
<b>11. Report of H. Allen Kitselman, III – Chair, Community Improvements Committee</b>	
<b>12. Report of Douglas A. Shaffer - Planning Commission Liaison</b>	
<b>13. Report of Mary L. C. Daniel - Chair, Police and Security Committee</b> Police Chief's Monthly Report	11
<b>14. Report of Wilson Kirby – Chair, Streets and Utilities Committee</b> Public Utilities Director's Report	12
Public Works Director's Report	13
Approval of Committee Meeting Minutes (June 24, 2015)	14 ↓
<b>15. Report of Harry Lee Arnold, Jr – Chair, Personnel Committee</b> Approval of Committee Meeting Minutes (June 15, 2015 and June 17, 2015)	15 ↓
<b>16. Other</b>	
<b>17. Closed Session</b> No Closed Session Scheduled	
<b>18. Adjourn</b>	

↓ Denotes an item on where a motion for action is included in the packet

# Attachment 1

**BERRYVILLE TOWN COUNCIL**  
**Safe Routes to School Infrastructure Grant Public Hearing**  
**July 14, 2015**

---

**The Council of the Town of Berryville wishes to receive public input on a Safe Routes to School (SRTS) infrastructure sidewalk project (Project Number SRTS-168-007, P101, C501) at Johnson-Williams Middle School along Swan Avenue identified as Tax Map Parcel number 14A4-((A))-31, located at 200 Swan Avenue, in the Town of Berryville. Project financing totals \$87,357.**

Public hearing notices were published in the Winchester Star on Tuesday, June 30 and Tuesday, July 7, 2015. Adjacent property owners were notified via first class mail on June 30, 2015. One adjacent property owner requested specific information about the project and supports the construction of the sidewalk.

**Project History**

Berryville Police and Planning Department staff have been working with the Clarke County Schools and the Virginia Safe Routes to School program since the latter's inception in 2007. Offering resources to plan, organize and implement the federal SRTS effort, VDOT manages the Virginia program.

We have participated in a number of walk and bike to school events with the schools over the years and have received numerous Quick Start Mini-Grants. These grants have funded bicycle helmets and safety programming. The last grant was used for bicycle lights (to be distributed at the schools, bike rodeos, and by patrol officers) and a second bike rack for Johnson-Williams Middle School.

In 2012, a stakeholder group was formed to discuss biking and walking specifically for students from kindergarten through eighth graders. Participants included representatives from the Town, Northern Shenandoah Valley Regional Commission; Clarke County Schools faculty, public health and administration; and from the community. A School Travel Plan (STP) was created for Johnson-Williams which included a vision statement; statistical information including enrollment, student transportation habits, school policies and programs for walking and bicycling; and the prioritization of infrastructure projects around that school that would improve safety and encourage students to walk and bike to school. The STP is the document needed for applying for SRTS funding. The top priority identified in the STP was to create a safe and accessible sidewalk along Swan Avenue.

The stakeholder group was informed by VDOT that the current grant cycle would be the last that would not require matching funds by the locality and encouraged action to submit an application. After direction from Council and School Board members to move forward with the effort, an Infrastructure Grant application was submitted in January of 2013. The award was granted in the amount of \$87,357 and the execution of the

agreement occurred in January of 2014. Pennoni Associates, Incorporated was identified as the consulting engineer on the project. 100% plans were submitted, reviewed and approved by VDOT and are before you tonight.

### **Current Conditions**

The sidewalk along the school property on Swan Avenue was constructed with the development of the property. It is in poor condition with numerous trip hazards and deteriorating areas of concrete. Property owners along Swan Avenue have discussed their concerns about the condition of the sidewalk and the on-street parking (on the sidewalk which furthers its decline) with staff on numerous occasions. The new plan should alleviate parking congestion and create a safer access to JWMS.

### **General Information**

The location of the proposed sidewalk was moved away from Swan Avenue due to the lack of curb and gutter (which creates a lack separation from pedestrians and vehicular traffic) and its location close to the Swan right-of-way. Taking into account the need for on-street parking for little league sports at JWMS, it was determined that relocating the sidewalk into the site would allow for more efficient parking and would not adversely affect the condition of the future sidewalk.

Town staff is working with Clarke County School representatives to create a deed of easement (plat included in this packet) for public access.

The location of the proposed sidewalk was determined by a number of factors including Americans With Disabilities Act (ADA) compliance; rock breaks; and existing mature trees. Ron Mislowsky, the engineer of record on the project, will be in attendance at the meeting to describe the project and field any questions residents or Council members may have.

The following items follow this report:

- Public hearing notice published June 30, 2015 and July 7, 2015 in the Winchester Star;
- Adjacent property notice mailed via first class mail on June 30, 2015;
- Construction Bid Estimate from Pennoni Associates totaling \$52,278.20 (expenses to date \$20,312.49);
- Easement Plat for public access; and
- Project site plan dated April 24, 2015.

### **Recommendation**

Receive public input on the project.

**Special  
Notices 107****TOWN OF BERRYVILLE  
TOWN COUNCIL  
PUBLIC HEARING NOTICE**

The Town of Berryville will hold the following public hearing at 7:30 p.m., or as soon after as this matter may be heard, on **Tuesday, July 14, 2015**, in the Main Meeting Room, Second Floor of the Berryville/Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia to consider the following:

**The Council of the Town of Berryville wishes to receive public input on a Safe Routes to School (SRTS) infrastructure sidewalk project (Project Number SRTS-168-007, P101, C501) at Johnson-Williams Middle School along Swan Avenue identified as Tax Map Parcel number 14A4-((A))-31, located at 200 Swan Avenue, in the Town of Berryville. Project financing totals \$87,357.**

Copies of the applications, amendments, and maps may be examined at the Berryville Planning Office, Berryville/Clarke County Government Center (101 Chalmers Court), Second Floor, Berryville, Virginia during regular business hours. Additional information may be obtained by calling Assistant Town Manager Christy Dunkle at 540/955-4081. Any person desiring to be heard on this matter should appear at the appointed time and place.

The Town of Berryville does not discriminate against disabled persons in admission or access to its programs and activities. Accommodations will be made for disabled persons upon prior request.

By order of Town Council  
Keith R. Dalton, Town Manager

**Town of Berryville**  
Berryville-Clarke County  
Government Center  
101 Chalmers Court Suite A  
Berryville, VA 22611



[T] 540/955-1099  
[F] 540/955-4524  
[E] info@berryvilleva.gov

www.berryvilleva.gov

**BERRYVILLE TOWN COUNCIL  
NOTICE TO ADJACENT PROPERTY OWNERS**

**PUBLIC HEARING**

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By order of Town Council  
Keith R. Dalton, Town Manager

**Wilson Kirby**  
*Mayor*

**Harry Lee Arnold, Jr.**  
*Recorder*

*Council Members*

**Douglas A. Shaffer**  
*Ward 1*

**H. Allen Kitelman, III**  
*Ward 2*

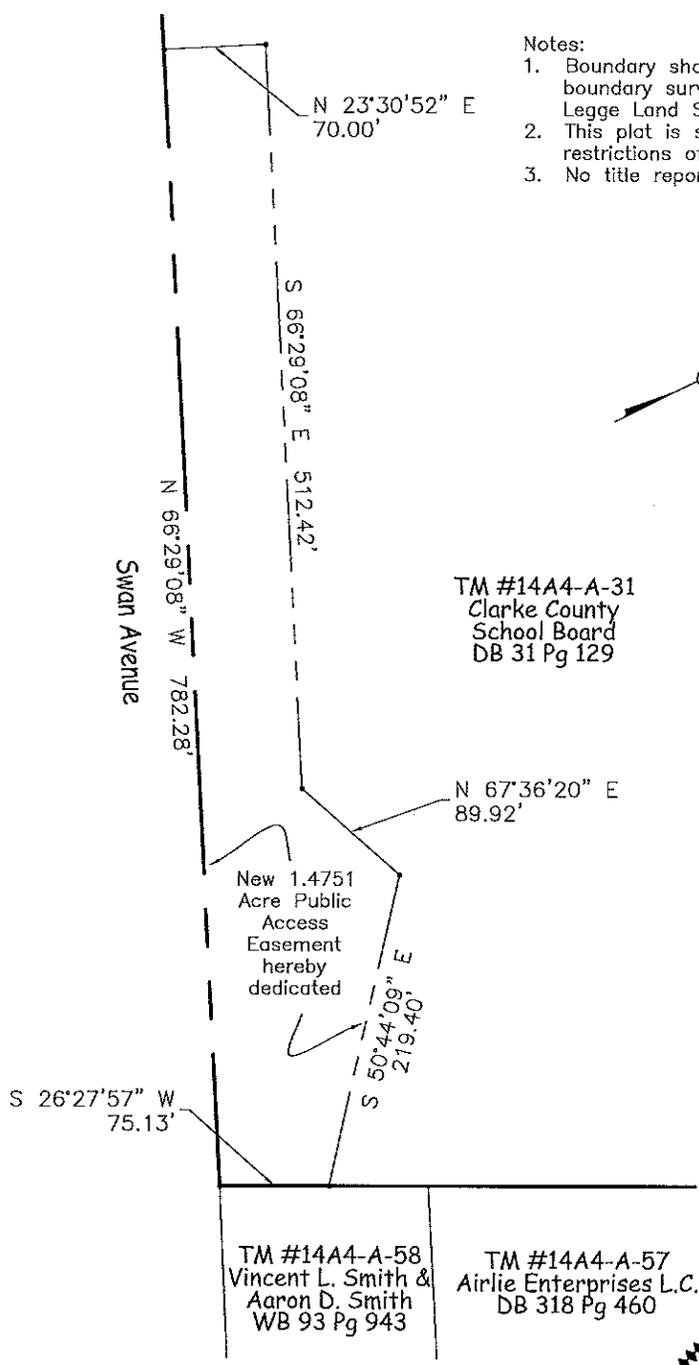
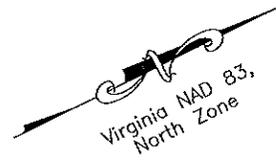
**Mary L.C. Daniel**  
*Ward 3*

**David L. Tollett**  
*Ward 4*

**Keith R. Dalton**  
*Town Manager*

	<b>Pennoni Associates Inc.</b>			Job No:	TBVL1401
	Consulting Engineers			Date:	6/23/2015
	Project: SWAN AVENUE SIDEWALK PROJECT			Des By:	MMA
	Subject: 100% Submittal Estimate			Chk By:	RAM
<b>ITEM</b>				<b>UNIT</b>	<b>QUANTITY</b>
<b>DEMOLITION</b>				<b>PRICE</b>	<b>TOTAL</b>
DEMOLITION OF EX. SIDEWALK ALONG SWAN AVENUE				SY	278
				\$10.00	\$2,780.00
DEMOLITION OF EX. SIDEWALK & CURBING AT SCHOOL				SY	37
				\$10.00	\$370.00
REMOVAL OF EX. PEDESTRIAN CROSSING, STRIPING, SIGNS AND SIGNPOLES				SY	1
				\$1,000.00	\$1,000.00
<b>E&amp;S</b>					
TEMPORARY CONSTRUCTION ENTRANCE				EA.	1
				\$1,000.00	\$1,000.00
SILT FENCE - REINFORCED				LF	755
				\$2.00	\$1,510.00
INLET PROTECTION				EA.	3
				\$106.00	\$318.00
<b>EARTHWORKS</b>					
CLEARING AND GRUBBING:					
STRIP AND STORE TOPSOIL (ASSUME 6")				AC	0.4
				\$1,000.00	\$430.00
CUT TO FILL				AC	0.4
				\$4,000.00	\$1,720.00
IMPORT FILL				CY	60
				\$25.00	\$1,500.00
FINAL GRADING				CY	164
				\$15.00	\$2,460.00
SEEDING (5lbs/1000 sq.ft.)				SY	1,172
				\$4.00	\$4,688.00
				LB	11.00
				\$15.00	\$165.00
<b>PAVEMENT</b>					
STD. CG-2 AT NEW CG-12A LOCATIONS				LF	7
				\$22.00	\$154.00
SAW CUT ASPHALTIC CONCRETE FOR NEW SHOULDER				LF	500
				\$4.00	\$2,000.00
8" AGGREGATE BASE - NO.21B				TON	155
				\$19.00	\$2,945.00
8" OGB UNDERDRAIN DAYLIGHT				TON	3
				\$20.00	\$60.00
<b>SIDEWALK</b>					
CEMENT CONCRETE SIDEWALK 4"				SY	31
				\$50.00	\$1,550.00
CG-12 DETECTABLE WARNING SURFACE				EA.	1
				\$40.00	\$40.00
CONCRETE H/C RAMP				EA.	1
				\$600.00	\$600.00
<b>DRAINAGE</b>					
DITCH GRADING				LF	250
				\$15.00	\$3,750.00
CULVERT, PVC SCHEDULE 80, 6"				LF	180
				\$10.00	\$1,800.00
CLASS I RIP RAP UNGROUTED				SY	14
				\$18.00	\$252.00
<b>ASPHALTIC SIDEWALK</b>					
1.5" SURFACE COURSE - S-12.5A				TON	74
				\$95.00	\$7,030.00
6" AGGREGATE BASE - NO.21B				TON	155
				\$19.00	\$2,945.00
8" OGB				TON	5
				\$19.00	\$95.00
<b>TOTAL BID AMOUNT</b>					\$41,162.00
MOBILIZATION					\$8,000.00
CONTINGENCIES @ 10%					\$4,116.20
<b>GRAND TOTAL</b>					<b>\$53,278.20</b>

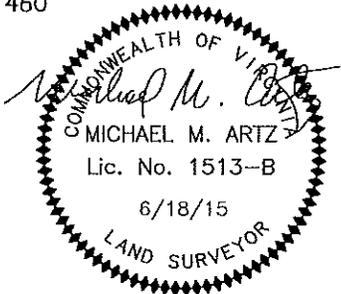
- Notes:
1. Boundary shown hereon was taken from boundary survey provided by Marsh & Legge Land Surveyors.
  2. This plot is subject to easements and restrictions of record.
  3. No title report furnished.



TM #14A4-A-31  
Clarke County  
School Board  
DB 31 Pg 129

TM #14A4-A-58  
Vincent L. Smith &  
Aaron D. Smith  
WB 93 Pg 943

TM #14A4-A-57  
Airlie Enterprises L.C.  
DB 318 Pg 460



Plat of New  
Public Access Easement  
Town of Berryville, Clarke County, Virginia  
Scale: 1" = 100'. Date: June 18, 2015  
Present Owner:  
Clarke County School Board  
TM #14A4-A-31 Deed Book 31, Page 129  
Project #IBVL1301

PREPARED BY:  
**PENNONI ASSOCIATES INC.**  
 117 East Piccadilly Street  
Winchester, VA 22601  
T 540.667.2139  
F 540.665.0493

# SWAN AVENUE SIDEWALK PROJECT

## SITE PLAN

CLARKE COUNTY, VIRGINIA  
APRIL 24, 2015

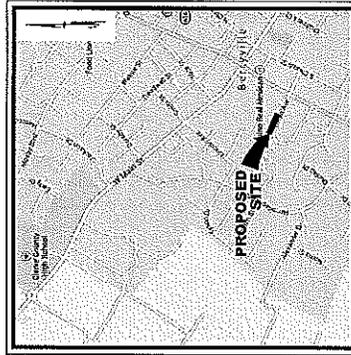
PREPARED FOR:  
OWNER/DEVELOPER  
**TOWN OF BERRYVILLE**  
101 CHALMERS COURT, SUITE A  
BERRYVILLE, VIRGINIA 22611  
(540) 955-4081

Sheet Number	Sheet Title
1	Cover Sheet
2	NOTES and LEGENDS
3	EXISTING CONDITIONS & DEMOLITION PLAN
4	SITE PLAN and PROFILE
5	SITE PLAN and PROFILE
6	SEDIMENT & EROSION CONTROL NARRATIVE
7	DRAINAGE MAP
8	MISCELLANEOUS DETAILS

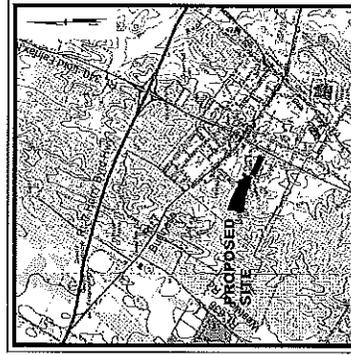


**SOILS MAP**  
Scale: 1" = 1000'

Legend	Soil Name	Soil Series	Soil Type	Soil Depth	Soil Color	Soil Texture	Soil Structure	Soil Permeability	Soil Drainage
1	Clay	Clay	Clay	Clay	Clay	Clay	Clay	Clay	Clay
2	Silt	Silt	Silt	Silt	Silt	Silt	Silt	Silt	Silt
3	Sand	Sand	Sand	Sand	Sand	Sand	Sand	Sand	Sand
4	Gravel	Gravel	Gravel	Gravel	Gravel	Gravel	Gravel	Gravel	Gravel



**LOCATION MAP**  
Scale: 1" = 1000'



**USGS MAP**  
Scale: 1" = 2000'

**RESPONSIBLE LAND DISTURBER**

THE RESPONSIBLE LAND DISTURBER FOR THIS PROJECT IS PENNONI ASSOCIATES INC. THE CONTRACTOR SHALL NOTIFY PENNONI ASSOCIATES INC. PRIOR TO ANY LAND DISTURBANCE. THE CONTRACTOR SHALL NOTIFY PENNONI ASSOCIATES INC. PRIOR TO ANY LAND DISTURBANCE. THE CONTRACTOR SHALL NOTIFY PENNONI ASSOCIATES INC. PRIOR TO ANY LAND DISTURBANCE.

PREPARED BY:  
**PENNONI ASSOCIATES INC.**  
117 East Piccadilly Street  
Winchester, VA 22601  
T 540.667.2139  
F 540.665.0493



**CALL BEFORE YOU DIG**  
ALWAYS CALL 411 BEFORE YOU DIG IN VIRGINIA  
SECTION 86.26.17 REQUIRES THREE WORKING DAYS  
ADVANCE NOTICE TO THE UTILITY OWNERS OR  
MOST ORIGINAL UTILITY PROVIDER(S) AT THE SITE.



SWAN AVENUE SIDEWALK PROJECT  
COVER SHEET  
TOWN OF BERRYVILLE  
101 CHALMERS COURT, SUITE A  
BERRYVILLE, VA 22611

NO.	DATE	DESCRIPTION
1	12/15/14	50% EMISSIONS PLANS
2	02/27/15	PERIOD COMMENTS
3	03/19/15	100% PLAN SET

**CS0001**  
SHEET 1 OF 6







**REVISIONS**

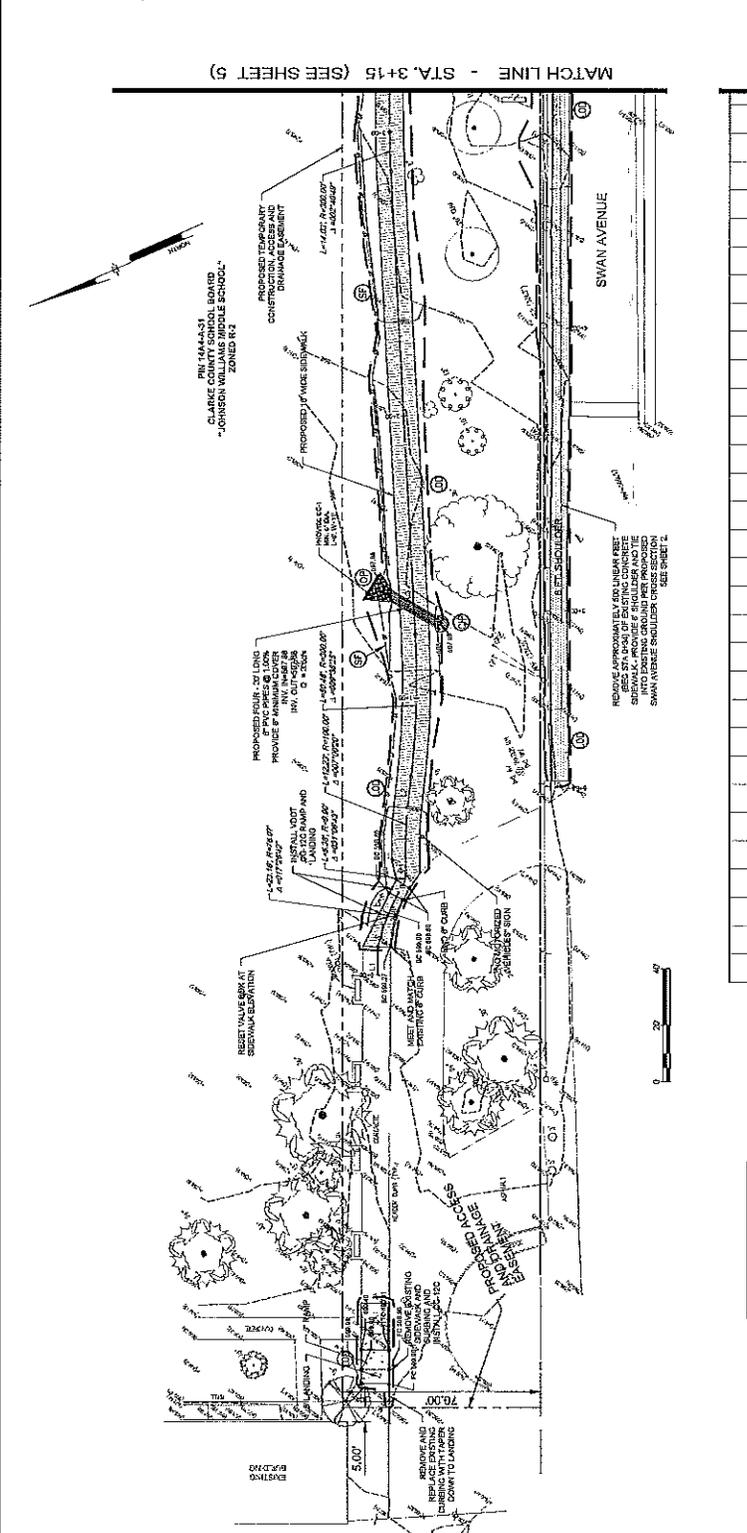
NO.	DATE	DESCRIPTION
1	02/15	50% SUBMISSION PLANS
2	02/15	PERIOD COMMENTS
3	6/18/15	100% PLAN SET

**PROJECT INFORMATION**

PROJECT NO.	TBMV-1301
OWNER	TOWN OF BERRYVILLE
DESIGNED BY	JAS
DRAWN BY	JAS
CHECKED BY	JAS
DATE	06/18/15

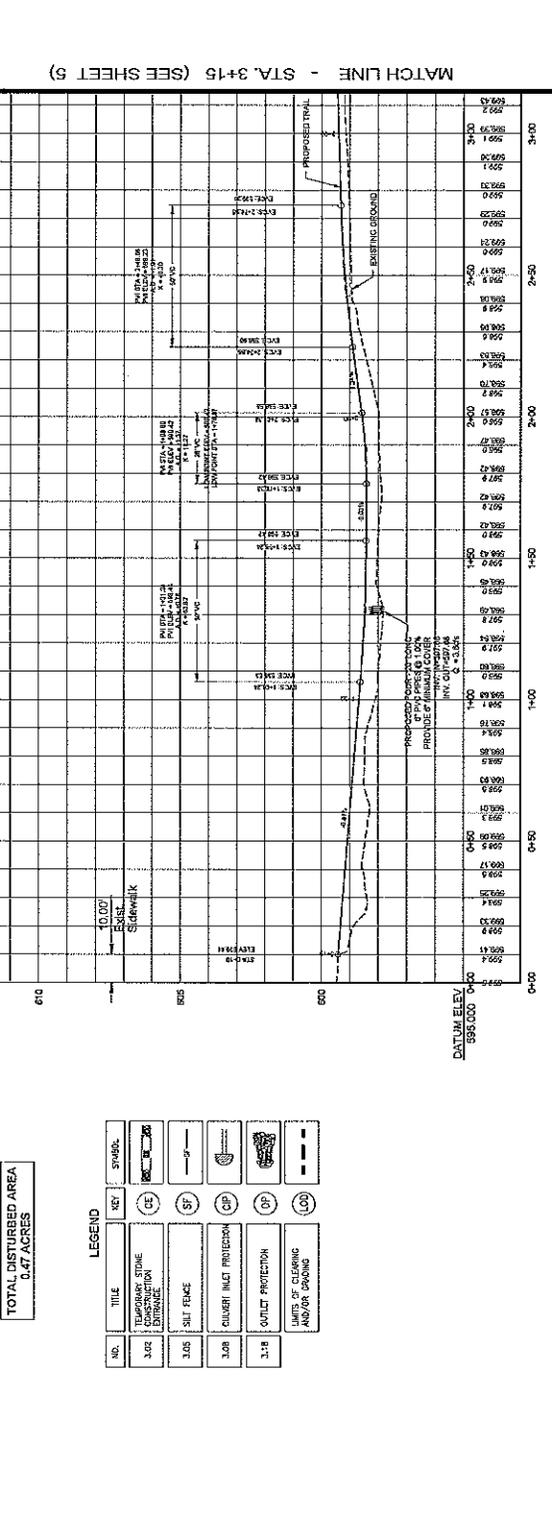
**ALIGNMENT LINES TABLE**

LINE	BEARING	LENGTH
L1	S 89°00'00" E	10.00'
L2	S 89°00'00" E	10.00'
L3	S 89°00'00" E	10.00'
L4	S 89°00'00" E	10.00'
L5	S 89°00'00" E	10.00'
L6	S 89°00'00" E	10.00'
L7	S 89°00'00" E	10.00'
L8	S 89°00'00" E	10.00'
L9	S 89°00'00" E	10.00'
L10	S 89°00'00" E	10.00'



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SWAN AVENUE SIDEWALK PROJECT  
200 RIVINGTON AVENUE  
BETHESDA, VA 22811  
TOWN OF BERRYVILLE  
101 SHAWNEE COURT, SUITE A  
BERRYVILLE, VIRGINIA 22811

DATE	2/24/15
NO.	3
DESCRIPTION	100% PLAN SET
DATE	2/24/15
NO.	2
DESCRIPTION	50% PLAN SET
DATE	2/24/15
NO.	1
DESCRIPTION	50% PLAN SET

CS8501  
SHEET 6 OF 8

EROSION AND SEDIMENT CONTROL NARRATIVE

**GENERAL NOTES:**  
1. Erosion and sediment control measures shall be installed and maintained in accordance with the Virginia Stormwater Management Manual (VSMM) and the National Best Management Practices (NBMP) for construction sites.  
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TABLE 3.3-2B  
PERMANENT SEEDING OPERATIONS FOR APPLAUNCH/MOUNTAIN AREA  
(Revised June 2003)

LAND USE	SPECIES	APPLICATION RATES
Native Grass (Bermuda)	Perennial Ryegrass Annual Ryegrass	10-100K 0-100K
Disturbance Area	100 Top Grasses 100 Top Grasses 100 Top Grasses	TOTAL: 200-250 lbs. TOTAL: 200 lbs. TOTAL: 200 lbs.
Disturbance Area	100 Top Grasses 100 Top Grasses 100 Top Grasses	100K-120 lbs. 100K-120 lbs. 100K-120 lbs.
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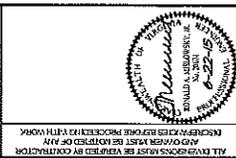
**GENERAL EROSION AND SEDIMENT CONTROL NOTES**  
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TABLE 3.3-2C  
PERMANENT SEEDING OPERATIONS FOR APPLAUNCH/MOUNTAIN AREA  
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PENNON ASSOCIATES INC.  
 517 EAST FRANKLIN STREET  
 WASHINGTON, VA 22601  
 T 540.667.2139 F 540.665.0493

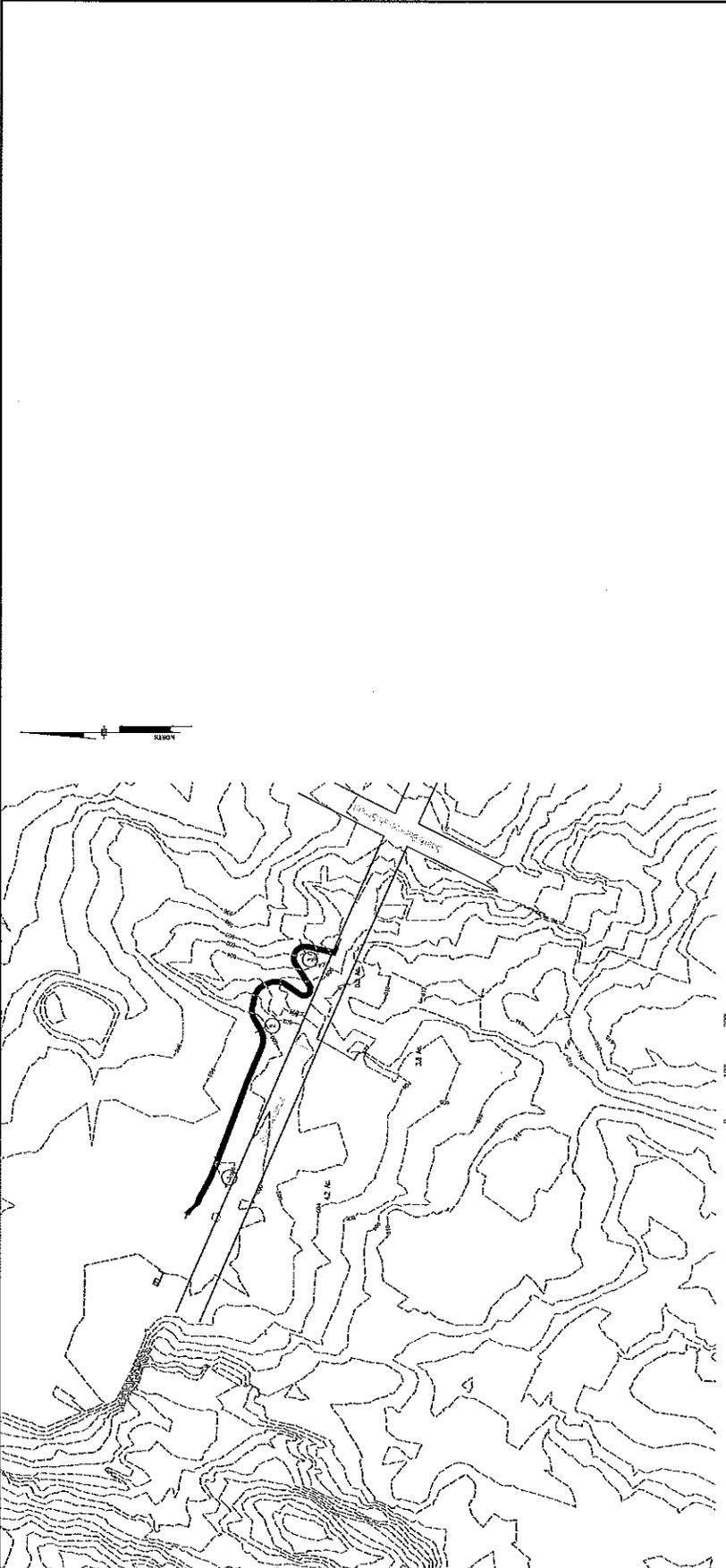


SWAN AVENUE SIDEWALK PROJECT  
 DRAINAGE MAP  
 TOWN OF BERRYVILLE  
 101 CHALMERS COURT, SUITE A  
 BERRYVILLE, VIRGINIA 22611

DATE	NO.	REVISIONS

PROJECT: SWAN AVENUE SIDEWALK PROJECT  
 DRAWING NO.: TBV11801  
 DATE: 2/10/2011  
 DRAWN BY: JTB  
 CHECKED BY: JTB  
 APPROVED BY: JTB

**CS9201**  
 SHEET 7 OF 8



NO.	DESCRIPTION	DATE	BY
1	Initial Design	2/10/2011	JTB
2	Revised Design	2/10/2011	JTB
3	Final Design	2/10/2011	JTB

NOT FOR CONSTRUCTION

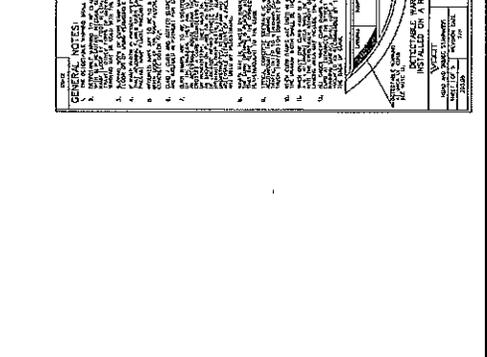
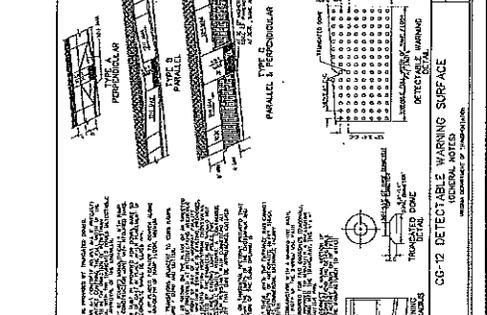
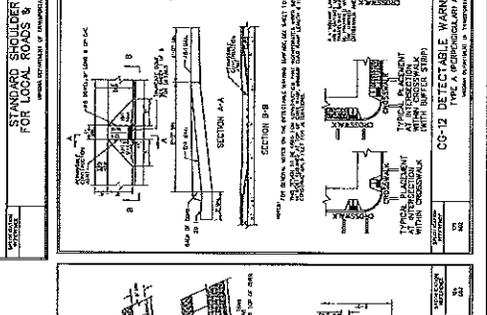
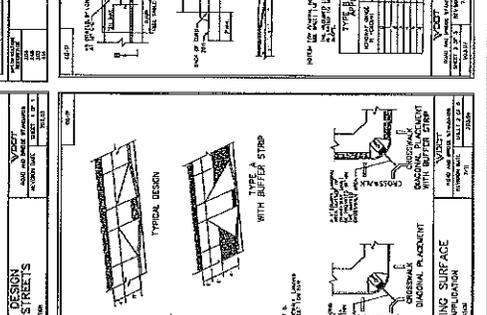
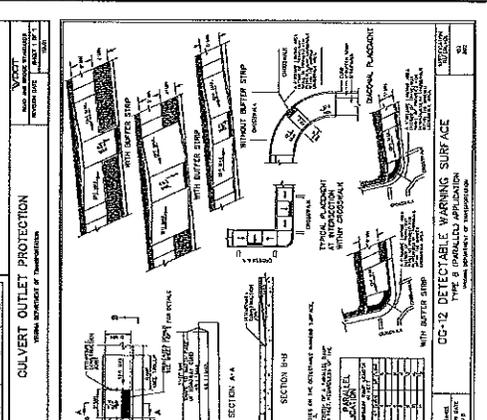
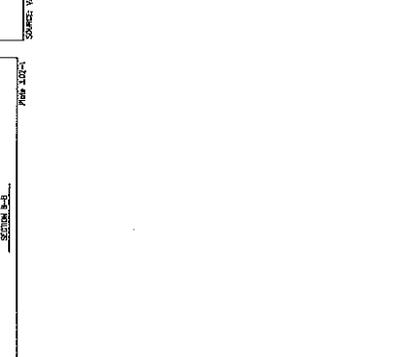
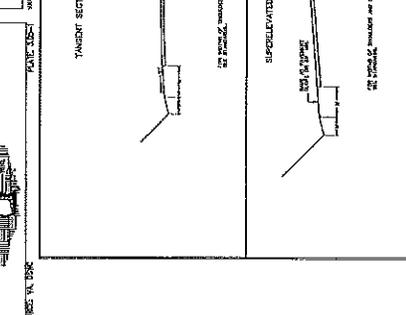
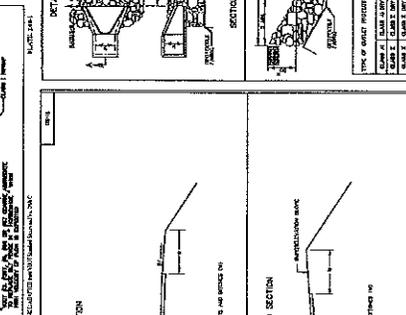
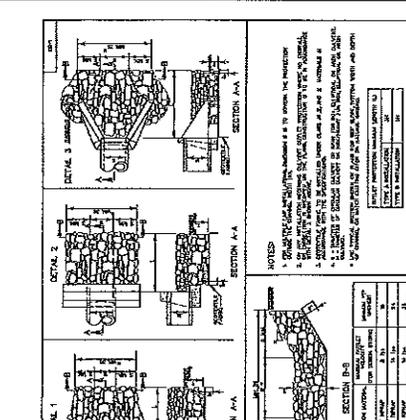
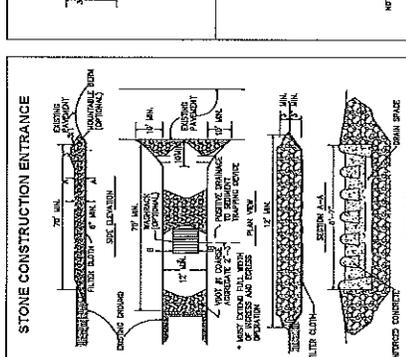
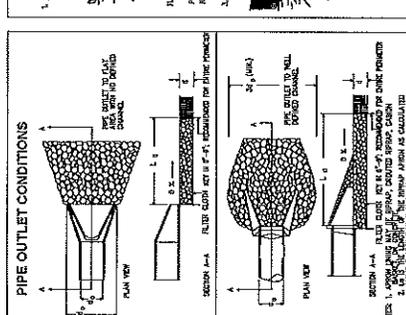
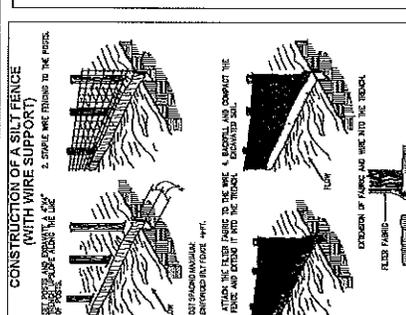
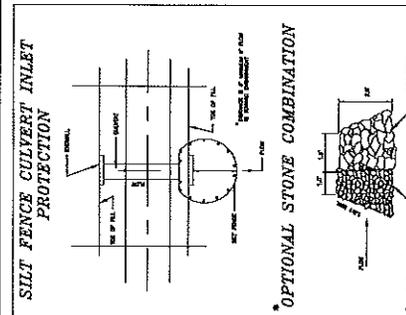


ALL CONSTRUCTION SHALL BE VERIFIED BY CONSTRUCTION INSPECTION AND OWNER MUST BE NOTICED IN ADVANCE.  
 PENNONI ASSOCIATES INC. ENGINEERED THIS PROJECT WITH WORK

MISCELLANEOUS DETAILS  
 TOWN OF BERRYVILLE  
 205 SWAN AVENUE  
 BERRYVILLE, VA 22011

DATE	12/21/15	1 50% SUBMISSION PLANS
NO.	927/15	2 PER VOOT COMMENTS
REV	1/19/15	3 100% PLAN SET
DESIGNED BY		
CHECKED BY		
DATE		
NO.		
REV		
PERSONS		
DATE		
NO.		
REV		
PERSONS		

**CS6001**  
 SHEET 7 OF 8



**GENERAL NOTES:**  
 1. SEE SPECIFICATIONS FOR MATERIALS AND CONSTRUCTION.  
 2. ALL DIMENSIONS ARE IN FEET AND INCHES.  
 3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

# Attachment 2

TOWN COUNCIL  
MOTION FOR APPROVAL: MINUTES OF THE COUNCIL MEETING OF JUNE 9, 2015

Date: July 14, 2015

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville approve the minutes of the Council meeting of June 9, 2015.

VOTE:

Aye:

Nay:

Absent:

ATTEST: \_\_\_\_\_

Harry Lee Arnold, Jr., Recorder

**MINUTES**  
**BERRYVILLE TOWN COUNCIL**  
**Berryville-Clarke County Government Center**  
**Regular Meeting**  
**June 9, 2015**  
**7:30 p.m.**

Present:

**Town Council:** Wilson Kirby, Mayor; Harry Lee Arnold, Jr., Recorder; Allen Kitselman; David Tollett; Doug Shaffer; Mary Daniel

**Staff:** Keith Dalton, Town Manager; Christy Dunkle, Assistant Town Manager/Planner; Desiree Moreland, Assistant Town Manager/Treasurer; Neal White, Chief of Police; Ann Phillips, Town Clerk

**Press:** Val Van Meter, Winchester Star

1. Call to Order

Mayor Kirby called the meeting to order at 7:30 p.m.

2. Pledge of Allegiance

3. Approval of Minutes of the May 12, 2015 Regular Meeting

**Upon motion by Recorder Arnold, and seconded by Council member Kitselman, the minutes of the May 12, 2015 meeting were approved by the following vote:**

Wilson Kirby	- Aye
Harry Lee Arnold, Jr.	- Aye
Mary Daniel	- Absent
Allen Kitselman	- Aye
Douglas Shaffer	- Aye
David Tollett	- Aye

4. Citizens' Forum

Mayor Kirby recognized Pat Dickinson of 413 Montgomery Court, Berryville. Ms. Dickinson said that she had been in support of the CDBG grant to aid the residents of Josephine Street, but was unhappy when she learned of the details involving some of the monies being loans to residents. She said she feels the Northern Shenandoah Valley Regional Commission misled the residents. Ms. Dickinson asked that the Town officially complain to the Regional Commission about the matter. She added that she hopes the Town moves forward to obtain help for the issues on Josephine Street.

Council member Daniel entered the meeting at 7:36 p.m.

5. Report of Wilson Kirby, Mayor

The Mayor noted that two residents were being recognized for their service to the Town. He asked the Clerk to read the resolution thanking Ken Livingston. **Upon motion by Council member Kitselman, seconded by Council member Daniel, the resolution was adopted on the following vote:**

Wilson Kirby	- Aye
Harry Lee Arnold, Jr.	- Aye
Mary Daniel	- Aye

Allen Kitselman - Aye  
Douglas Shaffer - Aye  
David Tollett - Aye

COUNCIL OF THE TOWN OF BERRYVILLE  
RESOLUTION OF APPRECIATION AND THANKS

WHEREAS, Ken Livingston was first appointed to the Architectural Review Board on July 13, 1999; and was appointed several more times serving on that Board for over sixteen years; and

WHEREAS, During his tenure Mr. Livingston has faithfully served the citizens of the Town of Berryville, utilizing his expertise to enhance the vitality of the downtown area; and

WHEREAS, Mr. Livingston used his professional experience to maintain the integrity of the Berryville Historic District and ensure economic growth and tourism; and

WHEREAS, Without fail, in all of his dealings with the public and other public officials, Mr. Livingston executed the duties of his office in a fair and just manner; and

WHEREAS, Through his work with the Town, Mr. Livingston has served as a shining example of a citizen's concern for his community and has positively affected the lives of Berryville's residents;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Town of Berryville, that Ken Livingston's long and distinguished service to this community is recognized and that he is thanked for his hard work and devotion.

By Order of the Council of the Town of Berryville on this the ninth day of June, 2015.

The Mayor asked the Clerk to read the resolution thanking Isaiah "Mike" Brown. **Upon motion by Council member Shaffer, seconded by Council member Tollett, the resolution was adopted on the following vote:**

Wilson Kirby - Aye  
Harry Lee Arnold, Jr. - Aye  
Mary Daniel - Aye  
Allen Kitselman - Aye  
Douglas Shaffer - Aye  
David Tollett - Aye

COUNCIL OF THE TOWN OF BERRYVILLE  
RESOLUTION OF APPRECIATION AND THANKS

WHEREAS, Isaiah "Mike" Brown was first appointed to the Planning Commission on January 12, 2010; and

WHEREAS, Mr. Brown was appointed for an additional term in January of 2014; and

WHEREAS, During his tenure Mr. Brown has faithfully served the citizens of the Town of Berryville, utilizing his expertise to guide and manage development and lead this important commission through a critical time in our town's history; and

WHEREAS, Without fail, in all of his dealings with the public and other public officials, Mr. Brown executed the duties of his office in a fair and just manner; and

WHEREAS, Through his work with the Town Mr. Brown has served as a shining example of a citizen's concern for his community and has positively affected the lives of Berryville's residents;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Town of Berryville, that Isaiah "Mike" Brown's distinguished service to this community is recognized and that he is thanked for his hard work and devotion.

By Order of the Council of the Town of Berryville on this the ninth day of June, 2015.

6. Report of Christy Dunkle, Asst. Town Manager for Community Development

Ms. Dunkle reported that according to Diana Kincannon, Chair of the Barns, the Berryville-Clarke Visitor Center at Barns of Rose Hill has been certified by the Virginia Tourism Corporation (VTC), becoming part of a network of more than 50 certified centers throughout the Commonwealth. She added that as a certified center, the Visitor Center at the Barns will receive free annual distribution of a Berryville-Clarke County brochure at all eleven Virginia Welcome Centers; bulk quantities of VTC publications such as the Virginia Travel Guide and The Virginia Golf Guide; a prominent listing as a primary visitor resource on VTC's consumer website [www.virginia.org](http://www.virginia.org); as well as hospitality and customer service training for staff. Ms. Dunkle said the certification of the Berryville-Clarke Visitor Center also permits the location of highway signage on Route 7 and U.S. Route 340 directing travelers to the Center in the Barns at 95 Chalmers Court in Berryville. Ms. Dunkle and Mr. Dalton expressed appreciation to Ms. Kincannon, the staff, and the volunteers at the Barns for their hard work, time, and dedication in achieving this certification.

Ms. Dunkle said that the Appalachian Trail Certified Community Designation Ceremony is scheduled for Monday, July 20, 2015, at 5:30 p.m. She added the Barns is partnering in this endeavor and will be hosting the reception after the ceremony.

Mr. Dalton reviewed a request from developer Alton Echols regarding an extension of the deadline to use bond proceeds to complete public improvements and associated erosion and sediment control in Battlefield Estates. **Council member Tollett moved that the Council of the Town of Berryville extend the original sixty (60) day deadline set at the April 14, 2015 meeting for the completion of McClellan and Chamberlain Streets (\$23,902.50) and Section 4B (\$152,691.00 public improvements; \$16,800.00 erosion and sediment control, respectively) for an additional sixty (60) days. Council member Daniel seconded the motion which carried on the following vote:**

Wilson Kirby	- Aye
Harry Lee Arnold, Jr.	- Aye
Mary Daniel	- Aye
Allen Kitselman	- Aye
Douglas Shaffer	- Aye
David Tollett	- Aye

7. Report of Keith Dalton, Town Manager

Mr. Dalton reported that a VDOT contractor will be coming right after July 4<sup>th</sup> to pave Buckmarsh Street. He said that in anticipation of that work, Town crews have completed water line work on North Buckmarsh and are nearing completion of similar work on South Buckmarsh. He added the plan is to pave portions of Walnut, Academy, and Treadwell Streets in conjunction with the VDOT work.

Mr. Dalton said that he has forwarded the Council's request for striping on South Buckmarsh to Cliff Balderson of VDOT, and VDOT is comfortable with the plan.

Mr. Dalton noted that the Town's concrete contractor has been working on sidewalks, and mentioned Josephine Street, Jackson Drive, and Moore Drive in particular have been improved.

8. Report of H. Allen Kitselman, III – Berryville Area Development Authority Liaison

Council member Kitselman said that the Authority met on May 27. He said they finished reviewing the update of chapter 3 of the Berryville Area Plan, are about to finish chapter 4, and are still working on chapter 2. He added that the Authority has been working on a vision of how the County meets the Town suggested by new Authority member Wingate McKay-Smith.

9. Report of Harry Lee Arnold, Jr., - Chair, Budget and Finance Committee

**Recorder Arnold moved that the Council of the Town of Berryville adopt the proposed Budget for Fiscal Year 2015-2016, an approved copy of which shall be incorporated into and become part of the Official Minutes of this meeting, and further, that all funds as set forth in the approved budget shall hereby be appropriated for Fiscal Year 2015-2016. Council member Daniel seconded the motion which carried as follows:**

Wilson Kirby	- Aye
Harry Lee Arnold, Jr.	- Aye
Mary Daniel	- Aye
Allen Kitselman	- Aye
Douglas Shaffer	- Aye
David Tollett	- Nay

The approved budget for fiscal year 2015-2016 begins on the following page.

**FY 15-16 APPROVED BUDGET REVENUES**

Account Number	Account Description	Prior Year Budget	Current Year Budget	Current Year Actual	REQUEST
<b>GENERAL FUND</b>					
<b>FUND BALANCE</b>					
100-3000000-0000	FUND BALANCE FORWARD	\$ 704,806.00	\$ 386,940.00	\$ -	\$ -
	<b>TOTAL FUND BALANCE</b>	<b>\$ 704,806.00</b>	<b>\$ 386,940.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>REVENUE FROM LOCAL SOURCES</b>					
100-3110101-0000	CURRENT REAL ESTATE TAXES	\$ 560,000.00	\$ 660,000.00	\$ 633,667.94	\$ 881,500.00
100-3110102-0000	DEL REAL ESTATE TAXES	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00
100-3110201-0000	UTILITY REAL ESTATE TAXES	\$ 7,000.00	\$ 7,000.00	\$ -	\$ 7,000.00
100-3110301-0000	CURRENT PERS PROP TAXES	\$ 155,000.00	\$ 170,000.00	\$ 341,365.00	\$ 216,000.00
100-3110302-0000	DEL PERS PROP TAXES	\$ 3,000.00	\$ 3,000.00	\$ (682.00)	\$ 3,000.00
100-3110401-0000	MACHINERY & TOOLS	\$ 155,000.00	\$ 163,000.00	\$ -	\$ 160,000.00
100-3110601-0000	TAX PENALTIES	\$ 3,000.00	\$ 3,000.00	\$ 1,973.00	\$ 3,000.00
100-3110602-0000	TAX INTEREST	\$ 1,500.00	\$ 1,500.00	\$ 1,762.00	\$ 1,500.00
	<b>TOTAL REV FROM LOCAL SOURCES</b>	<b>\$ 887,000.00</b>	<b>\$ 1,010,000.00</b>	<b>\$ 978,085.94</b>	<b>\$ 1,274,500.00</b>
<b>OTHER LOCAL TAXES</b>					
100-3120101-0000	LOCAL SALES TAX	\$ 150,000.00	\$ 160,000.00	\$ 91,259.00	\$ 175,000.00
100-3120201-0000	CONSUMER UTILITY TAX	\$ 90,000.00	\$ 90,000.00	\$ 41,604.00	\$ 90,000.00
100-3120300-0000	BUSINESS LICENSE	\$ 185,000.00	\$ 185,000.00	\$ 2,186.00	\$ 185,000.00
100-3120402-0000	REC FRANCHISE FEES	\$ 28,000.00	\$ 25,000.00	\$ 15,470.00	\$ 27,000.00
100-3120501-0000	AUTO LICENSE	\$ 90,000.00	\$ 90,000.00	\$ 79,993.00	\$ 90,000.00
100-3120601-0000	BANK FRANCHISE TAXES	\$ 110,000.00	\$ 110,000.00	\$ -	\$ 140,000.00
100-3120801-0000	CIGARETTE TAX (10¢)	\$ -	\$ -	\$ -	\$ 1,300.00
100-3121001-0000	LODGING TAX (2%)	\$ -	\$ -	\$ -	\$ 17,500.00
100-3121101-0000	MEALS TAX (4%)	\$ 90,000.00	\$ 192,000.00	\$ 89,233.00	\$ 185,000.00
	<b>TOTAL OTHER LOCAL TAXES</b>	<b>\$ 743,000.00</b>	<b>\$ 852,000.00</b>	<b>\$ 319,745.00</b>	<b>\$ 910,800.00</b>
<b>PERMITS, FEES &amp; LICENSES</b>					
100-3130304-0000	LAND USE APPLICATION FEES	\$ 1,000.00	\$ 1,000.00	\$ 1,245.00	\$ 1,500.00
100-3130307-0000	ZONING & SUBDIVISION FEES	\$ 10,000.00	\$ 10,000.00	\$ 16,050.00	\$ 10,000.00
	<b>TOTAL PERMITS, FEES &amp; LICENSES</b>	<b>\$ 11,000.00</b>	<b>\$ 11,000.00</b>	<b>\$ 17,295.00</b>	<b>\$ 11,500.00</b>
<b>FINES &amp; FORFEITURES</b>					
100-3140101-0000	COURT FINES	\$ 35,000.00	\$ 20,000.00	\$ 22,067.00	\$ 30,000.00
100-3140102-0000	PARKING METER FINES	\$ 2,750.00	\$ 2,750.00	\$ 1,009.00	\$ 2,000.00
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>\$ 37,750.00</b>	<b>\$ 22,750.00</b>	<b>\$ 23,076.00</b>	<b>\$ 32,000.00</b>
<b>REVENUE FROM MONEY OR PROP</b>					
100-3150101-0000	INTEREST ON DEPOSITS	\$ 15,000.00	\$ 7,000.00	\$ 3,383.00	\$ 6,000.00
100-3150201-0000	RENTAL OF PROPERTY	\$ 12,000.00	\$ 12,000.00	\$ 6,000.00	\$ 12,000.00
100-3150205-0000	WATER TANK SITE LEASE	\$ 29,400.00	\$ 63,600.00	\$ 16,178.00	\$ 64,500.00
	<b>TOTAL FROM MONEY OR PROP</b>	<b>\$ 56,400.00</b>	<b>\$ 82,600.00</b>	<b>\$ 25,561.00</b>	<b>\$ 82,500.00</b>
<b>CHARGES FOR SERVICES</b>					
100-3160703-0000	PARKING METERS	\$ 8,000.00	\$ 8,000.00	\$ 4,079.00	\$ 8,000.00
100-3161502-0000	SALE OF PUBLICATIONS	\$ 100.00	\$ 100.00	\$ -	\$ 100.00
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 8,100.00</b>	<b>\$ 8,100.00</b>	<b>\$ 4,079.00</b>	<b>\$ 8,100.00</b>
<b>MISCELLANEOUS REVENUES</b>					
100-3189905-0000	SALE OF SURPLUS	\$ 1,000.00	\$ 1,000.00	\$ 7,173.00	\$ 1,000.00
	<b>TOTAL MISC REVENUES</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 7,173.00</b>	<b>\$ 1,000.00</b>
<b>RECOVERED COSTS</b>					
100-3190203-0000	REIMBURSABLE FEES	\$ 5,000.00	\$ 5,000.00	\$ (14,853.00)	\$ 5,000.00
	<b>TOTAL RECOVERED COSTS</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	<b>\$ (14,853.00)</b>	<b>\$ 5,000.00</b>
<b>TOTAL LOCAL REVENUES</b>		<b>\$ 2,454,056.00</b>	<b>\$ 2,379,390.00</b>	<b>\$ 1,360,161.94</b>	<b>\$ 2,325,400.00</b>

REVENUE FROM THE COMMONWEALTH							
<b>NON-CATEGORICAL AID</b>							
100-3220107-0000	ROLLING STOCK TAX	\$	2,000.00	\$	2,000.00	\$ 2,021.00	\$ 2,000.00
100-3220109-0000	PTIRA	\$	209,917.00	\$	209,917.00	\$ 209,917.00	\$ 209,917.00
100-3220201-0000	COMMUNICATION TAX	\$	100,000.00	\$	90,000.00	\$ 47,119.00	\$ 90,000.00
	<b>TOTAL NON-CATEGORICAL AID</b>	\$	<b>311,917.00</b>	\$	<b>301,917.00</b>	\$ 259,057.00	\$ 301,917.00
<b>CATEGORICAL AID</b>							
100-3240103-0000	599 LAW ENFORCEMENT GRANT	\$	74,052.00	\$	74,052.00	\$ 37,026.00	\$ 74,052.00
100-3240103-0000	LE BLOCK GRANT	\$	-	\$	-	\$ -	\$ -
100-3240201-0000	FIRE FUND PROGRAM	\$	11,187.00	\$	11,187.00	\$ 13,299.00	\$ 14,000.00
100-3240300-0000	VDOT LANE MILE ALLOWANCE	\$	431,812.00	\$	431,812.00	\$ 228,374.00	\$ 431,812.00
100-3240301-0000	VDOT ROAD MAINTENANCE	\$	10,000.00	\$	10,000.00	\$ -	\$ 10,000.00
100-3240302-0000	LITTER CONTROL GRANT	\$	2,000.00	\$	2,000.00	\$ 1,889.00	\$ 2,000.00
100-3240311-0000	ST EMERGENCY R&R	\$	-	\$	-	\$ -	\$ -
100-3240312-0000	VA COMMISSION FOR THE ARTS	\$	5,000.00	\$	5,000.00	\$ 5,000.00	\$ 5,000.00
	<b>TOTAL CATEGORICAL AID</b>	\$	<b>534,051.00</b>	\$	<b>534,051.00</b>	\$ 285,588.00	\$ 536,864.00
<b>TOTAL FROM THE COMMONWEALTH</b>		\$	<b>845,968.00</b>	\$	<b>835,968.00</b>	\$ 544,645.00	\$ 838,781.00

REVENUE FROM THE FEDERAL GOVERNMENT							
<b>CATEGORICAL AID</b>							
100-3340102-0000	FEDERAL FIRE FUND PROGRAM	\$	-	\$	-	\$ -	\$ -
100-3340311-0000	FEDERAL EMERGENCY R&R	\$	-	\$	-	\$ -	\$ -
	<b>TOTAL CATEGORICAL AID</b>	\$	<b>-</b>	\$	<b>-</b>	\$ -	\$ -
<b>TOTAL FROM FEDERAL GOVERNMENT</b>		\$	<b>-</b>	\$	<b>-</b>	\$ -	\$ -

REVENUE FROM OTHER SOURCES							
<b>NON-REVENUE RECEIPTS</b>							
100-3410201-0000	MISCELLANEOUS REVENUES	\$	1,000.00	\$	1,000.00	\$ 27,064.00	\$ 1,000.00
	<b>TOTAL FROM OTHER SOURCES</b>	\$	<b>1,000.00</b>	\$	<b>1,000.00</b>	\$ 27,064.00	\$ 1,000.00
<b>TOTAL FROM OTHER SOURCES</b>		\$	<b>1,000.00</b>	\$	<b>1,000.00</b>	\$ 27,064.00	\$ 1,000.00

<b>TOTAL GENERAL FUND REVENUES</b>		\$	<b>3,301,024.00</b>	\$	<b>3,216,358.00</b>	\$ 1,931,870.94	\$ 3,165,181.00
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WATER FUND							
<b>FUND BALANCE</b>							
501-3000000-0000	FUND BALANCE	\$	33,284.00	\$	-	\$ -	\$ -
	<b>TOTAL FUND BALANCE</b>	\$	<b>33,284.00</b>	\$	<b>-</b>	\$ -	\$ -
<b>REVENUE FROM MONEY OR PROP</b>							
501-3150102-0000	INTEREST ON INVESTMENTS	\$	6,000.00	\$	5,000.00	\$ 2,199.00	\$ 3,000.00
	<b>TOTAL FROM USE OF MONEY OR PROP</b>	\$	<b>6,000.00</b>	\$	<b>5,000.00</b>	\$ 2,199.00	\$ 3,000.00
<b>CHARGES FOR SERVICES</b>							
501-3160110-0000	TREATMENT FEES	\$	674,000.00	\$	754,000.00	\$ 391,514.00	\$ 800,900.00
501-3160111-0000	DELINQUENT ACCT PENALTIES	\$	30,000.00	\$	30,000.00	\$ 14,562.00	\$ 30,000.00
501-3160112-0000	SECURITY DEPOSITS	\$	100.00	\$	100.00	\$ (289.00)	\$ 100.00
501-3160113-0000	AVAILABILITY CHARGES	\$	10,500.00	\$	26,250.00	\$ 26,250.00	\$ 52,500.00
501-3160114-0000	CONNECTION CHARGES	\$	-	\$	-	\$ 130.00	\$ -
501-3160115-0000	METER FEES	\$	650.00	\$	1,625.00	\$ 1,950.00	\$ 3,250.00
	<b>TOTAL CHARGES FOR SERVICES</b>	\$	<b>715,250.00</b>	\$	<b>811,975.00</b>	\$ 434,117.00	\$ 886,750.00
<b>TOTAL WATER FUND</b>		\$	<b>754,534.00</b>	\$	<b>816,975.00</b>	\$ 438,515.00	\$ 889,750.00

SEWER FUND					
<b>FUND BALANCE</b>					
502-3000000-0000	FUND BALANCE	\$ 74,407.00	\$ -	\$ -	\$ -
	<b>TOTAL FUND BALANCE</b>	\$ 74,407.00	\$ -	\$ -	\$ -
<b>REVENUE FROM MONEY OR PROP</b>					
502-3150101-0000	INTEREST INCOME	\$ 14,000.00	\$ 8,000.00	\$ 4,188.00	\$ 5,000.00
	<b>TOTAL REVENUE FROM MONEY OR PROP</b>	\$ 14,000.00	\$ 8,000.00	\$ 4,188.00	\$ 5,000.00
<b>CHARGES FOR SERVICES</b>					
502-3160110-0000	TREATMENT FEES	\$ 1,540,000.00	\$ 1,486,000.00	\$ 797,989.00	\$ 1,570,000.00
502-3160112-0000	SECURITY DEPOSITS	\$ 100.00	\$ 100.00	\$ (136.00)	\$ 100.00
502-3160113-0000	AVAILABILITY CHARGES	\$ 45,500.00	\$ 113,750.00	\$ 136,500.00	\$ 227,500.00
	<b>TOTAL CHARGES FOR SERVICES</b>	\$ 1,585,600.00	\$ 1,599,850.00	\$ 934,353.00	\$ 1,797,600.00
<b>REVENUE FROM OTHER SOURCES</b>					
<b>NON-REVENUE RECEIPTS</b>					
502-3410401-0000	VRA LOAN	\$ 500,000.00	\$ -	\$ -	\$ -
502-3410402-0000	WQIF Grant	\$ 500,000.00	\$ -	\$ -	\$ -
	<b>TOTAL NON-REVENUE RECEIPTS</b>	\$ 1,000,000.00	\$ -	\$ -	\$ -
	<b>TOTAL FROM OTHER SOURCES</b>	\$ 1,000,000.00	\$ -	\$ -	\$ -
	<b>TOTAL SEWER FUND</b>	\$ 2,674,007.00	\$ 1,607,850.00	\$ 938,541.00	\$ 1,802,600.00

**TOTAL REVENUES ALL FUNDS \$ 6,729,565.00 \$ 5,641,183.00 \$ 3,308,926.94 \$ 5,857,531.00**

**FY 15-16 APPROVED BUDGET EXPENSES**

Account Number	Account Description	Prior Year Budget	Current Year Budget	Current Year Actual	REQUEST
<b>GENERAL FUND</b>					
<b>TOWN COUNCIL</b>					
100-4011100-1111	EXPENSE COMPENSATION	\$ 18,900.00	\$ 18,900.00	\$ 9,450.00	\$ 18,900.00
100-4011100-5540	TRAINING	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
100-4011100-5699	LOCAL CONTRIBUTIONS	\$ 7,500.00	\$ -	\$ -	\$ -
100-4011100-5800	MISCELLANEOUS	\$ 1,000.00	\$ 1,500.00	\$ -	\$ 1,000.00
100-4011100-5810	Dues	\$ 2,300.00	\$ 2,300.00	\$ 2,302.00	\$ 3,000.00
100-4011100-6017	TOWN CODE SUPPLEMENTS	\$ 2,000.00	\$ 2,250.00	\$ 650.00	\$ 2,000.00
100-4011100-6018	STATE CODE SUPPLEMENTS	\$ 250.00	\$ -	\$ -	\$ -
	<b>TOTAL TOWN COUNCIL</b>	\$ 32,950.00	\$ 25,950.00	\$ 12,402.00	\$ 25,900.00
<b>TOWN CLERK</b>					
100-4011200-1114	SALARIES/WAGES/TNCLK	\$ 44,290.00	\$ 44,290.00	\$ 12,413.00	\$ 36,800.00
100-4011200-5540	EDUCATION/TRAINING	\$ 750.00	\$ 500.00	\$ -	\$ 1,000.00
100-4011200-5810	DUES	\$ 108.00	\$ 200.00	\$ -	\$ 200.00
	<b>TOTAL TOWN CLERK</b>	\$ 45,148.00	\$ 44,990.00	\$ 12,413.00	\$ 38,000.00
<b>TOWN MANAGER</b>					
100-4012110-1112	COMPENSATION	\$ 124,800.00	\$ 124,800.00	\$ 69,686.00	\$ 129,000.00
100-4012110-5230	TELECOMMUNICATIONS	\$ -	\$ -	\$ -	\$ 600.00
100-4012110-5510	MILEAGE	\$ 150.00	\$ 150.00	\$ -	\$ 150.00
100-4012110-5540	TRAINING	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
100-4012110-5810	DUES	\$ 350.00	\$ 300.00	\$ 298.00	\$ 300.00
	<b>TOTAL TOWN MANAGER</b>	\$ 126,300.00	\$ 126,250.00	\$ 69,984.00	\$ 131,050.00
<b>LEGAL SERVICES</b>					
100-4012210-3150	PROFESSIONAL SERVICES	\$ 40,000.00	\$ 30,000.00	\$ 17,814.00	\$ 30,000.00
	<b>TOTAL LEGAL SERVICES</b>	\$ 40,000.00	\$ 30,000.00	\$ 17,814.00	\$ 30,000.00

<b>PERSONNEL</b>						
100-4012220-2100	SOCIAL SECURITY	\$ 72,980.00	\$ 71,300.00	\$ 40,177.00	\$ 69,940.00	
100-4012220-2210	RETIREMENT- LEOS	\$ 88,530.00	\$ 80,210.00	\$ 39,508.00	\$ 102,200.00	
100-4012220-2220	VMLIP - STD	\$ -	\$ 580.00	\$ 654.00	\$ 560.00	
100-4012220-2230	VMLIP - LTD	\$ -	\$ 5,100.00	\$ 2,131.00	\$ 4,905.00	
100-4012220-2250	Line of Duty Act	\$ 2,110.00	\$ 3,000.00	\$ 3,217.00	\$ 3,550.00	
100-4012220-2300	HEALTH INSURANCE	\$ 133,430.00	\$ 133,000.00	\$ 63,772.00	\$ 140,635.00	
100-4012220-2400	LIFE INSURANCE	\$ 11,355.00	\$ 12,300.00	\$ 5,492.00	\$ 10,785.00	
100-4012220-2600	UNEMPLOYMENT INSURANCE	\$ 1,050.00	\$ 800.00	\$ 25.00	\$ 675.00	
100-4012220-2700	WORKER'S COMPENSATION	\$ 26,105.00	\$ 30,000.00	\$ 21,761.00	\$ 24,000.00	
100-4012220-3110	RANDOM DRUG SCREENING	\$ 300.00	\$ 450.00	\$ 45.00	\$ 500.00	
	<b>TOTAL PERSONNEL</b>	\$ 335,860.00	\$ 336,740.00	\$ 176,782.00	\$ 357,750.00	
<b>INDEPENDENT AUDITOR</b>						
100-4012240-3120	CONTRACTUAL SERVICES	\$ 14,900.00	\$ 15,100.00	\$ -	\$ 15,300.00	
	<b>TOTAL INDEPENDENT AUDITOR</b>	\$ 14,900.00	\$ 15,100.00	\$ -	\$ 15,300.00	
<b>TOWN TREASURER</b>						
100-4012410-1113	COMPENSATION	\$ 89,600.00	\$ 89,600.00	\$ 48,957.00	\$ 90,800.00	
100-4012410-3130	PROFESSIONAL SER/TAX CONV	\$ -	\$ -	\$ -	\$ 2,000.00	
100-4012410-3150	PROFESSIONAL SER/VEC	\$ 950.00	\$ 950.00	\$ -	\$ 100.00	
100-4012410-5306	SURETY BONDS	\$ 300.00	\$ 300.00	\$ 260.00	\$ 300.00	
100-4012410-5540	TRAINING	\$ 1,000.00	\$ 1,000.00	\$ 1,188.00	\$ 1,500.00	
100-4012410-5810	DUES	\$ 150.00	\$ 150.00	\$ 300.00	\$ 300.00	
	<b>TOTAL TOWN TREASURER</b>	\$ 92,000.00	\$ 92,000.00	\$ 50,705.00	\$ 95,000.00	
<b>FINANCE/ACCOUNTING</b>						
100-4012430-1113	COMPENSATION	\$ 56,050.00	\$ 56,220.00	\$ 30,329.00	\$ 58,600.00	
100-4012430-5540	TRAINING	\$ 400.00	\$ 400.00	\$ -	\$ 200.00	
	<b>TOTAL FINANCE/ACCOUNTING</b>	\$ 56,450.00	\$ 56,620.00	\$ 30,329.00	\$ 58,800.00	
<b>CENTRAL ADM/PURCHASING</b>						
100-4012530-3320	MAINTENANCE CONTRACTS	\$ 33,500.00	\$ 34,525.00	\$ 23,596.00	\$ 22,350.00	
100-4012530-3400	WEB SITE	\$ 2,200.00	\$ 2,000.00	\$ 5,806.40	\$ 5,135.00	
100-4012530-3501	NEWSLETTER	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,000.00	
100-4012530-3600	ADVERTISING	\$ 8,500.00	\$ 7,000.00	\$ 5,641.00	\$ 7,000.00	
100-4012530-5210	POSTAGE	\$ 9,000.00	\$ 8,000.00	\$ 3,393.00	\$ 8,000.00	
100-4012530-5230	TELECOMMUNICATIONS	\$ 2,700.00	\$ 2,100.00	\$ 990.00	\$ 1,200.00	
100-4012530-5415	COPIER LEASE	\$ -	\$ -	\$ -	\$ 3,000.00	
100-4012530-5540	TRAINING	\$ 750.00	\$ 750.00	\$ -	\$ 1,500.00	
100-4012530-5810	DUES	\$ 500.00	\$ 500.00	\$ 300.00	\$ 500.00	
100-4012530-6001	OFFICE SUPPLIES	\$ 12,500.00	\$ 11,000.00	\$ 4,984.60	\$ 11,000.00	
	<b>TOTAL CENTRAL ADM/PURCHASING</b>	\$ 71,150.00	\$ 67,375.00	\$ 44,711.00	\$ 60,685.00	
<b>RISK MANAGEMENT</b>						
100-4012550-5304	BLANKET EXCESS LIABILITY	\$ 15,000.00	\$ 13,500.00	\$ 11,992.00	\$ 13,200.00	
100-4012550-5305	AUTOMOBILE INSURANCE	\$ 9,000.00	\$ 9,000.00	\$ 8,469.00	\$ 9,300.00	
100-4012550-5307	VARISK-2	\$ -	\$ 0	\$ -	\$ -	
100-4012550-5308	SEMI-MULTI PERIL INS	\$ 15,000.00	\$ 11,500.00	\$ 24,011.00	\$ 26,500.00	
100-4012550-5800	INSURANCE DEDUCTIBLES	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	
	<b>TOTAL RISK MANAGEMENT</b>	\$ 42,000.00	\$ 37,000.00	\$ 44,472.00	\$ 52,000.00	
<b>ENGINEERING SERVICES</b>						
100-4012600-3140	ENGINEERING SERVICES	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	
	<b>TOTAL ENGINEERING SERVICES</b>	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	
<b>ELECTIONS</b>						
100-4013100-1125	ELECTION OFFICIALS	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	
100-4013100-6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 1,000.00	\$ 459.00	\$ 1,000.00	
	<b>TOTAL ELECTIONS</b>	\$ 1,500.00	\$ 1,500.00	\$ 459.00	\$ 1,500.00	
<b>PUBLIC DEFENDER FEES</b>						
100-4021500-3150	PUBLIC DEFENDER FEES	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	
	<b>TOTAL PUBLIC DEFENDER FEES</b>	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	

<b>POLICE DEPARTMENT</b>									
100-4031100-1139	COMPENSATION	\$	511,250.00	\$	500,000.00	\$	251,328.00	\$	479,600.00
100-4031100-3110	MEDICAL EXAMINATIONS	\$	500.00	\$	500.00	\$	-	\$	500.00
100-4031100-3115	PRE EMPLOYMENT DRUG SCREEN	\$	1,000.00	\$	500.00	\$	400.00	\$	1,000.00
100-4031100-3190	INTERPRETER	\$	400.00	\$	400.00	\$	-	\$	400.00
100-4031100-3310	REPAIR & MAINTENANCE	\$	10,000.00	\$	9,875.00	\$	12,532.00	\$	12,000.00
100-4031100-3320	MAINTENANCE CONTRACTS	\$	5,500.00	\$	8,088.00	\$	3,538.00	\$	7,500.00
100-4031100-4082	WILDLIFE MANAGEMENT	\$	6,000.00	\$	1,000.00	\$	-	\$	1,000.00
100-4031100-5210	POSTAGE	\$	-	\$	275.00	\$	21.00	\$	250.00
100-4031100-5230	TELECOMMUNICATIONS	\$	1,750.00	\$	1,550.00	\$	387.00	\$	4,044.00
100-4031100-5415	COPIER LEASE								3,000.00
100-4031100-5540	TRAINING	\$	12,000.00	\$	8,000.00	\$	4,793.00	\$	9,500.00
100-4031100-5810	DUES	\$	1,000.00	\$	3,045.00	\$	425.00	\$	2,050.00
100-4031100-5815	COMMUNITY RELATIONS	\$	700.00	\$	700.00	\$	852.00	\$	900.00
100-4031100-6001	OFFICE SUPPLIES	\$	2,000.00	\$	1,850.00	\$	477.00	\$	1,850.00
100-4031100-6008	GASOLINE & OIL	\$	24,288.00	\$	24,288.00	\$	8,418.00	\$	20,000.00
100-4031100-6010	POLICE SUPPLIES	\$	10,000.00	\$	8,000.00	\$	12,589.00	\$	12,300.00
100-4031100-6011	UNIFORMS	\$	4,000.00	\$	3,000.00	\$	2,771.00	\$	4,000.00
<b>TOTAL POLICE DEPARTMENT</b>		\$	<b>590,388.00</b>	\$	<b>571,071.00</b>	\$	<b>298,531.00</b>	\$	<b>559,894.00</b>
<b>TRAFFIC CONTROL</b>									
100-4031300-5699	COUNTY CONT/CROSSING GD	\$	2,500.00	\$	2,500.00	\$	-	\$	2,500.00
<b>TOTAL TRAFFIC CONTROL</b>		\$	<b>2,500.00</b>	\$	<b>2,500.00</b>	\$	<b>-</b>	\$	<b>2,500.00</b>
<b>EMERGENCY SERVICES</b>									
100-4031400-5699	CONTRIBUTION/CC CENT ALRM	\$	2,000.00	\$	2,000.00	\$	-	\$	2,000.00
<b>TOTAL EMERGENCY SERVICES</b>		\$	<b>2,000.00</b>	\$	<b>2,000.00</b>	\$	<b>-</b>	\$	<b>2,000.00</b>
<b>VOLUNTEER FIRE DEPARTMENT</b>									
100-4032200-5699	CONTRIBUTION/IHEVFD	\$	25,000.00	\$	25,000.00	\$	-	\$	25,000.00
100-4032200-5707	FIRE FUND PROGRAM	\$	11,187.00	\$	11,187.00	\$	13,299.00	\$	14,000.00
<b>TOTAL VOLUNTEER FIRE DEPT</b>		\$	<b>36,187.00</b>	\$	<b>36,187.00</b>	\$	<b>13,299.00</b>	\$	<b>39,000.00</b>
<b>RESCUE SERVICES</b>									
100-4032300-5699	PROFESSIONAL SER EMT"	\$	67,380.00	\$	67,920.00	\$	-	\$	67,920.00
<b>TOTAL RESCUE SERVICES</b>		\$	<b>67,380.00</b>	\$	<b>67,920.00</b>	\$	<b>-</b>	\$	<b>67,920.00</b>
<b>CORRECTION &amp; DETENTION</b>									
100-4033200-5550	CONFINEMENT OF PRISONERS	\$	250.00	\$	250.00	\$	-	\$	250.00
<b>TOTAL CORRECTION &amp; DETENTION</b>		\$	<b>250.00</b>	\$	<b>250.00</b>	\$	<b>-</b>	\$	<b>250.00</b>
<b>PUBLIC WORKS ADMINISTRATION</b>									
100-4041100-1140	Compensation	\$	42,425.00	\$	42,425.00	\$	22,391.00	\$	42,700.00
100-4041100-3110	MEDICAL EXAMS	\$	550.00	\$	525.00	\$	632.00	\$	525.00
100-4041100-3310	VEHICLE REP & MAINTENANCE	\$	7,000.00	\$	6,000.00	\$	6,986.00	\$	7,000.00
100-4041100-5120	FUEL OIL/HEAT	\$	3,500.00	\$	3,325.00	\$	73.00	\$	3,325.00
100-4041100-5230	TELECOMMUNICATIONS	\$	4,000.00	\$	3,800.00	\$	1,992.00	\$	4,400.00
100-4041100-5415	COPIER LEASE								2,100.00
100-4041100-5540	TRAINING	\$	665.00	\$	500.00	\$	468.00	\$	500.00
100-4041100-6001	OFFICE SUPPLIES	\$	700.00	\$	500.00	\$	1,616.00	\$	500.00
<b>TOTAL PUBLI WKS ADMINISTRATION</b>		\$	<b>58,840.00</b>	\$	<b>57,075.00</b>	\$	<b>34,158.00</b>	\$	<b>61,050.00</b>
<b>HWYS, STS BRIDGES &amp; SDWLKS</b>									
100-4041200-1183	COMPENSATION	\$	116,525.00	\$	117,600.00	\$	61,062.00	\$	123,855.00
100-4041200-3310	EQUIPMENT MAINTENANCE	\$	11,400.00	\$	10,000.00	\$	6,918.00	\$	10,000.00
100-4041200-3315	SIDEWALK MAINTENANCE	\$	7,220.00	\$	6,000.00	\$	-	\$	6,000.00
100-4041200-3316	STREET SIGN MAINTENANCE	\$	600.00	\$	500.00	\$	-	\$	500.00
100-4041200-5425	NORFOLK/SOUTHERN R-O-W'S	\$	1,000.00	\$	950.00	\$	-	\$	950.00
100-4041200-6007	MATERIALS & SUPPLIES	\$	4,512.00	\$	4,000.00	\$	6,854.00	\$	4,000.00
100-4041200-6008	GASOLINE & OIL	\$	38,990.00	\$	37,040.00	\$	16,594.00	\$	37,400.00
100-4041200-6011	UNIFORMS	\$	3,200.00	\$	3,000.00	\$	2,627.00	\$	3,000.00
100-4041200-6050	ASPHALT	\$	-	\$	-	\$	-	\$	-
<b>TOTAL HWYS, STS BRIDGES &amp; SWLKS</b>		\$	<b>183,447.00</b>	\$	<b>179,090.00</b>	\$	<b>94,055.00</b>	\$	<b>185,705.00</b>
<b>VDOT STREET MAINTENANCE</b>									

100-4041250-3300	VDOT STREET MAINTENANCE	\$	431,812.00	\$	431,812.00	\$	414,571.00	\$	384,312.00
100-4041250-3310	EQUIPMENT MAINTENANCE (VDOT)	\$	-	\$	-	\$	556.00	\$	
100-4041250-3316	STREET SIGN MAINTENANCE (VDOT)	\$	-	\$	-	\$	702.00	\$	
100-4041250-6050	ASPHALT (VDOT)	\$	-	\$	-	\$	-	\$	
100-4041250-6130	TREE REMOVAL (VDOT)	\$	-	\$	-	\$	-	\$	
100-4041250-6307	SNOW REMOVAL (VDOT)	\$	-	\$	-	\$	4,623.00	\$	
100-4041250-8801	EQUIPMENT PURCHASE (VDOT)	\$	-	\$	-	\$	-	\$	47,500.00
	<b>TOTAL VDOT STREET MAINTENANCE</b>	\$	<b>431,812.00</b>	\$	<b>431,812.00</b>	\$	<b>420,452.00</b>	\$	<b>431,812.00</b>
	<b>STREET LIGHTS</b>								
100-4041320-5110	ELECTRICITY	\$	81,500.00	\$	79,000.00	\$	37,647.00	\$	79,000.00
	<b>TOTAL STREET LIGHTS</b>	\$	<b>81,500.00</b>	\$	<b>79,000.00</b>	\$	<b>37,647.00</b>	\$	<b>79,000.00</b>
	<b>SNOW REMOVAL</b>								
100-4041330-6007	MATERIALS & SUPPLIES	\$	6,000.00	\$	2,000.00	\$	-	\$	2,000.00
	<b>TOTAL SNOW REMOVAL</b>	\$	<b>6,000.00</b>	\$	<b>2,000.00</b>	\$	<b>-</b>	\$	<b>2,000.00</b>
	<b>PARKING METERS &amp; LOTS</b>								
100-4041340-6007	MATERIALS & SUPPLIES	\$	1,500.00	\$	1,500.00	\$	-	\$	1,500.00
	<b>TOTAL PARKING METERS &amp; LOTS</b>	\$	<b>1,500.00</b>	\$	<b>1,500.00</b>	\$	<b>-</b>	\$	<b>1,500.00</b>
	<b>STREET &amp; ROAD CLEANING</b>								
100-4042200-6007	MATERIALS & SUPPLIES	\$	9,000.00	\$	4,000.00	\$	-	\$	4,000.00
	<b>TOTAL STREET &amp; ROAD CLEANING</b>	\$	<b>9,000.00</b>	\$	<b>4,000.00</b>	\$	<b>-</b>	\$	<b>4,000.00</b>
	<b>REFUSE COLLECTION</b>								
100-4042300-3220	CONTRACTUAL SERVICES	\$	194,000.00	\$	170,200.00	\$	96,270.00	\$	177,000.00
100-4042300-6225	RECYCLING SERVICES	\$	77,500.00	\$	51,000.00	\$	23,883.00	\$	53,000.00
	<b>TOTAL REFUSE COLLECTION</b>	\$	<b>271,500.00</b>	\$	<b>221,200.00</b>	\$	<b>120,153.00</b>	\$	<b>230,000.00</b>
	<b>REFUSE DISPOSAL</b>								
100-4042400-3800	FCO LANDFILL CHARGES	\$	20,000.00	\$	20,000.00	\$	9,529.00	\$	20,000.00
	<b>TOTAL REFUSE DISPOSAL</b>	\$	<b>20,000.00</b>	\$	<b>20,000.00</b>	\$	<b>9,529.00</b>	\$	<b>20,000.00</b>
	<b>GENERAL PROPERTIES</b>								
100-4043200-3310	REPAIR & MAINTENANCE	\$	10,230.00	\$	9,000.00	\$	2,573.00	\$	9,000.00
100-4043200-3325	HERMITAGE SWPOND MAINT	\$	4,400.00	\$	4,180.00	\$	3,300.00	\$	4,100.00
100-4043200-5110	ELECTRICITY	\$	900.00	\$	-	\$	122.00	\$	-
100-4043200-6007	MATERIALS & SUPPLIES	\$	1,344.00	\$	1,000.00	\$	-	\$	1,000.00
100-4043200-6017	CHRISTMAS LIGHTS	\$	1,354.00	\$	1,100.00	\$	1,520.00	\$	1,200.00
	<b>TOTAL GENERAL PROPERTIES</b>	\$	<b>18,228.00</b>	\$	<b>15,280.00</b>	\$	<b>7,515.00</b>	\$	<b>15,300.00</b>
	<b>BUILDING SERVICES</b>								
100-4064200-3150	PROFESSIONAL SERVICES	\$	7,500.00	\$	1,350.00	\$	945.00	\$	1,500.00
100-4064200-3200	CONTRACTUAL SERVICES	\$	25,000.00	\$	15,610.00	\$	7,200.00	\$	16,000.00
100-4064200-5110	ELECTRICITY	\$	15,500.00	\$	13,540.00	\$	10,209.00	\$	14,000.00
100-4064200-5120	NATURAL GAS/HEAT	\$	5,000.00	\$	2,010.00	\$	1,536.00	\$	2,500.00
100-4064200-5130	WATER/SEWER	\$	500.00	\$	880.00	\$	278.00	\$	850.00
100-4064200-5230	TELECOMMUNICATIONS	\$	12,000.00	\$	9,810.00	\$	5,236.00	\$	10,000.00
100-4064200-5304	LIABILITY INSURANCE	\$	2,000.00	\$	1,930.00	\$	850.00	\$	2,000.00
100-4064200-7113	IN KIND COSTS	\$	-	\$	-	\$	5,000.00	\$	15,000.00
100-4064200-7115	SHARED MAINTENANCE	\$	20,000.00	\$	33,850.00	\$	9,594.00	\$	20,000.00
100-4064200-8411	CAPITAL ASSET RESERVES	\$	-	\$	6,520.00	\$	8,523.00	\$	7,000.00
	<b>TOTAL BUILDING SERVICES</b>	\$	<b>87,500.00</b>	\$	<b>85,500.00</b>	\$	<b>49,371.00</b>	\$	<b>88,850.00</b>
	<b>PARKS &amp; RECREATION</b>								
100-4071310-3160	CONTRACTUAL SER/IN BLUE	\$	1,425.00	\$	1,000.00	\$	410.00	\$	1,000.00
100-4071310-5699	CONTRIBUTION/CCP&R	\$	5,000.00	\$	5,000.00	\$	-	\$	5,000.00
100-4071310-6017	CHRISTMAS LIGHTS	\$	500.00	\$	400.00	\$	350.00	\$	400.00
100-4071310-6018	ROSE HILL IMPROVEMENTS	\$	6,000.00	\$	5,000.00	\$	279.00	\$	5,000.00
	<b>TOTAL PARKS &amp; RECREATION</b>	\$	<b>12,925.00</b>	\$	<b>11,400.00</b>	\$	<b>1,039.00</b>	\$	<b>11,400.00</b>
	<b>PLANNING</b>								
100-4081100-1155	COMPENSATION	\$	75,375.00	\$	75,375.00	\$	40,316.00	\$	77,435.00

100-4081100-3190	PROFESSIONAL SERVICES	\$	17,500.00	\$	4,500.00	\$	7,460.00	\$	5,000.00
100-4081100-3500	PRINTING	\$	500.00	\$	200.00	\$	-	\$	200.00
100-4081100-5510	MILEAGE	\$	750.00	\$	750.00	\$	174.00	\$	750.00
100-4081100-5540	TRAINING	\$	750.00	\$	500.00	\$	-	\$	500.00
100-4081100-5810	DUES	\$	1,000.00	\$	600.00	\$	415.00	\$	600.00
100-4081100-6001	OFFICE EQUIPMENT	\$	200.00	\$	100.00	\$	21.00	\$	100.00
100-4081100-6012	PUBLICATIONS	\$	200.00	\$	-	\$	-	\$	-
	<b>TOTAL PLANNING</b>	\$	<b>96,275.00</b>	\$	<b>82,025.00</b>	\$	<b>48,386.00</b>	\$	<b>84,585.00</b>
	<b>BOARD OF ZONING APPEALS</b>								
100-4081400-1110	EXPENSE COMPENSATION	\$	500.00	\$	500.00	\$	160.00	\$	500.00
100-4081400-5540	TRAINING	\$	500.00	\$	500.00	\$	-	\$	-
	<b>TOTAL BOARD OF ZONING APPEALS</b>	\$	<b>1,000.00</b>	\$	<b>1,000.00</b>	\$	<b>160.00</b>	\$	<b>500.00</b>
	<b>ECONOMIC DEVELOPMENT</b>								
100-4081500-5410	TOD SIGNS	\$	2,000.00	\$	2,000.00	\$	-	\$	-
100-4081500-5411	WAYFINDING SIGNS	\$	10,000.00	\$	10,000.00	\$	-	\$	-
100-4081500-5697	IDA GRANT MATCH	\$	10,000.00	\$	30,000.00	\$	30,000.00	\$	54,000.00
100-4081500-5698	GRANT AND MATCHING FUNDS	\$	10,000.00	\$	10,000.00	\$	10,000.00	\$	10,000.00
100-4081500-5699	DBI/ECO DEV PROF SERVICES	\$	20,000.00	\$	20,000.00	\$	10,000.00	\$	18,000.00
	<b>TOTAL ECONOMIC DEVELOPMENT</b>	\$	<b>52,000.00</b>	\$	<b>72,000.00</b>	\$	<b>50,000.00</b>	\$	<b>82,000.00</b>
	<b>PLANNING COMMISSION</b>								
100-4081600-1111	EXPENSE COMPENSATION	\$	6,000.00	\$	5,000.00	\$	1,130.00	\$	5,000.00
100-4081600-5540	TRAINING	\$	1,000.00	\$	1,000.00	\$	-	\$	1,000.00
100-4081600-5810	DUES	\$	250.00	\$	250.00	\$	-	\$	250.00
	<b>TOTAL PLANNING COMMISSION</b>	\$	<b>7,250.00</b>	\$	<b>6,250.00</b>	\$	<b>1,130.00</b>	\$	<b>6,250.00</b>
	<b>B'VILLE AREA DEV AUTHORITY</b>								
100-4081700-1111	EXPENSE COMPENSATION	\$	2,500.00	\$	2,500.00	\$	530.00	\$	2,500.00
100-4081700-5540	TRAINING	\$	250.00	\$	250.00	\$	-	\$	250.00
100-4081700-5810	DUES	\$	125.00	\$	125.00	\$	-	\$	125.00
	<b>TOTAL B'VILLE AREA DEV AUTHORITY</b>	\$	<b>2,875.00</b>	\$	<b>2,875.00</b>	\$	<b>530.00</b>	\$	<b>2,875.00</b>
	<b>ARCHITECTURAL REVIEW BOARD</b>								
100-4081800-5540	TRAINING	\$	250.00	\$	250.00	\$	-	\$	500.00
	<b>TOTAL ARCHITECTURAL REVIEW BD</b>	\$	<b>250.00</b>	\$	<b>250.00</b>	\$	<b>-</b>	\$	<b>500.00</b>
	<b>CAPITAL OUTLAY</b>								
100-4094200-8200	PW SITE EXPANSION-RESERVE								
100-4094200-8201	CHRISTMAS DECORATIONS								
100-4094200-8225	COMPUTER REPLACEMENT	\$	4,000.00	\$	4,000.00	\$	-	\$	4,000.00
100-4094200-8231	Police Cruiser	\$	30,000.00	\$	-	\$	-	\$	-
100-4094200-8338	ONE TON DUMP	\$	-	\$	40,000.00	\$	15,050.00	\$	-
100-4094200-8339	SALT BOX/SNOW PLOW	\$	-	\$	9,600.00	\$	-	\$	-
100-4094200-8340	MOWER	\$	7,555.00	\$	-	\$	-	\$	6,000.00
100-4094200-8345	PW TON DUMP BED	\$	7,775.00	\$	-	\$	-	\$	-
100-4094200-8367	SEWER JET RODDER	\$	-	\$	22,445.00	\$	-	\$	-
100-4094200-8411	CAPITAL RESERVE							\$	43,508.00
100-4094200-8421	PD IN CAR CAMERA REP	\$	12,000.00	\$	-	\$	-	\$	-
100-4094200-8450	HVAC JOINT GOV CTR	\$	-	\$	-	\$	-	\$	-
100-4094200-8500	PPTRA RESERVE	\$	54,917.00	\$	-	\$	-	\$	10,000.00
100-4094200-8601	PD SOFTWARE UPGRADE							\$	25,610.00
100-4094200-8603	PD SERVER REPLACEMENT							\$	5,000.00
	<b>TOTAL CAPITAL OUTLAY</b>	\$	<b>116,247.00</b>	\$	<b>76,045.00</b>	\$	<b>15,050.00</b>	\$	<b>94,118.00</b>
	<b>CONTINGENCY</b>								
100-4094300-5800	CONTINGENCY (3%)	\$	145,293.00	\$	213,976.00	\$	20,085.00	\$	85,560.00
	<b>TOTAL CONTINGENCY</b>	\$	<b>145,293.00</b>	\$	<b>213,976.00</b>	\$	<b>20,085.00</b>	\$	<b>85,560.00</b>
	<b>DEBT SERVICE</b>								
100-4095000-9110	CIP PRINCIPAL	\$	30,500.00	\$	31,800.00	\$	15,727.00	\$	33,120.00
100-4095000-9120	CIP INTEREST	\$	90,980.00	\$	89,680.00	\$	45,011.00	\$	88,360.00
100-4095000-9130	RDA DEBT SER RESERVE	\$	12,147.00	\$	12,147.00	\$	-	\$	12,147.00
	<b>TOTAL DEBT SERVICE</b>	\$	<b>133,627.00</b>	\$	<b>133,627.00</b>	\$	<b>60,738.00</b>	\$	<b>133,627.00</b>

TOTAL GENERAL FUND OPERATIONAL	\$	2,905,857.00	\$	2,792,710.00	\$	1,646,026.00	\$	2,851,876.00
TOTAL GENERAL FUND CONTINGENCY	\$	145,293.00	\$	213,976.00	\$	20,085.00	\$	85,560.00
TOTAL GENERAL FUND CAP OUTLAY	\$	116,247.00	\$	76,045.00	\$	15,050.00	\$	94,118.00
TOTAL GENERAL FUND DEBT SERVICE	\$	133,627.00	\$	133,627.00	\$	60,738.00	\$	133,627.00

<b>TOTAL GENERAL FUND EXPENSES</b>	\$	<b>3,301,024.00</b>	\$	<b>3,216,358.00</b>	\$	<b>1,741,899.00</b>	\$	<b>3,165,181.00</b>
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### WATER FUND

#### PERSONNEL

501-4012220-1140	COMPENSATION	\$	37,825.00	\$	37,825.00	\$	18,000.00	\$	38,460.00
501-4012220-2100	SOCIAL SECURITY	\$	19,385.00	\$	18,900.00	\$	8,857.00	\$	18,525.00
501-4012220-2210	RETIREMENT - LEOS	\$	23,525.00	\$	21,255.00	\$	8,516.00	\$	27,075.00
501-4012220-2220	VMLIP - STD	\$	-	\$	155.00	\$	134.00	\$	150.00
501-4012220-2230	VMLIP - LTD	\$	-	\$	1,340.00	\$	375.00	\$	1,300.00
501-4012220-2300	HEALTH INSURANCE	\$	35,445.00	\$	35,000.00	\$	15,748.00	\$	37,255.00
501-4012220-2400	LIFE INSURANCE	\$	3,015.00	\$	3,260.00	\$	1,184.00	\$	2,860.00
501-4012220-2600	UNEMPLOYMENT INSURANCE	\$	280.00	\$	215.00	\$	7.00	\$	180.00
501-4012220-2700	WORKER'S COMPENSATION	\$	8,000.00	\$	8,250.00	\$	5,800.00	\$	6,400.00
501-4012220-3145	PROFESSIONAL SERVICES	\$	1,000.00	\$	1,000.00	\$	-	\$	100.00
501-4012220-3170	MISS UTILITY	\$	2,000.00	\$	1,900.00	\$	292.00	\$	1,000.00
501-4012220-3320	HANDHELD MAINT	\$	1,350.00	\$	2,000.00	\$	1,685.00	\$	2,000.00
501-4012220-5210	POSTAGE	\$	3,500.00	\$	2,500.00	\$	1,129.00	\$	2,500.00
501-4012220-5540	TRAINING	\$	-	\$	-	\$	-	\$	1,000.00
501-4012220-6001	OFFICE SUPPLIES	\$	650.00	\$	650.00	\$	225.00	\$	650.00
<b>TOTAL PERSONNEL</b>		\$	<b>135,975.00</b>	\$	<b>134,250.00</b>	\$	<b>61,952.00</b>	\$	<b>139,455.00</b>

#### TREATMENT

501-4012222-1147	COMPENSATION	\$	156,500.00	\$	150,500.00	\$	59,168.00	\$	143,810.00
501-4012222-2830	CERTIFICATION FEES	\$	400.00	\$	900.00	\$	100.00	\$	500.00
501-4012222-2840	STATE CONNECTION FEES	\$	5,000.00	\$	5,100.00	\$	4,708.00	\$	5,100.00
501-4012222-2850	LAB TESTING	\$	10,000.00	\$	10,000.00	\$	1,427.00	\$	10,000.00
501-4012222-3110	MEDICAL EXAMS	\$	200.00	\$	200.00	\$	155.00	\$	200.00
501-4012222-3145	PROFESSIONAL SERVICES	\$	15,000.00	\$	10,000.00	\$	4,316.00	\$	15,000.00
501-4012222-3210	SLUDGE REMOVAL	\$	20,000.00	\$	22,000.00	\$	13,350.00	\$	22,000.00
501-4012222-3220	CLEAN RIVER INTAKE	\$	-	\$	-	\$	-	\$	1,000.00
501-4012222-3310	REPAIR & MAINTENANCE	\$	39,000.00	\$	40,000.00	\$	22,677.00	\$	40,000.00
501-4012222-3510	CONSUMER CONFIDENCE RPT	\$	1,700.00	\$	1,700.00	\$	-	\$	500.00
501-4012222-5110	ELECTRICITY	\$	53,500.00	\$	55,000.00	\$	27,710.00	\$	55,000.00
501-4012222-5120	FUEL/OIL HEAT	\$	2,500.00	\$	2,700.00	\$	97.00	\$	2,700.00
501-4012222-5230	TELECOMMUNICATIONS	\$	2,800.00	\$	2,500.00	\$	1,484.00	\$	2,500.00
501-4012222-5415	COPIER LEASE							\$	600.00
501-4012222-5540	TRAINING	\$	3,500.00	\$	2,500.00	\$	117.00	\$	2,500.00
501-4012222-5690	DISCHARGE PERMIT RENEWAL	\$	2,100.00	\$	2,100.00	\$	2,640.00	\$	2,700.00
501-4012222-5810	DUES	\$	1,000.00	\$	1,000.00	\$	295.00	\$	1,000.00
501-4012222-6001	OFFICE SUPPLIES	\$	1,000.00	\$	1,000.00	\$	124.00	\$	1,000.00
501-4012222-6004	LAB SUPPLIES	\$	3,600.00	\$	3,600.00	\$	1,212.00	\$	3,600.00
501-4012222-6005	JANITORIAL SUPPLIES	\$	700.00	\$	700.00	\$	348.00	\$	700.00
501-4012222-6008	GASOLINE & OIL	\$	6,200.00	\$	6,200.00	\$	1,386.00	\$	6,200.00
501-4012222-6011	UNIFORMS	\$	500.00	\$	500.00	\$	37.00	\$	500.00
501-4012222-6014	TOOLS	\$	250.00	\$	250.00	\$	164.00	\$	250.00
501-4012222-6019	SAFETY EQUIPMENT	\$	2,500.00	\$	2,000.00	\$	523.00	\$	2,000.00
501-4012222-6020	PERSONAL EQUIPMENT	\$	600.00	\$	600.00	\$	18.00	\$	600.00
501-4012222-6025	CHEMICALS	\$	33,000.00	\$	43,000.00	\$	15,364.00	\$	40,000.00
<b>TOTAL TREATMENT</b>		\$	<b>361,550.00</b>	\$	<b>364,050.00</b>	\$	<b>157,420.00</b>	\$	<b>359,960.00</b>

#### DISTRIBUTION & MAINTENANCE

501-4012224-1183	COMPENSATION	\$	87,400.00	\$	88,150.00	\$	38,302.00	\$	92,895.00
501-4012224-3330	LINE REPAIR & MAINTENANCE	\$	45,000.00	\$	42,750.00	\$	9,144.00	\$	42,750.00
501-4012224-6007	MATERIALS & SUPPLIES	\$	12,500.00	\$	11,875.00	\$	7,279.00	\$	11,875.00
501-4012224-6019	SAFETY EQUIPMENT	\$	750.00	\$	710.00	\$	232.00	\$	710.00
501-4012224-6030	NEW SERVICE SUPPLIES	\$	4,000.00	\$	3,800.00	\$	1,500.00	\$	3,000.00
<b>TOTAL DISTRIBUTION &amp; MAINT</b>		\$	<b>149,650.00</b>	\$	<b>147,285.00</b>	\$	<b>56,457.00</b>	\$	<b>151,230.00</b>

#### CAPITAL OUTLAY

501-4094200-8102	TANK REPAIR & MAINT RESERVE								
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501-4094200-8210	DEPRECIATION EXPENSE	\$	-	\$	-	\$	-
501-4094200-8211	CAPITAL RESERVES	\$	-	\$	27,110.00	\$	-
501-4094200-8361	WATER LINE UPGRADES	\$	75,000.00	\$	75,000.00	\$	9,540.00
501-4094200-8368	LEAK DETECTOR	\$	-	\$	12,000.00	\$	-
501-4094200-8550	EQUIPMENT REPAIR RESERVE	\$	-	\$	25,000.00	\$	-
501-4094200-8605	WTP BUILDING MAINTENANCE	\$	-	\$	-	\$	25,000.00
	<b>TOTAL CAPITAL OUTLAY</b>	\$	<b>75,000.00</b>	\$	<b>139,110.00</b>	\$	<b>9,540.00</b>
	<b>CONTINGENCY</b>						
501-4094300-5800	CONTINGENCY (3.5%)	\$	32,359.00	\$	32,359.00	\$	31,105.00
	<b>TOTAL CONTINGENCY</b>	\$	<b>32,359.00</b>	\$	<b>32,359.00</b>	\$	<b>31,105.00</b>
	<b>TOTAL WATER FUND OPERATIONAL</b>	\$	<b>647,175.00</b>	\$	<b>645,585.00</b>	\$	<b>275,829.00</b>
	<b>TOTAL WATER FUND CONTINGENCY</b>	\$	<b>32,359.00</b>	\$	<b>32,280.00</b>	\$	<b>31,105.00</b>
	<b>TOTAL WATER FUND CAP OUTLAY</b>	\$	<b>75,000.00</b>	\$	<b>139,110.00</b>	\$	<b>9,540.00</b>
	<b>TOTAL WATER FUND EXPENSES</b>	\$	<b>754,534.00</b>	\$	<b>816,975.00</b>	\$	<b>285,369.00</b>
							<b>889,750.00</b>

<b>SEWER FUND</b>							
<b>PERSONNEL</b>							
502-4012220-1114	COMPENSATION	\$	37,825.00	\$	37,825.00	\$	18,000.00
502-4012220-2100	SOCIAL SECURITY	\$	24,625.00	\$	24,750.00	\$	12,397.00
502-4012220-2210	RETIREMENT- LEOS	\$	29,875.00	\$	27,820.00	\$	11,918.00
502-4012220-2220	VMLIP - STD	\$	-	\$	200.00	\$	239.00
502-4012220-2230	VMLIP - LTD	\$	-	\$	1,760.00	\$	640.00
502-4012220-2300	HEALTH INSURANCE	\$	45,025.00	\$	46,000.00	\$	21,105.00
502-4012220-2400	LIFE INSURANCE	\$	3,830.00	\$	4,270.00	\$	1,657.00
502-4012220-2600	UNEMPLOYMENT INSURANCE	\$	355.00	\$	280.00	\$	9.00
502-4012220-2700	WORKER'S COMPENSATION	\$	8,000.00	\$	10,500.00	\$	7,558.00
502-4012220-3145	PROFESSIONAL SERVICES	\$	2,000.00	\$	2,000.00	\$	-
502-4012220-3320	HANDHELD MAINT	\$	1,350.00	\$	-	\$	1,685.00
502-4012220-5210	POSTAGE	\$	5,000.00	\$	7,000.00	\$	3,506.00
502-4012220-6001	OFFICE SUPPLIES	\$	950.00	\$	500.00	\$	673.00
	<b>TOTAL PERSONNEL</b>	\$	<b>158,835.00</b>	\$	<b>162,905.00</b>	\$	<b>79,387.00</b>
<b>TREATMENT</b>							
502-4012222-1147	COMPENSATION	\$	232,500.00	\$	235,800.00	\$	105,339.00
502-4012222-2830	CERTIFICATION FEES	\$	900.00	\$	400.00	\$	80.00
502-4012222-2850	LAB TESTING	\$	30,000.00	\$	25,000.00	\$	9,763.00
502-4012222-3145	PROFESSIONAL SERVICES	\$	25,000.00	\$	15,000.00	\$	9,534.00
502-4012222-3210	LANDFILL-SOLIDS DISPOSAL	\$	45,000.00	\$	35,000.00	\$	10,957.00
502-4012222-3310	REPAIR & MAINTENANCE	\$	90,000.00	\$	60,000.00	\$	61,533.00
502-4012222-5110	ELECTRICITY	\$	195,000.00	\$	160,000.00	\$	57,192.00
502-4012222-5230	TELECOMMUNICATIONS	\$	5,300.00	\$	5,000.00	\$	2,032.00
502-4012222-5415	COPIER LEASE	\$	-	\$	-	\$	-
502-4012222-5540	TRAINING	\$	6,500.00	\$	6,500.00	\$	55.00
502-4012222-5690	Discharge Permit Renewal	\$	3,100.00	\$	3,100.00	\$	-
502-4012222-5810	DUES	\$	500.00	\$	500.00	\$	126.00
502-4012222-6001	OFFICE SUPPLIES	\$	2,500.00	\$	2,500.00	\$	702.00
502-4012222-6004	LAB SUPPLIES	\$	9,000.00	\$	9,000.00	\$	639.00
502-4012222-6005	JANITORIAL SUPPLIES	\$	1,000.00	\$	1,000.00	\$	462.00
502-4012222-6008	DIESEL FUEL	\$	8,000.00	\$	8,000.00	\$	2,580.00
502-4012222-6011	UNIFORMS	\$	800.00	\$	800.00	\$	110.00
502-4012222-6014	TOOLS	\$	2,000.00	\$	1,500.00	\$	106.00
502-4012222-6019	SAFETY EQUIPMENT	\$	3,000.00	\$	3,000.00	\$	602.00
502-4012222-6020	PERSONAL EQUIPMENT	\$	1,000.00	\$	800.00	\$	-
502-4012222-6025	CHEMICALS	\$	125,000.00	\$	100,000.00	\$	44,842.00
	<b>TOTAL TREATMENT</b>	\$	<b>786,100.00</b>	\$	<b>672,900.00</b>	\$	<b>306,654.00</b>
<b>DISTRIBUTION &amp; MAINTENANCE</b>							
502-4012224-1183	COMPENSATION	\$	87,400.00	\$	88,150.00	\$	38,302.00
502-4012224-3310	EQUIPMENT MAINTENANCE	\$	1,900.00	\$	1,805.00	\$	2,555.00
502-4012224-3330	REPAIR & MAINTENANCE	\$	7,500.00	\$	7,125.00	\$	8,973.00
502-4012224-6007	MATERIALS & SUPPLIES	\$	6,400.00	\$	6,080.00	\$	4,398.00
502-4012224-6019	SAFETY EQUIPMENT	\$	300.00	\$	285.00	\$	-
502-4012224-6030	NEW SERVICE SUPPLIES	\$	3,000.00	\$	2,850.00	\$	-

	<b>TOTAL DISTRIBUTION &amp; MAINT</b>	\$ 106,500.00	\$ 106,295.00	\$ 54,228.00	\$ 112,110.00
	<b>CAPITAL PROJECTS</b>				
502-4094100-8001	OUTFALL LINE	\$ -	\$ -	\$ 71,000.00	
502-4094100-8003	NEW WWTP	\$ 1,000,000.00	\$ -	\$ 65,793.00	
	<b>TOTAL CAPITAL PROJECTS</b>	\$ 1,000,000.00	\$ -	\$ 136,793.00	
	<b>CAPITAL OUTLAY</b>				
502-4094200-8110	WWTP UPGRADES	\$ -	\$ -	\$ -	
502-4094200-8134	Sewer Collection Sys Rehab	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00
502-4094200-8210	DEPRECIATION	\$ -	\$ -	\$ -	
502-4094200-8367	SEWER JET RODDER	\$ -	\$ 22,445.00	\$ 16,237.00	
502-4094200-8411	Capital Reserve	\$ -	\$ 11,200.00	\$ -	\$ 156,295.00
502-4094200-8540	MEMBRANE REPLACEMENT RESERVE	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00
502-4094200-8550	EQUIPMENT REPAIR RESERVE	\$ -	\$ 15,000.00	\$ -	\$ 25,000.00
502-4094200-8602	3/4 TON PICKUP (1/2 VDOT)			\$	\$ 16,500.00
502-4094200-8604	STORM SEWER CAMERA (1/2 VDOT)			\$	\$ 16,000.00
	<b>TOTAL CAPITAL OUTLAY</b>	\$ 100,000.00	\$ 148,645.00	\$ 16,237.00	\$ 313,795.00
	<b>CONTINGENCY</b>				
502-4094300-5800	CONTINGENCY	\$ 52,572.00	\$ 47,105.00	\$ 1,500.00	\$ 48,340.00
	<b>TOTAL CONTINGENCY</b>	\$ 52,572.00	\$ 47,105.00	\$ 1,500.00	\$ 48,340.00
	<b>DEBT SERVICE</b>				
502-4095000-9118	VRA PRINCIPAL	\$ 470,000.00	\$ 470,000.00	\$ 235,000.00	\$ 470,000.00
	<b>TOTAL DEBT SERVICE</b>	\$ 470,000.00	\$ 470,000.00	\$ 235,000.00	\$ 470,000.00
	<b>TOTAL SEWER FUND OPERATIONAL</b>	\$ 1,051,435.00	\$ 942,100.00	\$ 440,269.00	\$ 970,465.00
	<b>TOTAL SEWER FUND CONTINGENCY</b>	\$ 52,572.00	\$ 47,105.00	\$ 1,500.00	\$ 48,340.00
	<b>TOTAL SEWER FUND CAP OUTLAY</b>	\$ 1,100,000.00	\$ 148,645.00	\$ 153,030.00	\$ 313,795.00
	<b>TOTAL SEWER FUND DEBT SERVICE</b>	\$ 470,000.00	\$ 470,000.00	\$ 235,000.00	\$ 470,000.00

<b>TOTAL SEWER FUND EXPENSES</b>	\$ 2,674,007.00	\$ 1,607,850.00	\$ 829,799.00	\$ 1,802,600.00
----------------------------------	-----------------	-----------------	---------------	-----------------

<b>TOTAL EXPENSES ALL FUNDS</b>	\$ 6,729,565.00	\$ 5,641,183.00	\$ 2,857,067.00	\$ 5,857,531.00
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10. Report of H. Allen Kitselman, III - Chair, Community Improvements Committee

Council member Kitselman noted the large improvement project on several building facades downtown.

11. Report of Douglas A. Shaffer – Planning Commission Liaison

Council member Shaffer said no planning commission meeting was held last month.

12. Report of Mary L. C. Daniel – Chair Police and Security Committee

Council member Daniel said no meeting had been held, but referenced Chief White's report noting a resignation. Chief White added that since he wrote the report, another officer has resigned.

13. Report of Wilson Kirby – Chair, Streets and Utilities Committee

**Council member Shaffer moved that the Council of the Town of Berryville approve the minutes of the Streets and Utilities Committee meeting of May 12, 2015. Mayor Kirby seconded the motion which carried unanimously.**

Mayor Kirby noted that reports from the Director of Public Utilities and the Director of Public Works are enclosed in the agenda packet, and said the next Streets and Utilities Committee meeting will be June 24, 2015, at 8:00 a.m.

14. Report of Harry Lee Arnold, Jr. – Chair, Personnel Committee

Recorder Arnold said that with openings on the Architectural Review Board and the Planning Commission, interviews will begin soon in order to fill those positions.

15. Adjourn

**There being no other business, upon motion of Council member Shaffer, seconded by Council member Kitselman, the meeting was adjourned at 8:00 p.m.**

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Wilson Kirby, Mayor

---

Harry Lee Arnold, Jr., Recorder

# Attachment 3

## Planning and Community Development

### *Public Hearing – Safe Routes to School Infrastructure Project*

**July 14, 2015**

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#### **Planning Commission**

The Planning Commission did not hold a meeting in June. Their next scheduled meeting is Tuesday, July 28, 2015 at 7:30pm.

#### **Berryville Area Development Authority**

The BADA did not hold a meeting in June. Their next meeting is scheduled for Wednesday, July 23, 2015 at 7:00pm.

#### **Architectural Review Board**

The Architectural Review Board met on Wednesday, July 1, 2015. They reviewed the following items:

##### **Sign Review**

**Kim Patterson (Owner, Re Love It) is requesting a Certificate of Appropriateness in order to install a portable freestanding sign and “OPEN” flag in front of her business located at 20 A East Main Street identified as Tax Map Parcel number 14A2-((A))-73, zoned C General Commercial. *Approved as presented.***

##### **Sign Review**

**Berryville Treasures (Trish Alizade, Agent) is requesting a Certificate of Appropriateness for a projecting sign to replace an existing sign (formerly Village Emporium) located at 8 West Main Street, identified as Tax Map Parcel number 14A2-((A))-61, zoned C General Commercial. *Approved as presented.***

##### **Sign Review**

**Stardust Ballroom Dance Studio, LLC, (Michael Blake, Owner), is requesting a Certificate of Appropriateness in order to install a wall sign on the structure located at 22 East Main Street, identified as Tax Map Parcel number 14A2-((A))-72, zoned C General Commercial. *Approved as presented.***

##### **Sign Review**

**Hip and Humble (Steve Scott and Julie Ashby, Owners), is requesting a Certificate of Appropriateness in order to install two wall signs on Aylor’s Mill located at 401 East Main Street, identified as Tax Map Parcel number 14A6-((1))-4, zoned L-1 Industrial. *Approved one of two signs requested.***

The Board also discussed temporary off-street signage. Their next meeting is scheduled for Wednesday, August 5, 2015 at 12:30pm

**Board of Zoning Appeals**

The BZA did not hold a meeting since the last Council meeting.

# Attachment 4

**BERRYVILLE TOWN COUNCIL**  
**Josephine City Neighborhood Planning Grant**  
**July 14, 2015**

---

The Town of Berryville was awarded a \$15,000 Planning Grant through the Community Development Block Grant (CDBG) Program administered by the Virginia Department of Housing and Community Development (DHCD) in 2014. The purpose of the award is to support a community needs assessment for the Josephine City neighborhood in the Town including review of housing conditions and community infrastructure. At the request of the Town, Northern Shenandoah Valley Regional Commission staff managed the administration of the grant.

Community Development Block Grant (CDBG) Program funds are intended to address critical community development needs including housing, infrastructure and economic development. The Comprehensive Community Development (CCD) option includes projects that “target substandard housing and at least one other eligible CDBG activity to address the needs within a small community”. Further, the CCD project emphasis is to address housing conditions of the community.

An application was drafted and presented to Council at the March 10, 2015 meeting ahead of the March 25, 2015 deadline. Due to concerns from property owners concerning housing rehabilitation loans, Town staff contacted the Virginia Department of Housing and Community Development (VDHCD) requesting and ultimately receiving an extension for the application submission until March 2016.

Two meetings have been held since that time. The first, held May 14, 2015, included two staff members from VDHCD who fielded questions from property owners. The second meeting, held July 10, 2015, was intended to discuss the current application and gauge property owner’s interest in submitting the application. After reviewing the process and program, the property owners in attendance did not express interest in pursuing the funding for housing rehabilitation.

**Recommendation**

Staff recommends not pursuing CDBG funding due to lack of community support.

BERRYVILLE TOWN COUNCIL

MOTION FOR NOT PURSING THE COMMUNITY DEVELOPMENT BLOCK FOR  
JOSEPHINE CITY NEIGHBORHOOD

Date: July 14, 2015

Motion By:

Second By:

I move that the Council of the Town of Berryville authorize the Town Manager to contact Virginia Department of Housing and Community Development to notify them that the Town will not be submitting a CDBG implementation grant application due to lack of community support.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

---

Harry Lee Arnold, Jr., Recorder

# Attachment 5

As a part of the FY 16 budget the Town Council determined that it would participate in the VRS Enhanced Hazardous Duty Benefits program. To formally join the program the Town Council must adopt a resolution that has been provided by VRS.

During the FY 16 budgeting process, the cost of participating in the program was estimated at 11.28% of payroll (\$40,000 for FY 16). The cost study required by VRS has placed the cost of the program at 12.23% (\$53,707.55 for FY16). This rate increase would, if the town were to participate in the program for 12 months of FY 16, leave the town with a shortfall. With that said, it was expected that the Town would not join the program on July 1, 2015. Further, as the program cost is calculated on the actual payroll, vacancies that we currently have will likely reduce the cost for FY 16. Not taking into account the fluctuations in payroll attributable to vacancies, a program start date of October 1 would leave us with an annual cost for FY 16 of \$40,280.67.

With a cost of \$40,280.67 for FY 16 the program cost will be in line with what Town Council budgeted. It is important to note however that, the cost of the program in FY17 will be much higher than might have been expected.

Please find attached the following:

- Motion
- Resolution
- Sample resolution provided by VRS
- Cost Study
- Rate analysis

The Council is asked to adopt the resolution beginning participation in the VRS Enhanced Hazardous Duty Benefits program on October 1, 2015.

TOWN COUNCIL

MOTION FOR ADOPTION OF THE VRS ENHANCED HAZARDOUS DUTY BENEFITS  
RESOLUTION

Date: July 14, 2015

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville adopt the attached VRS Enhanced Hazardous  
Duty Benefits Resolution.

VOTE:

Aye:

Nay:

Absent:

ATTEST: \_\_\_\_\_

Harry Lee Arnold, Jr., Recorder

**TOWN OF BERRYVILLE  
RESOLUTION**

Be it hereby resolved that the Town of Berryville, Virginia, a political subdivision currently participating in the Virginia Retirement System under Title 51.1, Chapter 1, Article 5 of the Code of Virginia, as amended, acting by and through its Town Council does hereby elect to have such employees of the Town who are employed in positions as full time salaried Law Enforcement Officers and whose tenure is not restricted as to temporary or provisional appointment, to become eligible, effective October 1, 2015, to be provided benefits in the Virginia Retirement System equivalent to those provided for State police officers of the Department of State Police, as set out in Section 51.1-138 of the Code of Virginia including the retirement multiplier of 1.85%, in lieu of the benefits that would otherwise be provided as such code has been or may be amended from time to time, and the Town agrees to pay the employer cost for providing such employees such benefits.

Be it further resolved that Town Manager, and Town Clerk, are hereby authorized and directed in the name of the Town to execute any required contract in order that the above described employees of the Town may become entitled to retirement benefits equivalent to those provided for State police officers of the Department of State Police. In execution of any contract which may be required the seal of the Town shall be affixed and attested by the Clerk and, said officers of the Town are hereby authorized and directed to do any other thing, or things, incident and necessary in the lawful conclusion of this matter. The Treasurer of the Town be and is hereby authorized and directed and pay over to the Treasurer of Virginia from time to time such sums as are to be paid by the Town and its employees for this purpose.

CERTIFICATE

I, \_\_\_\_\_, Clerk of the Town of Berryville, Virginia, certify that the foregoing is a true and correct copy of the resolution passed at a lawfully organized meeting of the Town Council held at Berryville, Virginia, at 7:30 o'clock p.m. on July 14, 2015. Given under my hand and seal of the Clerk of the Town this 14<sup>th</sup> day of July, 2015.

\_\_\_\_\_  
Clerk

\*The language in this guide resolution has been written by VRS Benefits Counsel and is not subject to modification.

GUIDE RESOLUTION  
Pol. Sub. - Law Enforcement Officers  
With retirement multiplier of 1.85%  
Already in VRS

Be it hereby resolved that the <<County/City/Town/Name of Jail>> of \_\_\_\_\_, Virginia, a political subdivision currently participating in the Virginia Retirement System under Title 51.1, Chapter 1, Article 5 of the Code of Virginia, as amended, acting by and through its \_\_\_\_\_ (name of governing body) does hereby elect to have such employees of the <<County/City/Town/Jail>> who are employed in positions as full time salaried <<Law Enforcement Officers/Firefighters/Emergency Medical Technicians/Jail Officers>> and whose tenure is not restricted as to temporary or provisional appointment, to become eligible, effective \_\_\_\_\_, to be provided benefits in the Virginia Retirement System equivalent to those provided for State police officers of the Department of State Police, as set out in Section 51.1-138 of the Code of Virginia including the retirement multiplier of 1.85%, in lieu of the benefits that would otherwise be provided as such code has been or may be amended from time to time, and the <<County/City/Town>> agrees to pay the employer cost for providing such employees such benefits.

Be it further resolved that \_\_\_\_\_, <<County Administrator/City Manager/Town Manager/Jail Superintendent>>, and \_\_\_\_\_, Clerk, are hereby authorized and directed in the name of the <<County/City/Town/Jail>> to execute any required contract in order that the above described employees of the <<County/City/Town/Jail>> may become entitled to retirement benefits equivalent to those provided for State police officers of the Department of State Police. In execution of any contract which may be required the seal of the <<County/City/Town/Jail>> shall be affixed and attested by the Clerk and, said officers of the <<County/City/Town/Jail>> are hereby authorized and directed to do any other thing, or things, incident and necessary in the lawful conclusion of this matter. The Treasurer of the <<County/City/Town/Jail>> be and is hereby authorized and directed and pay over to the Treasurer of Virginia from time to time such sums as are to be paid by the <<County/City/Town/Jail>> and its employees for this purpose.

CERTIFICATE

I, \_\_\_\_\_, Clerk of the <<County/City/Town>> of \_\_\_\_\_, Virginia, certify that the foregoing is a true and correct copy of the resolution passed at a lawfully organized meeting of the <<Board of Supervisors/City Council/Town Council/Name of Jail>> held at \_\_\_\_\_, Virginia, at \_\_\_\_\_ o'clock p.m. on \_\_\_\_\_,

20\_\_\_\_. Given under my hand and seal of the Clerk of the <<County/City/Town/Name of Jail>>

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk



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June 4, 2015

Mr. Keith R. Dalton  
Town Manager  
Town of Berryville  
101 Chalmers Court Suite A  
Berryville, VA 22611

**Town of Berryville (55368) - Cost Study for LEOs Benefits at 1.85%**

Dear Mr. Dalton:

As requested, we have evaluated the impact of providing benefits to eligible police officers of the Town of Berryville participating in the Virginia Retirement System under the enhanced benefits (LEOs) provisions of Subsection B of § 51.1-138 of the Code of Virginia with the 1.85% benefit multiplier. In the attached exhibit, we present a summary comparing the current benefits. Members vested as of January 1, 2013 are in Plan 1, and members not vested as of January 1, 2013 or joining the plan on or after that date are in Plan 2. Members with non-hazardous duty benefits employed on or after January 1, 2014 are in the Hybrid Plan.

Our study is based on the data and actuarial assumptions and methods used in the June 30, 2014 actuarial valuation for the Town of Berryville. VRS provided us with data identifying seven employees eligible for the proposed benefits. Six of these were active at the Town of Berryville as of June 30, 2014. The other was reported as active at another location in VRS as of the valuation date; however, for this study, we have added this record assuming the individual has transferred to the Town of Berryville. In the table below, we present a summary of the data used to estimate the impact of providing LEOs benefits:

	Data Summary 6/30/2014 Valuation	Data Summary with Study Data
Active Members		
Plan 1 General Members	23	18
Plan 2 General Members	8	7
Hybrid General Members	0	0
Plan 1 LEO Members	0	5
Plan 2 LEO Members	0	2
Total Active Members	31	32

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Mr. Keith R. Dalton  
 June 4, 2015  
 Page 2

In the table below we present the estimated cost to provide the proposed benefits outlined on the previous page for all eligible employees. The Gross First Year Cost in columns (2) and (3) represent the total cost of adding one member to the Town of Berryville as a hybrid member and the total cost of granting 1.85% hazardous duty benefits to all eligible employees, respectively.

	(1)	(2)	(3)
	6/30/2014	Estimated 6/30/2014 Valuation Results Adding 1 Member to Hybrid Plan	Estimated 6/30/2014 Valuation Results with 1.85% LEO Benefits for Hazardous Duty Employees
Number of Actives	31	32	32
Total Payroll	\$1,501,484	\$1,536,228	\$1,536,228
Actuarial Accrued Liability	\$4,954,358	\$4,954,358	\$5,351,651
Actuarial Value of Assets	\$4,251,218	\$4,251,218	\$4,251,218
Unfunded Actuarial Accrued Liability	\$703,140	\$703,140	\$1,100,433
Gross Normal Cost	\$155,337	\$156,498	\$184,001
Gross Normal Cost Rate	10.55%	10.38%	12.21%
Unfunded Accrued Liability Rate	2.46%	2.41%	4.25%
Gross Estimated Cost Rate	13.01%	12.79%	16.46%
<b>Gross</b> First Year Cost Increase Based on Total Town payroll		\$1,183	\$57,602

*Please note the contribution amounts and rates presented above are in total (employer plus employee). The net employer total cost rate would be the gross total cost rate shown above minus the member contribution rate.*

The contribution rates presented in the table above are a percentage of the total payroll for active members in the plan as of June 30, 2014.

The estimated costs shown above are based on the Town of Berryville plan census data and estimated financial position as of July 1, 2014. Please note that the costs will fluctuate in the future as the plan's data and financial conditions change. If the calculation is redone in the future with different data, plan assets and/or measurement date, the results will change. It is important to keep in mind that future plan experience (e.g., pay increases, turnover and retirement patterns, and the addition of new members) will not match the actuarial assumptions exactly. The deviations of actual from expected plan experience will produce actuarial experience gains and losses which will impact the total employer contribution rate and the cost estimate presented above.



Mr. Keith R. Dalton  
June 4, 2015  
Page 3

The undersigned is a member of the American Academy of Actuaries and meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein.

Please let us know if you have any questions.

Sincerely,

Jose I. Fernandez ASA, FCA, MAAA, EA  
Principal and Consulting Actuary

Copies to:     ZaeAnne Allen (VRS)  
                  Rory Badura (VRS)  
                  Cynthia Comer (VRS)  
                  Andrew Feagans (VRS)



**VIRGINIA RETIREMENT SYSTEM  
SUMMARY OF BENEFIT PROVISIONS**

	Non-Hazardous Duty Employees (Non-LEOs)			Hazardous Duty Employees (LEOs)		
	Plan 1 (Vested as of 1/1/2013)	Plan 2 (Non-Vested as of 1/1/2013 and new members after that date until 1/1/2014)	Hybrid (Hired on or after 1/1/2014 or by member election)	Plan 1 (Vested as of 1/1/2013)	Plan 2 (Non-Vested as of 1/1/2013 and new members after that date)	
Normal retirement eligibility	Age 65 with at least 5 years of service	Normal Social Security Retirement Age with at least 5 years of service	Normal Social Security Retirement Age with at least 5 years of service	Age 60 with at least 5 years of service	Age 60 with at least 5 years of service	
Early retirement eligibility	Age 50 with at least 10 years of service, or age 55 with at least 5 years of service	Age 60 with at least 5 years of service	Age 60 with at least 5 years of service	Age 50 with at least 5 years of service	Age 50 with at least 5 years of service	
Early retirement reduction	Benefit reduced for each year retirement age is before age 65 or for each year service at retirement is less than 30, whichever provides greater benefit	Benefit reduced for each year retirement age is before Normal Social Security Retirement Age	Benefit reduced for each year retirement age is before Normal Social Security Retirement Age	Benefit reduced for each year retirement age is before age 60 or for each year service at retirement is less than 25, whichever provides greater benefit	Benefit reduced for each year retirement age is before age 60 or for each year service at retirement is less than 25, whichever provides greater benefit	
Unreduced Early Retirement	Age 50 with at least 30 years of service	Age plus service equals 90 points	Age plus service equals 90 points	Age 50 with at least 25 years of service	Age 50 with at least 25 years of service	
Final Average Compensation	Average of the employee's 36 highest consecutive months of creditable compensation	Average of the employee's 60 highest consecutive months of creditable compensation	Average of the employee's 60 highest consecutive months of creditable compensation	Average of the employee's 36 highest consecutive months of creditable compensation	Average of the employee's 60 highest consecutive months of creditable compensation	
Benefit Multiplier	1.70%	1.65% (1.70% for service before 1/1/2013)	1.00%	1.70% or 1.85%	1.70% or 1.85%	
Cost-of-Living-Adjustment (COLA)	COLA increase on July 1 of the second calendar year after retirement. Automatic COLA increase is calculated as the first 3% of the CPI plus half of each percent from 3% to 7%, maximum COLA of 5%	COLA increase on July 1 of the second calendar year after retirement. Automatic COLA increase is calculated as the first 2% of the CPI plus half of each percent from 2% to 10%, maximum COLA of 6%	COLA increase on July 1 of the second calendar year after retirement. Automatic COLA increase is calculated as the first 2% of the CPI plus half of each percent from 2% to 10%, maximum COLA of 6%	COLA increase on July 1 of the second calendar year after retirement. Automatic COLA increase is calculated as the first 3% of the CPI plus half of each percent from 3% to 7%, maximum COLA of 5%	COLA increase on July 1 of the second calendar year after retirement. Automatic COLA increase is calculated as the first 2% of the CPI plus half of each percent from 2% to 10%, maximum COLA of 6%	
Employee Contributions	5% to DB plan	5% to DB plan	4% to DB plan and 1% to DC plan. Can contribute up to 5% to DC plan.	5% to DB plan	5% to DB plan	
Annual supplement from date of retirement to Social Security normal retirement age	No	No	No	Yes	Yes	

FY 15-16 Payroll	VRS Only 8.56%	Projected VRS/LEOS 11.28%	Actual VRS/LEOS 12.23%	Increase Actual over Projected
\$ 1,463,421.05	\$ 125,268.84	\$ 165,073.89	\$ 178,976.39	\$ (13,902.50)
	\$ 10,439.07	\$ 13,756.16	\$ 14,914.70	
			\$ 149,147.00	10 mo w/ LEOS
			\$ 20,878.14	2 mo w/o LEOS
			\$ 170,025.14	\$ (4,951.24) Actual annual Increase

# Attachment 6

Section 512 of the Town of Berryville Employee Handbook deals with business travel expenses.

Staff has examined Section 512 and proposes the amendments reflected on the attached exhibit. Those changes are:

- Establishing that, should an employee be temporarily assigned to another duty station within 50 miles of the normal work location, the town will not reimburse for travel expenses (including mileage and meals).

This change would specifically address the period of time that new police officers are assigned to the academy in Middletown.

- Eliminating language that was intended to provide that meals will not be reimbursed unless the travel exceeded 24 hours.

The existing language is not clear. This change would provide for meal reimbursement, within established guidelines, for any travel.

- Language regarding the expense reports and receipts was too permissive and needed to be amended to better explain required actions.

The Personnel Committee will review these changes at their meeting prior to the Town Council meeting.

TOWN COUNCIL

MOTION TO APPROVE AMENDMENTS TO SECTION 512 OF THE TOWN OF BERRYVILLE  
EMPLOYEE HANDBOOK

Date: July 14, 2015

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville approve the attached amendments to Section 512 of the Town of Berryville Employee Handbook.

VOTE:

Aye:

Nay:

Absent:

ATTEST: \_\_\_\_\_

Harry Lee Arnold, Jr., Recorder

## 512 Business Travel Expenses

Effective Date: 1/1/2014

Revision Date: 7/14/2015

The Town of Berryville will reimburse employees for reasonable business travel expenses incurred while on assignments away from the normal work location; **except, travel expenses are not reimbursed when employees are assigned to a temporary duty location within fifty (50) miles from the normal work location.** All business travel must be approved in advance by the Town Manager in the form of a completed Travel Request Form.

Employees whose travel plans have been approved are responsible for making their own travel arrangements.

When approved, the actual costs of travel, meals, lodging, and other expenses directly related to accomplishing business travel objectives will be reimbursed by the Town of Berryville as set out in the expense guidelines below:

Under no circumstances are alcoholic beverages to be charged to or reimbursed by the town. Employees shall be diligent in keeping all charges for meals and lodging at a reasonable minimum. With respect to meals, the following shall serve as general guidelines only. Per person expenditures (including tips) above the following guidelines, however will require justification by the employee: Breakfast - \$7.50; Lunch - \$12.00; Dinner - \$18.50; maximum daily reimbursement for \$38.00. ~~The maximum daily reimbursement applies only if the employee is out of town for work-related travel/training for more than a 24-hour period.~~ If meals are included in the cost of registration for programs, no separate or additional reimbursement for those meals will be made.

Mileage is reimbursed at the official IRS mileage rate at the time of travel.

When using a private vehicle for travel, charges for gasoline/oil to a town purchasing card shall be deducted from the mileage reimbursement. In no case shall charges for any other vehicle maintenance items for a private vehicle be made to a town purchasing card.

Employees who are involved in an accident while traveling on business must promptly report the incident to their immediate supervisor. Vehicles owned, leased, or rented by the Town of Berryville may not be used for personal use without prior approval.

With prior approval, employees on business travel may be accompanied by a family member or friend, when the presence of a companion will not interfere with successful completion of business objectives. Generally, employees are also permitted to combine personal travel with business travel, as long as time away from work is approved. Additional expenses arising from such nonbusiness travel are the responsibility of the employee.

When travel is completed, employees ~~should~~ **will** submit completed travel expense reports within 15 days. Reports ~~should~~ **must** be accompanied by receipts for all individual expenses. Proper budget codes should be inserted in the proper place on the report.

Employees should contact their supervisor for guidance and assistance on procedures related to travel arrangements, expense reports, reimbursement for specific expenses, or any other business travel issues.

Abuse of this business travel expenses policy, including falsifying expense reports to reflect costs not incurred by the employee, can be grounds for disciplinary action, up to and including termination of employment.

# Attachment 7

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**FINANCE AND ADMINISTRATION STAFF REPORT**

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**TO:** TOWN COUNCIL  
**FROM:** DESIREE MORELAND, TREASURER  
**SUBJECT:** CHARGE OFF OF UNCOLLECTABLE PERSONAL PROPERTY TAXES  
PUBLICATION OF DELINQUENT TAXES  
**DATE:** 7/8/2015  
**CC:** KEITH DALTON, TOWN MANAGER

---

Each July Council passes a resolution charging off uncollectable personal property taxes. Section 58.1-3940 of the Code of Virginia, 1950, as amended, states that the collection of local personal property taxes shall only be enforceable for five years following December 31 of the year for which such taxes were assessed.

Currently we publish the list in the Winchester Star and post a copy of the published list in the Town Business Office. Taxpayer names are removed as payments are received.

VA Code §§ 58.1-3921 through 58.1-3924 address the publication of delinquent taxes. The delinquent list reflects the account status as of June 30 (§58.1-3922). Unpaid previous years can also be listed unless the statute of limitations has run out. For taxes other than Real Estate, the current year delinquencies plus five years can be listed; Real Estate delinquencies can be listed for 20 years. The Treasurer has the discretion to eliminate people who pay before the list is published or who are current on a valid installment plan.

Our delinquent list is scheduled for publication in the Winchester Star in Wednesday August 2015 and will be made current prior to publication. Legally we do not have to remove anyone who pays after June 30.

VA Code § 58.1-3924 states that the governing body may cause this list to be published in a newspaper of general circulation in the town or to be made available on any internet site maintained by or for the town.

Kevin Appel, Legal Counsel for the Treasurers' Association of Virginia pointed out that keeping a website list current may be problematic for an office as small as ours. Should Council decide to put the list on our website, he suggested a disclaimer along these lines. "Delinquent taxes on this list conform to the facts as they existed on June 30, 2015, pursuant to Code of Virginia §58.1-3922.

If you have any questions please call me.

# Attachment 8

TOWN COUNCIL  
MOTION AUTHORIZING PUBLICATION OF  
DELINQUENT REAL ESTATE AND PERSONAL PROPERTY TAXES

Date: July 14, 2015

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville authorize publication of the names of those delinquent for personal property and real estate taxes pursuant to Section 58.1-3924 of the Code of Virginia, As Amended.

VOTE:

Aye:

Nay:

Absent:

ATTEST: \_\_\_\_\_  
Harry Lee Arnold, Jr., Recorder

**DELINQUENT TAX LIST TO COUNCIL – JULY 14, 2015**

No real estate improperly placed on the land book, or which is not ascertainable, with the amount of taxes charged to such property.

**DELINQUENT PERSONAL PROPERTY TAXES**

DELINQUENT PERSONAL PROPERTY - JUNE 30, 2015

2009 DELINQUENT PERSONAL PROPERTY

2009 ALMENDAREZ VARGAS ADRIAN A	27.15	
2009 BESSER TIMOTHY W	86.72	
2009 BETTS JEANNE KIRBY	BETTS MARK LYLE	44.22
2009 BEUCHERT PATRICIA N	409.17	
2009 BROWN LARRY WILLIAM JR	82.10	
2009 BROWN ROSEMARY L	13.73	
2009 CHRISTAKOS DANIEL JOHN	111.54	
2009 CLARK AMBER DAWN	CHAVERO LOPEZ MAURICIO	84.07
2009 CROMER JEANE MARIE	28.36	
2009 DIETRICH JOHN WILLIAM	80.15	
2009 FISHER-ARRINGTON LISA DIANE	166.87	
2009 GILLISON JAMES ARTHUR	50.70	
2009 GONZALEZ-FLORES NANCY J	71.63	
2009 GRIMM DEBORAH SUE	75.39	
2009 JARQUIN SOTO AXEL RAMON	25.16	
2009 JONES SALLIE RENEE	21.46	
2009 LAHMANN CRYSTALEE R	57.22	
2009 MAIORANA CURTIS	39.24	
2009 MESSICK ETTA H	58.29	
2009 MILBOURNE ALICIA DAWN	40.21	
2009 MILLER PAUL GERHARD	75.58	
2009 MONTGOMERY CLIFFORD G III	101.24	
2009 MOYA DORIAN N	55.76	
2009 PARKER KURT	19.72	
2009 POOLE JAMES E III	128.19	
2009 RYDER BRIAN N	179.06	
2009 SALGUERO OSCAR A	80.54	
2009 SANDERS ROBERT DAVID JR	6.45	
2009 SIPE RACHEL V NEWLIN	55.11	
2009 STERN LISA A	76.58	
2009 SWARTZ MICHAEL A	32.41	
2009 TRI COUNTY FARM SVCS LLC	2178.49	
2009 UNDERWOOD LAQUINTA DONETTE	13.94	
2009 VIRGINIA SIDING INC	94.83	
2009 WHITLOCK THERESA L	76.62	
2009 ZULLINGER DEBORAH BOWERS	84.08	
	<b>4831.98</b>	

2010 DELINQUENT PERSONAL PROPERTY

2010 ALMENDAREZ VARGAS ADRIAN A	21.78
2010 BANKS CHAMEIKA D	88.80
2010 BESSER TIMOTHY W	12.32
2010 BEUCHERT PATRICIA N	404.36
2010 BROWN LARRY WILLIAM JR	77.95
2010 CHRISTAKOS DANIEL JOHN	69.22

2010 CLARK AMBER DAWN	CHAVERO LOPEZ MAURICIO	49.27
2010 CORBIN JESSICA D		23.96
2010 CROMER JEANE MARIE		54.59
2010 DIETRICH JOHN WILLIAM		78.01
2010 ELLIOTT TERESA LYNN		30.10
2010 FISHER-ARRINGTON LISA DIANE		131.76
2010 FRYE WILLIAM T	FRYE MEGHAN MARIE	200.09
2010 GONZALEZ-FLORES NANCY J		44.37
2010 GREEN JOHN F JR		30.10
2010 GRIMM DEBORAH SUE		51.75
2010 JARQUIN SOTO AXEL RAMON		36.64
2010 JONES SALLIE RENEE		36.64
2010 KIDD DEREK MATTHEW	MURPHY JACQUELINE Y	56.07
2010 MAIORANA CURTIS		38.16
2010 MILBOURNE ALICIA DAWN		52.14
2010 MILBOURNE DALTON T II		312.89
2010 MILLER PAUL GERHARD		60.97
2010 MONTGOMERY CLIFFORD G III		93.46
2010 MOVIE GALLERY US INC #1506	DBA MOVIE GALLERY	157.44
2010 MOYA DORIAN N		39.22
2010 OLSON KENDRA C		14.22
2010 PARKER KURT		30.10
2010 PAYNE DEBORAH ANN		38.95
2010 PAYNE JAMES MARSHALL SR		73.70
2010 POOLE JAMES E III		106.89
2010 RAMEY CHARLES E		38.06
2010 ROBERTS CHESTER DENEIL		44.51
2010 RYDER BRIAN N		49.40
2010 SALGUERO OSCAR A		44.83
2010 SANDERS ROBERT D JR		65.50
2010 SCOTT JAMES		156.32
2010 SIPE RACHEL V NEWLIN		51.14
2010 STERN LISA A		77.30
2010 SWARTZ MICHAEL A		30.07
2010 TAYLOR TREVOR M		49.18
2010 THORPE ROXANNE MARIE		124.09
2010 THORPE THOMAS SCOTT		63.28
2010 TUCKER IYSHIA S		70.54
2010 UNDERWOOD LAQUINTA DONETTE		12.46
2010 VANWART JENNIFER LYNN		35.47
2010 VIRGINIA SIDING INC		64.65
2010 WARNER JAMES ARNEZ		79.22
2010 WHITLOCK THERESA L		35.90
2010 WRIGHT CYNTHIA	WRIGHT POLANDA S	122.15
2010 ZULLINGER DEBORAH BOWERS		58.54

**3788.53**

**2011 DELINQUENT PERSONAL PROPERTY**

2011 ALMENDAREZ VARGAS ADRIAN A		15.27
2011 ANDERSON JEROME D		154.62
2011 ANDREJKO DAVID ALAN	ANDREJKO DANIELLE PENDLETON	47.45
2011 ARBOGAST JOSEPH E		59.13
2011 BANKS CHAMEIKA D		34.52
2011 BECKWITH TRACY A		79.81
2011 BEUCHERT PATRICIA N		200.37
2011 BROWN LARRY WILLIAM JR		91.53
2011 CHRISTAKOS DANIEL JOHN		85.54
2011 CLARK AMBER DAWN	CHAVERO LOPEZ MAURICIO	47.43
2011 CORBIN JESSICA D		48.85
2011 CROMER JEANE MARIE		7.33
2011 DIETHRICH JOHN WILLIAM		12.91
2011 ELLIOTT TERESA LYNN		40.10
2011 FISHER-ARRINGTON LISA DIANE		54.04
2011 FRYE WILLIAM T	FRYE MEGHAN MARIE	291.85
2011 GREEN JOHN F JR		40.10
2011 GRIMM DEBORAH SUE		53.77
2011 JONES JAMES DALLAS		88.76
2011 JONES SALLIE RENEE		44.26
2011 KIRBY CATHERINE LESLEY		123.73
2011 MAIORANA CURTIS		85.85
2011 MANUEL CHRISTINA ANN		84.74
2011 MCMANAMAY AIMEE MICHELLE		94.20
2011 MILBOURNE DALTON T II		296.23
2011 MILLER PAUL GERHARD		59.10
2011 MONTGOMERY CLIFFORD G III		101.53
2011 MOYA DORIAN N		45.92
2011 PARKER KURT		40.10
2011 PAYNE DEBORAH ANN		40.10
2011 PAYNE JAMES MARSHALL SR		24.96
2011 PIERCE BRANDON MICHAEL		89.43
2011 POOLE JAMES E III		108.95
2011 RAMEY CHARLES E		45.68
2011 ROBERTS CHESTER DENEIL		8.27
2011 SALGUERO OSCAR A		32.79
2011 SCHEMERING SUSAN CAROLE		69.67
2011 SCOTT JAMES		140.82
2011 SIPE RACHEL V NEWLIN		55.28
2011 SMITH KATRINA DIANE		50.28
2011 STERN LISA A		147.30
2011 SURFACE TAMMY L		120.62
2011 SWANK DEBRA L		114.67
2011 SWARTZ MICHAEL A		49.26
2011 TAYLOR TREVOR M		46.01
2011 THOMPSON AMY M	POPE JOHN D	33.96

2011 THORPE ROXANNE MARIE		22.60
2011 THORPE THOMAS SCOTT		71.30
2011 TUCKER IYSHIA S		43.93
2011 UNDERWOOD LAQUINTA DONETTE		9.86
2011 VIRGINIA SIDING INC		63.79
2011 WARD KAREN DENISE		80.10
2011 WARNER JAMES ARNEZ		6.34
2011 WHITLOCK THERESA L		40.10
2011 WOOD-FLEMING CYNTHIA BROWNING		77.02
2011 WRIGHT CYNTHIA	WRIGHT POLANDA S	93.87

**4116.00**

**2012 DELINQUENT PERSONAL PROPERTY**

2012 ALMENDAREZ VARGAS ADRIAN A		14.08
2012 ANDERSON JEROME D		113.17
2012 ANDREJKO DAVID ALAN	ANDREJKO DANIELLE PENDLETON	49.16
2012 ANGEL NANCY M		80.93
2012 BANKS CHAMEIKA D		31.92
2012 BELCHER BRENT BRANDON		54.25
2012 BROWN LARRY WILLIAM JR		91.73
2012 BROWN STEVEN M	BROWN LINDA M	193.09
2012 CHRISTAKOS DANIEL JOHN		86.59
2012 CLEMENTS CHRISTOPHER LEE		49.41
2012 CLOVERLEAF ENVIRONMENTAL CONSULT		21.68
2012 COCONIS DAVID H		113.37
2012 CORBIN JESSICA D		6.40
2012 CRIM TRACEY L		173.86
2012 DAVIS TINA M		226.46
2012 DESHEROW MICHAEL P		135.38
2012 DMUCHOWSKY ERIC		85.82
2012 ELLIOTT TERESA LYNN		40.93
2012 FIDDLER JASON T		92.24
2012 FISHER-ARRINGTON LISA DIANE		40.93
2012 FOX KATELYN R		61.79
2012 FRYE WILLIAM T	FRYE MEGHAN MARIE	239.34
2012 GALVIS SANCHEZ KATHERIN YOHANA		155.71
2012 GREEN JOHN F JR		40.93
2012 GRIMM DEBORAH SUE		9.60
2012 HALL CIIPPORA-KARRENA E		188.45
2012 HUSTED MICHAEL DAVID	HUSTED DEBORAH RUTH	147.41
2012 IN & OUT AUTO SERVICE	NORMAN L GAY	50.94
2012 JOHNSON GEORGE F JR		93.73
2012 JONES JAMES DALLAS		10.77
2012 KIRBY CATHERINE LESLEY		4.60
2012 KIZER RICHARD		102.29
2012 LUCAS RICHARD		82.18
2012 MACBETH JONELL SCOTT		99.28

2012 MAIORANA CURTIS		46.15
2012 MANUEL CHRISTINA ANN		11.39
2012 MCCLEMENS FREDERICK W		102.78
2012 MCMANAMAY AIMEE MICHELLE		91.48
2012 MILBOURNE DALTON T II		254.63
2012 MILLER PAUL GERHARD		58.62
2012 MONTGOMERY CLIFFORD G III		98.49
2012 MOYA DORIAN N		45.74
2012 PADO-WILLIAMS BARI L	PADO MARK J	157.58
2012 PARKER KURT		80.93
2012 PAYNE DEBORAH ANN		40.93
2012 PIERCE BRANDON MICHAEL		13.75
2012 POOLE JAMES E III		107.15
2012 PRUITT TIFFANY NICOLE		50.22
2012 RAMEY CHARLES E		9.67
2012 REID EBONY C		61.76
2012 SALGUERO OSCAR A		31.34
2012 SCOTT JAMES		140.89
2012 SHAIN BOBBI D		12.78
2012 SIPE RACHEL V NEWLIN		53.88
2012 SKRABEL DEBRA K		71.93
2012 SMITH ANGELA F		94.05
2012 SMITH KATRINA DIANE		8.19
2012 STANTON JONATHAN P		127.73
2012 STERN LISA A		109.79
2012 STRADY MARY L		93.44
2012 SURFACE TAMMY L		106.15
2012 SWANK DEBRA L		69.21
2012 SWARTZ MICHAEL A		50.68
2012 THOMAS LOGAN D		68.61
2012 THOMPSON AMY MARIE		50.77
2012 THORPE THOMAS SCOTT		6.67
2012 TILLERY DEBBIE MARIE		86.15
2012 TUCKER IYSHIA S		45.57
2012 VILLANUEVA JOSE LUIS		40.93
2012 VILLANUEVA TRUCKING INC		333.58
2012 VIRGINIA SIDING INC		59.35
2012 WARD KAREN DENISE		40.93
2012 WHITLOCK THERESA L		40.93
2012 WOLDORF JUSTIN DAVID		80.93
2012 WRIGHT CYNTHIA	WRIGHT POLANDA S	51.85

**6096.02**

**2013 DELINQUENT PERSONAL PROPERTY**

2013 ALMENDAREZ VARGAS ADRIAN A		9.39
2013 ANDERSON JEROME D		101.02
2013 ANDREJKO DAVID ALAN	ANDREJKO DANIELLE PENDLETON	44.47
2013 ANGEL NANCY M		38.35
2013 BANKS CHAMEIKA D		22.41
2013 BELCHER BRENT BRANDON		10.99
2013 BERRYVILLE MILLWORK	STEVEN P DESJARDINS	105.92
2013 BIGELOW CHARLES JOHN		82.80
2013 BOWIE LARRY E		42.47
2013 BRIAN DENNIS WAYNE		116.70
2013 BROWN LARRY WILLIAM JR		81.56
2013 BROWN STEVEN M	BROWN LINDA M	92.78
2013 CABRERA ANA D		29.16
2013 CHRISMAN JOSHUA JACOB		19.05
2013 CHRISTAKOS DANIEL JOHN		80.82
2013 CLEMENTS CHRISTOPHER LEE		45.74
2013 CLOVERLEAF ENVIRONMENTAL CONSULT		18.18
2013 COCONIS DAVID H		67.04
2013 CRIM TRACEY L		121.91
2013 CROSSLEY NICHOLAS R		42.64
2013 DAVIS PERRY		14.90
2013 DAVIS TINA M	DAVIS ANTHONY E	100.06
2013 DENNIS BILLY M		53.29
2013 DESJARDINS STEVEN P		116.70
2013 DMUCHOWSKY ERIC		45.76
2013 DMUCHOWSKY KATRINA		83.51
2013 DRAKE NICOLE PAIGE		12.74
2013 ELLIOTT TERESA LYNN		38.35
2013 FIDDLER JASON T		7.72
2013 FOX KATELYN R		53.12
2013 FRYE WILLIAM T	FRYE MEGHAN MARIE	223.40
2013 GALLAGHER MICHAEL J		97.13
2013 GREEN JOHN F JR		78.35
2013 HALL CIIPPORA-KARRENA E		128.62
2013 HARPER BRYANT O		103.64
2013 HARWELL STEPHEN R		83.23
2013 HOLLINGSWORTH CHRISTOPHER JOHN		83.13
2013 HUSTED MICHAEL DAVID	HUSTED DEBORAH RUTH	37.17
2013 JOHNSON GEORGE F JR		124.36
2013 JOHNSTON R J DANIEL		197.41
2013 KIZER RICHARD		56.31
2013 LEDERHOUSE STEPHANIE PAYNE		58.07
2013 LEWIS CAROLYN MARIE		82.31
2013 LUCAS RICHARD		42.47
2013 MCALISTER GLENN ALLEN		96.78

2013 MCCOY MICHEAL L		48.77
2013 MCINTYRE MICHAEL PAUL		139.27
2013 MCMANAMAY AIMEE MICHELLE		83.76
2013 MILBOURNE DALTON T II		215.99
2013 MILLER PAUL GERHARD		54.72
2013 MISKELLY MICHAEL P		50.09
2013 MONTGOMERY CLIFFORD G III		84.58
2013 MOYA DORIAN N		42.55
2013 MULLINS HOLLY NICOLE		133.56
2013 NELSON DANIEL E		87.05
2013 OLEARY APRIL ANN		46.32
2013 PARKER KURT		76.70
2013 PAYNE DEBORAH ANN		38.35
2013 PERKINS WILLIAM ELVIN III		88.76
2013 POOLE JAMES E III		98.43
2013 POWELL JESSE P JR		122.47
2013 REID EBONY C		78.07
2013 SALGUERO OSCAR A		43.40
2013 SCHEMERING SUSAN CAROLE		42.36
2013 SCOTT JAMES		129.65
2013 SHANAHAN GERALD EDWARD		247.75
2013 SIPE RACHEL V NEWLIN		49.34
2013 SKRABEL DEBRA K		43.35
2013 SMITH ANGELA F		8.50
2013 SOUTHERN AIR TEMP		904.96
2013 STERN LISA A		102.05
2013 STRADY MARY L		59.57
2013 SURFACE TAMMY L		96.42
2013 SWANK DEBRA L		62.02
2013 SWARTZ MICHAEL A		45.28
2013 THOMPSON PHILLIP CHRISTOPHER		128.16
2013 TILLEY NATHAN JOHN CHARLES		145.76
2013 VILLANUEVA JOSE LUIS		38.35
2013 VILLANUEVA TRUCKING INC		170.47
2013 VIRGINIA SIDING INC		46.58
2013 WHITLOCK THERESA L		38.35
2013 WILKINS LISA ANN	WILKINS THOMAS EDWARD	38.35
2013 WILKINS THOMAS E		78.35
2013 WOLDORF JUSTIN D	FIDDLER MEGAN A	12.54
2013 WOLDORF JUSTIN DAVID		38.35
2013 WOODRUFF WILLIAM J		78.35
2013 WRIGHT CYNTHIA	WRIGHT POLANDA S	45.99

**7375.62**

**2014 DELINQUENT PERSONAL PROPERTY**

2014 ALLEN CINDY R		74.59
2014 ALMENDAREZ VARGAS ADRIAN A		4.12
2014 ALSBERRY CHANNING D		75.32
2014 AMY'S SPARKLING PROFESSIONAL	ONELIA HERNANDEZ	17.95
2014 ANDERSON JEROME D		90.18
2014 ANDREJKO DAVID ALAN	ANDREJKO DANIELLE PENDLETON	138.25
2014 ANGEL NANCY M		35.00
2014 BANKS CHAMEIKA D		14.10
2014 BATTLETOWN INN	C/O MARK LYNCH	371.25
2014 BEECROFT KRISTINA M		87.34
2014 BELL KASI NICOLE	PFEUFFER DAVID A	79.38
2014 BERRYVILLE MILLWORK	STEVEN P DESJARDINS	99.11
2014 BIGELOW CHARLES JOHN		2.87
2014 BOWIE LARRY E		35.00
2014 BOWMAN TIFFANY L		35.00
2014 BOWMAN TIFFANY L		44.21
2014 BRANDT KIMBERLY MARIE		70.10
2014 BRIAN DENNIS WAYNE		140.00
2014 BROWN CLYDE A		192.18
2014 BROWN LARRY WILLIAM JR		73.87
2014 BROWN STEVEN M	BROWN LINDA M	75.21
2014 BROWN THOMAS H		138.58
2014 BRYAN BRITTANY A	VAN VLECK GAYLE	113.74
2014 CABRERA ANA D	AREVALO FREDIS ROBERTO	243.63
2014 CABRERA ANA D	CABRERA CRISTIL	63.45
2014 CANTRALL JASON M		100.60
2014 CASTELHANO PATRICIA J		113.07
2014 CHAPMAN ELLIS L		3.61
2014 CHAPMAN ELLIS LEROY	CHAPMAN ELIZABETH HERTY	100.53
2014 CHICAS JOSE EUSEBIO		86.59
2014 CHRISMAN JOSHUA JACOB		42.90
2014 CHRISTAKOS DANIEL JOHN		70.00
2014 CLARKE MARIETTA L		125.11
2014 CLAY DAVID KARLOS		153.76
2014 CLEMENTS CHRISTOPHER LEE		40.76
2014 CLEMENTS HEATHER MARIE		18.65
2014 CLEMENTS LAYTOYA R		4.58
2014 CLOVERLEAF ENVIRONMENTAL CONSULT		14.27
2014 COCONIS DAVID H		27.07
2014 CORBIN SAMUEL ISAAC		177.78
2014 CORTES JORGE		78.41
2014 COX AUTUMN L		75.00
2014 CRAIG ANDREW		76.37
2014 CREAMER JAMICHAEL R		79.57
2014 CRIM TRACEY L		68.42

2014 CROSSLEY NICHOLAS R		35.00
2014 CROSSLEY TROY J		79.19
2014 DAVIS LAURA N		80.17
2014 DAVIS TINA M	DAVIS ANTHONY E	77.52
2014 DESJARDINS STEVEN P		70.00
2014 DEVINE WALTER RIPLEY		124.43
2014 DIETRICH JOHN WILLIAM		43.86
2014 DOWNARD JAMES MARION		64.83
2014 DURHAM BRENDA J		18.52
2014 ELLIOTT TERESA LYNN		35.00
2014 ENRIQUEZ HERNANDEZ SERGIO		6.44
2014 FAIRFAX JOSEPH LEE		65.84
2014 FORD TIMOTHY SPENCER		109.73
2014 FOX KATELYN R		46.94
2014 FRYE ETHAN RAY		90.09
2014 FRYE JESSICA LYNN		112.96
2014 G A LAWN CARE TURF MGT STONE LLC		121.82
2014 GALLAGHER MICHAEL J		53.30
2014 GALLAHAN WANDA MAY		11.96
2014 GALVEZ LADISLAO		131.44
2014 GORDON LAVARN D		3.29
2014 GREEN JOHN F JR		74.83
2014 GRIFFIN KAREN B		130.44
2014 GROOMS JENNIFER RAE		8.95
2014 HALL CIIPPORA-KARRENA E		111.58
2014 HALL LAURA E		79.21
2014 HALLE LINDA ANN		48.05
2014 HARPER BRYANT O		110.11
2014 HARRIS ANNA MARIE		79.86
2014 HEIM TAMMY SUE		50.31
2014 HENRY DANA M		108.68
2014 HERNANDEZ ONELIA G		163.13
2014 HERRING CAROLYN E		65.33
2014 HINDMAN JASON P		184.10
2014 HINKLE MILTON P		93.65
2014 HOLLINGSWORTH CHRISTOPHER JOHN		50.11
2014 HUMMER CARRIE E		91.76
2014 HUSTED MICHAEL DAVID	HUSTED DEBORAH RUTH	1.18
2014 JENKINS LINDA S		78.95
2014 JOHNSON GEORGE F JR		196.61
2014 JOHNSTON R J DANIEL		46.76
2014 JONES JOHN A	DAVIS NATHALIE C	45.56
2014 KEISTER KEITH T JR		150.75
2014 KITCHEN JENNIFER ANNE		90.28
2014 KIZER RICHARD		52.02
2014 LEDERHOUSE STEPHANIE PAYNE		3.77
2014 LEE JOSEPH WAYNE		137.97

2014 LEIVA CHRISTOPHER SETH		84.96
2014 LEONARD ZACHARY D		35.75
2014 LEVI EDWARD K	LEVI CHERYL P	322.71
2014 MAGUIRE JUSTIN A		25.60
2014 MALICK KENNETH R JR		84.27
2014 MALLORY MARTIN H		82.52
2014 MANAHAN BRETT A		76.36
2014 MAXWELL DERICK G		37.84
2014 MCALISTER ROBERTA J		89.26
2014 MCINTIRE ANDREW SCOTT	MCINTIRE KENDRA LINEWEAVER	106.71
2014 MCINTIRE KENDRA L		41.96
2014 MCINTYRE MICHAEL PAUL		88.21
2014 MCMANAMAY AIMEE MICHELLE		75.15
2014 MCMANAMAY GUY WILSON III	MCMANAMAY GUY WILSON III	79.86
2014 MILBOURNE DALTON T II		175.64
2014 MILLER PAUL GERHARD		49.26
2014 MONTGOMERY CLIFFORD G III		75.68
2014 MOORE DONALD J M		303.85
2014 MOYA DORIAN N		35.00
2014 MULLINS HOLLY NICOLE		104.49
2014 MUZAK LLC		4.83
2014 NELSON DANIEL E		95.69
2014 NELSON STEPHANIE A		79.38
2014 PARADOWSKI CHRISTOPHER		48.58
2014 PARKER KURT		35.00
2014 PATTON GEORGE LEE JR		46.61
2014 PAYNE DEBORAH ANN		35.00
2014 PAYNE VIRGINIA ANN		82.72
2014 PERKINS WILLIAM ELVIN III		95.23
2014 PFEUFFER KASI N		38.33
2014 PIERCE MOLLY CATHRYN		124.66
2014 POOLE JAMES E III		81.75
2014 POWELL JESSE P JR		73.48
2014 POWELL KENNIS DENIS		123.64
2014 PRINCE BRIAN G		81.74
2014 PRUITT RICHARD EUGENE JR		75.00
2014 REID EBONY C		40.23
2014 ROBERTS MARCELLA HARPER		75.00
2014 ROGERS DONNA BELL		85.06
2014 SANTMYER RON E		86.34
2014 SCHEMERING SUSAN CAROLE		2.64
2014 SCHROEDER ANGELA J		41.87
2014 SHANAHAN GERALD EDWARD		171.48
2014 SHAW MICHAEL DAVID	PASZTOR-SHAW LISA CHRISTINE	80.55
2014 SIPE RACHEL V NEWLIN		45.48
2014 SMITH VIOLA B		80.58
2014 SOLTES KRISTEN MARIE C		83.71

2014 SOUTHERN AIR TEMP		713.94
2014 STERN LISA A		92.00
2014 STRADY MARY L		17.27
2014 SURFACE TAMMY L		78.34
2014 SWANK DEBRA L		54.59
2014 SWARTZ MICHAEL A		38.46
2014 TABB LORETTA H		91.72
2014 THOMPSON PHILLIP CHRISTOPHER		80.15
2014 TILLEY NATHAN JOHN CHARLES		93.94
2014 TINTAYA MARY T		145.86
2014 TOWNSEND ABIGAIL JOLYNN	TOWNSEND JOANNA SUE	75.00
2014 VANNESS RICHARD ALAN		75.59
2014 VICHARE SAPTARSHI VIVEK		44.62
2014 VIRGINIA SIDING INC		39.91
2014 WEBB AND SONS CONSTRUCTION INC		407.07
2014 WELTON ELTON VAN JR		75.00
2014 WHITING CHRISTINA MARIE		77.22
2014 WHITLOCK THERESA L		35.00
2014 WILKINS LARRY R	WILKINS LISA A	110.38
2014 WILKINS LISA ANN	WILKINS THOMAS EDWARD	35.00
2014 WILKINS THOMAS E		72.03
2014 WOLDORF JUSTIN D	FIDDLER MEGAN A	42.20
2014 WOLDORF JUSTIN DAVID		74.04
2014 WOLFE JASON F	TROPOULOS TERA LEE	78.97
2014 WOLFE JASON FRANK		104.08
2014 WONSAPONATIME STUDIOS		10.96
2014 WOODRUFF WILLIAM J		35.00
2014 WRIGHT CYNTHIA	WRIGHT POLANDA S	40.49
2014 ZALEWSKI ADAM H		108.47
		<b>14244.72</b>

**DELINQUENT PERSONAL PROPERTY TAXES**

<b>2009</b>		<b>4831.98</b>
	<b>(charge off)</b>	<b>-4831.98</b>
<b>2009</b>		<b>3788.53</b>
<b>2010</b>		<b>4116.00</b>
<b>2011</b>		<b>6096.02</b>
<b>2012</b>		<b>7375.62</b>
<b>2013</b>		<b>14244.72</b>
<b>2014</b>	<b>TOTAL</b>	<b>35620.89</b>

**DELINQUENT REAL ESTATE TAXES**

DELINQUENT REAL ESTATE - JUNE 30, 2015

1995-2004 DELINQUENT REAL ESTATE

2004 HARRIS-PROCTOR LINDA	15.12
2004 WILLIAMS GEORGE ESTATE	4204.02
	<b>4219.14</b>

2005 DELIQUENT REAL ESTATE

2005 HARRIS-PROCTOR LINDA	68.18
2005 WILLIAMS GEORGE ESTATE	196.64
	<b>264.82</b>

2006 DELINQUENT REAL ESTATE

2006 HARRIS-PROCTOR LINDA	168.98
2006 WILLIAMS GEORGE ESTATE	417.30
	<b>586.28</b>

2007 DELINQUENT REAL ESTATE

2007 HARRIS-PROCTOR LINDA	148.48
2007 WILLIAMS GEORGE ESTATE	1041.74
	<b>1190.22</b>

2008 DELINQUENT REAL ESTATE

2008 HARRIS-PROCTOR LINDA	142.58
2008 LABADIE RICKY	244.80
2008 WILLIAMS GEORGE ESTATE	740.64
	<b>1128.02</b>

2009 DELINQUENT REAL ESTATE

2009 HARRIS-PROCTOR LINDA	139.39
2009 LABADIE RICKY	200.53
2009 MOTEN CONSTANCE	179.68
2009 PAIGE WILLIAM H	598.80
2009 TRI COUNTY FARM SERVICES LLC	198.41
2009 WILLIAMS GEORGE ESTATE	2003.49
	<b>3320.30</b>

2010 DELINQUENT REAL ESTATE

2010 HARRIS-PROCTOR LINDA	89.66
2010 LABADIE RICKY	224.78
2010 MOTEN CONSTANCE	161.64
2010 PAIGE WILLIAM H	4016.71
2010 TRI COUNTY FARM SERVICES LLC	348.60
2010 WILLIAMS GEORGE ESTATE	371.82
2010 WOODRUFF WILLIAM	169.54
	<b>5382.75</b>

**2011 DELINQUENT REAL ESTATE**

2011 HARRIS-PROCTOR LINDA	76.20
2011 LABADIE RICKY	210.56
2011 MOTEN CONSTANCE	153.86
2011 PAIGE ALBERT ESTATE	259.46
2011 RATCLIFFE RAYMOND EST	25.04
2011 TRI COUNTY FARM SERVICES LLC	330.60
2011 WILLIAMS GEORGE ESTATE	1022.26
2011 WOODRUFF WILLIAM	163.26
	<b>2241.24</b>

**2012 DELINQUENT REAL ESTATE**

2012 HARRIS-PROCTOR LINDA	75.82
2012 LABADIE RICKY	201.06
2012 MCGEE HOLDINGS LLC	1029.05
2012 MOTEN CONSTANCE	148.20
2012 PAIGE ALBERT ESTATE	291.13
2012 RATCLIFFE RAYMOND EST	28.02
2012 TRI COUNTY FARM SERVICES LLC	310.66
2012 WILLIAMS GEORGE ESTATE	744.96
2012 WOODRUFF WILLIAM	12640.20
	<b>15469.10</b>

**2013 DELINQUENT REAL ESTATE**

2013 BROWN THOMAS H & ROSA C	30.39
2013 FANNING JENNIFER D	114.77
2013 HARRIS-PROCTOR LINDA	66.10
2013 HOLMES CHARLES A JR	7.75
2013 HOLMES CHARLES H ET AL	110.12
2013 KEEFE NEIL J & BOBBIE J TRUSTS	411.93
2013 LABADIE RICKY	182.22
2013 MCCOOL PHYLLIS N	162.47
2013 MCGEE HOLDINGS LLC	1415.00
2013 MCINTIRE ANDREW S & K L LINEWEAVER	145.81
2013 MOTEN CONSTANCE	133.20
2013 PAIGE ALBERT ESTATE	% PAIGE FAMILY 308.44
2013 PAIGE WILLIAM H	351.56
2013 RATCLIFFE RAYMOND EST	21.66
2013 SOUERS JOSEPH & BRITTANY BRYAN	139.24
2013 TRI COUNTY FARM SERVICES LLC	KENNY UNGER JR 283.90
2013 WILLIAMS GEORGE ESTATE	% DOROTHY MARTIN 605.78
2013 WOODRUFF WILLIAM	115.24
	<b>4605.58</b>

**2014 DELINQUENT REAL ESTATE**

2014 ALLEN FENTON ESTATE	% KEVIN HOLMES	79.64
2014 ALLIANTEC LTD		190.68
2014 ALLIANTEC LTD A VA CORP		190.68
2014 BROWN THOMAS H & ROSA C		87.74
2014 EDDLIS LLC		75.38
2014 FANNING JENNIFER D		245.50
2014 FRANKMANN HARRY C LIVING TRUST	% KATHLEEN BONTRAGER	231.98
2014 GILLISON MARY L& ROBERT JR&	JAMES A& RODNEY E	216.58
2014 GILLISON WILLIAM T & JOHN W	% LYNELLE WILKINS	66.49
2014 GUTIERREZ ANTONIO & MARIA B		233.76
2014 HARRIS-PROCTOR LINDA		64.44
2014 HINKLE MILTON P		133.29
2014 HOLMES CHARLES A JR		9.58
2014 HOLMES CHARLES H ET AL		235.32
2014 KEEFE NEIL J & BOBBIE J TRUSTS		900.72
2014 LABADIE RICKY		189.78
2014 MASTERS & WEBB LC		276.48
2014 MCCOOL PHYLLIS N		279.60
2014 MCGEE HOLDINGS LLC		1478.20
2014 MCINTIRE ANDREW S & K L LINEWEAVER		314.36
2014 MOTEN CONSTANCE		136.76
2014 ORNDORFF JUDY LYNN		12.78
2014 PAIGE ALBERT ESTATE	% PAIGE FAMILY	379.45
2014 PAIGE WILLIAM H		338.09
2014 PEPPER SCOTT B		129.10
2014 RATCLIFFE RAYMOND EST		16.16
2014 REAVIS MICHAEL	DENISE DOUGLAS & DENNIS REAVIS	92.21
2014 RITTER ELIZABETH A		78.64
2014 SOUERS JOSEPH & BRITTANY BRYAN		236.82
2014 TRI COUNTY FARM SERVICES LLC	KENNY UNGER JR	299.76
2014 WILLIAMS GEORGE ESTATE	% DOROTHY MARTIN	597.37
2014 WOODRUFF WILLIAM		494.09
		<b>8311.43</b>

**2015 DELINQUENT REAL ESTATE**

2015 3425 TUCKAHOE LLC		365.75
2015 3425 TUCKAHOE LLC		365.75
2015 ALLEN FENTON ESTATE	% KEVIN HOLMES	156.37
2015 ALLIANTEC LTD	19 FIRST ST	122.15
2015 ALLIANTEC LTD A VA CORP		122.15
2015 ARCADIA / RICHMOND AMERICAN	C/O EDWARD L & JOANNE C SCHILLING	69.58
2015 BANK OF AMERICA NA	% OCWEN LOAN SERVICING LLC	321.42
2015 BLUE SKY PROPERTY MANAGEMENT		121.12
2015 BROWN THOMAS H & ROSA C		56.18
2015 BUCK CHARLES U		230.89

2015 CHAUDHRY ZAHID		316.32
2015 DEAN WILLIAM B		124.42
2015 EDDLIS LLC		402.72
2015 ELMORE NOBLE N		116.26
2015 FANNING JENNIFER D		157.29
2015 FLETCHER CRAIG ALAN & SUZANNE M	% MANJEET & PARAMJIT KAUR	365.75
2015 FRANKMANN HARRY C LIVING TRUST	% KATHLEEN BONTRAGER	121.53
2015 GILLISON MARY L& ROBERT JR&	JAMES A& RODNEY E	160.49
2015 GILLISON WILLIAM T & JOHN W	% LYNELLE WILKINS	86.99
2015 GUITIERREZ ANTONIO V & MARIA B		118.84
2015 HARRIS-PROCTOR LINDA		41.23
2015 HINKLE MILTON P		193.78
2015 HOLMES CHARLES A JR		6.19
2015 HOLMES CHARLES H ET AL		150.70
2015 HORNBAKER JONATHAN B & JILLIAN L		426.11
2015 HUDSON TIMOTHY A & CHERYL R		215.53
2015 HURTADO PEDRO & RICARDO VEGA CERDA		46.39
2015 JACKSON EFFIE H & WALTER H		144.09
2015 JOHNSON GEORGE F JR		116.16
2015 KAISERWEBB LC		563.32
2015 KAYLOR DOUGLAS ALLEN		180.48
2015 KEEFE NEIL J & BOBBIE J TRUSTS		576.91
2015 KEMP KIM S		207.07
2015 KITLER JOHN E		119.78
2015 LABADIE RICKY		121.53
2015 LEWIS AND BURKE REAL ESTATE LLC		47.42
2015 MASON JEANNIE C		124.31
2015 MASTERS & WEBB LC		361.79
2015 MCCOOL PHYLLIS N		179.14
2015 MCDONALD JAMES L		336.55
2015 MCGEE HOLDINGS LLC		925.21
2015 MCINTIRE ANDREW S & K L LINEWEAVER		201.30
2015 MOTEN CONSTANCE		87.62
2015 ORNDORFF JUDY LYNN		194.50
2015 PAIGE ALBERT ESTATE	% DIANE MARSHALL	46.90
2015 PAIGE CHAZ D		400.84
2015 PAK GROUP LLC		386.02
2015 PAYNE CHARLES M		121.62
2015 PEFFER SCOTT B		90.50
2015 PORTER CHARLES D & CHERLYNN		262.94
2015 POTTS ROY E III & PATRICIA R		162.35
2015 RANDOLPH RICHARD W & ANNA L		37.68
2015 RATCLIFFE RAYMOND EST		10.31
2015 REAVIS MICHAEL	DENISE DOUGLAS & DENNIS REAVIS	120.70
2015 RITTER ELIZABETH A		116.16
2015 SHAKE MICHAEL H & DEBRA G		191.41
2015 SOUERS JOSEPH & BRITTANY BRYAN		151.73

2015 STEWART THOMAS E		352.92
2015 TOWNSEND DONALD P II & JOANNA SUE		186.35
2015 TRI COUNTY FARM SERVICES LLC	KENNY UNGER JR	191.93
2015 WILEY CALVIN E		126.27
2015 WILLIAMS GEORGE ESTATE	% DOROTHY MARTIN	308.77
2015 WINDISCH SUSAN & EDWARD F		92.77
2015 WOODRUFF WILLIAM		75.25
		<b>12902.50</b>

**DELINQUENT REAL ESTATE TAXES**

<b>1995-2004</b>		<b>4219.14</b>
<b>2005</b>		<b>264.82</b>
<b>2006</b>		<b>586.28</b>
<b>2007</b>		<b>1190.22</b>
<b>2008</b>		<b>1128.02</b>
<b>2009</b>		<b>3320.3</b>
<b>2010</b>		<b>5382.75</b>
<b>2011</b>		<b>2241.24</b>
<b>2012</b>		<b>15469.1</b>
<b>2013</b>		<b>4605.58</b>
<b>2014</b>		<b>8311.43</b>
<b>2015</b>		<b>12902.5</b>
<b>TOTAL</b>		<b>59621.38</b>

# Attachment 9

TOWN COUNCIL  
MOTION FOR APPROVAL:  
ADOPTION OF RESOLUTION TO CHARGE OFF  
DELINQUENT PERSONAL PROPERTY TAXES FOR TAX YEAR 2009

Date: July 14, 2015

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville adopt the attached resolution to charge off delinquent personal property taxes for Tax Year 2009.

VOTE:

Aye:

Nay:

Absent:

ATTEST: \_\_\_\_\_  
Harry Lee Arnold, Jr., Recorder

TOWN OF BERRYVILLE  
TOWN COUNCIL  
RESOLUTION

WHEREAS, Section 58.1-3940 of the Code of Virginia, 1950, as amended, provides the collection of local personal property taxes shall only be enforceable for five years following December 31 of the year for which such taxes were assessed, and

WHEREAS, the attached personal property taxes assessed by the Town of Berryville, Virginia for tax year 2009, have remained delinquent for the year for which such taxes were assessed and are therefore rendered unenforceable,

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Town of Berryville, Virginia, in meeting duly assembled this fourteenth day of July, 2015, that the attached list of delinquent personal property taxes for tax year 2009 shall be charged off the tax records of the Town of Berryville as uncollectible.

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Wilson L. Kirby, Mayor

I hereby certify that the foregoing Resolution was duly adopted by the Council of the Town of Berryville in meeting assembled July 14, 2015.

ATTEST:

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Harry L. Arnold, Jr., Recorder

To Be Charged off 7-14-15  
7/8/2015

2009 Delinquent Personal (Breakdown)

Tax Year	Name 1	Invoice Year	Invoice Number	Account Type	Schedule	Amount	Discount	Penalty	Interest	Delinquent	Other Adj	Balance
<b>Customer Number: 8216 (1 Record(s))</b>												
2009	ALHENDAREZ VARGAS ADRIAN A	2009	84127	Tax Personal	2009 Personal Property Tax	9.53	0.00	3.18	9.58	9.53	4.86	27.15
						<b>9.53</b>		<b>3.18</b>	<b>9.58</b>	<b>9.53</b>	<b>4.86</b>	<b>27.15</b>
<b>Customer Number: 482 (2 Record(s))</b>												
2009	BESSER TIMOTHY W	2009	84138	Tax Personal	2009 Personal Property Tax	19.43	0.00	6.48	19.62	19.43	29.86	75.39
2009	BESSER TIMOTHY W	2009	84137	Tax Personal	2009 Personal Property Tax	2.80	0.00	0.93	2.74	2.80	4.86	11.33
						<b>22.23</b>		<b>7.41</b>	<b>22.36</b>	<b>22.23</b>	<b>34.72</b>	<b>86.72</b>
<b>Customer Number: 490 (1 Record(s))</b>												
2009	BETTS JEANNE KIRBY	2009	84139	Tax Personal	2009 Personal Property Tax	6.15	0.00	2.05	6.16	6.15	29.86	44.22
						<b>6.15</b>		<b>2.05</b>	<b>6.16</b>	<b>6.15</b>	<b>29.86</b>	<b>44.22</b>
<b>Customer Number: 494 (2 Record(s))</b>												
2009	BEUCHERT PATRICIA N	2009	84141	Tax Personal	2009 Personal Property Tax	179.00	0.00	17.90	101.32	179.00	29.86	328.08
2009	BEUCHERT PATRICIA N	2009	84140	Tax Personal	2009 Personal Property Tax	21.82	0.00	7.28	22.13	21.82	29.86	81.09
						<b>200.82</b>		<b>25.18</b>	<b>123.45</b>	<b>200.82</b>	<b>59.72</b>	<b>409.17</b>
<b>Customer Number: 756 (2 Record(s))</b>												
2009	BROWN LARRY WILLIAM JR	2009	84149	Tax Personal	2009 Personal Property Tax	4.80	0.00	1.60	4.79	4.80	29.86	41.05
2009	BROWN LARRY WILLIAM JR	2009	84148	Tax Personal	2009 Personal Property Tax	4.80	0.00	1.60	4.79	4.80	29.86	41.05
						<b>9.60</b>		<b>3.20</b>	<b>9.58</b>	<b>9.60</b>	<b>59.72</b>	<b>82.10</b>
<b>Customer Number: 764 (1 Record(s))</b>												
2009	BROWN ROSEMARY L	2009	84150	Tax Personal	2009 Personal Property Tax	3.33	0.00	1.43	4.11	3.33	4.86	13.73
						<b>3.33</b>		<b>1.43</b>	<b>4.11</b>	<b>3.33</b>	<b>4.86</b>	<b>13.73</b>
<b>Customer Number: 1121 (2 Record(s))</b>												
2009	CHRISTAKOS DANIEL JOHN	2010	84153	Tax Personal	2010 VEHICLE LICENSE FEE	25.00	0.00	0.00	0.00	25.00	4.86	29.86
2009	CHRISTAKOS DANIEL JOHN	2009	84152	Tax Personal	2009 Personal Property Tax	5.10	0.00	1.70	5.02	5.10	69.86	81.68
						<b>30.10</b>		<b>1.70</b>	<b>5.02</b>	<b>30.10</b>	<b>74.72</b>	<b>111.54</b>
<b>Customer Number: 1139 (2 Record(s))</b>												
2009	CLARK AMBER DAWN	2010	84289	Tax Personal	2009 Personal Property Tax	1.46	0.00	0.49	1.29	1.46	4.86	8.10
2009	CLARK AMBER DAWN	2009	84154	Tax Personal	2009 Personal Property Tax	2.70	0.00	0.90	2.51	2.70	69.86	75.97
						<b>4.16</b>		<b>1.39</b>	<b>3.80</b>	<b>4.16</b>	<b>74.72</b>	<b>84.07</b>
<b>Customer Number: 1377 (1 Record(s))</b>												
2009	CROMER JEANE MARIE	2009	84159	Tax Personal	2009 Personal Property Tax	31.12	0.00	10.38	11.96	0.00	29.86	28.36
						<b>31.12</b>		<b>10.38</b>	<b>11.96</b>	<b>0.00</b>	<b>29.86</b>	<b>28.36</b>
<b>Customer Number: 1593 (2 Record(s))</b>												
2009	DIETHRICH JOHN WILLIAM	2009	84161	Tax Personal	2009 Personal Property Tax	9.60	0.00	3.20	9.81	9.60	4.86	27.47
2009	DIETHRICH JOHN WILLIAM	2009	84162	Tax Personal	2009 Personal Property Tax	3.30	0.00	1.10	3.42	3.30	44.86	52.68
						<b>12.90</b>		<b>4.30</b>	<b>13.23</b>	<b>12.90</b>	<b>49.72</b>	<b>80.15</b>
<b>Customer Number: 8509 (3 Record(s))</b>												
2009	FISHER-ARRINGTON LISA DIANE	2009	84173	Tax Personal	2009 Personal Property Tax	38.00	0.00	3.80	21.76	38.00	29.86	93.42
2009	FISHER-ARRINGTON LISA DIANE	2010	84172	Tax Personal	2010 VEHICLE LICENSE FEE	25.00	0.00	0.00	0.00	25.00	4.86	29.86
2009	FISHER-ARRINGTON LISA DIANE	2009	84174	Tax Personal	2009 Personal Property Tax	5.85	0.00	1.95	5.93	5.85	29.86	43.59
						<b>68.85</b>		<b>5.75</b>	<b>27.69</b>	<b>68.85</b>	<b>64.58</b>	<b>166.87</b>
<b>Customer Number: 2265 (1 Record(s))</b>												
2009	GILLISON JAMES ARTHUR	2009	84176	Tax Personal	2009 Personal Property Tax	2.50	0.00	0.83	2.51	2.50	44.86	50.70
						<b>2.50</b>		<b>0.83</b>	<b>2.51</b>	<b>2.50</b>	<b>44.86</b>	<b>50.70</b>
<b>Customer Number: 2309 (1 Record(s))</b>												
2009	GONZALEZ-FLORES NANCY J	2009	84181	Tax Personal	2009 Personal Property Tax	28.35	0.00	9.45	28.97	28.35	4.86	71.63
						<b>28.35</b>		<b>9.45</b>	<b>28.97</b>	<b>28.35</b>	<b>4.86</b>	<b>71.63</b>
<b>Customer Number: 2411 (1 Record(s))</b>												
2009	GRIFIN DEBORAH SUE	2009	84182	Tax Personal	2009 Personal Property Tax	12.97	0.00	4.33	13.23	12.97	44.86	75.39
						<b>12.97</b>		<b>4.33</b>	<b>13.23</b>	<b>12.97</b>	<b>44.86</b>	<b>75.39</b>
<b>Customer Number: 2904 (2 Record(s))</b>												
2009	JARQUIN SOTO AXEL RAMON	2009	84192	Tax Personal	2009 Personal Property Tax	3.30	0.00	1.10	3.42	3.30	4.86	12.68
2009	JARQUIN SOTO AXEL RAMON	2009	84193	Tax Personal	2009 Personal Property Tax	3.15	0.00	1.05	3.42	3.15	4.86	12.48
						<b>6.45</b>		<b>2.15</b>	<b>6.84</b>	<b>6.45</b>	<b>9.72</b>	<b>25.16</b>
<b>Customer Number: 3038 (1 Record(s))</b>												
2009	JONES SALLIE RENEE	2009	84198	Tax Personal	2009 Personal Property Tax	3.38	0.00	1.12	3.42	3.38	29.86	21.46
						<b>3.38</b>		<b>1.12</b>	<b>3.42</b>	<b>3.38</b>	<b>29.86</b>	<b>21.46</b>
<b>Customer Number: 3298 (1 Record(s))</b>												
2009	LAHMANN CRYSTALEE R	2009	84206	Tax Personal	2009 Personal Property Tax	12.56	0.00	4.19	11.25	0.00	69.86	57.22
						<b>12.56</b>		<b>4.19</b>	<b>11.25</b>	<b>0.00</b>	<b>69.86</b>	<b>57.22</b>
<b>Customer Number: 3658 (1 Record(s))</b>												
2009	MAIORANA CURTIS	2009	84210	Tax Personal	2009 Personal Property Tax	4.12	0.00	1.38	3.88	4.12	29.86	39.24
						<b>4.12</b>		<b>1.38</b>	<b>3.88</b>	<b>4.12</b>	<b>29.86</b>	<b>39.24</b>
<b>Customer Number: 3992 (1 Record(s))</b>												
2009	MESSICK ETTA H	2009	84217	Tax Personal	2009 Personal Property Tax	16.13	0.00	10.75	26.55	16.13	4.86	58.29
						<b>16.13</b>		<b>10.75</b>	<b>26.55</b>	<b>16.13</b>	<b>4.86</b>	<b>58.29</b>
<b>Customer Number: 4017 (1 Record(s))</b>												
2009	MILBOURNE ALICIA DAWN	2009	84218	Tax Personal	2009 Personal Property Tax	4.34	0.00	1.45	4.56	4.34	29.86	40.21
						<b>4.34</b>		<b>1.45</b>	<b>4.56</b>	<b>4.34</b>	<b>29.86</b>	<b>40.21</b>
<b>Customer Number: 4037 (1 Record(s))</b>												
2009	MILLER PAUL GERHARD	2009	84219	Tax Personal	2009 Personal Property Tax	19.57	0.00	6.53	19.62	19.57	29.86	75.58
						<b>19.57</b>		<b>6.53</b>	<b>19.62</b>	<b>19.57</b>	<b>29.86</b>	<b>75.58</b>
<b>Customer Number: 4100 (2 Record(s))</b>												
2009	MONTGOMERY CLIFFORD G III	2009	84220	Tax Personal	2009 Personal Property Tax	6.83	0.00	2.27	7.07	6.83	29.86	46.03
2009	MONTGOMERY CLIFFORD G III	2009	84221	Tax Personal	2009 Personal Property Tax	10.80	0.00	3.60	10.95	10.80	29.86	55.21
						<b>17.63</b>		<b>5.87</b>	<b>18.02</b>	<b>17.63</b>	<b>59.72</b>	<b>101.24</b>
<b>Customer Number: 4182 (1 Record(s))</b>												
2009	MOYA DORIAN H	2009	84223	Tax Personal	2009 Personal Property Tax	4.58	0.00	1.53	4.79	4.58	44.86	55.76
						<b>4.58</b>		<b>1.53</b>	<b>4.79</b>	<b>4.58</b>	<b>44.86</b>	<b>55.76</b>

<b>Customer Number: 4484 (1 Record(s))</b>												
2009	PARKER KURT	2010	84229	Tax Personal	2010 VEHICLE LICENSE FEE	25.00	0.00	0.00	0.00	19.72	4.86	19.72
						<b>25.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19.72</b>	<b>4.86</b>	<b>19.72</b>
<b>Customer Number: 4704 (3 Record(s))</b>												
2009	POOLE JAMES E III	2009	84234	Tax Personal	2009 Personal Property Tax	26.14	0.00	8.72	26.69	26.14	16.86	78.41
2009	POOLE JAMES E III	2009	84235	Tax Personal	2009 Personal Property Tax	4.85	0.00	1.62	4.79	4.85	29.86	41.12
2009	POOLE JAMES E III	2009	84236	Tax Personal	2009 Personal Property Tax	1.65	0.00	0.55	1.60	1.65	4.86	8.66
						<b>32.64</b>	<b>0.00</b>	<b>10.89</b>	<b>33.08</b>	<b>32.64</b>	<b>51.58</b>	<b>128.19</b>
<b>Customer Number: 5151 (2 Record(s))</b>												
2009	RYDER BRIAN N	2009	84242	Tax Personal	2009 Personal Property Tax	6.83	0.00	2.27	7.07	6.83	29.86	46.03
2009	RYDER BRIAN N	2009	84243	Tax Personal	2009 Personal Property Tax	27.00	0.00	9.00	27.17	27.00	69.86	133.03
						<b>33.83</b>	<b>0.00</b>	<b>11.27</b>	<b>34.24</b>	<b>33.83</b>	<b>99.72</b>	<b>179.06</b>
<b>Customer Number: 5160 (2 Record(s))</b>												
2009	SALGUERO OSCAR A	2009	84244	Tax Personal	2009 Personal Property Tax	2.00	0.00	1.60	3.89	2.00	4.86	12.35
2009	SALGUERO OSCAR A	2009	84245	Tax Personal	2009 Personal Property Tax	6.34	0.00	5.08	11.91	6.34	44.86	68.19
						<b>8.34</b>	<b>0.00</b>	<b>6.68</b>	<b>15.80</b>	<b>8.34</b>	<b>49.72</b>	<b>80.54</b>
<b>Customer Number: 5168 (1 Record(s))</b>												
2009	SANDERS ROBERT DAVID JR	2009	84246	Tax Personal	2009 Personal Property Tax	0.83	0.00	0.08	0.68	0.83	4.86	6.45
						<b>0.83</b>	<b>0.00</b>	<b>0.08</b>	<b>0.68</b>	<b>0.83</b>	<b>4.86</b>	<b>6.45</b>
<b>Customer Number: 9065 (1 Record(s))</b>												
2009	SIPE RACHEL V NEWLIN	2009	84247	Tax Personal	2009 Personal Property Tax	10.72	0.00	3.58	10.95	10.72	29.86	55.11
						<b>10.72</b>	<b>0.00</b>	<b>3.58</b>	<b>10.95</b>	<b>10.72</b>	<b>29.86</b>	<b>55.11</b>
<b>Customer Number: 5592 (3 Record(s))</b>												
2009	STERN LISA A	2010	84254	Tax Personal	2010 VEHICLE LICENSE FEE	25.00	0.00	0.00	0.00	25.00	4.86	29.86
2009	STERN LISA A	2010	84253	Tax Personal	2010 MOTORCYCLE LICENSE FEE	12.00	0.00	0.00	0.00	12.00	4.86	16.86
2009	STERN LISA A	2010	84255	Tax Personal	2010 VEHICLE LICENSE FEE	25.00	0.00	0.00	0.00	25.00	4.86	29.86
						<b>62.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62.00</b>	<b>14.58</b>	<b>76.58</b>
<b>Customer Number: 5699 (2 Record(s))</b>												
2009	SWARTZ MICHAEL A	2009	84259	Tax Personal	2009 Personal Property Tax	1.00	0.00	0.10	0.68	1.00	12.86	14.64
2009	SWARTZ MICHAEL A	2009	84258	Tax Personal	2009 Personal Property Tax	3.00	0.00	0.30	1.61	3.00	12.86	17.77
						<b>4.00</b>	<b>0.00</b>	<b>0.40</b>	<b>2.29</b>	<b>4.00</b>	<b>25.72</b>	<b>32.41</b>
<b>Customer Number: 5925 (11 Record(s))</b>												
2009	TRI COUNTY FARM SVCS LLC	2009	84262	Tax Personal	2009 Personal Property Tax	1.00	0.00	0.10	0.68	1.00	4.86	6.64
2009	TRI COUNTY FARM SVCS LLC	2009	84265	Tax Personal	2009 Personal Property Tax	70.00	0.00	7.00	39.44	70.00	4.86	121.30
2009	TRI COUNTY FARM SVCS LLC	2009	84270	Tax Personal	2009 Personal Property Tax	45.50	0.00	4.55	25.84	45.50	4.86	80.75
2009	TRI COUNTY FARM SVCS LLC	2009	84272	Tax Personal	2009 Personal Property Tax	288.00	0.00	28.80	163.20	288.00	4.86	484.86
2009	TRI COUNTY FARM SVCS LLC	2009	84263	Tax Personal	2009 Personal Property Tax	22.00	0.00	2.20	12.24	22.00	4.86	41.30
2009	TRI COUNTY FARM SVCS LLC	2009	84267	Tax Personal	2009 Personal Property Tax	80.00	0.00	8.00	45.56	80.00	4.86	138.42
2009	TRI COUNTY FARM SVCS LLC	2009	84268	Tax Personal	2009 Personal Property Tax	270.00	0.00	27.00	153.00	270.00	4.86	454.86
2009	TRI COUNTY FARM SVCS LLC	2009	84271	Tax Personal	2009 Personal Property Tax	58.50	0.00	5.85	33.32	58.50	4.86	102.53
2009	TRI COUNTY FARM SVCS LLC	2009	84264	Tax Personal	2009 Personal Property Tax	333.00	0.00	33.30	180.80	299.70	-28.44	518.66
2009	TRI COUNTY FARM SVCS LLC	2009	84266	Tax Personal	2009 Personal Property Tax	47.50	0.00	4.75	27.20	47.50	4.86	84.31
2009	TRI COUNTY FARM SVCS LLC	2009	84269	Tax Personal	2009 Personal Property Tax	84.00	0.00	8.40	47.60	84.00	4.86	144.86
						<b>1299.50</b>	<b>0.00</b>	<b>129.95</b>	<b>728.88</b>	<b>1266.20</b>	<b>20.16</b>	<b>2178.49</b>
<b>Customer Number: 5993 (1 Record(s))</b>												
2009	UNDERWOOD LAQUINTA DONETTE	2009	84273	Tax Personal	2009 Personal Property Tax	3.90	0.00	1.30	3.88	3.90	4.86	13.94
						<b>3.90</b>	<b>0.00</b>	<b>1.30</b>	<b>3.88</b>	<b>3.90</b>	<b>4.86</b>	<b>13.94</b>
<b>Customer Number: 6094 (1 Record(s))</b>												
2009	VIRGINIA SIDING INC	2009	84275	Tax Personal	2009 Personal Property Tax	25.17	0.00	2.52	14.28	25.17	52.86	94.83
						<b>25.17</b>	<b>0.00</b>	<b>2.52</b>	<b>14.28</b>	<b>25.17</b>	<b>52.86</b>	<b>94.83</b>
<b>Customer Number: 6318 (1 Record(s))</b>												
2009	WHITLOCK THERESA L	2009	84277	Tax Personal	2009 Personal Property Tax	3.00	0.00	1.00	2.76	3.00	69.86	76.62
						<b>3.00</b>	<b>0.00</b>	<b>1.00</b>	<b>2.76</b>	<b>3.00</b>	<b>69.86</b>	<b>76.62</b>
<b>Customer Number: 6991 (1 Record(s))</b>												
2009	ZULLINGER DEBORAH BOWERS	2009	84288	Tax Personal	2009 Personal Property Tax	33.75	0.00	11.25	34.22	33.75	4.86	84.08
						<b>33.75</b>	<b>0.00</b>	<b>11.25</b>	<b>34.22</b>	<b>33.75</b>	<b>4.86</b>	<b>84.08</b>
						<b>2074.05</b>		<b>294.47</b>	<b>1261.64</b>	<b>1991.79</b>	<b>1323.88</b>	<b>4831.98</b>

# Attachment 10

# Financial Report

6/30/2015

	TOWN OFFICE	BANK OF CLARKE	B B & T	TOTAL
CASH ON HAND	250.00			250.00
CHECKING ACCOUNTS OPERATING		-		-
PAYROLL		(109,107.14) 30,043.39		(109,107.14) 30,043.39
MONEY MARKET GENERAL NOW ACCT		-	68,477.55	68,477.55
PDAF		1,674,479.04		1,674,479.04
RDA DEBT SER		1,465.60		1,465.60
PPTRA RES		74,065.81		74,065.81
PROFFER RES		293,233.42		293,233.42
RAU ACCOUNT		90,080.72 980.66		90,080.72 980.66
INVESTMENTS CIP		3,220,924.13		3,220,924.13
SWMGT		437,850.65		437,850.65
RESERVE VRA		940,000.00		940,000.00
PER BONDS		87,479.20		87,479.20
<b>TOTAL</b>	<b>250.00</b>	<b>6,741,495.48</b>	<b>68,477.55</b>	<b>6,810,223.03</b>

# Cash Flow Analysis

6/30/2015

	GENERAL FUND	WATER FUND	SEWER FUND	TOTAL
CASH ON HAND	0.00	250.00		250.00
CHECKING OPERATING	-	-	-	-
PAYROLL	(84,725.02) 30,043.39	(11,401.98)	(12,980.14)	(109,107.14) 30,043.39
MONEY MARKET B/CLARKE/NOW	-	-	-	-
BB&T	330,887.22	442,918.34	900,673.48	1,674,479.04
PDAF	68,477.55		-	68,477.55
RDA DEBT SER	1,465.60			1,465.60
PPTRA RES	74,065.81			74,065.81
PROFFER RES	293,233.42			293,233.42
RAU ACCOUNT	90,080.72	0.00	0.00	90,080.72
	980.66			980.66
INVESTMENTS				
BC/NOW CIP	326,270.74	1,094,238.66	1,800,414.73	3,220,924.13
BC/CD OPR				-
BC/NOW SWMGT	437,850.65			437,850.65
RESERVES				
VRA			940,000.00	940,000.00
PER BONDS	87,479.20			87,479.20
TOTAL	1,656,109.94	1,526,005.02	3,628,108.07	6,810,223.03

**Town Of Berryville**  
**Revenue Statement :Fiscal Year 2014-2015**  
**for Period Ending 6/30/2015**

GENERAL FUND		Estimated	Activity this	Revenue Year	Uncollected	
Account #	Account Description	Revenue	Period	to Date	Year to Date	% Coll
100-300000-0000	FUND BALANCE FORWARD	386,940.00	0.00	0.00	386,940.00	0.00
100-3110101-0000	CURRENT REAL ESTATE TAXES	660,000.00	1,561,938.48	1,561,938.48	(901,938.48)	236.66
100-3110102-0000	DEL REAL ESTATE TAXES	2,500.00	(17.17)	(17.17)	2,517.17	(0.69)
100-3110201-0000	UTILITY REAL ESTATE TAXES	7,000.00	0.00	0.00	7,000.00	0.00
100-3110301-0000	CURRENT PERS PROP TAXES	170,000.00	343,831.01	343,831.01	(173,831.01)	202.25
100-3110302-0000	DEL PERS PROP TAXES	3,000.00	(1,123.24)	(1,123.24)	4,123.24	(37.44)
100-3110401-0000	MACHINERY & TOOLS	163,000.00	0.00	0.00	163,000.00	0.00
100-3110601-0000	TAX PENALTIES	3,000.00	7,054.74	7,054.74	(4,054.74)	235.16
100-3110602-0000	TAX INTEREST	1,500.00	8,296.02	8,296.02	(6,796.02)	553.07
100-3120101-0000	LOCAL SALES TAX	160,000.00	176,297.40	176,297.40	(16,297.40)	110.19
100-3120201-0000	CONSUMER UTILITY TAX	90,000.00	97,057.78	97,057.78	(7,057.78)	107.84
100-3120300-0000	BUSINESS LICENSE	185,000.00	184,411.74	184,411.74	588.26	99.68
100-3120402-0000	REC FRANCHISE FEES	25,000.00	28,460.35	28,460.35	(3,460.35)	113.84
100-3120501-0000	AUTO LICENSE	90,000.00	101,462.60	101,462.60	(11,462.60)	112.74
100-3120601-0000	BANK FRANCHISE TAXES	110,000.00	147,856.06	147,856.06	(37,856.06)	134.41
100-3120801-0000	CIGARETTE TAX	0.00	28,372.60	28,372.60	(28,372.60)	No Budget
100-3121101-0000	MEALS TAX	192,000.00	191,079.85	191,079.85	920.15	99.52
100-3130304-0000	Land Use Application Fees	1,000.00	2,105.00	2,105.00	(1,105.00)	210.50
100-3130307-0000	ZONING & SUBDIVISION FEES	10,000.00	25,875.00	25,875.00	(15,875.00)	258.75
100-3140101-0000	COURT FINES	20,000.00	33,343.18	33,343.18	(13,343.18)	166.72
100-3140102-0000	PARKING METER FINES	2,750.00	2,009.00	2,009.00	741.00	73.05
100-3150101-0000	INTEREST ON DEPOSITS	7,000.00	7,203.24	7,203.24	(203.24)	102.90
100-3150201-0000	RENTAL OF PROPERTY	12,000.00	11,500.00	11,500.00	500.00	95.83
100-3150205-0000	WATER TANK SITE LEASE	63,600.00	79,995.52	79,995.52	(16,395.52)	125.78
100-3160703-0000	PARKING METERS	8,000.00	9,043.25	9,043.25	(1,043.25)	113.04
100-3161502-0000	SALE OF PUBLICATIONS	100.00	0.00	0.00	100.00	0.00
100-3189905-0000	SALE OF SURPLUS	1,000.00	7,172.68	7,172.68	(6,172.68)	717.27
100-3189999-0000	PPTRA	209,917.00	209,916.73	209,916.73	0.27	100.00
100-3190203-0000	REIMBURSABLE FEES	5,000.00	(26,929.23)	(26,929.23)	31,929.23	(538.58)
100-3220107-0000	ROLLING STOCK TAX	2,000.00	2,020.73	2,020.73	(20.73)	101.04
100-3220108-0000	599 LAW ENFORCEMENT GRANT	74,052.00	74,052.00	74,052.00	0.00	100.00
100-3220201-0000	Communication Tax	90,000.00	93,665.04	93,665.04	(3,665.04)	104.07
100-3240102-0000	FIRE FUND PROGRAM	11,187.00	15,246.00	15,246.00	(4,059.00)	136.28
100-3240110-0000	POLICE DMV GRANTS	0.00	1,555.98	1,555.98	(1,555.98)	No Budget
100-3240300-0000	VDOT LANE MILE ALLOWANCE	431,812.00	456,747.08	456,747.08	(24,935.08)	105.77
100-3240301-0000	VDOT ROAD MAINTENANCE	10,000.00	28,987.50	28,987.50	(18,987.50)	289.88
100-3240302-0000	LITTER CONTROL GRANT	2,000.00	1,889.00	1,889.00	111.00	94.45
100-3240312-0000	Va Commission for the Arts	5,000.00	5,000.00	5,000.00	0.00	100.00
100-3410201-0000	MISCELLANEOUS REVENUES	1,000.00	63,402.18	63,402.18	(62,402.18)	6,340.22
<b>Total Revenues</b>	<b>GENERAL FUND</b>	<b>3,216,358.00</b>	<b>3,978,778.10</b>	<b>3,978,778.10</b>	<b>(762,420.10)</b>	<b>123.70</b>

**Town Of Berryville**  
**Revenue Statement :Fiscal Year 2014-2015**  
**for Period Ending 6/30/2015**

WATER FUND		Estimated	Activity this	Revenue Year	Uncollected	
Account #	Account Description	Revenue	Period	to Date	Year to Date	% Coll
501-3150102-0000	INTEREST ON INVESTMENTS	5,000.00	4,367.08	4,367.08	632.92	87.34
501-3160110-0000	TREATMENT FEES	754,000.00	715,488.23	715,488.23	38,511.77	94.89
501-3160111-0000	DELINQUENT ACCT PENALTIES	30,000.00	30,589.91	30,589.91	(589.91)	101.97
501-3160112-0000	SECURITY DEPOSITS	100.00	(565.00)	(565.00)	665.00	(565.00)
501-3160113-0000	AVAILABILITY CHARGES	26,250.00	78,750.00	78,750.00	(52,500.00)	300.00
501-3160114-0000	CONNECTION CHARGES	0.00	330.00	330.00	(330.00)	No Budget
501-3160115-0000	METER FEES	1,625.00	5,200.00	5,200.00	(3,575.00)	320.00
<b>Total Revenues</b>	<b>WATER FUND</b>	<b>816,975.00</b>	<b>834,160.22</b>	<b>834,160.22</b>	<b>(17,185.22)</b>	<b>102.10</b>

**Town Of Berryville**  
**Revenue Statement :Fiscal Year 2014-2015**  
**for Period Ending 6/30/2015**

SEWER FUND		Estimated	Activity this	Revenue Year	Uncollected	
Account #	Account Description	Revenue	Period	to Date	Year to Date	% Coll
502-3150101-0000	Interest Income	8,000.00	8,314.39	8,314.39	(314.39)	103.93
502-3160110-0000	TREATMENT FEES	1,486,000.00	1,465,337.75	1,465,337.75	20,662.25	98.61
502-3160112-0000	SECURITY DEPOSITS	100.00	(355.00)	(355.00)	455.00	(355.00)
502-3160113-0000	AVAILABILITY CHARGES	113,750.00	364,000.00	364,000.00	(250,250.00)	320.00
<b>Total Revenues</b>	<b>SEWER FUND</b>	<b>1,607,850.00</b>	<b>1,837,297.14</b>	<b>1,837,297.14</b>	<b>(229,447.14)</b>	<b>114.27</b>
<b>GRAND TOTAL</b>		<b>5,641,183.00</b>	<b>6,650,235.46</b>	<b>6,650,235.46</b>	<b>(1,009,052.46)</b>	<b>117.89</b>

**Town Of Berryville**  
**Expenditure Summary :Fiscal Year 2014-2015**  
**for Period Ending 6/30/2015**

**GENERAL FUND**

Dept #	Department	Approp Amount	Activity this Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Exp. & Enc.
	100-4011100 TOWN COUNCIL	25,950.00	26,490.89	26,490.89	0.00	(540.89)	102.08
	100-4011200 TOWN CLERK	44,990.00	30,806.91	30,806.91	0.00	14,183.09	68.48
	100-4012110 TOWN MANAGER	126,250.00	129,457.48	129,457.48	0.00	(3,207.48)	102.54
	100-4012210 LEGAL SERVICES	30,000.00	29,399.25	29,399.25	0.00	600.75	98.00
	100-4012220 PERSONNEL	336,740.00	326,371.94	326,371.94	0.00	10,368.06	96.92
	100-4012240 INDEPENDENT AUDITOR	15,100.00	15,100.00	15,100.00	0.00	0.00	100.00
	100-4012410 TOWN TREASURER	92,000.00	89,769.91	89,769.91	0.00	2,230.09	97.58
	100-4012430 FINANCE/ACCOUNTING	56,620.00	59,589.13	59,589.13	0.00	(2,969.13)	105.24
	100-4012530 CENTRAL ADM/PURCHASI	67,375.00	67,356.69	67,356.69	334.50	(316.19)	100.47
	100-4012550 RISK MANAGEMENT	37,000.00	44,472.00	44,472.00	0.00	(7,472.00)	120.19
	100-4012600 ENGINEERING SERVICES	5,000.00	0.00	0.00	0.00	5,000.00	0.00
	100-4013100 ELECTIONS	1,500.00	459.00	459.00	0.00	1,041.00	30.60
	100-4021500 PUBLIC DEFENDER	2,000.00	715.00	715.00	0.00	1,285.00	35.75
	100-4031100 POLICE DEPARTMENT	571,071.00	567,538.32	567,538.32	0.00	3,532.68	99.38
	100-4031300 TRAFFIC CONTROL	2,500.00	2,500.00	2,500.00	0.00	0.00	100.00
	100-4031400 EMERGENCY SERVICES	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00
	100-4032200 VOLUNTEER FIRE DEPART	36,187.00	40,246.00	40,246.00	0.00	(4,059.00)	111.22
	100-4032300 RESCUE SERVICES	67,920.00	67,920.00	67,920.00	0.00	0.00	100.00
	100-4033200 CORRECTION & DETENTIO	250.00	0.00	0.00	0.00	250.00	0.00
	100-4041100 PUBLIC WORKS ADMINIST	57,075.00	60,865.76	60,865.76	0.00	(3,790.76)	106.64
	100-4041200 HWYS, STS BRIDGES & SID	179,090.00	212,872.93	212,872.93	0.00	(33,782.93)	118.86
	100-4041250 STREET MAINTENANCE (V	431,812.00	536,945.67	536,945.67	0.00	(105,133.67)	124.35
	100-4041320 STREET LIGHTS	79,000.00	76,028.12	76,028.12	0.00	2,971.88	96.24
	100-4041330 SNOW REMOVAL	2,000.00	(4,155.00)	(4,155.00)	0.00	6,155.00	(207.75)
	100-4041340 PARKING METERS & LOTS	1,500.00	0.00	0.00	0.00	1,500.00	0.00
	100-4042200 REFUSE COLLECTION	4,000.00	379.64	379.64	0.00	3,620.36	9.49
	100-4042300 REFUSE DISPOSAL	221,200.00	215,633.17	215,633.17	0.00	5,566.83	97.48
	100-4042400 GENERAL PROPERTIES	20,000.00	18,599.40	18,599.40	0.00	1,400.60	93.00
	100-4043200 GENERAL PROPERTIES	15,280.00	12,982.85	12,982.85	0.00	2,297.15	84.97
	100-4064200 BUILDING SERVICES	85,500.00	93,797.86	93,797.86	0.00	(8,297.86)	109.71
	100-4071310 PARKS & RECREATION	11,400.00	8,075.46	8,075.46	0.00	3,324.54	70.84
	100-4081100 PLANNING	82,025.00	89,305.69	89,305.69	0.00	(7,280.69)	108.88
	100-4081400 BOARD OF ZONING APPEA	1,000.00	160.00	160.00	0.00	840.00	16.00
	100-4081500 ECONOMIC DEVELOPMEN	72,000.00	60,000.00	60,000.00	0.00	12,000.00	83.33
	100-4081600 PLANNING COMMISSION	6,250.00	2,220.00	2,220.00	0.00	4,030.00	35.52
	100-4081700 B'VILLE AREA DEV AUTHC	2,875.00	1,300.00	1,300.00	0.00	1,575.00	45.22
	100-4081800 ARCHITECTURAL REVIEW	250.00	82.50	82.50	0.00	167.50	33.00
	100-4094200 CAPITAL OUTLAY	76,045.00	15,050.00	15,050.00	0.00	60,995.00	19.79
	100-4094300 CONTINGENCY	213,976.00	95,072.52	95,072.52	0.00	118,903.48	44.43
	100-4095000 DEBT SERVICE	133,627.00	133,623.00	133,623.00	0.00	4.00	100.00
Total Exp.	GENERAL FUND	3,216,358.00	3,129,032.09	3,129,032.09	334.50	86,991.41	97.30

**Town Of Berryville**  
**Expenditure Summary :Fiscal Year 2014-2015**  
**for Period Ending 6/30/2015**

**WATER FUND**

Dept #	Department	Approp Amount	Activity this Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Exp. & Enc.
	501-4012220 PERSONNEL	134,250.00	112,601.14	112,601.14	0.00	21,648.86	83.87
	501-4012222 TREATMENT	364,050.00	287,239.28	287,239.28	0.00	76,810.72	78.90
	501-4012224 DISTRIBUTION & MAINTENANCE	147,285.00	123,090.51	123,090.51	0.00	24,194.49	83.57
	501-4094200 CAPITAL OUTLAY	139,110.00	34,884.22	34,884.22	0.00	104,225.78	25.08
	501-4094300 CONTINGENCY	32,280.00	0.00	0.00	0.00	32,280.00	0.00
	Total Exp. WATER FUND	816,975.00	557,815.15	557,815.15	0.00	259,159.85	68.28

**Town Of Berryville**  
**Expenditure Summary :Fiscal Year 2014-2015**  
**for Period Ending 6/30/2015**

**SEWER FUND**

Dept #	Department	Approp Amount	Activity this Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Exp. & Enc.
	502-4012220 PERSONNEL	162,905.00	151,798.71	151,798.71	0.00	11,106.29	93.18
	502-4012222 TREATMENT	672,900.00	575,215.21	575,215.21	0.00	97,684.79	85.48
	502-4012224 DISTRIBUTION & MAINTEN	106,295.00	104,575.76	104,575.76	0.00	1,719.24	98.38
	502-4094100 CAPITAL PROJECTS	0.00	489,247.66	489,247.66	0.00	(489,247.66)	0.00
	502-4094200 CAPITAL OUTLAY	148,645.00	16,236.50	16,236.50	0.00	132,408.50	10.92
	502-4094300 CONTINGENCY	47,105.00	14,800.64	14,800.64	0.00	32,304.36	31.42
	502-4095000 DEBT SERVICE	470,000.00	470,000.00	470,000.00	0.00	0.00	100.00
Total Exp.	SEWER FUND	1,607,850.00	1,821,874.48	1,821,874.48	0.00	(214,024.48)	113.31
<b>Grand Total</b>		<b>5,641,183.00</b>	<b>5,508,721.72</b>	<b>5,508,721.72</b>	<b>334.50</b>	<b>132,126.78</b>	<b>97.66</b>

TOWN OF BERRYVILLE  
Check Listing  
6-1-2015 to 6-30-2015

Check #	Vendor #	Vendor	Check Date	Amount
PCARD	2422	ALLIED ELECTRONICS INC	06/23/2015	73.77
PCARD	305	Allied Waste Services # 976	06/23/2015	19,541.21
PCARD	1988	Amazon.com	06/29/2015	251.15
PCARD	365	Anderson's Nursery	06/23/2015	210.00
PCARD	39	Berryville Auto Parts	06/23/2015	427.80
PCARD	45	Berryville True Value Hardware	06/23/2015	353.60
PCARD	1255	BEST UNIFORMS	06/23/2015	142.97
PCARD	1303	BLOSSMAN	06/23/2015	33.72
PCARD	735	BODY WORKS OF BERRYVILLE	06/23/2015	1,823.46
PCARD	95	Broy & Son Pump Service, Inc	06/23/2015	90.00
PCARD	455	Carlyle & Anderson	06/23/2015	35.82
PCARD	2435	CHILIS	06/23/2015	15.86
PCARD	62	Commercial Press	06/23/2015	169.95
PCARD	53	Coyne Chemical	06/30/2015	4,028.73
PCARD	2431	Crown Trophy	06/23/2015	63.18
PCARD	706	DELL MARKETING L.P.	06/23/2015	599.63
PCARD	367	Dennis Sales, Inc.	06/23/2015	359.08
PCARD	739	DEPT OF PROFESSIONAL AND OCCUPAT	06/23/2015	100.00
PCARD	710	DGS	06/23/2015	792.50
PCARD	684	Display Sales	06/23/2015	6,497.25
PCARD	1438	DMV	06/23/2015	740.00
PCARD	2438	EAGLE MOUNTAIN CO	06/23/2015	726.80
PCARD	2339	Environmental Operating Solutions, Inc.	06/23/2015	10,959.90
PCARD	46	Fisher Auto Parts	06/23/2015	5.74
PCARD	102	Griffith Energy Services, Inc.	06/23/2015	4,278.34
PCARD	52	Hach Chemical Company	06/23/2015	324.21
PCARD	2025	Hampton Inn	06/23/2015	95.62
PCARD	104	HD SUPPLY WATERWORKS, LTD	06/23/2015	9,565.57
PCARD	239	Indian River Equipment Co.	06/23/2015	332.24
PCARD	113	Jno. S. Solenberger & Co., Inc	06/23/2015	4.28
PCARD	67	Johnny Blue	06/23/2015	82.00
PCARD	51	Joiner Micro Laboratories	06/23/2015	1,180.00
PCARD	682	Lowe's	06/23/2015	448.19
PCARD	2433	MCDONALDS	06/23/2015	6.12
PCARD	630	McMaster-Carr Supply Co.	06/23/2015	38.69
PCARD	180	Pest Management Services	06/23/2015	74.00
PCARD	1752	ROBERTS OXYGEN CO	06/23/2015	48.96
PCARD	238	Shade Equipment Company	06/23/2015	203.85
PCARD	181	Sherwin Williams	06/23/2015	1,354.59
PCARD	669	STAPLES ADVANTAGE	06/23/2015	151.35
PCARD	2437	STARBUCKS	06/28/2015	-309.40
PCARD	768	Telrite Corporation	06/23/2015	22.37
PCARD	1240	TENCARVA	06/23/2015	1,914.69
PCARD	1773	THE POLICE AND SHERIFFS PRESS	06/23/2015	32.49
PCARD	2068	TIDEWATER DISTRIBUTORS	06/23/2015	839.16

PCARD	1909	TrueShred	06/23/2015	154.00
PCARD	303	US Postal Service	06/23/2015	395.07
PCARD	36	Verizon	06/23/2015	666.89
PCARD	2243	Verizon Wireless	06/23/2015	1,511.98
PCARD	363	Weber's Nursery	06/23/2015	101.41
PCARD	2434	WENDYS	06/23/2015	8.23
PCARD	120	Winchester Building Supply	06/23/2015	41.20
2846	365	Anderson's Nursery	06/09/2015	825.00
2847	745	Arnold Jay	06/09/2015	275.00
2848	94	Berryville Farm Supply	06/09/2015	110.79
2849	2112	BRANCHSERV	06/09/2015	551.57
2850	696	Dalton Keith	06/09/2015	50.00
2851	1056	Daniel Mary	06/09/2015	250.00
2852	25	Hall, Monahan, Engle, Mahan & Mitchell	06/09/2015	575.00
2853	235	James River Equipment	06/09/2015	13,300.64
2854	24	Jones Michelle M.	06/09/2015	2,292.50
2855	124	Kirby Wilson	06/09/2015	300.00
2856	125	Kitselman H. Allen	06/09/2015	325.00
2857	261	Northern Virginia Daily	06/09/2015	138.00
2858	1960	OCWEN/CORELOGICS	06/09/2015	116.25
2859	1615	Rappahannock Electric Cooperataive	06/09/2015	4,711.30
2860	2448	RUNION DARLENE	06/09/2015	153.98
2861	2447	SCHOONMAKER ASHLEY A.	06/09/2015	65.96
2862	135	Shaffer Douglas A.	06/09/2015	325.00
2863	2449	TETI MARIE ANNE/TEX	06/09/2015	5.21
2864	2058	The Police & Sheriffs Press	06/09/2015	17.49
2865	281	The Winchester Star	06/09/2015	661.15
2866	1358	Tollett David L.	06/09/2015	250.00
2867	27	Treasurer of Frederick County	06/09/2015	3,224.52
2868	183	Waterloo Electric Services	06/09/2015	703.14
2869	165	Bank of Clarke County	06/24/2015	45.00
2870	1538	Brown Isaiah S.	06/24/2015	91.74
2871	2455	Chase Auto Finance Corp	06/24/2015	55.16
2872	339	Christy Dunkle	06/24/2015	258.08
2873	62	Commercial Press	06/24/2015	334.50
2874	2452	Goodman Brenda	06/24/2015	104.95
2875	125	Kitselman H. Allen	06/24/2015	40.00
2876	1022	Lee Frank R.	06/24/2015	40.00
2877	2218	Lincoln Financial Group	06/24/2015	686.99
2878	74	Nationwide Retirement Solutions	06/24/2015	425.00
2879	38	Norfolk Southern Corp	06/24/2015	1,014.88
2880	2454	PAYCHEX 006352	06/24/2015	27.20
2881	2143	PENNONI ASSOCIATES INC	06/24/2015	3,477.11
2882	1615	Rappahannock Electric Cooperataive	06/24/2015	6,565.40
2883	2453	Rudolph Jeffery	06/24/2015	39.32
2884	2419	Southern Software, Inc.	06/24/2015	18,081.60
2885	477	Virasec, LLC	06/24/2015	1,549.85
2886	2456	ALLET LLC	06/30/2015	7.50
2887	696	Dalton Keith	06/30/2015	19.97
2888	2459	GAIL S FISHER	06/30/2015	163.00
2889	2457	GEORGE ALBERT	06/30/2015	100.00
2890	2458	GERALD SCHERMERHORN	06/30/2015	50.00

2891	243	John H. Enders Fire Company	06/30/2015	1,947.00
2892	237	Merritt's Sanitation	06/30/2015	768.75
2893	299	Minnesota Life Insurance Co.	06/30/2015	135.75
2894	74	Nationwide Retirement Solutions	06/30/2015	425.00
2895	1615	Rappahannock Electric Cooperataive	06/30/2015	14,328.85
2896	1893	REYES CONCRETE	06/30/2015	7,620.00
2897	281	The Winchester Star	06/30/2015	354.60
2898	183	Waterloo Electric Services	06/30/2015	141.61
2899	466	Duncan Parking Technologies	06/30/2015	7,920.00
2900	466	Duncan Parking Technologies	06/30/2015	8,815.87
				176,470.40

# Attachment 11



# Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

[policeadmin@berryvilleva.gov](mailto:policeadmin@berryvilleva.gov)

(540) 955-3863 (540) 955-0207 (Fax)

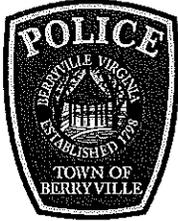
W. Neal White – Chief of Police

## **POLICE AND SECURITY REPORT**

Month: <b>June</b>	Year To Date	June	May
Year: <b>2015</b>	<b>2015</b>	<b>2015</b>	<b>2015</b>
Total Miles Traveled:	23,064	3,300	4,179
Total Man Hours:	7,010	1,024	1,112

### **Complaints Answered**

911 Hang Up:	13	5	2
Alarms:	54	12	9
Animal Complaint:	67	11	15
Assault And Battery:	10	1	1
Assist County:	23	3	3
Auto Larceny:	0	0	0
Burglary:	3	2	0
Civil Complaints:	50	7	14
Disturbance (Non Violent):	33	6	7
Domestic Disturbance:	3	0	0
Drunk In Public:	8	2	0
Forgery & Uttering:	1	0	0
Fraud:	7	2	0
Grand Larceny:	2	0	0
Harassment/Intimidation:	10	0	1
Homicide:	0	0	0
Juvenile Related:	32	7	5
Noise:	10	3	1
Petty Larceny:	12	3	2
Public Service:	26	2	5
Rape:	0	0	0
Robbery:	0	0	0
Runaway:	1	0	1
Shoplifting:	2	1	0
Suspicious Activity:	90	13	18
Trespassing:	6	4	0
Vandalism:	24	4	7
Welfare Check:	51	7	4
Miscellaneous Complaints:	126	16	30
<b>Total Complaints Answered:</b>	<b>664</b>	<b>111</b>	<b>125</b>



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(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

## Traffic

Accidents Investigated:	23	7	3
Assist Motorist:	11	0	6
Child Safety Seat Install:	13	5	0
Funeral Escort:	21	2	4
Hit & Run:	7	1	3
Parking Tickets:	80	6	24
Traffic Warnings:	121	7	16

## Traffic Summons Issued

Defective Equipment:	2	0	0
Driving Suspended:	3	0	2
Expired Inspection:	15	2	5
Expired Registration:	11	1	4
Fail To Obey Highway Sign:	31	4	10
Fail To Obey Traffic Signals:	4	0	2
Fail To Stop/Lights & Siren:	0	0	0
Fail To Yield Right Of Way:	1	0	0
Hit And Run:	0	0	0
No Liability Insurance:	0	0	0
No Operator's License:	8	0	2
No Seat Belt:	1	0	1
Reckless Driving:	3	0	1
Speeding:	84	16	25
Miscellaneous Summons:	3	0	1
<b>Total Traffic Summons Issued:</b>	<b>166</b>	<b>23</b>	<b>53</b>



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W. Neal White – Chief of Police

## Criminal Arrests Made

Abduction:	0	0	0
Arson:	0	0	0
Assault And Battery:	4	0	1
A & B On Police Officer:	1	0	0
Auto Larceny:	0	0	0
Breaking And Entering:	1	0	0
Capias:	2	0	0
Disorderly Conduct:	2	0	0
Driving While Intoxicated:	3	0	0
Drunk In Public:	8	2	0
Fail To Obey Police Officer:	0	0	0
Fail To Pay Parking Ticket:	6	0	1
Forgery:	0	0	0
Fraud:	0	0	0
Grand Larceny:	1	0	0
Homicide:	0	0	0
Illegal Drugs/Paraphernalia	10	2	1
Petty Larceny:	2	0	1
Possess Alcohol Underage:	0	0	0
Protective Order:	8	1	0
Rape:	0	0	0
Resisting Arrest:	0	0	0
Robbery:	0	0	0
Shoplifting:	0	0	0
Trespassing:	2	2	0
Vandalism:	2	1	0
Weapons Violation	0	0	0
	32	11	5
Miscellaneous Criminal Arrests:			
<b>Juvenile Arrest Total:</b>	7	2	1
<b>Total Criminal Arrests:</b>	84	19	9

## Found Open At Business In Town

Doors:	11	2	0
Windows:	1	1	0
Garage Doors Found Open:	1	0	0

# Attachment 12

# Memo

**To:** Town Council  
**From:** David Tyrrell  
**Date:** July 8, 2015  
**Re:** June 2015 Operations Report

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The water treatment plant is in compliance for June with its monthly parameters. We sent a total of 10.442 MG water to the system with a daily average of 0.387 MGD and a daily max of 0.591 MG.

The increase in water demand in the month of May was due to usage. As the weather changed and we received several days of rain the demand dropped off.

The river cleaning was completed June 8 as scheduled. Also river pump #3 motor went bad towards the end of the month. The motor has been replaced by Broy and Sons and the pump is back in service.

Drought Conditions: Water levels in the river are running slightly below historic averages for the first half of the month but rains mid-month has increased flows. There are no drought concerns at this time.

The wastewater plant is in compliance with its discharge permit for June per data received to date with our nutrient removal continuing to do very well. We treated a total of 7.41 MG with a daily average of 0.25 MGD and a daily max of 0.35 MG. Flows have seen little effect from recent rains.

We have had no additional equipment failures due to cooling fan failures this month. A cleaning of the influent wet well #1 was completed on June 8 2015

Attached for review are the data report for the wastewater and the latest InSight report for the membrane performance from GE and the water plant May and June page 1 operations report.

FLOWS AND CHEMICAL DOSAGES

No. Connections Served: 1610  
Population Served: 4185

DATE	Raw Water Treated MGD	Finished Water Produced MGD	Finished Water Delivered MGD	Hours in Service	Raw Water Chemicals					Finished Water Chemicals												
					Alum		Chlorine		Fluoride	Polymer	KMnO4	Soda Ash		Chlorine		Corr Inhibitor						
					Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L				
1	0.278		0.249	8.3	20	8.7	3	1.2	3.4	1.48	0.071	0.031	4	1.7			6.9	3.0				
2	0.214		0.198	6.8	15	8.5	2	1.1	3.4	1.89	0.054	0.030	0.0	0.0			5.6	3.2				
3	0.229		0.207	7.0	10	5.3	2	1.0	3.4	1.76	0.054	0.028	0.0	0.0			5.8	3.0				
4	0.542		0.504	16.5	35	7.9	4	0.8	6.9	1.52	0.108	0.024	4.0	0.9			13.8	3.0				
5	0.508		0.468	15.5	41	9.6	4	0.9	6.8	1.61	0.097	0.023	4.0	0.9			12.9	3.0				
6	0.416		0.387	12.8	25	7.3	4	1.0	6.7	1.93	0.110	0.032	0.0	0.0			10.6	3.1				
7	0.422		0.389	13.0	30	8.6	3	0.9	3.6	1.01	0.086	0.024	5.0	1.4			10.8	3.1				
8	0.3		0.279	9.3	56	22.3	2	0.6	6.6	2.63	0.055	0.022	0.0	0.0			7.7	3.1				
9	0.242		0.218	7.3	10	5.0	2	1.2	3.7	1.84	0.046	0.023	4.0	2.0			6.0	3.0				
10	did not run																					
11	0.527		0.486	16.3	30	6.9	4	0.8	6.5	1.49	0.112	0.025	4.0	0.9			13.5	3.1				
12	0.586		0.545	18.0	46	9.3	5	1.1	7.0	1.43	0.128	0.026	0.0	0.0			15.0	3.1				
13	0.448		0.416	13.5	10	2.7	3	0.9	6.8	1.81	0.097	0.026	8.0	2.1			11.3	3.0				
14	0.506		0.471	15.5	41	9.6	4	0.9	6.8	1.61	0.093	0.022	6.0	1.4			14.2	3.4				
15	0.495		0.455	14.8	81	19.6	4	0.9	6.8	1.65	0.106	0.026	8.0	1.9			13.5	3.3				
16	0.199		0.187	6.0	25	15.3	2	1.0	3.3	1.99	0.031	0.019	0.0	0.0			5.6	3.3				
17																						
18	0.512		0.465	16.0	46	10.7	4	0.9	10.2	2.39	0.115	0.027	5.0	1.2			14.7	3.4				
19	0.517		0.479	15.5	10	2.4	4	0.9	6.8	1.58	0.101	0.023	0.0	0.0			14.2	3.3				
20	0.513		0.480	15.8	51	11.9	4	0.9	6.8	1.59	0.135	0.032	6.0	1.4			14.4	3.4				
21	0.511		0.485	15.8	56	13.1	4	0.9	6.8	1.60	0.139	0.033	4.0	0.9			14.4	3.4				
22	0.508		0.458	15.5	46	10.8	4	0.9	6.8	1.61	0.115	0.027	0.0	0.0			14.2	3.4				
23	0.233		0.218	7.3	15	7.8	2	1.0	3.4	1.75	0.044	0.023	8.0	4.1			6.6	3.4				
24	0.255		0.239	8.0	10	4.8	2	0.8	3.4	1.62	0.061	0.029	0.0	0.0			7.3	3.4				
25																						
26	0.605		0.556	18.0	91	18.1	5	1.0	10.3	2.04	0.150	0.030	6.0	1.2			16.5	3.3				
27	0.719		0.665	22.0	15	2.5	6	1.0	6.7	1.11	0.159	0.027	4.0	0.7			20.2	3.4				
28	0.485		0.448	14.5	51	12.5	3	0.7	6.7	1.67	0.104	0.026	4.0	1.0			13.3	3.3				
29	0.519		0.482	16.0	86	19.9	4	1.0	6.8	1.57	0.106	0.024	6.0	1.4			14.7	3.4				
30	0.249		0.200	8.5	20	9.8	2	1.0	3.4	1.64	0.053	0.026	0.0	0.0			7.8	3.8				
31	0.285		0.264	8.8	25	10.7	1	0.5	3.4	1.43	0.060	0.025	0.0	0.0			8.0	3.4				
Total	11.823	0.000	10.898	361.8	999	281.6	91	25.8	0.0	0.00	163.2	47.2	2.59	0.731	90	25.2	0.0	0.00	319.5	90.69	0.0	0.00
Maximum	0.719	0.000	0.665	22.0	91	22.3	6	1.2	0.0	0.00	10.3	2.6	0.16	0.033	8	4.1	0.0	0.00	20.2	3.75	0.0	0.00
Minimum	0.199	0.000	0.187	6.0	10	2.4	1	0.5	0.0	0.00	3.3	1.0	0.03	0.019	0	0.0	0.0	0.00	5.5	2.97	0.0	0.00
Average	0.422	0.000	0.389	12.9	36	10.1	3	0.9	#####	#####	5.8	1.7	0.09	0.026	3	0.9	#####	#DIV/0!	11.4	3.24	#####	#####

SIGNED: (OPERATOR IN RESPONSIBLE CHARGE)

PRINTED NAME  
David A Tyrrell  
TITLE: OPERATOR CLASSIFICATION  
Class 1  
DPOR CERTIFICATION NO.  
1955002813

RAW WATER SOURCE(S) USED DURING MONTH: (SOURCE/DATES)  
Shenandoah River - Entire Month

FLOWS AND CHEMICAL DOSAGES

DATE	Raw Water Treated MGD	Finished Water Produced MGD	Finished Water Delivered MGD	Hours in Service	Raw Water Chemicals										Finished Water Chemicals						
					Alum		Carbon		Chlorine		Fluoride		Polymer		KMnO4		Soda Ash		Chlorine		Corr Inhibitor
					Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day
1	0.644			17.8	56	10.4	6	1.1			3.6	0.66	0.135	0.025	4	0.7			16.3	3.0	
2	0.618			18.8	15	3.0	4	0.9			13.3	2.59	0.143	0.028	6.0	1.2			17.2	3.3	
3	0.359			11.0	30	10.2	3	1.0			3.5	1.17	0.077	0.026	8.0	2.7			10.1	3.4	
4	0.266			8.3	122	54.8	1	0.6			3.4	1.53	0.058	0.026	0.0	0.0			7.6	3.4	
5	0.269			8.3	25	11.3	1	0.5			3.4	1.52	0.074	0.033	0.0	0.0			7.6	3.4	
6	0.227			7.5	20	10.7	2	1.3			3.3	1.76	0.066	0.035	0.0	0.0			7.5	4.0	
7	0.2			6.0	10	6.1	1	0.7			0.2	0.12	0.053	0.032	8.0	4.8			6.0	3.6	
8	0.534			16.1	46	10.2	3	0.7			6.8	1.53	0.123	0.028	6.0	1.3			16.1	3.6	
9	0.517			15.6	56	12.9	4	0.9			6.8	1.57	0.101	0.023	0.0	0.0			15.6	3.6	
10	0.412			12.5	66	19.2	4	1.0			6.7	1.94	0.097	0.028	8.0	2.3			12.5	3.6	
11	0.294			9.0	30	12.4	2	0.8			3.4	1.40	0.066	0.027	0.0	0.0			9.0	3.7	
12	0.306			9.2	25	9.9	2	0.8			3.4	1.35	0.057	0.022	8.0	3.1			9.2	3.6	
13	0.265			8.0	20	9.2	2	0.7			3.4	1.54	0.053	0.024	0.0	0.0			8.0	3.6	
14	Did Not Run																				
15	0.527			16.1	46	10.4	4	0.8			6.8	1.54	0.115	0.026	8.0	1.8			16.1	3.7	
16	0.534			15.8	61	13.7	3	0.7			3.8	0.86	0.115	0.026	0.0	0.0			15.8	3.5	
17	0.51			15.8	56	13.1	2	0.4			6.8	1.59	0.106	0.025	8.0	1.9			15.8	3.7	
18	0.526			16.0	61	13.9	3	0.6			6.8	1.55	0.119	0.027	8.0	1.8			16.0	3.6	
19	0.467			14.3	51	13.0	1	0.3			7.0	1.81	0.101	0.026	0.0	0.0			14.3	3.7	
20	0.223			7.0	20	10.9	0	0.0			0.0	0.00	0.040	0.021	0.0	0.0			7.0	3.8	
21	Did Not Run																				
22	0.531			16.0	51	11.4	4	0.9			6.7	1.51	0.132	0.030	8.0	1.8			15.9	3.6	
23	0.536			16.0	51	11.3	5	1.0			6.7	1.50	0.132	0.030	6.0	1.3			16.0	3.6	
24	0.533			16.0	56	12.5	4	0.9			6.8	1.53	0.123	0.028	8.0	1.8			15.9	3.6	
25	0.581			17.8	51	10.5	5	1.1			8.0	1.65	0.152	0.031	8.0	1.7			17.8	3.7	
26	0.277			8.3	30	13.2	4	1.6			3.4	1.47	0.068	0.029	0.0	0.0			8.3	3.6	
27	0.253			7.8	-5	-2.4	2	0.9			3.4	1.60	0.062	0.029	6.0	2.8			7.8	3.7	
28																					
29	0.434			13.8	71	19.6	4	1.1			6.7	1.85	0.115	0.032	0.0	0.0			13.8	3.8	
30	0.519			16.0	51	11.7	4	0.8			6.8	1.57	0.110	0.025	8.0	1.8			17.3	4.0	
31																					
Total	11.362	0.000	10.442	344.3	1171	343.2	80	22.4	0.0	0.00	141.0	38.7	2.59	0.743	116	33.0	0.0	0.00	340.1	97.28	0.0
Maximum	0.644	0.000	0.591	18.8	122	54.8	6	1.6	0.0	0.00	13.3	2.6	0.15	0.035	8	4.8	0.0	0.00	17.8	4.01	0.0
Minimum	0.200	0.000	0.185	6.0	-5	-2.4	0	0.0	0.00	0.00	0.0	0.0	0.04	0.021	0	0.0	0.0	0.00	6.0	3.03	0.0
Average	0.421	0.000	0.387	12.8	43	12.7	3	0.8	#####	#####	5.2	1.4	0.10	0.028	4	1.2	#####	#DIV/0!	12.6	3.60	#####

SIGNED: (OPERATOR IN RESPONSIBLE CHARGE) \_\_\_\_\_ RAW WATER SOURCE(S) USED DURING MONTH: (SOURCE/DATES)

Shenandoah River - Entire Month

PRINTED NAME  
David A Tyrrell

TITLE: OPERATOR CLASSIFICATION  
DPOR CERTIFICATION NO.  
Class 1  
1955002813

# Berryville STP Monthly DMR Data

June 2015

Date	Effluent Flow		Eff pH	Eff Temp	Eff CBOD		Eff TSS		Effluent DO		Effluent DO River	Effluent DO WWTP	Eff NO2/NO3	Eff TKN	Eff TKN	Eff Total N
	MGD	SU			mg/l	KG/D	mg/l	KG/D	mg/l	KG/D						
6/1/2015	0.28	7.6	23.2							7.5	7.5					
6/2/2015	0.30	7.5	23.2		0	0	0	0.0	8.2	7.5	0.50		1.3		1.6	1.8
6/3/2015	0.25	7.6	22.5		0	0			7.5	7.6						
6/4/2015	0.28	7.5	22.0		0	0			7.6	7.5						
6/5/2015	0.25	7.5	22.1						9.0	7.9						
6/6/2015	0.23	7.4	22.3						8.1	7.6						
6/7/2015	0.22	7.5	22.4						9.4	8.3						
6/8/2015	0.25	7.6	22.3						8.8	8.0						
6/9/2015	0.27	7.6	22.8		0	0			9.4	8.5						
6/10/2015	0.21	7.6	22.7		0	0			9.0	7.9						
6/11/2015	0.21	7.4	23.5		0	0			8.8	7.7						
6/12/2015	0.35	7.6	23.8						9.0	8.6						
6/13/2015	0.32	7.8	25.0						7.8	7.1						
6/14/2015	0.25	7.6	24.2						7.6	6.7						
6/15/2015	0.23	7.6	24.4						7.7	7.1						
6/16/2015	0.24	7.5	24.4		5	5			8.1	7.3	0.50		1.1		1.2	1.6
6/17/2015	0.24	7.5	24.2		0	0			8.2	8.6						
6/18/2015	0.26	7.6	24.3		0	0			7.9	7.3						
6/19/2015	0.22	7.9	24.4						7.6	7.1						
6/20/2015	0.24	7.6	24.2						8.2	7.4						
6/21/2015	0.28	7.8	24.2						9.3	8.1						
6/22/2015	0.24	7.5	24.2						9.3	8.1						
6/23/2015	0.22	7.6	24.8		0	0			7.5	6.5						
6/24/2015	0.22	7.5	24.7		0	0			7.5	7.0						
6/25/2015	0.21	7.6	24.6		0	0			6.9	6.7						
6/26/2015	0.19	7.6	25.4						9.0	8.0						
6/27/2015	0.33	7.8	24.9						8.2	7.4						
6/28/2015	0.24	7.6	23.6						7.4	7.7						
6/29/2015	0.18	7.6	23.6						7.8	7.5						
6/30/2015	0.20	7.7	23.9						8.0	7.1						
Minimum	0.18	7.4	22.0		0	0	0	0.0	6.9	6.5	0.50		1.1		1.2	1.6
Maximum	0.35	7.9	25.4		5	5	0	0.0	9.4	8.6	0.50		1.3		1.6	1.8
Total	7.41	227.8	711.8		5	5	0	0.0	246.3	227.3	1.00		2.4		2.8	3.4
Average	0.25	7.6	23.7		0	0	0	0.0	8.2	7.6	0.50		1.2		1.4	1.7
Geo Mean	0.24	7.6	23.7		1	1	1	1.0	8.2	7.6	0.50		1.2		1.4	1.7

# Berryville STP Monthly DMR Data

June 2015

Date	Efr Total N		Eff Total P		Efr Total P		E-Coli No/100ml
	KG/D	KG/D	mg/l	KG/D	KG/D	KG/D	
6/1/2015							
6/2/2015	2.3		0.90		1.1		1
6/3/2015							
6/4/2015							
6/5/2015							
6/6/2015							
6/7/2015							
6/8/2015							
6/9/2015							1
6/10/2015							
6/11/2015							
6/12/2015							
6/13/2015							
6/14/2015							
6/15/2015							
6/16/2015	1.7		0.50		0.5		1
6/17/2015							
6/18/2015							
6/19/2015							
6/20/2015							
6/21/2015							
6/22/2015							
6/23/2015							1
6/24/2015							
6/25/2015							
6/26/2015							
6/27/2015							
6/28/2015							
6/29/2015							
6/30/2015							
Minimum	1.7		0.50		0.5		1
Maximum	2.3		0.90		1.1		1
Total	4.0		1.40		1.7		4
Average	2.0		0.70		0.8		1
Geo Mean	2.0		0.67		0.8		1



# Berryville Biweekly InSight Report

**Date: 6/30/2015**

From: Jeny Chacko - GE Water & Process Technologies  
To: David Tyrrell, Jeff Cappel - Town of Berryville  
cc: Phil Lander, Al Farrell, Matthew Stapleford - GE Water & Process Technologies

## System Equipment

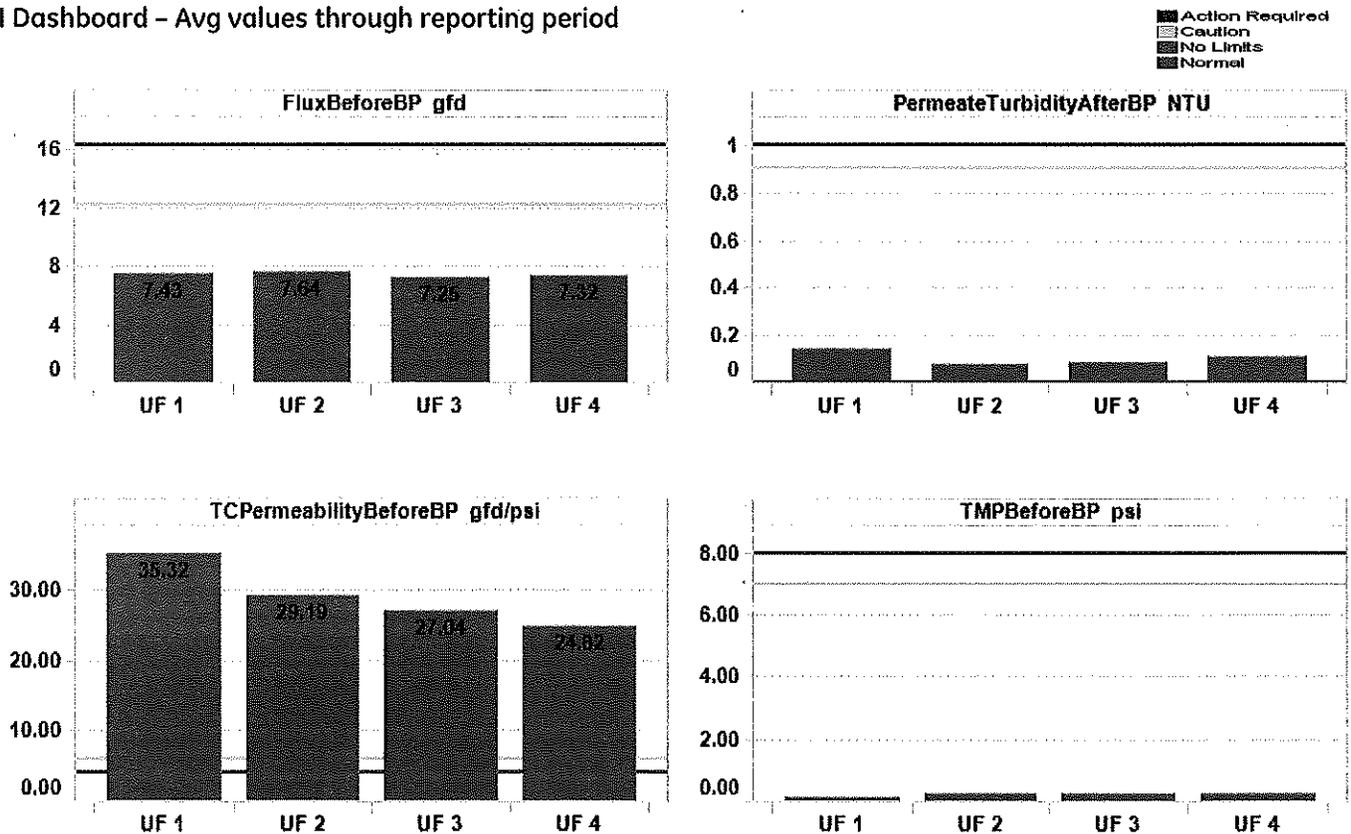
4 x ZW trains, each 3 cassettes, 2x48/1x42 500D (surface area 46920 sq. ft. per train)

## Cleaning Strategy

Maintenance clean dose concentrations - 2 NaOCl/ Hypo @ 200 ppm per week, 1 Citric acid @ 2000 ppm per week

Recovery clean soak concentrations - 2 NaOCl/ Hypo @ 1000 ppm per year, 2 Citric acid @ 2000 ppm per year

KPI Dashboard – Avg values through reporting period



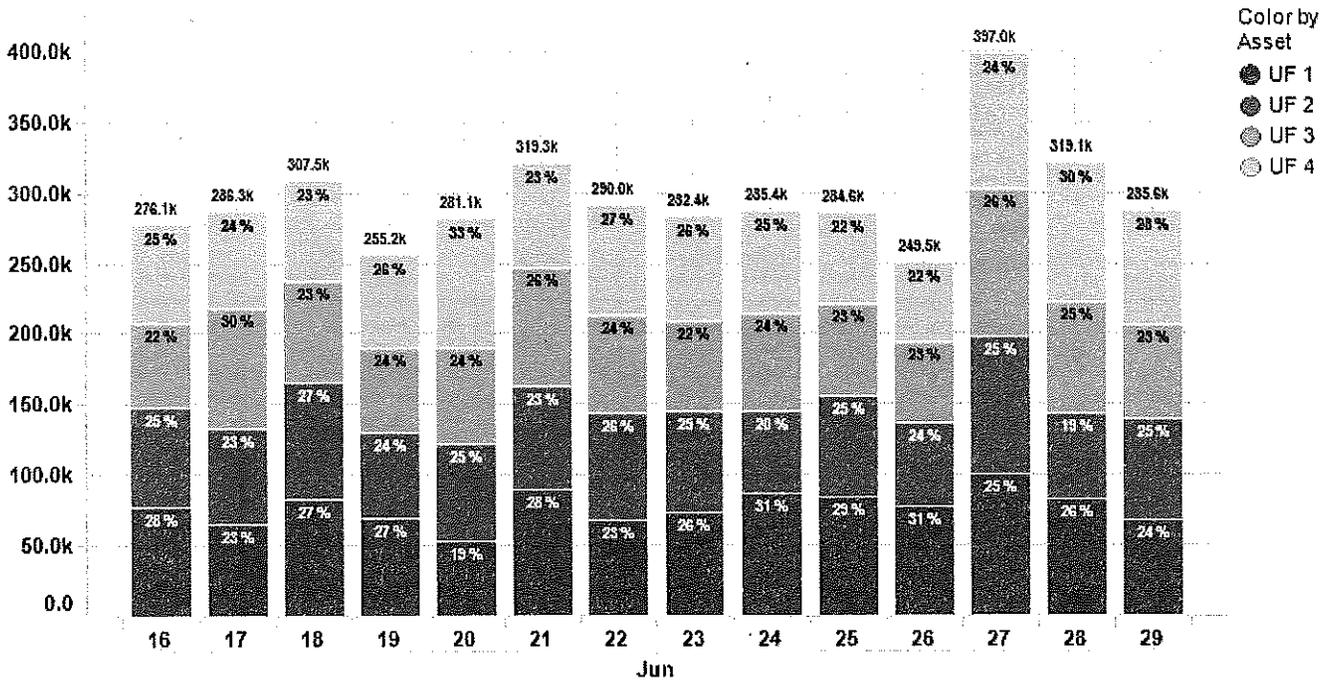


### Plant Summary

The average daily plant permeate flow in the last two weeks was 294,200 Gallons with the highest daily flow on June 27<sup>th</sup> at 397,000 Gallons. Flows were equally distributed among the 4 trains.

Trains operated at an average flux of 7.3 gfd. Production TMPs were <1 psi 100% of the time and dropped further with the increase in temperature.

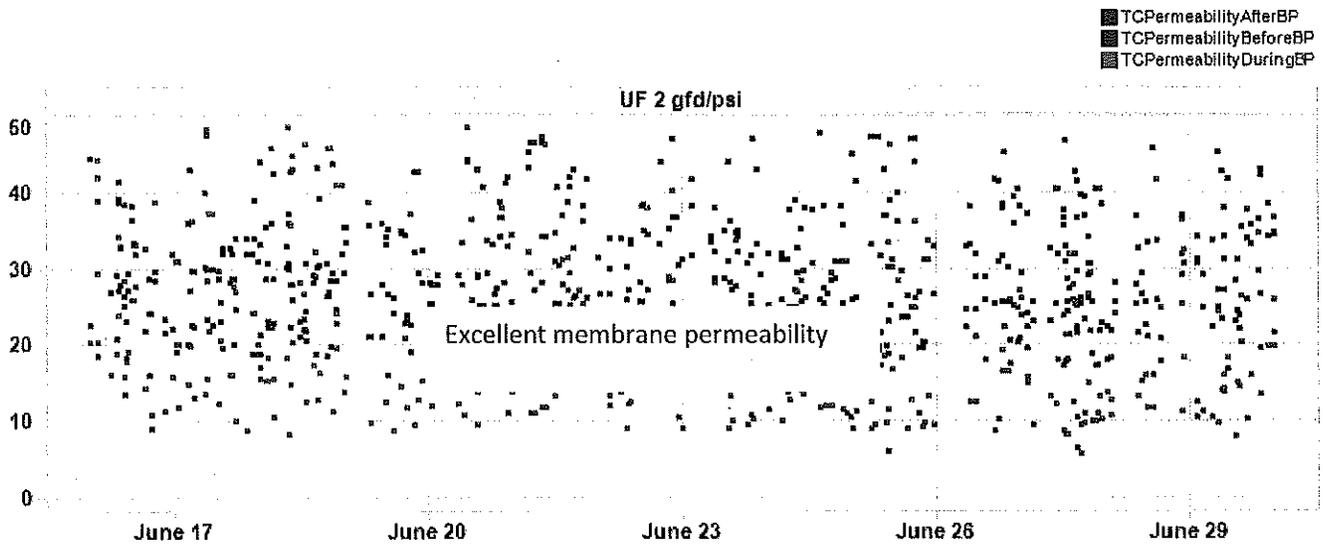
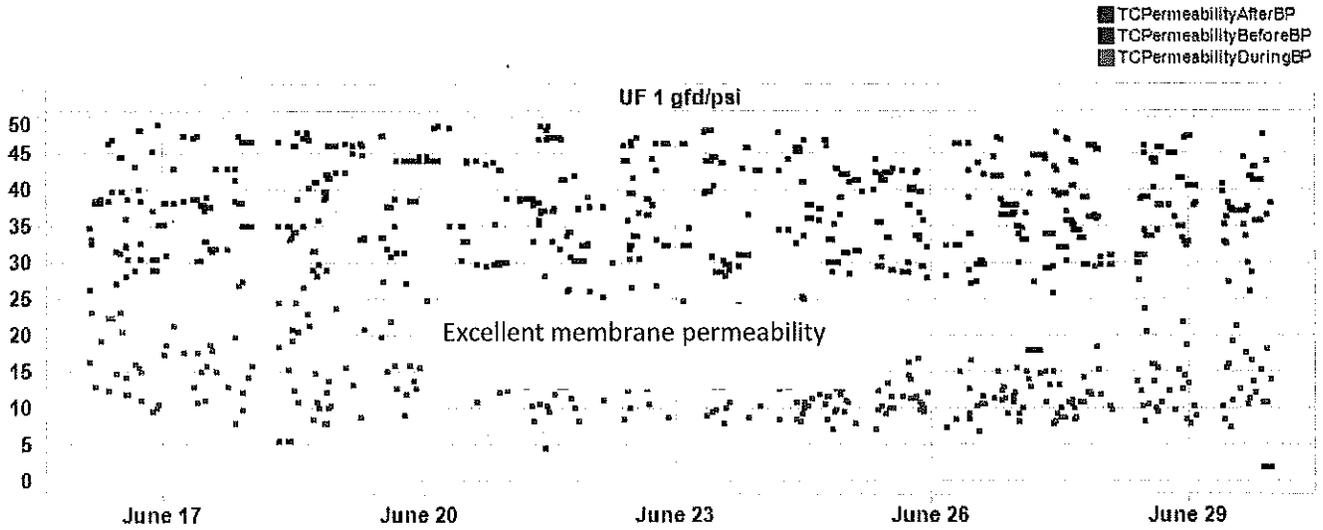
Maintenance cleans were not carried out frequently across all the trains. Looking at the train step data we can see that maintenance cleans was not carried out as frequently on Train 4 compared to other trains. Trains 1, 2 and 3 received 4-5 maintenance cleans, however 4 Train only 2. Can you please ensure both hypo and citric acid is scheduled on Train 4?

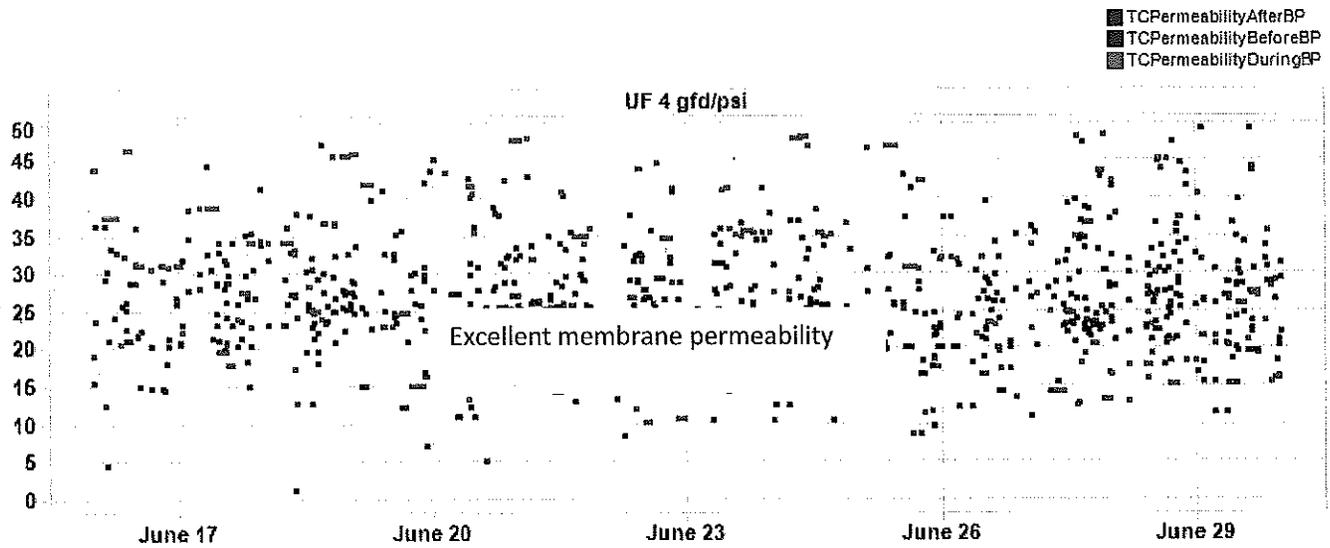
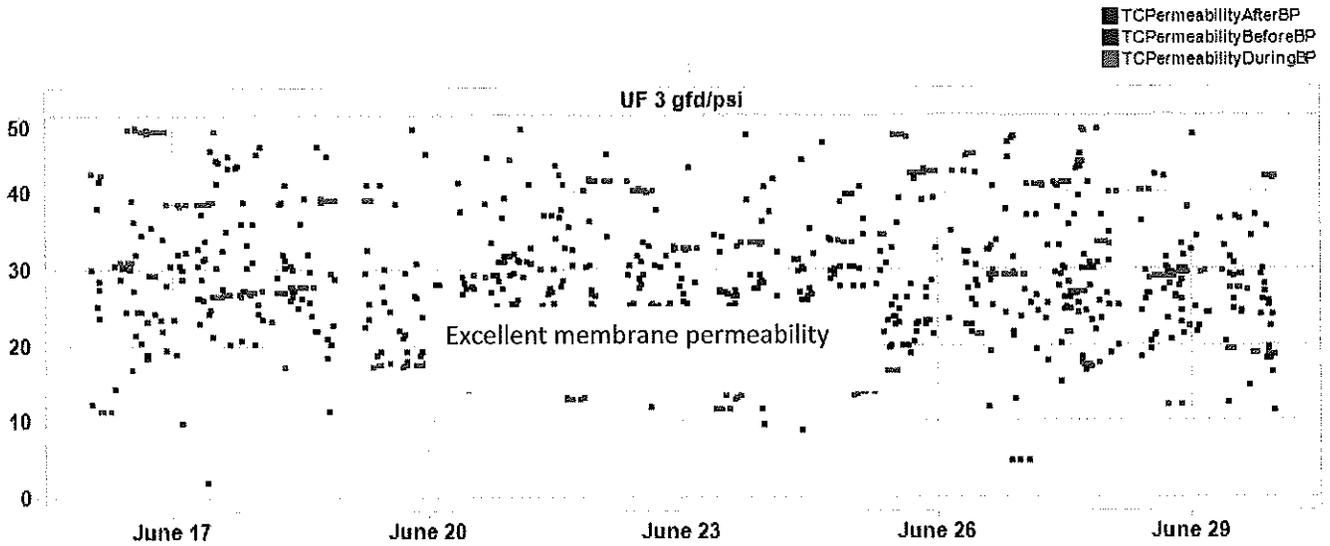


Average Daily permeate flow from 6/16/2015 to 6/29/2015 is 294.2k gal with a maximum daily flow of 397.0k gal.



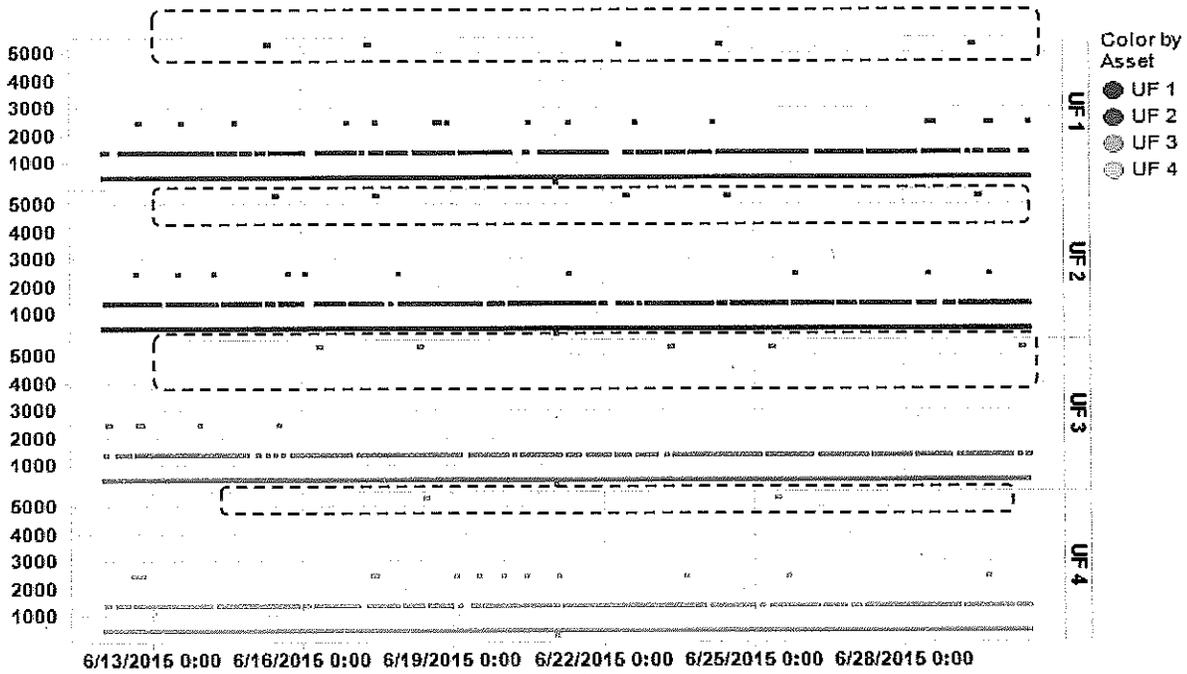
### TC Permeability Trends By Train



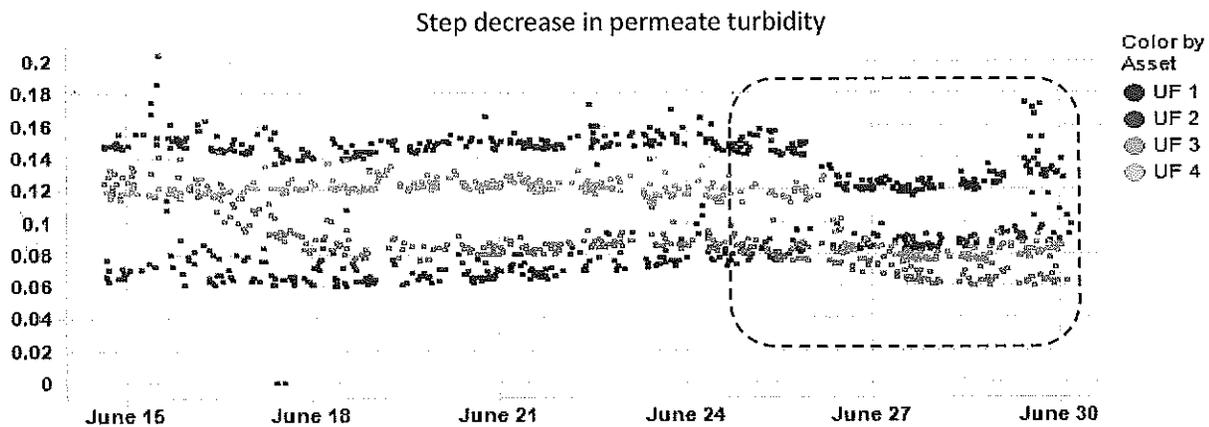




Fewer maintenance cleans on Train 4, highlighted portion is maintenance cleans steps for each train in last two weeks

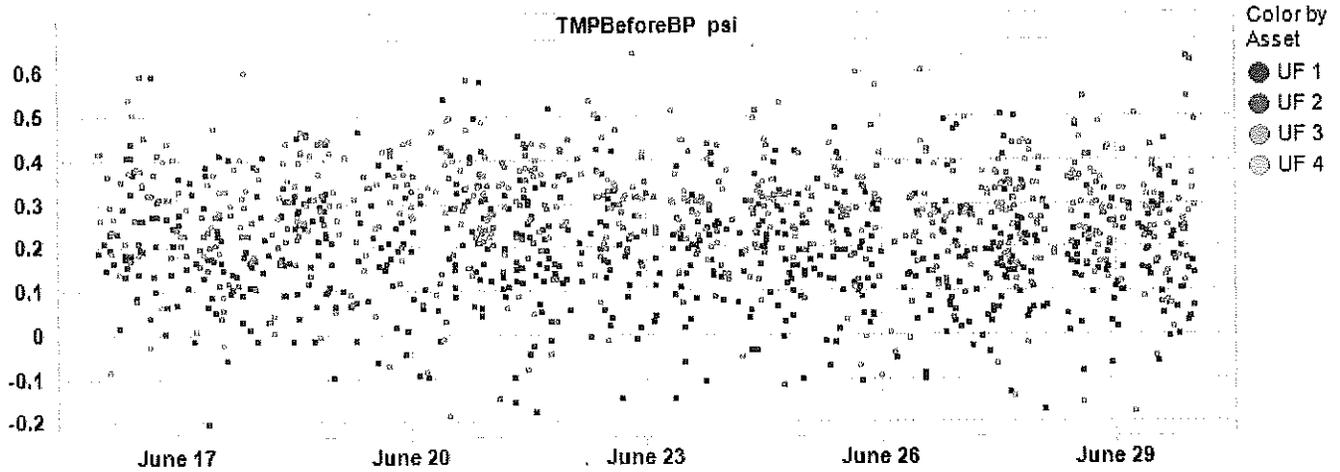


### Permeate Turbidity Trend

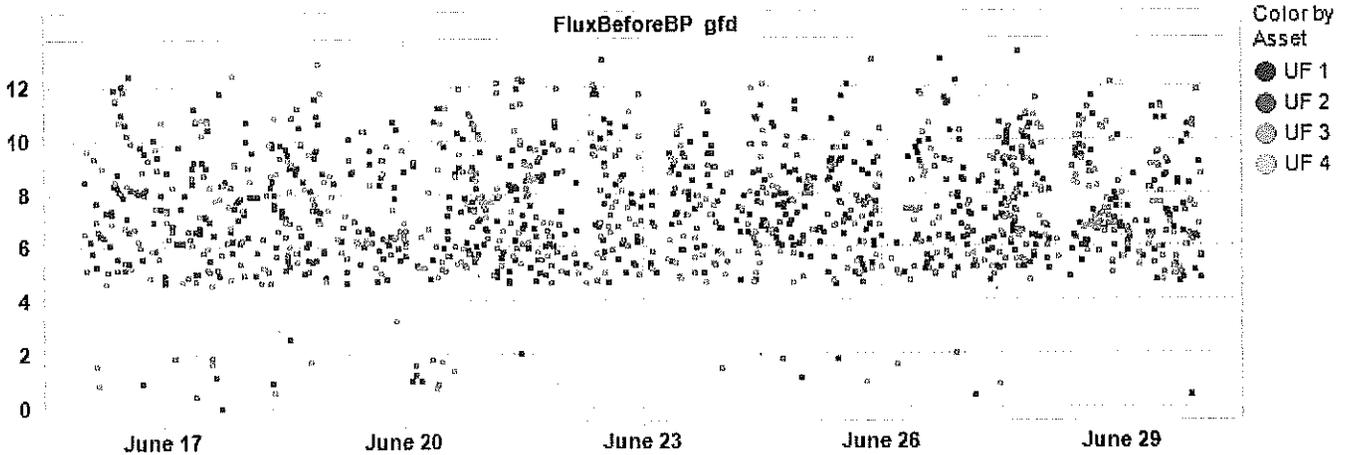




### Before BPTMP Trend



### Before BP Flux Trend





**Asset Summary**

KPI Parameters	Value/Change	UF 1	UF 2	UF 3	UF 4
FluxBeforeBP gfd	Value	7.43	7.64	7.25	7.32
	Change	-2.59 %	-0.10 %	-10.63 %	-4.42 %
PermeateTurbidityAfterBP NTU	Value	0.15	0.08	0.09	0.11
	Change	-1.35 %	-19.35 %	-45.76 %	-9.64 %
TCP permeabilityBeforeBP gfd/psi	Value	35.32	29.19	27.04	24.82
	Change	-1.61 %	10.46 %	-0.10 %	-4.79 %
TMPBeforeBP psi	Value	0.14	0.25	0.27	0.27
	Change	-12.50 %	-18.83 %	-15.09 %	-8.73 %
TotalPermeateFlowDaily gal	Value	76.95k	70.81k	71.51k	74.97k
	Change	0.49 %	-2.38 %	-3.00 %	1.82 %

**Plant Summary**

KPI Parameters	Value/Change	UF Plant
PermeateTemperature F	Value	69.82
	Change	5.29 %
TotalPermeateFlowDaily gal	Value	294.23k
	Change	-0.71 %

Contract Expiry Date : 10/26/2015

For InSight technical assistance please email [insightsupport@ge.com](mailto:insightsupport@ge.com) or please call technical support at 1 866 271 5425 or 905 469 7723 and follow the prompts, if you require after hours assistance please contact the 24/7 Emergency number provided in your plant documentation. This email is a summary of issues identified during a manual review of InSight data from the time period above. This review is an analysis of data that is logged by InSight and identifies key plant performance issues determined from this data. This data review was not focused on minor data issues but on identifying possible existing and/or upcoming critical operational issues.

This review was prepared by GE Water & Process Technologies solely to assist water treatment plant owners and/or operators in analyzing and optimizing plant performance and is not intended to be used or relied upon for regulatory compliance or any other purpose. The content of this review is based in whole or in part on operation data obtained from the plant using InSight software. GE Water & Process Technologies makes no representations or warranties as to the accuracy of the plant data utilized in the preparation of this review. GE Water & Process Technologies accepts no liability for consequences or actions taken in whole or in part by any person on the basis of this review or its contents

# Attachment 13

## **Report of the Department of Public Works**

### **July 8, 2015**

Due to problems with our water improvement projects on South Buckmarsh Street, our street sweeping schedule is running a little behind what we had anticipated. We plan to resume the cleaning and have all remaining streets swept and cleaned by July 17<sup>th</sup>.

The water improvement projects for South Buckmarsh Street are winding down. We installed a six inch sleeve under the roadway which will allow us to install a new water main on the east side of the road without disturbing or excavating the new pavement. We had some difficulty in identifying the connection for the existing four inch line that supplies water to the addresses south of Taylor Street. We finally resolved that issue yesterday, July 7<sup>th</sup>, and plan to install a four inch valve so we can abandon that section of line once the new main is installed.

During our water improvement upgrades on North Buckmarsh Street, the intersections of North Buckmarsh Street with Treadwell Street with Academy Street took a beating. I contacted our paving contractor and he was able to apply base asphalt to the ditch areas and then milled and applied two inches of finish asphalt at both intersections. We have one more excavated area to apply base asphalt to on North Buckmarsh Street, and weather permitting we plan to finalize that on Friday, July 10<sup>th</sup>. Once that is completed, I will contact VDOT for inspections and to clear all our land-use permits for North and South Buckmarsh.

We have received a partial shipment of our parking meter order. The new duplex housings and domes have arrived. As soon as the meters are delivered we will start the replacement project and installation of the duplex meter housings on Main Street.

The paving schedule for U.S. Rt. 340 has been a moving target and is now set for the last week of July. Mr. Dalton and I met with a project manager from Landsaver Environmental in reference to installing the stamped crosswalks. These walks will be installed approximately two weeks after the asphalt project is completed. Landsaver Environmental will also re-stamp and paint the crosswalks at the intersection of Church and West Main, and the one located close to Washington Square Apartments.

# Attachment 14

TOWN COUNCIL

MOTION FOR APPROVAL: MINUTES OF THE STREETS AND UTILITIES COMMITTEE  
MEETING

OF JUNE 24, 2015

Date: July 14, 2015

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville approve the minutes of the Streets and Utilities Committee meeting of June 24, 2015.

VOTE:

Aye:

Nay:

Absent:

**MINUTES**  
**BERRYVILLE TOWN COUNCIL STREETS AND UTILITIES COMMITTEE**  
**Berryville-Clarke County Government Center**  
**Called Meeting**  
**June 24, 2015**  
**8:00 a.m.**

Present:

**Town Council Streets & Utilities Committee:** Wilson Kirby, Douglas Shaffer

**Staff:** Keith Dalton, Town Manager; Christy Dunkle, Assistant Town Manager/Planner; Rick Boor, Director of Public Works; Neal White, Chief of Police; Ann Phillips, Town Clerk

**Press:** Val Van Meter, Winchester Star

**Other:** Alton Echols, Carl Maples, Norma Slattery

1. Call to Order

Committee Chairman Kirby called the meeting to order at 8:00 a.m. and reminded those wishing to speak that eight minutes would be the permitted speaking time.

2. Discussion: Chamberlain and McClellan Streets

Mr. Dalton's report included that efforts over the last 17 years to get these two streets into the VDOT system for maintenance have been unsuccessful. On April 14, 2015, the Town Council gave the developer 60 days to complete improvements and repairs necessary to have the streets brought into the public system for maintenance. At the June Town Council Meeting, the Council granted an additional 60 days. The Chairman recognized Alton Echols who distributed a map of the area in question. He referred to a plat at the Food Lion site with a similar dead end. Chairman Kirby said that the streets had been built in the 1990s, and added that they need to be up to VDOT standards. He said VDOT will not accept a barrier, but instead requires a temporary turnaround area. Chairman Kirby asked for staff input regarding past experience working with Mr. Echols to bring streets up to standard.

Mr. Dalton said numerous punch lists have been made over the years and there are two issues outstanding: slurry coating and the temporary cul-de-sac. He added that the cul-de-sac is essentially in place because the stone base is there, and the encroaching trees can be cut back to allow for the proper radius of the street. Mr. Boor agreed with that statement. Mr. Dalton noted that the Council has granted Mr. Echols an additional 60 days, ending on August 7, 2015, to complete the work covered by the bond.

Mr. Shaffer said it should be verified that the cul-de-sac is up to VDOT standards. Chairman Kirby agreed that when the Town accepts the finished street it needs to be up to VDOT standards. Mr. Shaffer asked if it is known for a fact if all other elements of the street are acceptable. He and Mr. Boor discussed the means of testing the acceptability of the street and cul-de-sac. Chair Kirby noted that August 7 is before the August Council meeting on August 11, and that if Mr. Echols has met his obligations by then, the Council could begin the acceptance process at the August meeting.

3. Discussion: "Wheeler Lane"

Mr. Dalton said that Carl Maples and Norma Slattery were present and referred to the maps, letters, and deeds in the agenda packet. The Chairman recognized Carl Maples. Mr. Maples said that in 1947, Wheeler subdivision was created under the Plat Act of 1888 which was a tool used to protect property ownership rights. He referenced sections 52-17, 52-18, and 52-19 of the Michie Code of Virginia of

1942, which he said addressed a requirement for public access if dividing a parcel into three or more lots. Mr. Maples added that the act said the public access must be recorded with a dedication, and that once recorded, it would be difficult to revoke. Mr. Maples then referenced a letter from the Town and noted that under section 52-19, the Town would not have to maintain the public access if it were not using it. He said the grantor of the access would be responsible for maintenance. Mr. Maples said he had hired an attorney to research the matter, and urged the Town to ask the Town attorney to review the legal opinion he has received from his attorney.

Mr. Shaffer said the Committee cannot respond and said an opinion from the Town attorney, Bob Mitchell, should be sought.

Mr. Dalton asked Mr. Maples to encapsulate what he is seeking from the Town of Berryville. Mr. Maples replied that he wants the Town to recognize the street dedication as being valid and that the street is a public street.

Chairman Kirby recognized the adjoining property owner, Norma Slattery, who said there had been no problem with the previous owners, the Bowens. She said she gave Mr. Maples and the previous owners a right of way to use "Wheeler Lane" which is also her driveway. Ms. Slattery said that if Wheeler Lane is a public street, then she expects the Town to maintain it and she wants to be repaid for the taxes she has paid in it for the last 11 years.

Chairman Kirby said he can't imagine recommending to the Council that Wheeler Lane be made a public street and he wants Bob Mitchell to examine the three documents in regard to public right of way, etc. and Virginia law.

Mr. Dalton said he would contact Bob Mitchell, and will also check to see if this topic qualifies to go to closed session. Chairman Kirby said that Committee meetings are not on a set schedule, and suggested that 60 days would give time for attorney review and opinion before the next meeting.

#### 4. Discussion: Parking Restriction at East Main and Virginia Avenue

Mr. Dalton said that the new owner of 227 East Main Street is unhappy with the parking restriction in front of his home. The owner says that 70' is too long, and he can't park in front of his house. The Committee discussed sight distance for turning on to East Main from Virginia Avenue. Mr. Dalton said a stake had been placed marking an approximately 13' shorter restricted area, providing two parking spaces to the east of the driveway entrance just west of 227 East Main Street. The Committee agreed this was a reasonable reduction, and Chief White concurred. Mr. Dalton noted that VDOT would also be reviewing the reduced restricted area later in the day.

#### 5. Discussion: Reported Speeding Concerns on Page Street

Mr. Dalton said that Patrick Falconi had planned to come to the meeting, but was unable to attend. He said that after Mr. Falconi's previous reports of speeding, traffic studies had been completed in January 2014, July 2014, and May 2015. Mr. Dalton said Mr. Falconi had disagreed with the results of the May 2015 study, and in checking the counting equipment, a problem was found. He said after the problem was addressed, a study was completed in June 2015.

The results for study period December 20, 2013, through January 2, 2014, showed the 85<sup>th</sup> percentile rate to be 22 m.p.h. The results for study period May 13, 2014, through May 28, 2014, showed the 85<sup>th</sup>

percentile rate to be 20 m.p.h. The results of the last study period, June 10, 2015, through June 22, 2015, showed the 85<sup>th</sup> percentile rate to be 24 m.p.h.

Mr. Dalton said that Mr. Falconi has reported "random but surely out of control speeding" on Page Street, and has asked that the speed limit on the wider portion of Page Street be lowered from 25 m.p.h. to 15 m.p.h. Mr. Dalton said he was given a ballpark estimate of \$7000 for the necessary traffic engineering study involved in lowering a speed limit on a state street. Mr. Dalton added that Mr. Falconi had also asked for a speed hump or humps to be installed, and the ballpark estimate for that is \$3000 each.

Chair Kirby asked if other neighbors had complained about speed. Mr. Dalton said a petition had been signed by many neighbors last year. Chief White said he has been there often on patrol, and no residents have complained. He added that it is a calm area with low traffic volume.

Mr. Shaffer said no action needed to be taken, and that repeated requests for review are using time and manpower needed elsewhere. The Committee confirmed the determination of Town Council from the summer of 2014. Mr. Dalton said he will contact Mr. Falconi and let him know that his street will continue to get the same attention and patrol as other Town streets.

#### 6. Other

Mr. Shaffer asked about sidewalk requirements noting the differences in Battlefield Estates. Mr. Dalton said that Town streets have been built under different statutes. Battlefield Estates streets were approved when the area was in the County, but some of the newer streets were built under Town standards which require sidewalk, curb and gutter on all streets. He said a compromise had been made in Darbybrook for Fairfax Street with sidewalk on one side.

Mr. Shaffer asked if there is a standard for handicapped access ramps, noting that there are five or six different styles in Town. Mr. Dalton said there were state inspections of the ramps until 2012 and added that he will clarify the standards. Mr. Shaffer said there is a VDOT approved concrete mix for each structure such as sidewalks, ramps, etc. that would ensure uniformity of the colors and materials across Town if used. Mr. Boor stated that he would examine the standards and address the issue.

Chair Kirby said he was at Rose Hill Park Friday night, and noticed a pickup truck at the gazebo. Mr. Dalton and Mr. Boor said that for loading and unloading of equipment for events in the gazebo, vehicle access is permitted via Smithy Lane ensuring no vehicles will need to cross sidewalks. Mr. Dalton offered to contact "Music in the Park" and ask them to review the permission requirements with participants.

Mr. Shaffer asked if there was any information about a gravel connection off Virginia Avenue going to the old Boise Cascade parking lot. Mr. Dalton and Mr. Boor both stated that they had seen the connection but did not know who had made it. Mr. Dalton discussed having a conversation with the landowner to see if a turnaround of some sort could be constructed at the end of Virginia Avenue.

#### 7. Adjourn

**There being no other business, upon motion of Mr. Shaffer, seconded by Chairman Kirby, the meeting was adjourned at 9:54 a.m.**

# Attachment 15

TOWN COUNCIL

MOTION FOR APPROVAL: MINUTES OF THE PERSONNEL COMMITTEE MEETING  
OF JUNE 15, 2015

Date: July 14, 2015

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville approve the minutes of the Personnel Committee meeting of June 15, 2015.

VOTE:

Aye:

Nay:

Absent:

**BERRYVILLE TOWN COUNCIL  
PERSONNEL COMMITTEE  
Monday, June 15, 2015  
Berryville-Clarke County Government Center  
Called Meeting  
9:30 a.m.**

**MINUTES**

**Roll:**

**Town Council:**

Present: Wilson Kirby, Mayor; Harry Lee Arnold, Jr., Recorder

**Staff:** Christy Dunkle, Assistant Town Manager/Planner

**Press:** None

1. Call to Order: Jay Arnold, Chairman

Chairman Arnold called the regular meeting to order at 9:30 a.m.

2. Closed Session

Pursuant to Sections 2.2-3711-A-1 of the Code of Virginia, 1950, As Amended, for the purpose of interviewing candidates for appointment to the Architectural Review Board and Planning Commission.

- a. Motion to enter Closed Session

**It was moved by Recorder Arnold, seconded by Mayor Kirby, that the Personnel Committee of the Council of the Town of Berryville enter Closed Session pursuant to Section 2.2-3711.A.1 of the Code of Virginia, 1950, As Amended, for the purpose of interviewing candidates for appointment to the Architectural Review Board and Planning Commission.**

**VOTE:**

Ayes:	Wilson Kirby, Mayor Harry Lee Arnold, Jr., Recorder
Nays:	None
Absent During Vote:	None
Absent During Meeting:	None

- b. Enter Closed Session

The Personnel Committee of the Town Council entered closed session at 9:33 a.m.

- c. Reconvene Open Session

The Personnel Committee of the Town Council reconvened in open session at 9:53 a.m.

d. Certification of Closed Session

**It was moved by Recorder Arnold, seconded by Mayor Kirby, that the Personnel Committee of the Council of the Town of Berryville adopt the following Resolution Concerning Certification of the Closed Session. The motion carried as follows:**

VOTE:

Ayes:	Wilson Kirby, Mayor Harry Lee Arnold, Jr., Recorder
Nays:	None
Absent During Vote:	None
Absent During Meeting:	None

RESOLUTION CONCERNING CERTIFICATION OF CLOSED SESSION

WHEREAS, the Personnel Committee of the Council of the Town of Berryville, Virginia (Committee), has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this 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 Committee.

3. Adjourn

**There being no further business, upon motion by Recorder Arnold, seconded by Mayor Kirby and passed, at 10:35 a.m. the Council meeting was adjourned to June 17, 2015 at 9:00 a.m in order to interview additional candidates for Architectural Review Board and Planning Commission positions.**

TOWN COUNCIL  
MOTION FOR APPROVAL: MINUTES OF THE PERSONNEL COMMITTEE MEETING  
OF JUNE 17, 2015

Date: July 14, 2015

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville approve the minutes of the Personnel Committee meeting of June 17, 2015.

VOTE:

Aye:

Nay:

Absent:

**BERRYVILLE TOWN COUNCIL  
PERSONNEL COMMITTEE  
Wednesday, June 17, 2015  
Berryville-Clarke County Government Center  
Continued Meeting  
9:00 a.m.**

**MINUTES**

**Roll:**

**Town Council:**

Present: Wilson Kirby, Mayor; Harry Lee Arnold, Jr., Recorder

**Staff:** Christy Dunkle, Assistant Town Manager/Planner

**Press:** None

1. Call to Order Continued Meeting: Jay Arnold, Chairman  
Chairman Arnold called the regular meeting to order at 9:00 a.m.
  
2. Closed Session  
Pursuant to Sections 2.2-3711-A-1 of the Code of Virginia, 1950, As Amended, for the purpose of interviewing candidates for appointment to the Architectural Review Board and Planning Commission.
  - a. Motion to enter Closed Session  
**It was moved by Recorder Arnold, seconded by Mayor Kirby, that the Personnel Committee of the Council of the Town of Berryville enter Closed Session pursuant to Section 2.2-3711.A.1 of the Code of Virginia, 1950, As Amended, for the purpose of interviewing candidates for appointment to the Architectural Review Board and Planning Commission.**

**VOTE:**

Ayes:	Wilson Kirby, Mayor Harry Lee Arnold, Jr., Recorder
Nays:	None
Absent During Vote:	None
Absent During Meeting:	None

- b. Enter Closed Session  
The Personnel Committee of the Town Council entered closed session at 9:03 a.m.
  - c. Reconvene Open Session  
The Personnel Committee of the Town Council reconvened in open session at 9:53 a.m.

d. Certification of Closed Session

**It was moved by Mayor Kirby, seconded by Recorder Arnold, that the Personnel Committee of the Council of the Town of Berryville adopt the following Resolution Concerning Certification of the Closed Session. The motion carried as follows:**

VOTE:

Ayes:	Wilson Kirby, Mayor Harry Lee Arnold, Jr., Recorder
Nays:	None
Absent During Vote:	None
Absent During Meeting:	None

RESOLUTION CONCERNING CERTIFICATION OF CLOSED SESSION

WHEREAS, the Personnel Committee of the Council of the Town of Berryville, Virginia (Committee), has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this 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 Committee.

3. Discussion

Recorder Arnold said he enjoyed meeting all the candidates they have interviewed thus far. He asked staff to contact Council to see if members had any additional interviewees that would be interested in the positions. He requested staff put together a timeline for taking recommendations to Town Council. There was a general discussion about holding a Personnel Committee meeting prior to the July Council meeting. It was determined that a meeting would be set for 6:45 p.m. on Tuesday, July 14, 2015 just prior to the Council meeting.

4. Adjourn

**There being no further business, upon motion by Mayor Kirby, seconded by Recorder Arnold and passed, the Council meeting was adjourned at 10:06 a.m.**