

AGENDA
JEFFERSON COUNTY COMMISSION
FIRST QUARTERLY SESSION - JANUARY-MARCH 2017
THURSDAY, MARCH 16, 2017
9:30 A.M.

County Commission Meeting Room
located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- February 22, 2017 - Budget Work Session
- February 23, 2017 - Budget Work Session
- February 24, 2017 - Budget Work Session
- February 28, 2017 - Budget Work Session
- March 2, 2017 - Regular Session

APPROVAL OF ACCOUNTS PAYABLE

- March 9, 2017
- March 16, 2017

APPROVAL OF MANUAL CHECKS

- March 9, 2017
- March 16, 2017

APPROVAL OF PAYROLL

- March 9, 2017

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Jacki Shadle, County Clerk
- Approval of employment - Kelly R. Dardis - County Clerk's Office -
Discussion/Action

2. 10:00 a.m. Matthew Harvey, Prosecuting Attorney
 - Approval of employment for two assistant prosecuting attorneys - Discussion/Action
 - Reclassify Assistant Prosecuting Attorney in Civil Division and approve corresponding budget revision - Discussion/Action
3. 10:15 a.m. Debra Young, Jefferson County Victim Assistance Program
 - Approval and signing of VOCA Grant application - Discussion/Action
4. 10:30 a.m. Bruce Matthews, Resident - Elimination of Ambulance Fee for veterans - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate Office
 - Quarterly Probate Review - Discussion/Action
 - Approve reappointment of Ralph Lorenzetti as Fiduciary Commissioner - Discussion/Action
7. 11:15 a.m. John Reisenweber, Jefferson County Development Authority
 - Resolution of Participation and Cooperation (Local Development Grant Program) - Discussion/Action
 - Request for personnel reclassification - Discussion/Action
8. 11:30 a.m. Barb Miller, Jefferson County Homeland Security and Emergency Management
 - Approval of Contract with J. H. Consulting to update certain annexes of the Jefferson County EOP - Discussion/Action
9. 11:45 a.m. Jennifer Brockman, County Planner and Alexandra Beaulieu, Zoning Administrator
 - Approval of the final draft of proposed Zoning Ordinance text amendment (ZTA16-01)
10. 12:00 p.m. Nathan Cochran, Assistant Prosecuting Attorney
 - Discussion of issues related to consolidation and infrastructure of the PSD and interaction with Charles Town and Ranson - Discussion/Action - Possible Executive Session
 - Discuss possible litigation regarding liens Instrument # 201700005542 - Possible Executive Session
 - Discussion of Mandate on Case No. 15-1155 - Possible Executive Session
 - Issues regarding appeal of Jefferson County Circuit Court Case No. 16-AA-2 - Possible Executive Session
 - Issues regarding Kanawha County Circuit Court Case No. 09-AA-40 - Possible Executive Session
11. 12:30 p.m. **Break for Lunch**

NEW BUSINESS

- 12. Legislative Issues
- 13. Discuss renaming the Gray Building and dedicating it to Walt Pellish - Discussion/Action (PO)
- 14. Request total refund of the zoning variance fee for Anna Binkley - Discussion/Action
- 15. Request to use the JCC Meeting Room November 17th and 18th, 2017 for the Dolley Madison Garden Club holiday market - Discussion/Action
- 16. Request for letter of support for the expansion of transportation services provided by Good Shepherd Interfaith Caregivers Volunteers - Discussion/Action

FINANCIAL DIRECTOR REPORTS

- Review of FY2017 Budget to Actual as of 01/31/2017

COUNTY ADMINISTRATOR REPORTS

- Approval of revised Meeting Session Policy and accompanying Resolution - Discussion/Action
- Letter to Supreme Court regarding Family Court rent and maintaining of sound system after installed - Discussion/Action
- Selection of times for adoption of FY18 Budget and Lay the Levy - Discussion/Action
- Update on issue of unclaimed bodies

COUNTY COMMISSION REPORTS

~~~~~ AFTERNOON SESSION ~~~~~

- 17. 1:30 p.m. Work Session - Jefferson County Commission and the Jefferson County Public Service District - Discussion of consolidation

~~~~~ EVENING SESSION ~~~~~

- 18. 7:00 p.m. Public Hearing - FY18 County Budget
- 19. **ADJOURN**

CORRESPONDENCE/INFORMATION

Jefferson County Commission Notice of Meeting Time Change for the Fifth Thursday

Jefferson County Commission Notice of Public Hearing for March 30, 2017.

Jefferson County Commission Notice of Public Hearing for April 6, 2017.

Jefferson County Commission Notice of Intent to Appoint to the Historic Landmarks Commission.

Jefferson County Commission Notice of Intent to Appoint to the Planning Commission.

Impact Fee Status Report for February 2017.

Memorandum from the Jefferson County Department of Engineering - Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Schools Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering - Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Law Enforcement Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering - Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Parks and Recreation Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering - Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's EMS Impact Fee Account.

Letter from the WVPSC re: Disbursement of Wireless E-911 Subscriber Fees.

Letter from the WV Division of Culture and History re: Feagans' Mill Complex.

WV Lottery Weekly Settlement for Charles Town - week ending February 25, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending March 4, 2017.

At all times the County Commission reserves the right to rearrange agenda times because of time constraints and to accommodate the Commission schedule or the public.

SPECIAL SESSION

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the County Commission of said County and State continued and held in the County Commission meeting room of the Old Charles Town Library, 200 E. Washington Street, Charles Town, West Virginia on Wednesday, February 22, 2017, beginning at 9:30 o'clock a.m.

PRESENT: Peter Onoszko, President
Jane Tabb, Vice President
Josh Compton, Commissioner
Caleb Hudson, Commissioner
Patricia Noland, Commissioner
Stephanie Grove, County Administrator
Michelle Gordon, Finance Director
Jessica Carroll, Administrative Assistant

In re: FY18 Budget Deliberations – Day 1

The meeting was called to order at 9:33 a.m. by Commissioner Onoszko.

Commissioner Tabb led the Pledge of Allegiance.

Michelle Gordon, Jefferson County Finance Director, began the meeting by providing a summary of the FY18 budget based the projected revenues and expenditures for the upcoming year.

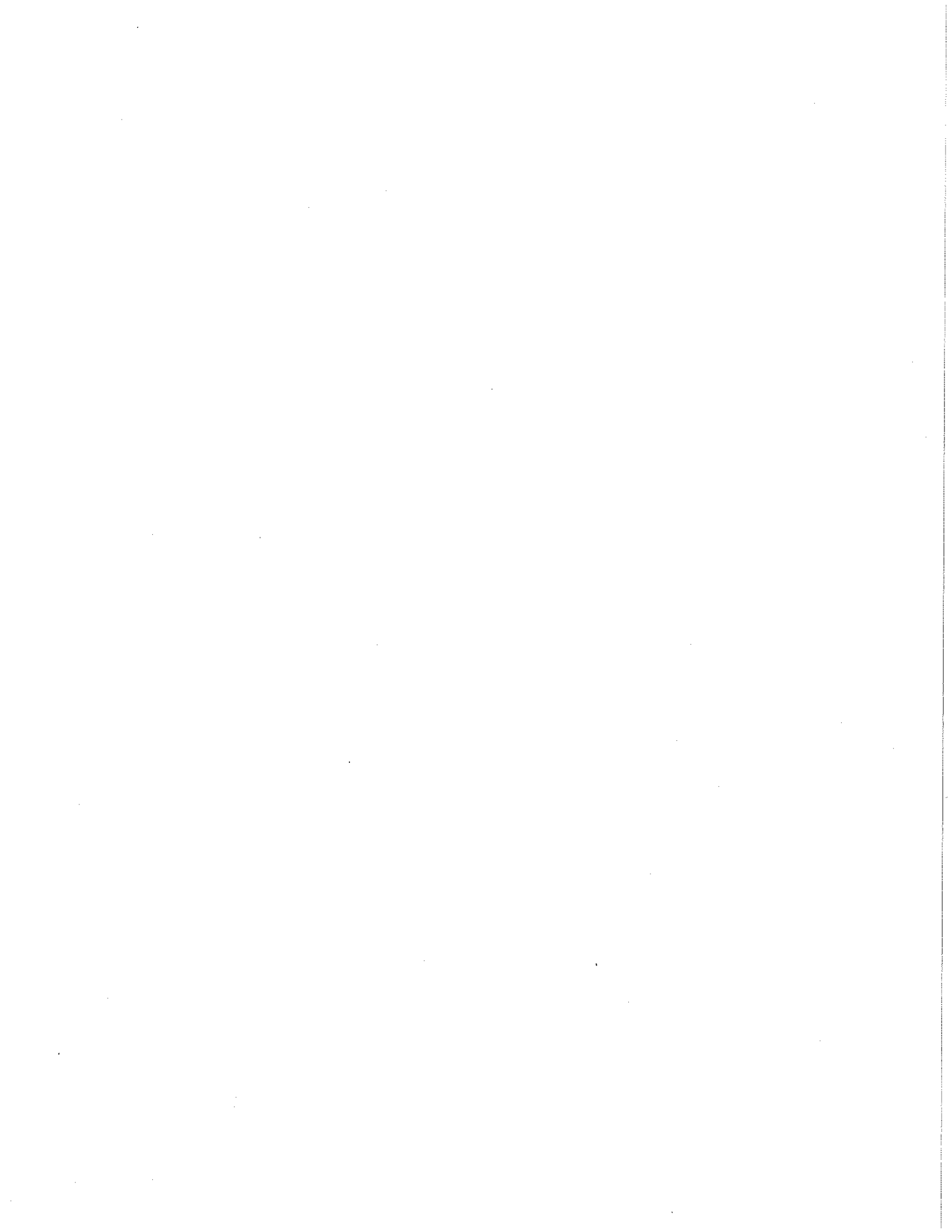
The Commissioners then discussed the budget requests as made by the department heads, elected officials, and component units and made decisions based on consensus. The Commission stated official action would be taken once they gave final approval of the FY18 budget prior to the State's submission deadline of March 28, 2017.

The Commission recessed for lunch at 12:32 pm.
The Commission reconvened at 1:30 pm.

The Commission continued their budget deliberations after reconvening, and adjourned at 3:06pm. President Onoszko stated the Commission would reconvene on Thursday, February 23, 2017 at 9:30 am to continue budget deliberations.

PETER ONOSZKO, PRESIDENT

Respectively Submitted:
Jessica D. Carroll
Administrative Assistant



SPECIAL SESSION

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the County Commission of said County and State continued and held in the County Commission meeting room of the Old Charles Town Library, 200 E. Washington Street, Charles Town, West Virginia on Thursday, February 23, 2017, beginning at 9:30 o'clock a.m.

PRESENT: Peter Onoszko, President
Jane Tabb, Vice President
Josh Compton, Commissioner
Caleb Hudson, Commissioner
Patricia Noland, Commissioner
Stephanie Grove, County Administrator
Michelle Gordon, Finance Director
Jessica Carroll, Administrative Assistant

In re: FY18 Budget Deliberations – Day 2

The meeting was called to order at 9:31 a.m. by Commissioner Onoszko.

Commissioner Compton led the Pledge of Allegiance.

Michelle Gordon, Jefferson County Finance Director, began the meeting by providing a summary of the FY18 budget based the changes made by the Commission during the prior day's deliberations.

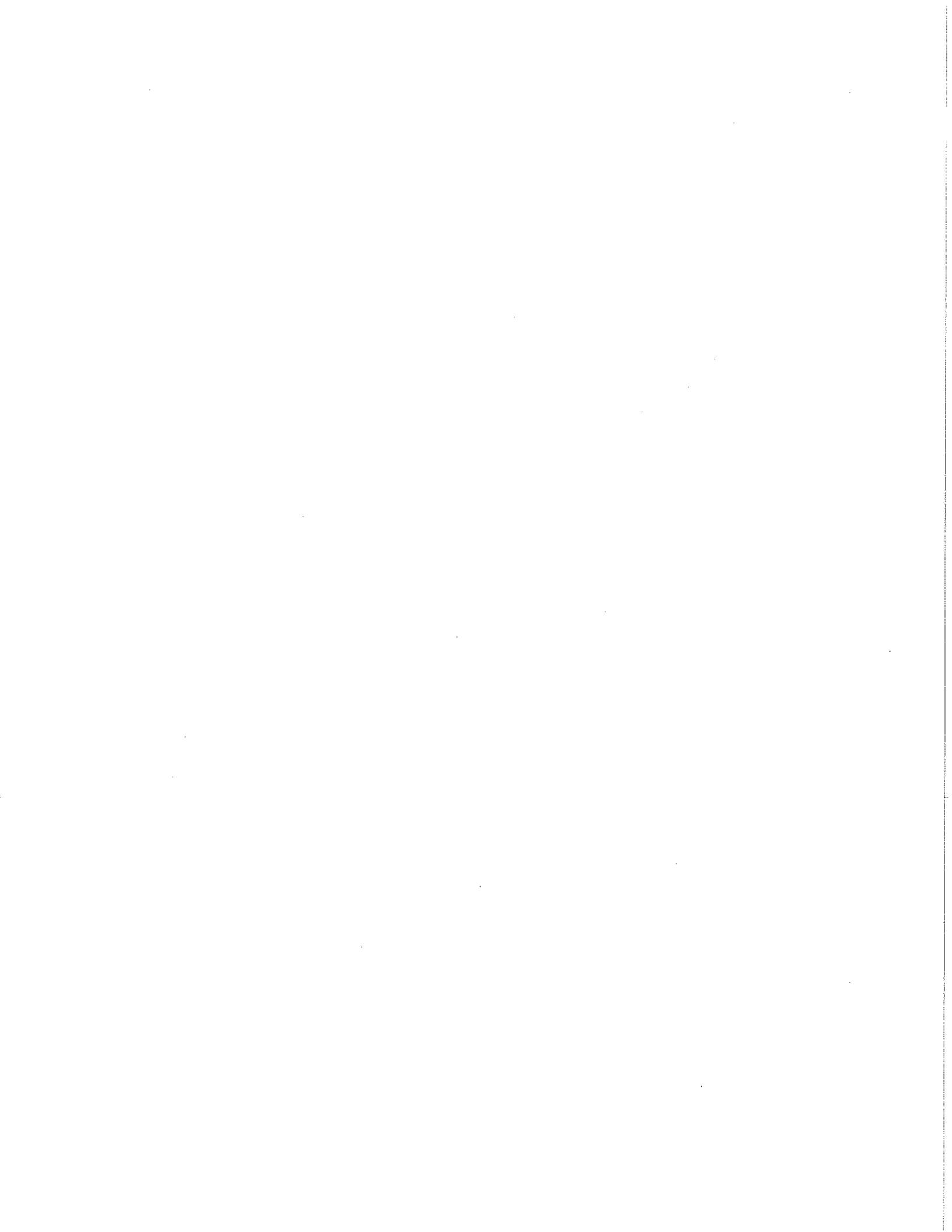
The Commissioners then discussed the budget requests as made by the department heads, elected officials, and component units and made decisions based on consensus. The Commission stated official action would be taken once they gave final approval of the FY18 budget prior to the State's submission deadline of March 28, 2017.

The Commission recessed for break at 10:32 am.
The Commission reconvened at 10:46 am.

The Commission continued their budget deliberations and adjourned at 12:17 pm. President Onoszko stated the Commission would reconvene on Friday, February 24, 2017 at 9:30 am to continue budget deliberations.

PETER ONOSZKO, PRESIDENT

Respectively Submitted:
Jessica D. Carroll
Administrative Assistant



SPECIAL SESSION

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the County Commission of said County and State continued and held in the County Commission meeting room of the Old Charles Town Library, 200 E. Washington Street, Charles Town, West Virginia on Friday, February 24, 2017, beginning at 9:30 o'clock a.m.

PRESENT: Peter Onoszko, President
Jane Tabb, Vice President
Josh Compton, Commissioner
Caleb Hudson, Commissioner
Patricia Noland, Commissioner
Stephanie Grove, County Administrator
Michelle Gordon, Finance Director
Jessica Carroll, Administrative Assistant

In re: Discussion of Development Authority Project and FY18 Budget Deliberations – Day 3

The meeting was called to order at 9:31 a.m. by Commissioner Onoszko.

Commissioner Hudson led the Pledge of Allegiance.

President Onoszko began the meeting by stating they would first discuss a potential Development Authority project with John Reisenweber, Director of the Jefferson County Development Authority. Due to the nature of the project, it was recommended that the Commission conduct this discussion in Executive Session.

- **Motion by Ms. Tabb to enter into Executive Session to discuss possible contractual matters. Motion seconded and unanimously approved.**
- **Motion by Ms. Tabb to come out of Executive Session. Motion seconded and unanimously approved.**

Michelle Gordon, Jefferson County Finance Director, then provided the Commission with a summary of the FY18 budget to-date based the changes made by the Commission during the previous days' deliberations.

The Commissioners then discussed the budget requests as made by the department heads, elected officials, and component units and made decisions based on consensus. As the Commission began to discuss the ambulance fee, it was the consensus of the Commission to hold a special session on the fee during a time certain so Denise Pouget, Director of the Jefferson County Emergency Services Agency, and members of the general public could be present for the discussion. No official action was taken regarding the FY18 Budget or the ambulance fee.

There being no further business, the meeting adjourned at 12:46 pm.

PETER ONOSZKO, PRESIDENT

Respectively Submitted:
Jessica D. Carroll
Administrative Assistant

SPECIAL SESSION

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the County Commission of said County and State continued and held in the County Commission meeting room of the Old Charles Town Library, 200 E. Washington Street, Charles Town, West Virginia on Friday, February 28, 2017, beginning at 9:30 o'clock a.m.

PRESENT: Peter Onoszko, President
Jane Tabb, Vice President
Josh Compton, Commissioner (via phone)
Caleb Hudson, Commissioner
Patricia Noland, Commissioner
Stephanie Grove, County Administrator
Michelle Gordon, Finance Director
Jessica Carroll, Administrative Assistant

In re: FY18 Budget Presentations – Day 8 – Ambulance Fee Discussion

The meeting was called to order at 9:31 a.m. by Commissioner Onoszko.

Commissioner Noland led the Pledge of Allegiance.

Commissioner Onoszko began the meeting by asking the other Commissioners if they'd provide unanimous consent to allow attendees to make public comment. The Commission agreed, and public comment was made by the following:

Ramona Wesling, resident – spoke against the ambulance fee and stated it should be funded from General Revenue.

Danny Lutz, resident – stated that although he dislikes paying the ambulance fee, he sees no alternative as it's likely General Revenue will continue to decline and the services that are provided by the ambulance fee are essential to the community.

Paul Ashbaugh, resident – complained about the ambulance fee since he has multiple rental properties on which to pay the fee and stated the County is always raising taxes instead of finding other ways to fund services.

Jack Hefestay, resident – stated he was not in favor of the ambulance fee and believes it should be funded from General Revenue.

Eleanor Finn, resident – spoke in support of the ambulance fee and requested the Commission not reduce, rescind, or replace the fee.

Terry Courtwright, resident – spoke against the ambulance fee and stated it should be funded from General Revenue.

Hali Taylor, resident – spoke in favor of the ambulance fee, stating, "taxes are the price we pay for living in a civilized society."

Jack Wysong, resident and member of Independent Fire Company – spoke in support of the

ambulance fee.

David Tabb, resident – spoke against the ambulance fee.

John Sherwood, resident – spoke in favor of the ambulance fee.

Chris Conroy, resident and JCESA Board Chair – spoke in favor of the ambulance fee because the JCESA needs more staffing to cover the high emergency call volume.

Ron Lieber, resident and Middleway volunteer – spoke in support of the ambulance fee as the cost of doing business increases each year. Also stated that because of the federal government agencies within the county, staffing needs to be adequate in the event of an all-hazards emergency.

Alan Sturm, resident - spoke in support of the fee, stating that \$40 per year was not a huge burden to pay for ambulance service and adequate response times.

Karen Phillips, resident – spoke against the ambulance fee and stated Jefferson County should increase their efforts to recruit volunteers for the local fire departments.

Rhonda Lehman, resident – spoke in favor of the ambulance fee and stated the Blue Ridge needs to receive the same services as the cities and municipalities as the population is just as dense.

There being no further comment, President Onoszko closed the public comment period, and Michelle Gordon, Finance Director, provided details concerning the ambulance fee in relation to the FY18 budget. Ms. Gordon recommended the Commission retain the ambulance fee at its current rate for FY18 and devise a plan to restructure and possibly increase the fee in the coming years, particularly for commercial units, by reviewing water and sewer usage comparable to the usage of residential units.

Each Commissioner then provided his or her view regarding the ambulance fee. Commissioners Onoszko, Compton, and Hudson each spoke in favor of reducing the ambulance fee by \$5 for FY18 and in future years pending review, while Commissioners Noland and Tabb spoke in favor of retaining the fee at \$40 per residential unit, \$20 per residential unit for residents with a Homestead Exemption, and \$80 per commercial unit. Commissioners Onoszko, Compton, and Hudson also agreed that the approximately \$100,000.00 lost through the \$5 ambulance fee reduction would be made up through the FY18 surplus.

There being no further business, the meeting was adjourned at 11:53 am.

PETER ONOSZKO, PRESIDENT

Respectively Submitted:
Jessica D. Carroll
Administrative Assistant

Minutes

Jefferson County Commission

Thursday, March 2, 2017

A meeting of the Jefferson County Commission was held on Thursday, March 2, 2017 in the County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414. Present were Commissioners Josh Compton, Caleb Hudson, Patricia Noland, Peter Onoszko and Jane Tabb. Also present were Stephanie Grove, County Administrator, Jessica Carroll, Executive Administrative Assistant and Jim Eddy, Bailiff. (An audio tape of the Thursday, March 2, 2017 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Compton led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Ms. Noland to approve the February 9, 2017 FY18 Budget Public Forum Minutes as presented. Motion seconded and unanimously approved.

Motion by Ms. Tabb to approve the February 13, 2017 Budget Presentation Minutes as presented. Motion seconded and unanimously approved.

Motion by Ms. Tabb to approve the February 14, 2017 Budget Presentation Minutes as presented. Motion seconded and unanimously approved.

Motion by Ms. Noland to approve the February 14, 2017 Board of Review and Equalization Minutes as presented. Motion seconded and unanimously approved.

Motion by Ms. Tabb to approve the February 15, 2017 Budget Presentation Minutes as presented. Motion seconded and unanimously approved.

Motion by Ms. Noland to approve the February 16, 2017 Regular Meeting Minutes as presented. Motion seconded and unanimously approved. (Ms. Tabb recused herself from this vote since she was not present for the February 16, 2017 meeting)

Motion by Ms. Noland to approve the February 16, 2017 Board of Review and Equalization Minutes as presented. Motion seconded and unanimously approved. (Ms. Tabb recused herself from this vote because she was not present for the February 16, 2017 Board of Review and Equalization)

Motion by Ms. Tabb to approve the February 17, 2017 Budget Presentation Minutes as presented. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
077916	PAYROLL	AMERICAN FAMILY LIFE ICU		\$ -	\$ 3,656.32	\$ 3,656.32
077917	PAYROLL	BOOTH AND MCCARTHY		\$ -	\$ 231.00	\$ 231.00
077918	424	BOLAND SERVICES		\$ -	\$ 125.00	\$ 125.00
077918	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
077918	425	BOLAND SERVICES		\$ -	\$ 166.00	\$ 166.00
077918	425	BOLAND SERVICES		\$ -	\$ 136.00	\$ 136.00
077918	425	BOLAND SERVICES		\$ -	\$ 898.00	\$ 898.00
077919	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
077920	PAYROLL	BUREAU F/CHILD SPVRT ENF		\$ -	\$ 212.31	\$ 212.31
077921	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
077922	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
077923	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 392.31	\$ 392.31
077924	PAYROLL	COLONIAL LIFE		\$ -	\$ 205.10	\$ 205.10
077925	425	COVENANT BUILDING MAINT		\$ -	\$ 651.00	\$ 651.00
077926	413	ESS ELECTION SYSTEMS &	52488	\$ 24,120.38	\$ -	\$ 24,120.38
077926	413	ESS ELECTION SYSTEMS &		\$ -	\$ 3,106.67	\$ 3,106.67
077927	424	J.C.EHRLICH		\$ -	\$ 31.00	\$ 31.00
077927	425	J.C.EHRLICH		\$ -	\$ 616.00	\$ 616.00
077928	PAYROLL	KAREN ECHEMENT		\$ -	\$ 25.85	\$ 25.85
077928	PAYROLL	KAREN ECHEMENT		\$ -	\$ 76.29	\$ 76.29
077929	PAYROLL	JESSICA GORMONT		\$ -	\$ 164.50	\$ 164.50
077930	412	GREATAMERICA FINANCL SVC		\$ -	\$ 315.64	\$ 315.64
077931	425	G & TRIPLE T. LLC		\$ -	\$ 210.34	\$ 210.34

077931	425	G & TRIPLE T. LLC		\$ -	\$ 1,080.00	\$ 1,080.00
077932	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 16,243.13	\$ 16,243.13
077933	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
077934	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,710.00	\$ 5,710.00
077935	712	LANGUAGE LINE SERVICES		\$ -	\$ 103.79	\$ 103.79
077936	PAYROLL	CARRIE L. LEHMAN		\$ -	\$ 3.97	\$ 3.97
077937	404	MONROE SYS FOR BUSINESS		\$ -	\$ 415.86	\$ 415.86
077938	712	PRIORITY DISPATCH	52557	\$ 7,655.25	\$ -	\$ 7,655.25
077939	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 415.00	\$ 415.00
077940	425	MILLER'S SUPPLIES AT WOR		\$ -	\$ 982.50	\$ 982.50
077941	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
077942	404	KAREN NICK		\$ -	\$ 40.42	\$ 40.42
077943	PAYROLL	TERRY PALMER		\$ -	\$ 819.52	\$ 819.52
077944	425	RCS SECURITY		\$ -	\$ 456.00	\$ 456.00
077945	704	WV REGIONAL JAIL &		\$ -	\$ 125,787.75	\$ 125,787.75
077946	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 45,338.36	\$ 45,338.36
077946	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,603.20	\$ 10,603.20
077946	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 4.34	\$ 4.34
077946	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 1.02	\$ 1.02
077946	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 3.06	\$ 3.06
077946	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 42,300.58	\$ 42,300.58
077947	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 32,200.25	\$ 32,200.25
077947	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 938.00	\$ 938.00
077947	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 1.62	\$ 1.62
077948	403	WV ASSOC OF CIRCUIT CLER		\$ -	\$ 100.00	\$ 100.00
077949	425	SHERWIN-WILLIAMS		\$ -	\$ 114.86	\$ 114.86
077950	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 10,822.24	\$ 10,822.24
077950	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 15,278.52	\$ 15,278.52
077951	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 2,900.00	\$ 2,900.00
077951	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 190.00	\$ 190.00
077952	425	CAPITAL TRISTATE		\$ -	\$ 39.27	\$ 39.27
077952	425	CAPITAL TRISTATE		\$ -	\$ 16.29	\$ 16.29
077952	425	CAPITAL TRISTATE		\$ -	\$ 459.82	\$ 459.82
077952	425	CAPITAL TRISTATE		\$ -	\$ 280.13	\$ 280.13
077952	425	CAPITAL TRISTATE		\$ -	\$ (45.87)	\$ (45.87)
077952	425	CAPITAL TRISTATE		\$ -	\$ 99.99	\$ 99.99
077952	425	CAPITAL TRISTATE		\$ -	\$ 125.71	\$ 125.71
077952	425	CAPITAL TRISTATE		\$ -	\$ 133.06	\$ 133.06
077953	PAYROLL	DUSTIN TABLER		\$ -	\$ 764.06	\$ 764.06
077954	425	VITAL SIGNS		\$ -	\$ 115.00	\$ 115.00

077955	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 1.59	\$ 1.59
077955	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 4.25	\$ 4.25
077955	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 23,438.71	\$ 23,438.71
077955	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 62,502.96	\$ 62,502.96
077956	717	WHOLESALE TIRES, INC.		\$ -	\$ 72.39	\$ 72.39
077957	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 6,413.93	\$ 6,413.93
077957	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 3,206.94	\$ 3,206.94
TOTAL						\$ 456,127.11
TOTAL				\$ 31,775.63	\$ 424,351.48	\$ 456,127.11

Motion by Ms. Tabb to approve the Accounts Payable for February 23, 2017 in the amount of \$456,127.11. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
077959	406	ANGELA L BANKS		\$ -	\$ 59.00	\$ 59.00
077960	425	BERKELEY GLASS INC*		\$ -	\$ 23.00	\$ 23.00
077961	428	RUSSELL BURGESS		\$ -	\$ 559.96	\$ 559.96
077962	402	CTWV-APA CHARLES TOWN AP		\$ -	\$ 15.00	\$ 15.00
077963	425	OLD CHARLES TOWN LIBRARY		\$ -	\$ 1,500.00	\$ 1,500.00
077964	PAYROLL	DELTA DENTAL OF WV		\$ -	\$ 6,267.58	\$ 6,267.58
077965	PAYROLL	KAREN ECHEMENT		\$ -	\$ 73.76	\$ 73.76
077966	PAYROLL	ROGER GOODWIN		\$ -	\$ 128.35	\$ 128.35
077967	PAYROLL	THE HARTFORD		\$ -	\$ 2,266.95	\$ 2,266.95
077967	PAYROLL	THE HARTFORD		\$ -	\$ 4,124.16	\$ 4,124.16
077968	403	JEFFERSON CENTER		\$ -	\$ 100.00	\$ 100.00
077969	PAYROLL	GAIL MAGAHA		\$ -	\$ 652.61	\$ 652.61
077970	PAYROLL	HIGHMARK WV		\$ -	\$ 170,519.30	\$ 170,519.30
077971	PAYROLL	MILLENIUUM INSURANCE GROU		\$ -	\$ 750.00	\$ 750.00
077972	425	MILLER'S SUPPLIES AT WOR		\$ -	\$ 676.79	\$ 676.79
077972	425	MILLER'S SUPPLIES AT WOR		\$ -	\$ 133.73	\$ 133.73
077972	425	MILLER'S SUPPLIES AT WOR		\$ -	\$ 107.96	\$ 107.96
077973	PAYROLL	NATIONAL VISION ADMIN.		\$ -	\$ 1,748.20	\$ 1,748.20
077974	428	OFFICEMAX		\$ -	\$ 726.57	\$ 726.57
077974	428	OFFICEMAX		\$ -	\$ 297.84	\$ 297.84
077974	428	OFFICEMAX		\$ -	\$ 131.18	\$ 131.18
077975	700	WILLIAM POTTER		\$ -	\$ 16.84	\$ 16.84
077976	425	RCS SECURITY		\$ -	\$ 135.00	\$ 135.00

077977	700	SHEPHERDSTOWN FIRE CO		\$ -	\$ 2,470.00	\$ 2,470.00
077978	717	SUPERIOR AUTO BODY		\$ -	\$ 1,944.65	\$ 1,944.65
077979	PAYROLL	DUSTIN TABLER		\$ -	\$ 830.03	\$ 830.03
077980	403	W.B. MASON CO. INC		\$ -	\$ 23.99	\$ 23.99
077980	404	W.B. MASON CO. INC		\$ -	\$ 123.42	\$ 123.42
TOTAL					\$ 196,405.87	\$ 196,405.87

Motion by Mr. Onoszko to approve the Accounts Payable for March 2, 2017 in the amount of \$196,405.87. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Ms. Noland to approve the Payroll for February 23, 2017 in the amount of \$245,304.49. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Eleanor Finn, resident – thanked the Commissioners for allowing public comment during the meeting to discuss the ambulance fee. Ms. Finn also asked the Commission to attend a County sponsored Open Meetings and Ethics training.

Ed Hannon, Deputy Director of the Jefferson County Emergency Services Agency – invited Commissioners Compton and Hudson to attend a ride-along during an ESA shift.

David Tabb, resident – stated the Commission should have rescinded the ambulance fee and provided updates regarding his various cases against the Commission.

PRESENTATIONS

1. Angela Banks, Assessor – requested approval of the following exonerations:

<u>NAME</u>	<u>TYPE</u>	<u>DISTRICT</u>	<u>TICKET NO.</u>	<u>AMOUNT</u>
Amanda and Jason Roberson	PP	CTD	303912	\$334.50

- **Motion by Ms. Noland to approve the Exonerations as presented by the Assessor. Motion seconded and unanimously approved.**

<u>NAME</u>	<u>TYPE</u>	<u>DISTRICT</u>	<u>TICKET NO.</u>	<u>AMOUNT</u>
Dolores and John Hines	PP	Shepherdstown	315447	\$103.08

- **Motion by Ms. Noland to approve the Exonerations as presented by the Assessor. Motion seconded and unanimously approved.**

<u>NAME</u>	<u>TYPE</u>	<u>DISTRICT</u>	<u>TICKET NO.</u>	<u>AMOUNT</u>
Nanie Edwards	PP	Middleway	311583	\$159.32

- **Motion by Ms. Tabb to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.**

2. Peter Dougherty, Sheriff

a. Requested the approval of ten sheriff's reserve deputies.

- **Motion by Ms. Tabb to approve the appointment of Donald Dean, David Stafford, Frances Eugene Sowers, Paul Capel III, Kendall Barrett, Bradley Howard, Richard Henderson, Troy Kelican, Ronald Graves, and Francis Joseph Flanherty as sheriff's reserve deputies. Motion seconded and unanimously approved.**

b. Discussion of homeless & vagrancy issue and safety concerns for the citizens of Patrick Henry Estates.

3. Ronda Eddy, Director, Jefferson Day Report Center – requested the approval of the Community Corrections Grant Application and Resolution.

- **Motion by Ms. Noland to approve the Community Corrections Grant Application and Resolution as presented and to authorize the President of the Commission to sign the documents. Motion seconded and unanimously approved.**

4. Interview and Appointment to the Eastern Panhandle Transit Authority – one unexpired term ending January 31, 2018.

- **Motion by Ms. Noland to appoint Joy Lewis to the Eastern Panhandle Transit Authority Board of Directors for one unexpired term ending January 31, 2018. Motion seconded and unanimously approved.**

5. The Commission recessed for break at 10:45 am.
The Commission reconvened at 11:00 am.

6. Jennifer Brockman, County Planner – requested the scheduling of a public hearing “SB 595” Vested Development Time Extensions Proposal.

- **Motion by Ms. Tabb to schedule a public hearing on “SB 595” Vested Development Time Extensions Proposal on March 30, 2017 at 7:30 pm regarding the proposed Policy on Vested Property Rights, including the following language:**

- **The validity of any subdivision plan or plat that was valid and outstanding as of January 1, 2010 and had received preliminary approval by the Planning Commission prior to March 1, 2010 shall be extended from July 1, 2017 until July 1, 2020. Any other plan or permit associated with the subdivision or land development plan or plat shall also be extended for the same time period.**
- **The requirements for the vesting of property rights contained in an ordinance enacted pursuant to WV Code 8A-4-2 that require the performance of any action within a certain time period for any subdivision or land development plan or plat that was valid and outstanding as of January 1, 2010 and had received preliminary approval by the Planning Commission prior to March 1, 2010 shall be extended from July 1, 2017 to July 1, 2020. This provision would apply to all special and conditional use permits or any other agreement of zoning action.**
- **Any plan or plat affected by this extension shall conform to the Stormwater Requirements of the most current regulations in effect at the time when the plan or plat is submitted for approval.**

- **Motion seconded and unanimously approved.**

7. **Roger Goodwin, Chief County Engineer**

- a. Partial Construction Bond Release for CTSS, LLC – Charles Town Self Storage Expansion (File #S16-01)

Commission to apply for a WV Culture and History Cultural Facilities and Capital Resource Grant to construct Phase I of the amphitheater project at Sam Michael's Park.

- **Motion by Ms. Noland to support the grant application to the WV Culture and History Capital Reserve Resource Grant in the amount of \$100,000 to begin construction of Phase I of the amphitheater at Sam Michael's Park and approve the accompanying Resolution. Motion seconded and unanimously approved.**

9. Nathan Cochran, Assistant Prosecuting Attorney

- Discussion of issues related to consolidation and infrastructure of the PSD and interaction with Charles Town and Ranson
- **Motion by Ms. Noland to enter into Executive Session to received legal counsel. Motion seconded and unanimously approved.**
- **Motion by Ms. Noland to come out of Executive Session. Motion seconded and unanimously approved.**
- **Motion by Mr. Onoszko to authorize counsel to respond to a letter sent by the City of Ranson requesting that the initial meeting regarding the consolidation/acquisition of assets of the JCPSD be held between the attorneys for all parties prior to a public meeting on the same subject and also request that this meeting be moved from Monday, March 6, 2017 to Monday, March 13, 2017. Motion seconded and unanimously approved.**
- **Motion by Mr. Onoszko to request Commissioners Tabb and Hudson attend the meeting with the Ranson City Council if Ranson does not agree to change the meeting date from March 6, 2017 to March 13, 2017. Motion seconded and unanimously approved.**
- **Motion by Mr. Onoszko to invite the Jefferson County Public Service District Board to meet with the Jefferson County Commission to further discuss the issue of consolidation. Motion seconded and unanimously approved.**
- Continued review of potential issues and changes regarding Zoning Ordinance ZTA16-01
 - **Motion by Mr. Hudson to enter into Executive Session to receive legal counsel. Motion seconded and unanimously approved.**

- **Motion by Mr. Hudson to come out of Executive Session. Motion seconded and unanimously approved.**
- **Motion by Mr. Onoszko to approve the changes to the Jefferson County Zoning and Land Development Ordinance as a result of legal review and include them in ZTA16-01. Motion seconded and unanimously approved.**
 - The Commission requested the Planning Director and Zoning Administrator bring back a clean copy of the Zoning Text Amendment (ZTA16-01) during the March 16, 2017 regularly scheduled county commission meeting.
- Discuss possible litigation regarding liens instrument #201600005542
 - **Motion by Ms. Tabb to enter into Executive Session to receive legal counsel. Motion seconded and unanimously approved.**
 - **Motion by Mr. Hudson to come out of Executive Session. Motion seconded and unanimously approved.**
 - It was the consensus of the Commission to request the Prosecuting Attorney to render a report on the ramifications of the lien filed by Mr. Tabb on county property and provide recommended actions to the Commission during the March 16, 2017 regularly scheduled County Commission meeting.
- Discussion of Mandate on Case No. 15-1155
 - Mr. Cochran advised there was no further action to be taken by the Commission on this matter.

UNFINISHED BUSINESS

10. Request for a pledge of \$10,000 to an agency endowed fund, *Our History, Our Community Fund*, at Eastern WV Community Foundation
 - **Motion by Mr. Onoszko to provide a \$10,000 pledge to an agency endowed fund, Our History, Our Community Fund, at Eastern WV Community Foundation for the benefit of the Jefferson County Historic Landmarks Commission. Motion seconded and fails on a vote of 1-4 with Commissioners Noland, Compton, Hudson and Tabb opposing.**

NEW BUSINESS

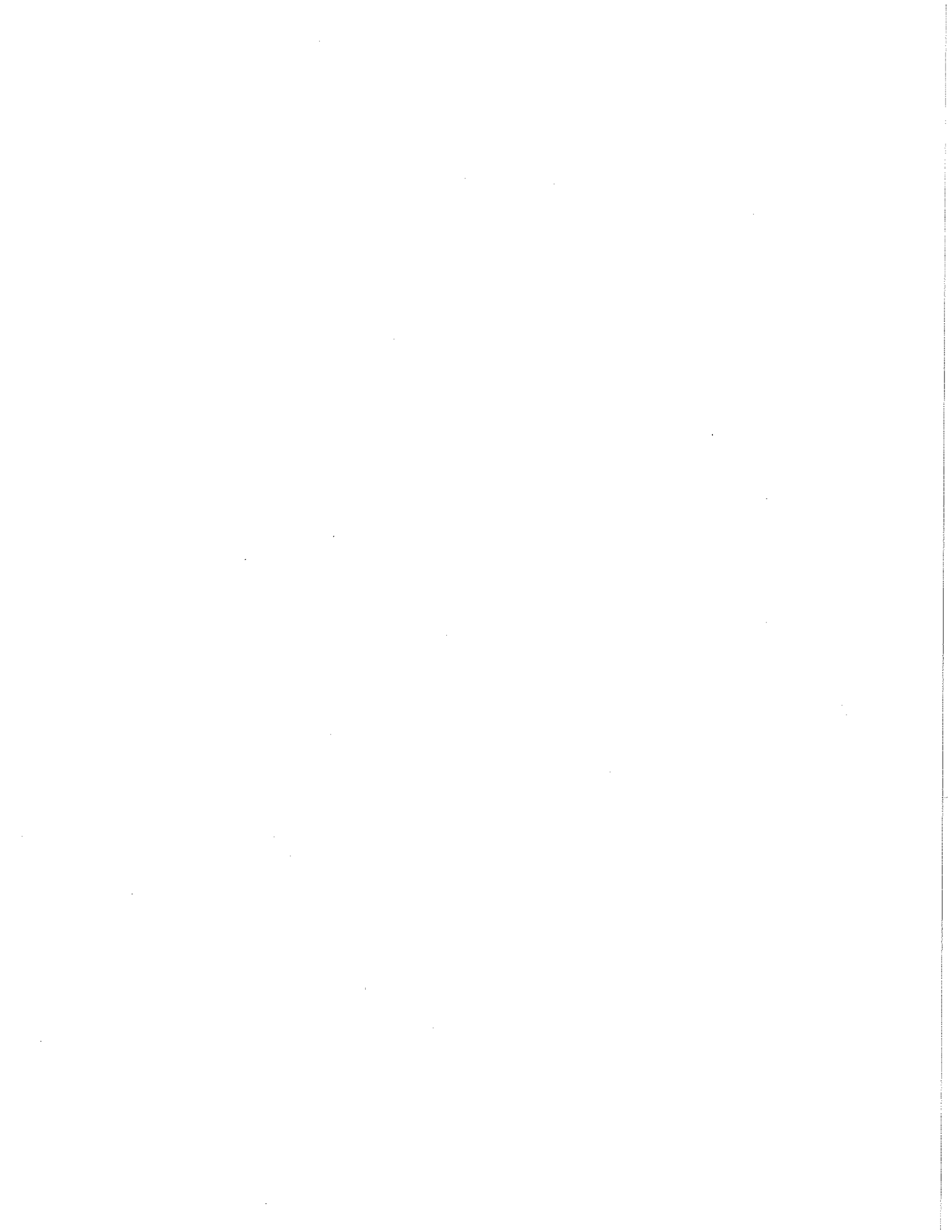
11. Set date and time to hold a public hearing regarding a zoning map amendment request from Mr. Anthony Colandrea, owner, Jefferson Reality, LLC, and to send to the Planning and Zoning for review and determination of consistency with the Comprehensive Plan.
 - It was the consensus of the Commission to hold a public hearing on the matter listed above during the April 6, 2017 Regular County Commission meeting beginning at 1:30 pm.
12. Discussion of the feasibility of holding County Commission meetings in the evening several times during the year.
 - It was the consensus of the Commission that, if a month includes a fifth Thursday, the regularly scheduled meeting will be held at 7:00 pm on that fifth Thursday as opposed to 9:30 am.

COUNTY ADMINISTRATOR REPORTS

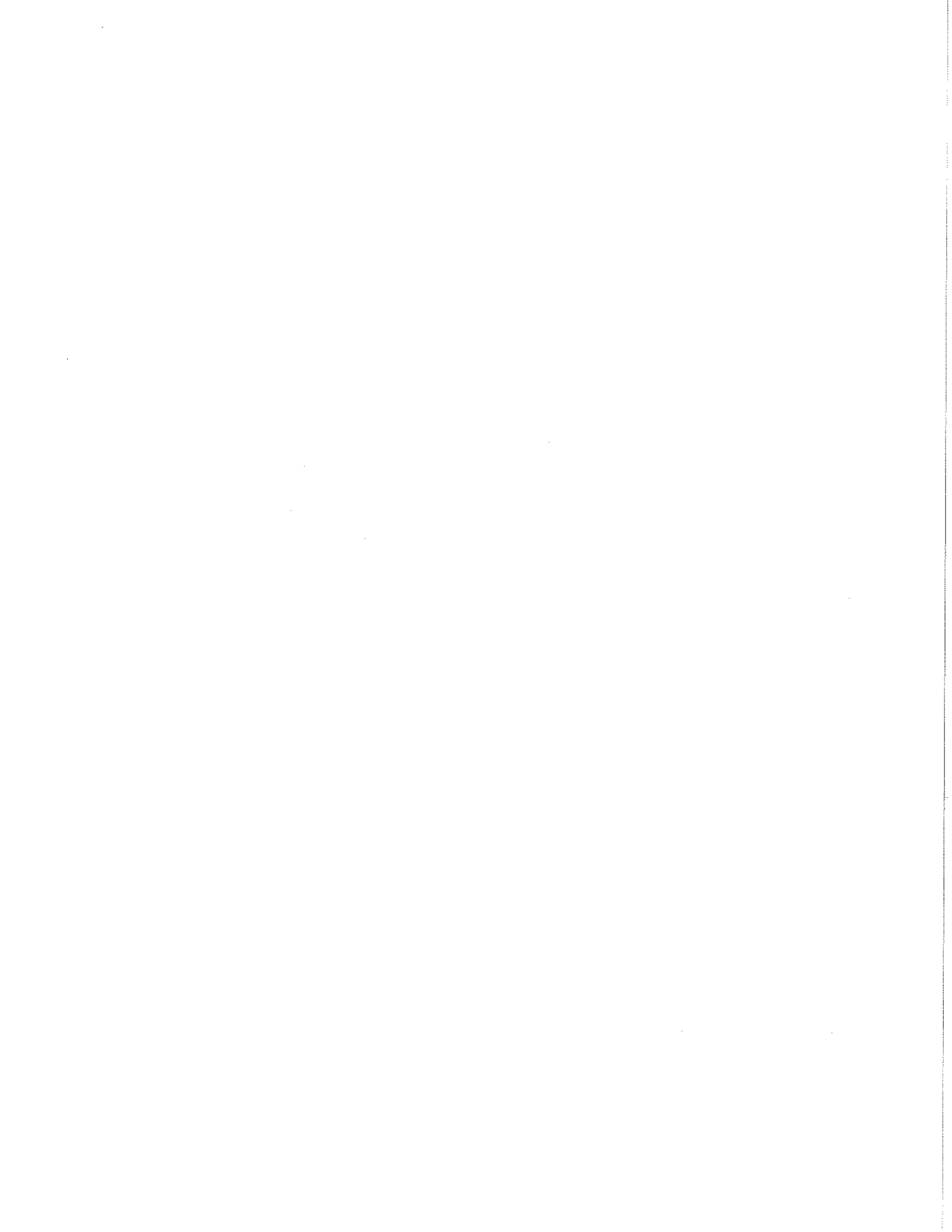
- Executive Session – Employee Grievances
 - **Motion by Ms. Noland to enter into Executive Session to discuss personnel issues. Motion seconded and unanimously approved.**
 - **Motion by Ms. Tabb to come out of Executive Session. Motion seconded and unanimously approved.**
13. There being no further business, motion by Mr. Compton to adjourn at 4:32pm. Motion was seconded and unanimously approved.

PETER ONOSZKO, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant



DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 377,282.13		\$ 377,282.13
6.2% Tax Payable OASDI	22,559.87		\$ 22,559.87
1.45% Tax Payable HI	5,276.07		\$ 5,276.07
Fed Withholding	42,646.94		\$ 42,646.94
WV State Withholding	16,226.25		\$ 16,226.25
PERS Retirement Deduct 4.5%	11,419.96		\$ 11,419.96
PERS Retirement Deduct 6%	1,652.26		\$ 1,652.26
Hosp. Pre-Tax	10,930.50		\$ 10,930.50
Cancer/ICU Pre-Taxed	1,018.35		\$ 1,018.35
Cancer/ICU Not Pre-Taxed	809.81		\$ 809.81
Optional Life Not Pre-Taxed	2,058.08		\$ 2,058.08
Christmas Club	5,660.00		\$ 5,660.00
Wage Attach #1	1,276.93		\$ 1,276.93
Wage Attach #3	212.31		\$ 212.31
DSRS Retirement Deduct 8.5%	6,032.85		\$ 6,032.85
457 - Nationwide	749.00		\$ 749.00
457I - Empower	2,900.00		\$ 2,900.00
457R - Roth	215.00		\$ 215.00
MD State Tax	534.37		\$ 534.37
D/VF	1,463.76		\$ 1,463.76
VA. State Tax	117.59		\$ 117.59
COLONIAL(PLUS)	102.55		\$ 102.55
Total Deductions	\$ 133,862.45	\$ -	\$ 133,862.45
Net Wages Total	\$ 243,419.68	\$ -	\$ 243,419.68
Payroll Date	9-Mar-2017		



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jacki Shadle

Department or Organization: **County Clerk**

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: **March 16, 2017, Need this on the agenda, as soon as possible, to fill job vacancy.**
If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject-Requesting that Kelly R. Dardis, be approved to fill the vacancy in the Front Office of the County Clerk's Office.

Please provide the County Commission with a description of your request or presentation, including any background information:
Requesting that Kelly R. Dardis be approved at a starting salary of \$29,690.42, which is a Grade II, Step E. This is to fill a vacancy in the Front Office.

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

We hereby approve the hiring of Kelly R. Dardis by the County Clerk at a starting salary of \$29,690.42.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N**. Telephone for conference call **Y/N**

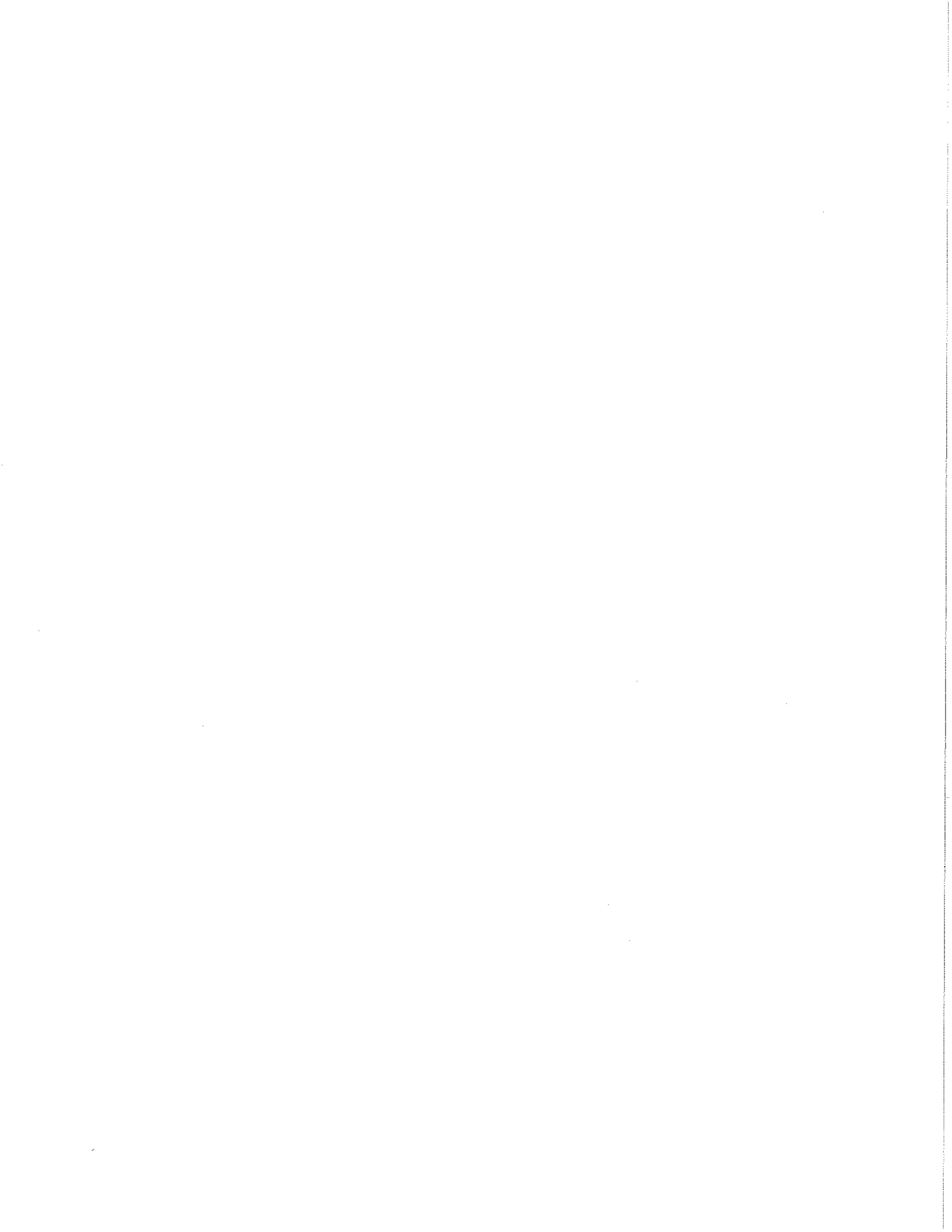
Contact information: Jacki Shadle

Email address: jshadle@jeffersoncountywv.org

Phone Number: 304-728-3347 or ext. 1602

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Matthew Harvey**

Department or Organization: **Prosecuting Attorney**

Estimation of amount of time needed for appointment: **15 minutes**

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **1) Approval of employment for two assistant prosecuting attorneys 2) Reclassify Assistant Prosecuting Attorney in Civil Division and approve corresponding budget revision**

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N Yes

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): **1) Motion to approve the hire of two assistant prosecuting attorneys. 2) Motion to approve the reclassification of Nathan Cochran and approve the corresponding budget revision.**

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

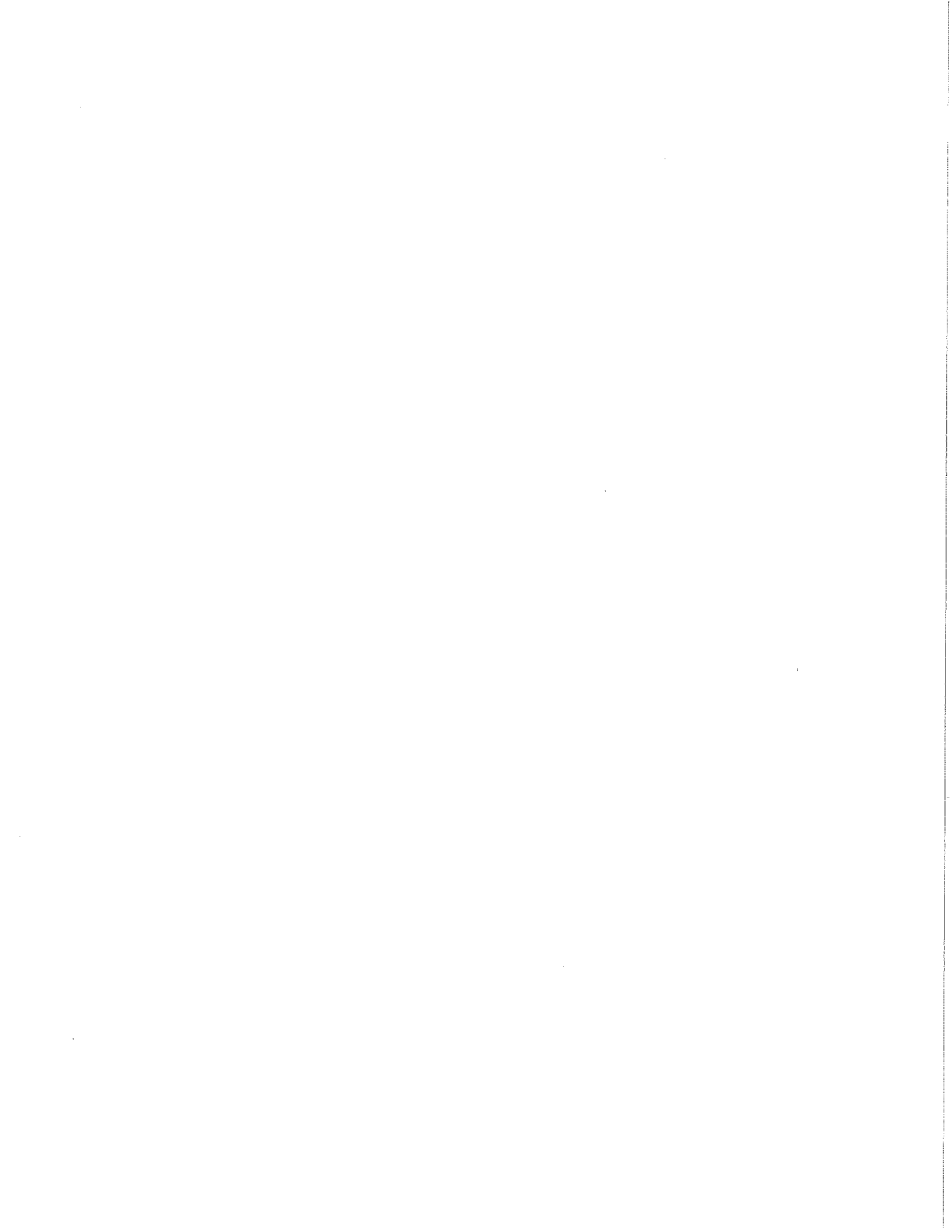
Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Debra Young

Department or Organization: Jefferson County Victim Assistance Program

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice:

If a specific date is needed, please provide reason for specific date: ~~March 29, 2017~~ March 16, 2017

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Approval and signing of VOCA Grant Application

Please provide the County Commission with a description of your request or presentation, including any background information: After the Commission's review of the VOCA Grant Application we are requesting the approval of the Grant Application and for the President of the Commission to sign the Application. The Grant Application is to be received in the Division of Community and Justice Services Office in Charleston, WV on April 7, 2017

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Motion for approval and signing of the 2017 VOCA Grant Application.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

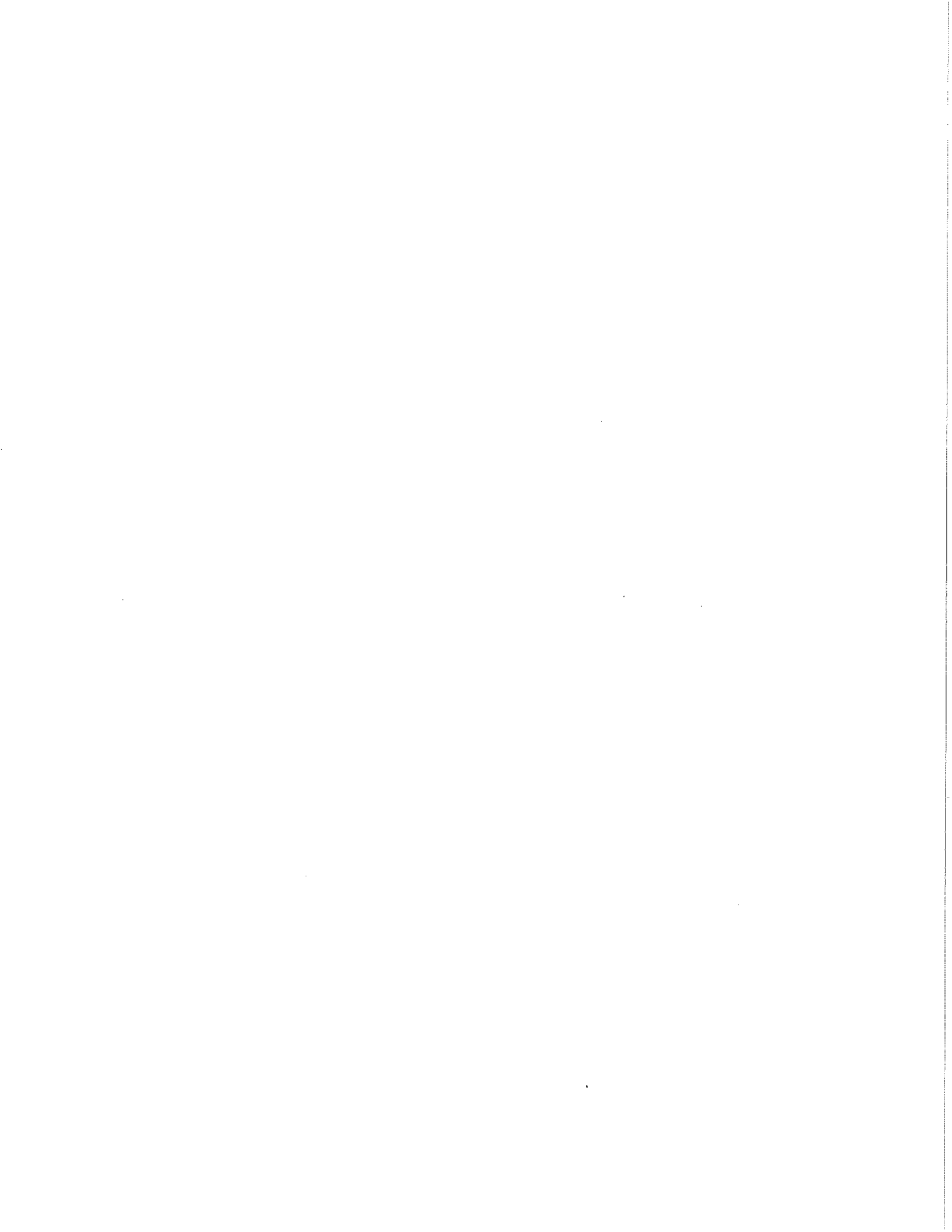
Contact information: Debra Young

Email address: dyoung@jeffersoncountywv.org

Phone Number: 304-725-6550

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



Victim of Crime Act (VOCA) Victim Assistance Grant Program Application	General Administrative Information Page 1
---	--

<i>Applicant Agency:</i> Address:	Jefferson County Commission PO Box 250 Charles Town, WV 25414	Type of Agency <input type="checkbox"/> State <input checked="" type="checkbox"/> County <input type="checkbox"/> Municipal <input type="checkbox"/> Non-Profit
Phone:	304-728-3284	
Fax Number:	304-728-7916	

<i>Project Director:</i> Matthew L. Harvey Address: PO Box 729 Charles Town, WV 25414 Phone: 304-728-3243 Fax: 304-728-3293 Email: mharvey@jeffersoncountywv.org	<i>Fiscal Officer:</i> Michelle Gordon Address: PO Box 250 Charles Town, WV 25414 Phone: 304-728-3284 Fax: 304-728-7916 Email: mgordon@jeffersoncountywv.org
---	---

Amount Requested: **\$79,037.00** Amount Awarded:
 Project Period: **October 1, 2017 – September 30, 2018**

Percent Breakdown by Crime Category:	Number of years previously funded: <u>19</u>	Geographic Area Served:
30 Domestic Violence		County(ies): Jefferson
30 Sexual Assault	Estimated number of victims to be served by grant: <u>500</u>	Population: 56,482
30 Child Abuse		Rural/Urban: rural
10 Underserved Pop.		

Project Title: **Jefferson County Victim Assistance**

Project Description: The Program provides direct services to all victims of crime but places an emphasis on serving the needs of victims of violent crime and under-served populations. The Program will seek to prevent the re-victimization of crime victims by providing a host of services.

Certification: To the best of my knowledge, the information contained in this application is true and correct. The submission thereof has been duly authorized by the governing body and the applicant will comply with the attached special conditions and assurances, if funding is provided.

Authorized Official: Peter Onoszko	Title: President, Jefferson County Commission
Address: Jefferson County Commission PO Box 250 Charles Town, WV 25414	Phone: 304-728-3284 Fax: 304-725-7916 E-Mail: ponoszko@aol.com
Signature:	Date:

Applicant: Jefferson County Commission	FEIN Number: 55-6000333 DUNS Number: 077414548
---	---

Category	VOCA Requested Funds	Matching Funds	Total Budget
Personnel / Contractual	\$78,537.00	\$19,760.00	\$98,297.00
Travel / Training	\$500.00		\$500.00
Space			
Other			
Totals	\$79,037.00	\$19,760.00	\$98,797.00

Funding Strategy

Funding Source(s)	Amount	Status
VOCA Grant Funds	\$79,037.00	P
Jefferson County Commission	\$19,760.00	C
Total	\$98,797.00	

- Funding Source - Separately list each source of funds that will be used in the program.
- Amount - Enter the amount received or anticipated for each
- Status - Indicate the status of each funding source as follows:
 - P – Projected grant, loan or donation
 - A – Application submitted and under review
 - C – Funds Committed
 - R – Funds received, appropriated or on hand

Detailed Project Cost by Budget Category	Requested VOCA Funds	Matching Funds	Recommendation
			DJCS Use Only
<u>Personnel / Contractual</u>			
Full-Time Victim Advocate Debra Young - Salary	\$30,727.00	\$5,920.00	
Full-Time Victim Advocate Crystal Gumbel-Shade - Salary	\$28,652.00	\$5,920.00	
Part-Time Advocate- 80 hours monthly @\$18.50 an hour	\$17,760.00		
7.65% FICA	\$1,359.00		
.22% Workers Compensation	\$39.00		
Full-Time Support Staff Gail McMillion - Salary		\$5,920.00	
Volunteer Hours \$10.00/hour		\$1,500.00	
<u>Travel / Training</u>			
DJCS Pre-Approved Travel/Training	\$500.00		
<u>Space:</u>			
<u>Other:</u>			
Total Requested VOCA Funds	\$79,037.00		
Total Matching Funds		\$19,760.00	
Total of Recommendation (DJCS Only)			

Provide here a justification and explanation of the budget items shown on pages 3 and 3a of this application. This should contain specific criteria and data used to arrive at estimates and/or costs for all items listed. In completing the project budget narrative, please identify data by the major budget category involved (e.g., Personnel/Contractual, Travel/Training, Equipment, and Other). Please differentiate between project grant and matching funds (if applicable). For all Personnel/Contractual positions (salary, hourly, overtime) that are requesting Fringes please list the percentages (%) for each. **For all full-time hourly positions and part-time hourly positions (not salaried) please include an hourly rate x hours per month.** *Please note that effective July 1, 2012 all salaried positions (whether it be 100%, 80%, etc.) may be reimbursed on a 12 month cycle. Example: If you are a salaried employee requesting 100% of your salary of \$35,000, the most you will be reimbursed for a month period is \$2,916.66. If you are a salaried employee requesting 80% of your total salary of \$35,000, the most you will be reimbursed per month will be \$2,333.33 over 12 months, not to exceed the \$28,000, or 80% of the \$35,000 salary.* **Requested Increase in Grant Funds: If requesting an increase or change in grant funds from previous grant awarded amounts, applicants are to include a detailed description and justification for the increase/change in funds.**

Applications submitted which do not provide a sufficient narrative may be subject to exclusion. Use additional blank pages as necessary.

Additionally, provide an identified breakdown of matching funds. **Be sure to label the matching funds breakdown as such.** Attach additional pages if necessary.

Personnel/Contractual: Funds requested from VOCA are to be used as Personnel/Contractual Salaries for the currently employed two Full-time Victim Advocates and the new request of salary and benefits of one Part-Time Victim Advocate. The Program is requesting the new position of a Part-Time Advocate due to the addition of a Circuit Court Judge in Jefferson County. The 23rd District Judicial Circuit includes Berkeley, Jefferson and Morgan counties; it is the largest circuit court district in West Virginia. In 2015, in response to the growing caseload in the Eastern Panhandle, the West Virginia Legislature added an additional Circuit Court Judge. As of January 1, 2017, Jefferson County now has two Circuit Court Judges and three Magistrates often holding court at the same time. The addition of a Part-Time Advocate would allow the Program to meet the demands of notifying victims of hearings, accompanying victims to court or attending hearings on behalf of victims, keeping victims apprised of any relevant information regarding their cases, advocating on behalf of victims and generally providing all services to victims that the Full-Time Advocates are currently providing. The requested Part-Time Advocate position would work eighty hours monthly (or twenty hours weekly). The requested VOCA Funds are crucial to maintain the current Program with providing direct services to Crime Victims in Jefferson County.

Please see the attached sheet for specific breakdown of Personnel/Contractual funds. (See Attachment)



Name: Bruce Matthews

Department or Organization: **Veterans Of Foreign Wars Of The United States Of America, Charles Town Post 3522**

Estimation of amount of time needed for appointment:

Date Requested—1st Choice:

If a specific date is needed, please provide reason for specific date:

Date Requested—2nd Choice:

Subject (Wording to be placed on agenda. **Elimination of Ambulance fee for veterans since we already have this service as a benefit of being a veteran**

Please provide the County Commission with a description of your request or presentation, including any background information:

I will present information as to how veterans have this service reimbursed by the Veteran's Administration when it is a charge for a one time service but that the VA will not reimburse an annual fee because they consider it to be a tax and offer two alternatives that will relieve veterans of this "tax", the second of which will save the County considerable money as well.

Is this a funding request? Y/N No

If so, how much? \$

Provide exact financial impact/request:

Recommend motion (*Please type out the wording of the motion that you would like the Commission to approve*) EITHER: 1.) To exempt all veterans from the Ambulance Fee, OR, 2.) To begin charging for Ambulance Services on a per use (or at cost) basis - This will greatly reduce the cost of billing and collection annually since less than one tenth of the county residents would have to be billed and collected from. It would also greatly reduce on eliminate the use of ambulances as a "taxi ride" to the hospital. Either 1 or 2 above will reward all veterans by allowing them to take advantage of a benefit they have already earned and which is paid for by the Veteran's Administration.

Attach supporting documents for request or request may be denied.

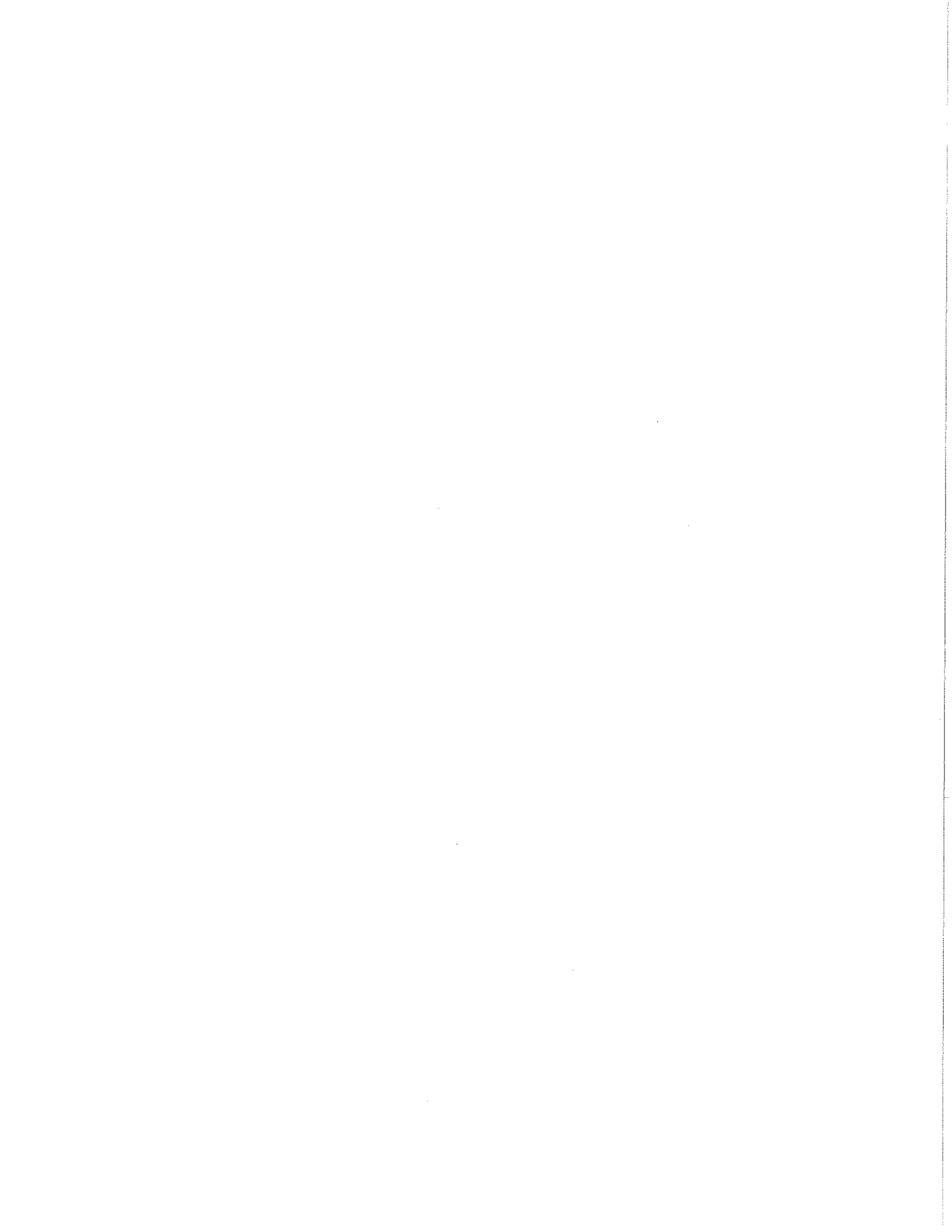
Is equipment needed? Projector **Y/N** Internet/WiFi **Y/N** Telephone for conference call **Y/N**

Contact information: Bruce Matthews, 27 Eagles Nest, Harpers Ferry, WV 25425

Email address: Bruce173@gmail.com Phone Number: (301) 694-8841

FOR COMMISSION STAFF USE ONLY—FINANCIAL IMPACT/RECOMMENDATION

--



AGENDA REQUEST FORM

www.jeffersoncountywv.org

NAME: Lynn Fields

DEPARTMENT OR ORGANIZATION: Probate Office

ESTIMATION OF TIME NEEDED FOR APPT.: 10-15 minutes

DATE REQUESTED: 1ST CHOICE April 20th, 2017

IF A SPECIFIC DATE IS NEEDED, PLEASE PROVIDE REASON FOR SPECIFIC DATE:

SUBJECT: Quarterly Probate Review

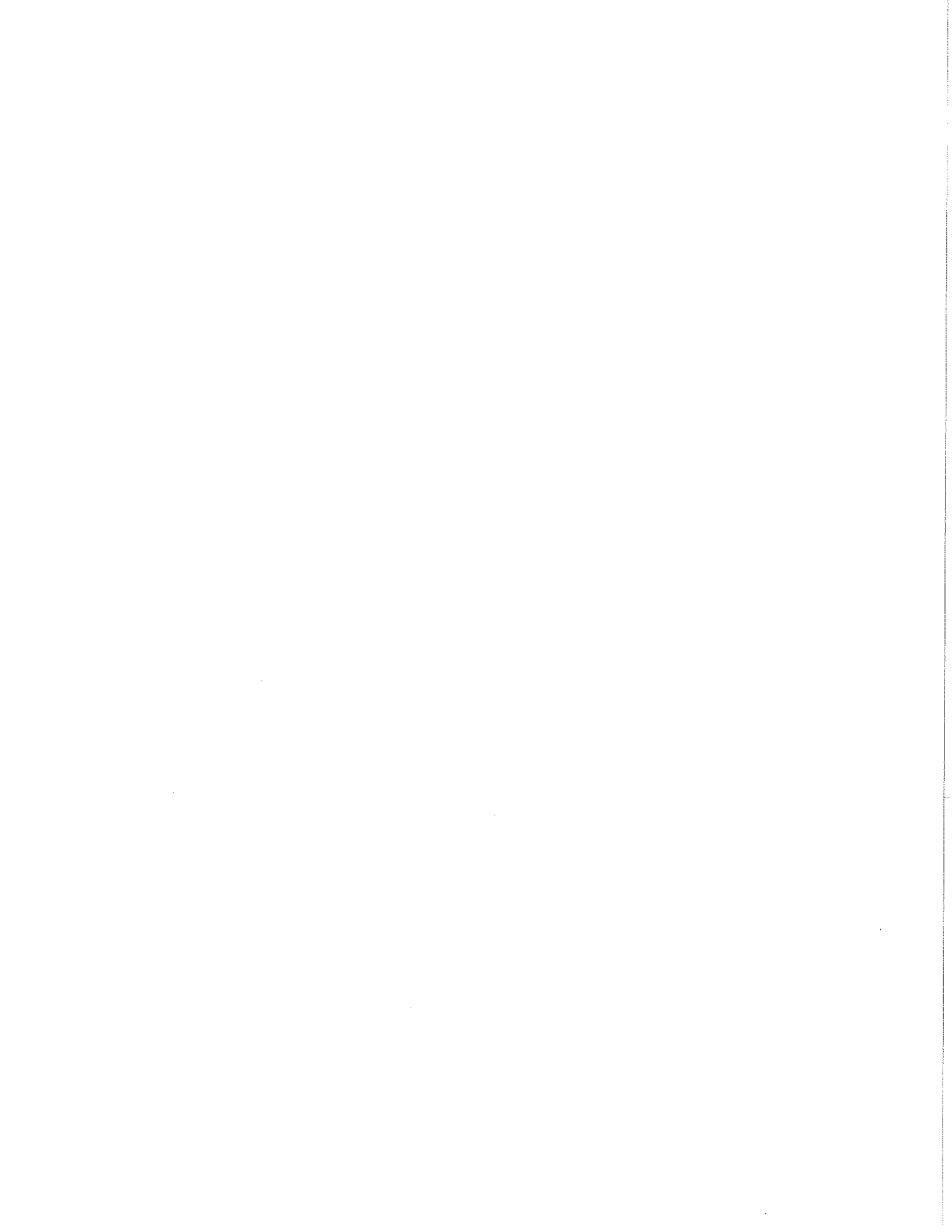
PLEASE PROVIDE THE CO. COMM. WITH A DESCRIPTION OF YOUR REQUEST OR PRESENTATION, INCLUDING ANY BACKGROUND INFORMATION:

Quarterly Probate Review to approve estates opened since last quarterly review, AND approve accounts and waivers to close estates that have met all requirements.

ARE DOCUMENTS ATTACHED: To follow

IS A PROJECTOR NEEDED?: NO

lfields@jeffersoncountywv.org (304) 728-3210



AGENDA REQUEST FORM

www.jeffersoncountywv.org

NAME: Lynn Fields

DEPARTMENT OR ORGANIZATION: Probate Office

ESTIMATION OF TIME NEEDED FOR APPT.: 5-10 minutes

DATE REQUESTED: 1ST CHOICE March 16th, 2017

IF A SPECIFIC DATE IS NEEDED, PLEASE PROVIDE REASON FOR SPECIFIC DATE:

SUBJECT: Approve reappointment of Ralph Lorenzetti as Fiduciary Commissioner

PLEASE PROVIDE THE CO. COMM. WITH A DESCRIPTION OF YOUR REQUEST OR PRESENTATION, INCLUDING ANY BACKGROUND INFORMATION:

The probate office would like to request Ralph Lorenzetti be reappointed as Fiduciary Commissioner . We did not replace Andrew Arnold in 2015 when he resigned as commissioner, and at this time we would like to fill his position.

ARE DOCUMENTS ATTACHED: Yes

IS A PROJECTOR NEEDED?: NO

lfields@jeffersoncountywv.org (304) 728-3210

RALPH A. LORENZETTI, JR., Esq.

Attorney at Law

PO Box 728

Charles Town, WV 25414

304-725-6263

Lorenzet1@earthlink.net

March 2, 2017, 2017

Jefferson County Commission

Jefferson County Commission Building

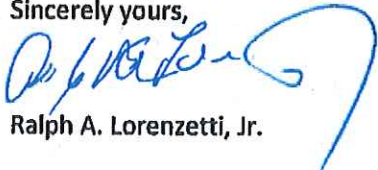
Charles Town, WV 25414

RE: Fiduciary Commissioner of Jefferson County

Dear Commissioners,

There is no desire on my part to replace any current Fiduciary Commissioner. However, it is my understanding that on August 4, 2015, one of the Fiduciary Commissioners resigned and has not been replaced. I served as a Jefferson County Fiduciary Commissioner prior to my election as Prosecuting Attorney, and now that I have retired as Prosecuting Attorney, I would ask to be reappointed to serve both the County Clerk Probate Office and the Circuit Clerk as needed. Thank you for your consideration.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Ralph A. Lorenzetti, Jr.", with a large, stylized flourish at the end.

Ralph A. Lorenzetti, Jr.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: John Reisenweber

Department or Organization: **Jefferson County Development Authority**

Estimation of amount of time needed for appointment: 10 Minutes

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice: **April 6, 2017**

Subject (*Wording to be placed on agenda*): **Resolution of Participation and Cooperation (Local Economic Development Grant Program) – for signature by President of the JCC and County Clerk.**

Please provide the County Commission with a description of your request or presentation, including any background information: **The JCDA is applying for the \$30,000 Local Economic Development (LED) grant from the West Virginia Development Office. The JCDA is eligible for this grant annually. By way of the attached document, the JCC is assuring that matching funds are available from the County (existing funds in JCDA budget). This document needs to be on official JCC letterhead, presented to the JCC for a vote, and signed by the President of the JCC and the County Clerk.**

Is this a funding request? Y/N **NO**

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): **Motion to approve the attached resolution supporting JCDA's application for the \$30,000 Local Economic Development (LED) grant from the West Virginia Development Office.**

Attach supporting documents for request, or request may be denied. **Resolution of Participation and Cooperation**
If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

Contact information: John Reisenweber

Email address: john@jcda.net

Phone Number: Extention 3102

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

**WEST VIRGINIA
CERTIFIED DEVELOPMENT COMMUNITY (CDC)
PROGRAM
RESOLUTION OF PARTICIPATION AND COOPERATION**

Whereas, the governing body of Jefferson County is interested in the economic well-being of its citizenry and the community at-large; and,

Whereas, the governing body is prepared to support appropriate efforts within the community to promote economic development; and;

Whereas, the West Virginia Chamber of Commerce and the West Virginia Development Office sponsor a program that is specifically designed to help West Virginia communities become better prepared for economic development; and

Whereas, The County Commission has consistently funded the Jefferson County Development Authority since 1980, and this year's budgeted amount well exceeds the required \$30,000.00 match; and

Whereas, it is a requirement of the Local Economic Development Grant Program to provide evidence of local match;

THEREFORE, BE IT RESOLVED that the County Commission of Jefferson County wishes to continue its participation in the Certified Development Community Program, and that the leadership of the community fully realizes this program requires dedicated effort; and,

BE IT FUTHER RESOLVED that the program requires the existence of a Local Economic Development Organization, and this governing body designates the Jefferson County Development Authority as representing our community for the purpose of participating in this program.

BE IT FURTHER RESOLVED, that evidence is hereby provided to the West Virginia Development Office that more than sufficient matching funds have been provided to the Jefferson County Development Authority by the Jefferson County Commission.

This resolution is in full effect upon its adoption this 16th day of March, 2017.

Signed: Peter Onoszko, President

Attested: Jacqueline C. Shadle, County Clerk

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **John Reisenweber**

Department or Organization: **Jefferson County Development Authority**

Estimation of amount of time needed for appointment: **15 Minutes**

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice: **April 6, 2017**

Subject (*Wording to be placed on agenda*): **Request personnel reclassification**

Please provide the County Commission with a description of your request or presentation, including any background information:
Reclassify Administrative Assistant position from 35 hours to 40 hours weekly

Is this a funding request? Y/N **NO**

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

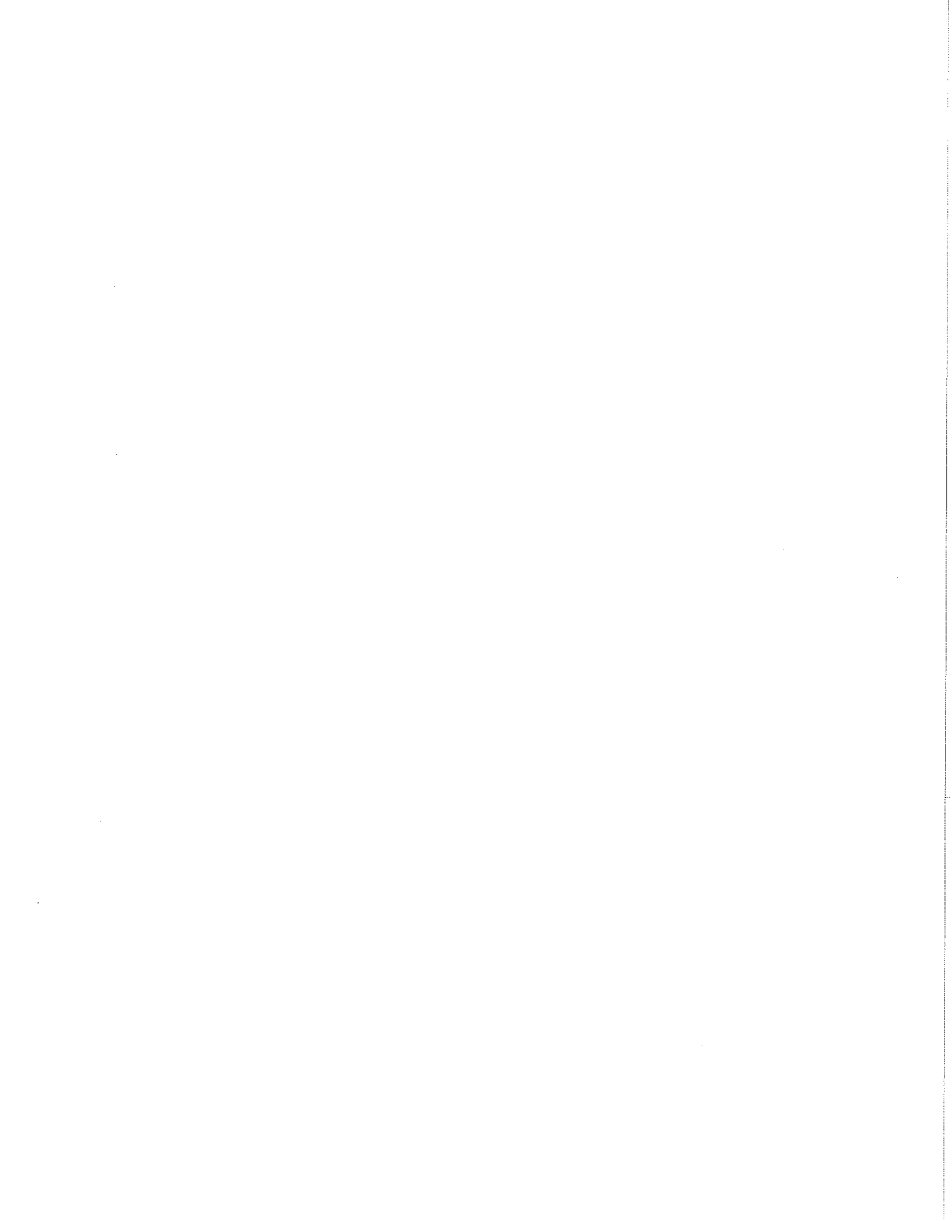
Contact information:

Email address: **john@jcda.net**

Phone Number: **Extension 3102**

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Barbara J. Miller, Director.

Department or Organization: Jefferson County Homeland Security and Emergency Management

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: March 16, 2016

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice: March 30, 2016

Subject (*Wording to be placed on agenda*):

1. *Approval of Contract with J.H. Consulting to update certain annexes of the Jefferson County EOP*

Please provide the County Commission with a description of your request or presentation, including any background information:

1. *Each year, we are responsible to update certain annexes of the Emergency Operations Plan (EOP). This year's annexes to update include: Annex C-Public Information and Warning; Annex G-Resource Support; Annex P-Spontaneous Volunteers; Annex Q-Donations Management; and Annex U-Drought. The cost of this contract is \$3,741. Because this is a small update to an existing plan, and the cost is well under the threshold, it did not go out to bid. This amount is in our existing budget.*

Is this a funding request?

If so, how much?

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

1. I move to approve the contract with J.H.Consulting, LLC in the amount of \$3,741 for certain annexes to be updated in the Jefferson County EOP.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Attachment:

1. Contract with J.H.Consulting, LLC for this project.

Is equipment needed? Projector N Click here to enter text. Internet/Wi Fi N Click here to enter text. Telephone
for conference call N Click here to enter text.

Contact information:

Email address: bmiller@jeffersoncountywv.org. Phone Number: 304-728-3290

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.

CONSULTING AGREEMENT

This Consulting Agreement, effective as of February 28, 2017, is between the Jefferson County Commission, a county board of government with an address of 124 East Washington Street, Charles Town, WV 25414, hereinafter referred to as "Commission", and JH Consulting, LLC, a limited liability company with an address of 29 East Main Street, Suite 1, Buckhannon, WV 26201, hereinafter referred to as "Contractor".

WHEREAS Contractor provides services related to emergency preparedness, including but not limited to assessing vulnerability, operations planning, and exercising;

WHEREAS the Commission desires to obtain from Contractor certain emergency preparedness services, and Contractor desires to provide such services to the Commission, all on the terms and conditions set forth in this Agreement.

The parties agree as follows:

1. **Services to Be Provided.** Subject to the availability of Contractor resources, Contractor will provide services as detailed in the Scope of Work, attached hereto as Exhibit A. It is expressly understood and agreed that for the purposes of this Agreement, the services are undertaken by Contractor in the capacity of an independent contractor. Contractor shall be entitled to give priority to its own business needs in determining the availability of its employees to provide the services.
2. **Term and Termination.** The Agreement shall begin as of the date first stated above and continue until June 16, 2017, unless either party serves written notice thirty (30) days in advance of its intent to cancel the Agreement.
3. **Compensation, Payment, and Expense Reimbursement.** Contractor will provide the Commission with invoices for services upon completion of the Scope of Work. The Commission will pay invoices within 60 days of the date of the invoice. Payments not received in a timely manner will incur interest at the rate of 5% per annum.
4. **Data Ownership and Security.** The Commission shall retain ownership of the data and all work produced by the Contractor and will be transferred upon completion of the contractual obligations and payment of all outstanding invoices.
5. **Client Confidentiality.** The Contractor and all support staff agree to comply with all federal and state laws concerning the confidentiality of information concerning individuals rendering services by the Commission. Such information shall only be used for the purpose of carrying out this Agreement. Disclosure of information for any other purpose is prohibited except upon the written consent of the eligible individual or appropriate order of a court. Information is not considered confidential if it: (i) is generally available to the public at the time of the disclosure; (ii) is already known to Contractor at the time of the disclosure, (iii) has been disclosed to Contractor by a third party under no obligation of confidentiality, or (iv) has been established independently by Contractor.
6. **Contractor Work Product.** The Commission agrees to keep Contractor's work product confidential and will not disseminate Contractor's work product to third parties or cause it to be modified without Contractor's consent.
7. **Liability and Indemnification.** Neither party shall be liable to the other for the death or injury to any employee of the other, or loss of or cause of damage to its property, unless caused solely by its own negligence or willful action. Each party shall indemnify and hold harmless the other for any loss, damage or injury, including reasonable attorneys' fees and expenses, (a) caused by a breach of this Agreement by such party, or (b) suffered by any third party and arising out of such party's performance of this Agreement.

8. **Disclaimer; No Assurance of Success.** Except as otherwise provided herein, Contractor makes no warranties, representations, or assurances of success of any kind or nature, express or implied, relating to the services, including any warranties of merchantability and fitness for a particular purpose. Contractor specifically disclaims any and all warranties or representations concerning the services.
9. **Limitations of Liability.** Contractor shall not be responsible for any third party actions or inactions preventing Contractor from providing services. Furthermore, Contractor shall not be liable to the Commission with respect to services or this Agreement under any contract, negligence, tort, strict liability, or other legal or equitable theory for any amounts representing loss of revenues, loss of profits, loss of business, cost of the procurement of substitute goods or services, loss of anticipated benefits and/or indirect or consequential, special, incidental, contingent, exemplary or punitive damages, even if Contractor was advised, had other reason to know, or in fact knew of the possibility of such damages.
10. **Non-Solicitation.** During the term of this Agreement and for a period of one (1) year after the termination of this Agreement, each party agrees not to seek to persuade any of the other party's employees, consultants, directors, or officers to discontinue their association with the other party or become involved directly or indirectly in any endeavor that might compete with the other party's business.
11. **Amendment of Agreement.** This Agreement is the entire Agreement between the parties and may not be amended at any time except by a written Agreement signed by both parties.
12. **No Third Party Beneficiaries.** This Agreement is not intended to create any third party beneficiary rights in any person not a party to this Agreement, regardless of whether any other person may be named herein.
13. **Assignment.** The Commission may not assign or transfer, by operation of law or otherwise, any of its rights or obligations under this Agreement to any third party without the prior written consent of Contractor, except pursuant to an assignment of its interests to an entity within its control group.
14. **Force Majeure.** The date for performance of either party's obligations hereunder shall be postponed to the extent any event of force majeure delays the performance of the obligations of either party hereunder.
15. **Signatures.** Each person executing this Agreement represents and warrants that he or she has the authority to act for and bind the entity on whose behalf he or she purports to act.
16. **Notice.** Any notice, request, or approval or other document required or permitted to be given under this Agreement shall be in writing unless otherwise provided herein; and shall be deemed to have been sufficiently given if delivered in person, dispatched by U.S. mails, or sent by other electronic means where receipt can be verified, as follows.

If to Contractor, addressed to: Jeffery W. Harvey, Managing Member, JH Consulting, LLC,
29 East Main Street, Suite 1, Buckhannon, WV 26201

If to the Commission, addressed to: President, Jefferson County Commission, P. O. Box
250, Charles Town, WV 25414

Either party may change its address for receipt of notices by delivering a notice thereof pursuant to this Section 16.

17. **Severability.** Should any portion of this Agreement be found unenforceable to operation of statute or by administrative or judicial decision, the operation of the balance of this

Agreement is not affected thereby, provided, however, the absence of the illegal provision does not render the performance of the remainder of the Agreement impossible.

18. **Applicable Law.** This Agreement is to be construed in accordance with the laws of the State of West Virginia.
19. **Entire Agreement.** This Agreement contains the entire agreement between the parties, and supersedes all prior negotiations, understandings, and writings between the parties as to the matters covered herein.
20. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
21. **Binding Effect.** This Agreement shall be binding upon the legal representatives, heirs, successors, and assigns of the respective parties.
22. **Waiver.** Any waiver by any party of any act, failure to act, or breach on the part of the other party shall not constitute a waiver of such waiving party of any prior or subsequent act, failure to act, or breach by such other party.
23. **Survival.** The terms and provisions of Sections 3 through 10 shall survive the termination of this Agreement.

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

Contractor



Managing Member

JH Consulting, LLC

2-28-2017

Date

Commission

President

Jefferson County Commission

Date

EXHIBIT A SCOPE OF WORK

Tasks

- The following emergency operations plan (EOP) annexes will be reviewed and updated as part of this project:
 - Annex C: Public Information,
 - Annex G: Resource Support,
 - Annex P: Spontaneous Volunteers,
 - Annex Q: Donations Management, and
 - Annex U: Drought.
 - Annex updates will include research, performed by the Contractor, relative to changes in governing regulations, best practices, lessons learned, etc.

- The project will include field reconnaissance during which Contractor staff will meet with coordinating and stakeholder agencies for each of the updated annexes. The reconnaissance may be for a period of one full day to ensure that adequate time can be devoted to workshops for all five EOP annexes. Additional virtual and/or teleconferences will be held to ensure that coordinating and stakeholder agencies participate in the annex updates.

Costs

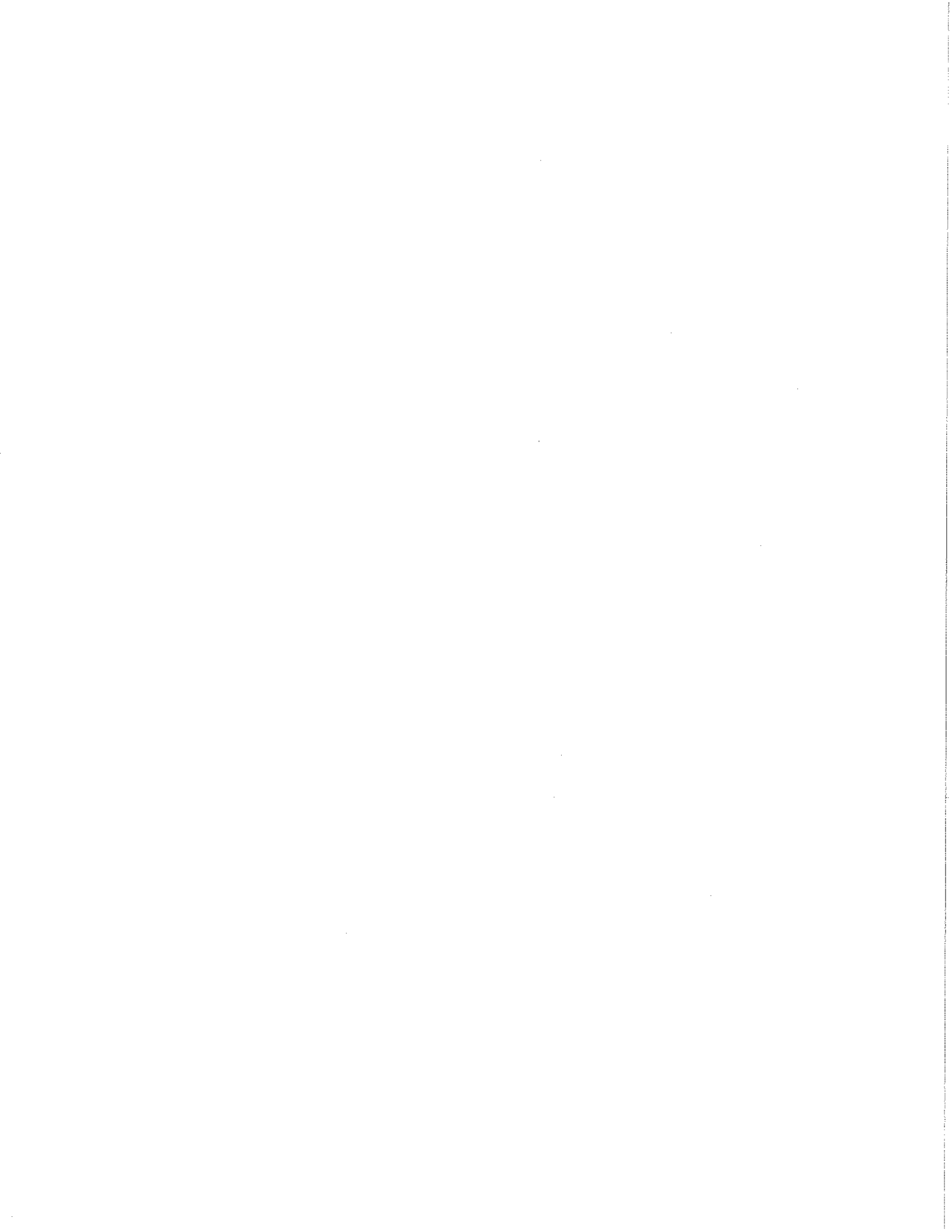
- The Contractor fee for this project will be a lump sum of \$3,741.00.
- This fee includes all hourly and direct costs necessary to complete the project.

Deliverables

- Ten paper copies of the updated emergency operations plan.
- Twenty-five (25) distributable electronic copies of the updated emergency operations plan.
- One master (i.e., editable) copy of the updated emergency operations plan.

Timelines

- Contractor will submit an invoice to Jefferson County Homeland Security and Emergency Management on or before June 16, 2017.
- Contractor will provide deliverables to Jefferson County Homeland Security and Emergency Management on or before June 30, 2017.



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jennifer Brockman, County Planner and Alexandra Beaulieu, Zoning Administrator

Department or Organization: Office of Planning and Zoning

Estimation of amount of time needed for appointment: 15-30 Minutes

Date Requested – 1st Choice: March 16, 2017

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (Wording to be placed on agenda):

Approval of the final draft of proposed Zoning Ordinance text amendment (ZTA16-01). ZTA16-01 includes eliminating the DRS/LESA CUP process (Articles 6 & 7) and replacing with a traditional Principal Permitted and Conditional Use process; increasing the density provisions of the Rural Zoning Cluster Development in Section 5.7; and amending various sections related to rural land use throughout the Ordinance.

Is this a funding request? Y/N

If so, how much? \$

Provide exact financial impact/request: None

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):

Under the provisions of WV Code §8A-7-8(a), having found the proposed text amendment ZTA16-01 consistent with the Envision Jefferson 2035 Comprehensive Plan, I hereby move to adopt Zoning Ordinance Text Amendment ZTA16-01, effective March 16, 2017. The Jefferson County Zoning and Land Development Ordinance, as amended 03-02-17 shall replace the current Zoning and Land Development Ordinance in its entirety.

Attach supporting documents for request, or request may be denied.

- Resolution adopting the Zoning and Land Development Ordinance, as amended 03-02-17, effective 03-16-17.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information:

Email address: zoning@jeffersoncountywv.org Phone Number: 304-728-3228

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

Resolution Adopting Zoning and Land Development Ordinance, as amended March 2, 2017
with Effective Date of March 16, 2017

Whereas, the Planning Commission began, at the direction of the County Commission, their review of the current Jefferson County Zoning and Land Development Ordinance on March 8, 2016 in an effort to implement a key concept throughout the Envision Jefferson 2035 Comprehensive Plan which states, "This Plan proposes a higher density cluster provision rather than allowing rural residential developments via the Land Evaluation Site Assessment (LESA) system/Conditional Use Permit (CUP) process; and to allow the use of the a more traditional CUP process in the Rural District for non-residential uses which are compatible in scale and intensity with the rural environment and that pose no threat to public health, safety, and welfare." ; and

Whereas, the Jefferson County Planning Commission and Jefferson County Commission have held public hearings on May 17, 2016 (PC) and December 1, 2016 (CC) to solicit public comment on the draft amendment;

Whereas, the Jefferson County Commission, with the advice of the Jefferson County Planning Commission, in accordance with WV Code §8A-7-8(a), has found the draft amendment to be consistent with the Envision Jefferson 2035 Comprehensive Plan; and

Whereas, the Jefferson County Commission finds that adoption of the draft amendment, ZTA16-01, pertaining to eliminating the DRS/LESA CUP process (Articles 6 & 7) and replacing with a traditional Principal Permitted and Conditional Use process; increasing the density provisions of the Rural Zoning Cluster Development in Section 5.7; and amending various sections related to rural land use throughout the Ordinance, is in the best interest of the County and its citizens, and that it will ensure the health, safety, and welfare of Jefferson County citizens; and

Whereas, the Jefferson County Commission voted to accept all revisions to the draft amended version of the Zoning Ordinance (File # ZTA16-01) as presented on March 2, 2017.

Now therefore be it resolved, that the Jefferson County Commission, under the provisions of WV Code §8A-7-8 hereby adopts the draft amendment ZTA16-01, made effective on March 16, 2017. On the effective date, the Zoning and Land Development Ordinance, as amended shall replace the current Zoning and Land Development Ordinance in its entirety.

Signed this 16th day of March, 2017

By vote of the Jefferson County Commission _____ For; _____ Against

Peter Onoszko, President



AGENDA REQUEST FORM
www.jeffersoncountywv.org

Name: **Nathan Cochran, Assistant Prosecuting Attorney**

Department or Organization:

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date: Click here to enter text.

Date Requested – 2nd Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*):

- Discussion of issues related to consolidation and infrastructure of the PSD and interaction with Charles Town and Ranson - Discussion/Action - Possible Executive Session
- Discuss possible litigation regarding liens Instrument # 201700005542 – Possible Executive Session
- Discussion of Mandate on Case No. 15-1155 – Possible Executive Session
- Issues regarding appeal of Jefferson County Circuit Court Case No. 16-AA-2 – Possible Executive Session
- Issues regarding Kanawha County Circuit Court Case No. 09-AA-40 – Possible Executive Session

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N Click here to enter text.

If so, how much? \$Click here to enter text.

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain: Click here to enter text.

Is equipment needed? Projector Y/N Click here to enter text. Internet/Wi Fi Y/N Click here to enter text.

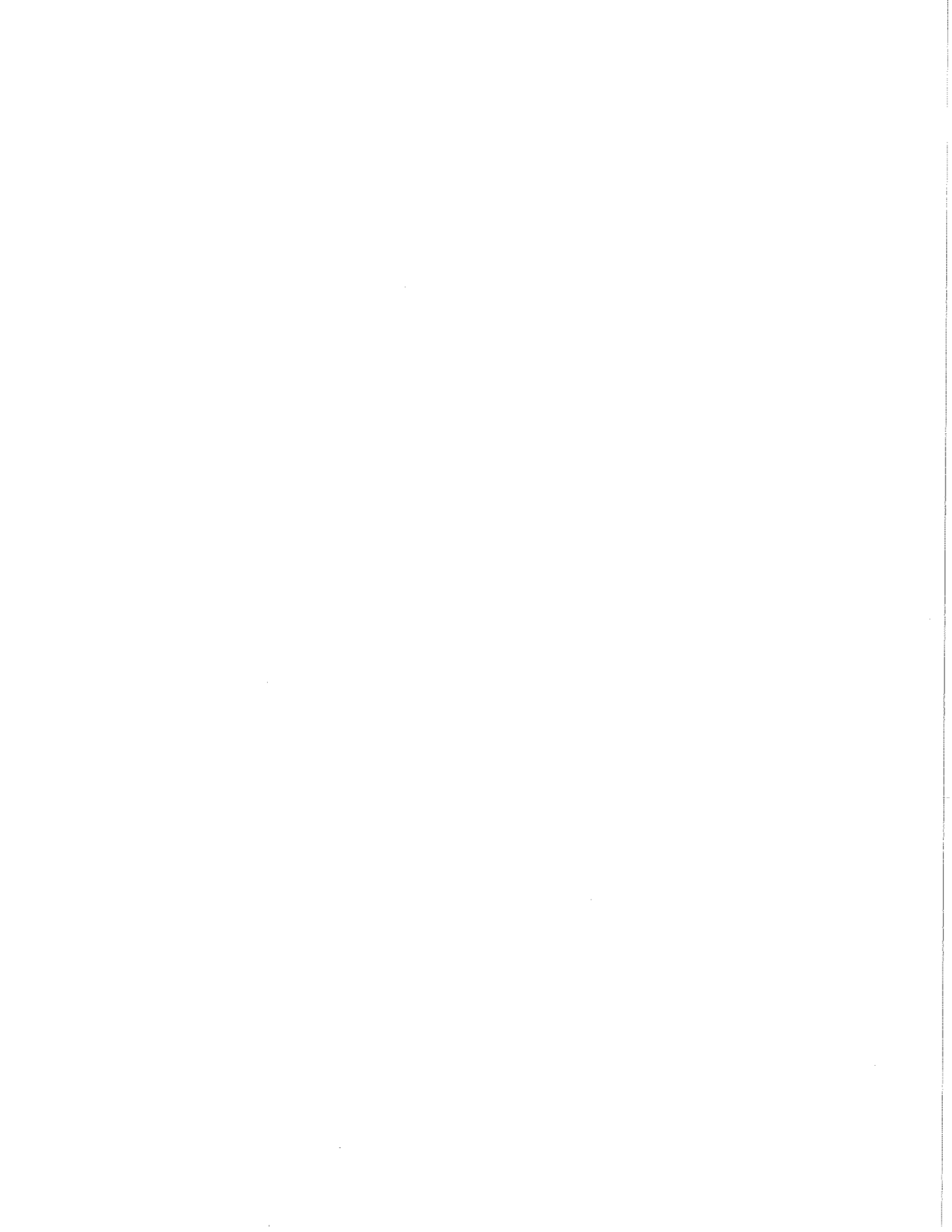
Telephone for conference call Y/N Click here to enter text.

Contact information:

Email address: Click here to enter text. Phone Number: Click here to enter text.

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.





AGENDA REQUEST FORM
www.jeffersoncountywv.org

Name:

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date: Click here to enter text.

Date Requested – 2nd Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*): **Legislative Updates**

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N Click here to enter text.

If so, how much? \$Click here to enter text.

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain: Click here to enter text.

Is equipment needed? Projector Y/N Click here to enter text. Internet/Wi Fi Y/N Click here to enter text.

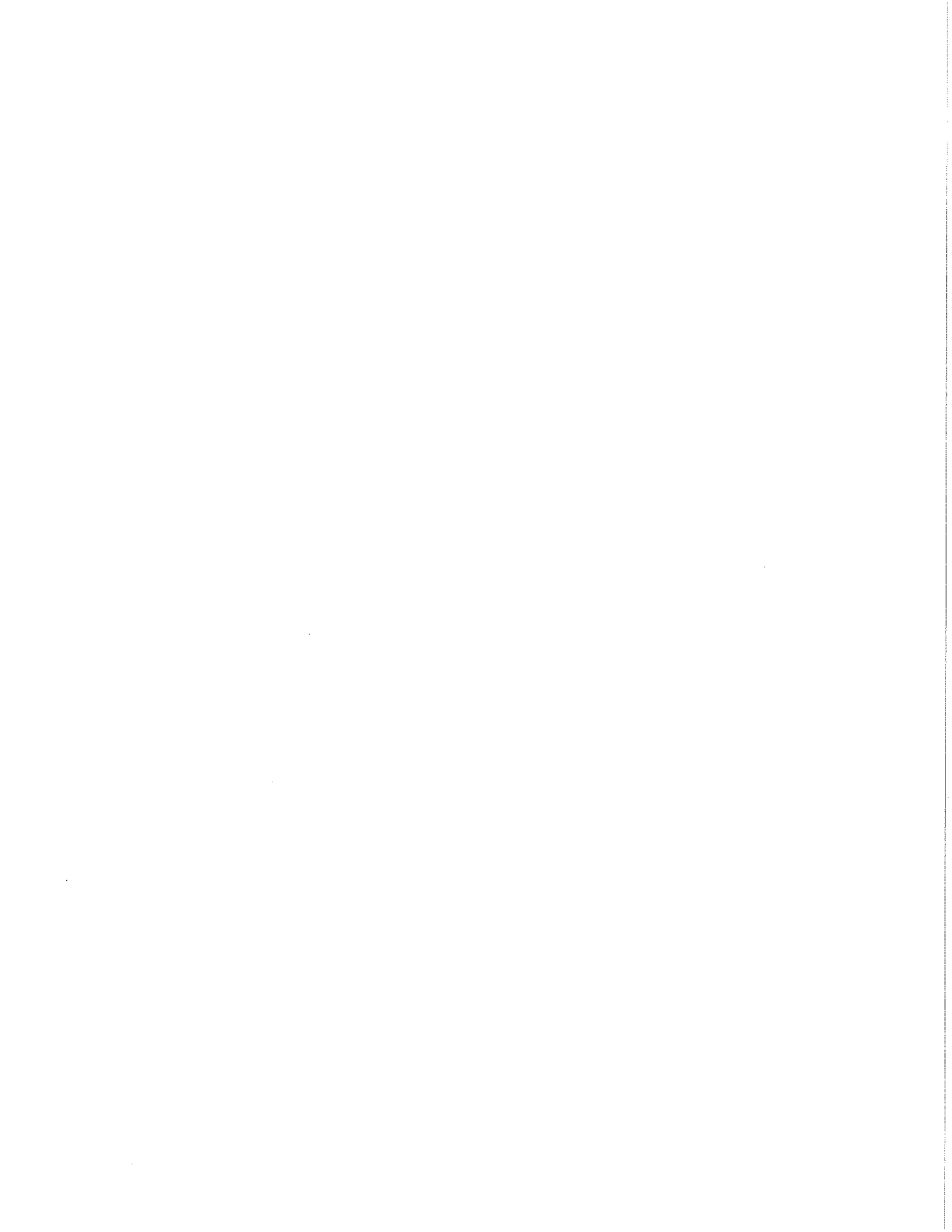
Telephone for conference call Y/N Click here to enter text.

Contact information:

Email address: Click here to enter text. Phone Number: Click here to enter text.

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Peter Onoszko, Commissioner**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date: Click here to enter text.

Subject (*Wording to be placed on agenda*): **Discussion renaming the Gray Building and dedicating it to Walt Pellish**

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N Click here to enter text.

If so, how much? \$Click here to enter text.

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain: Click here to enter text.

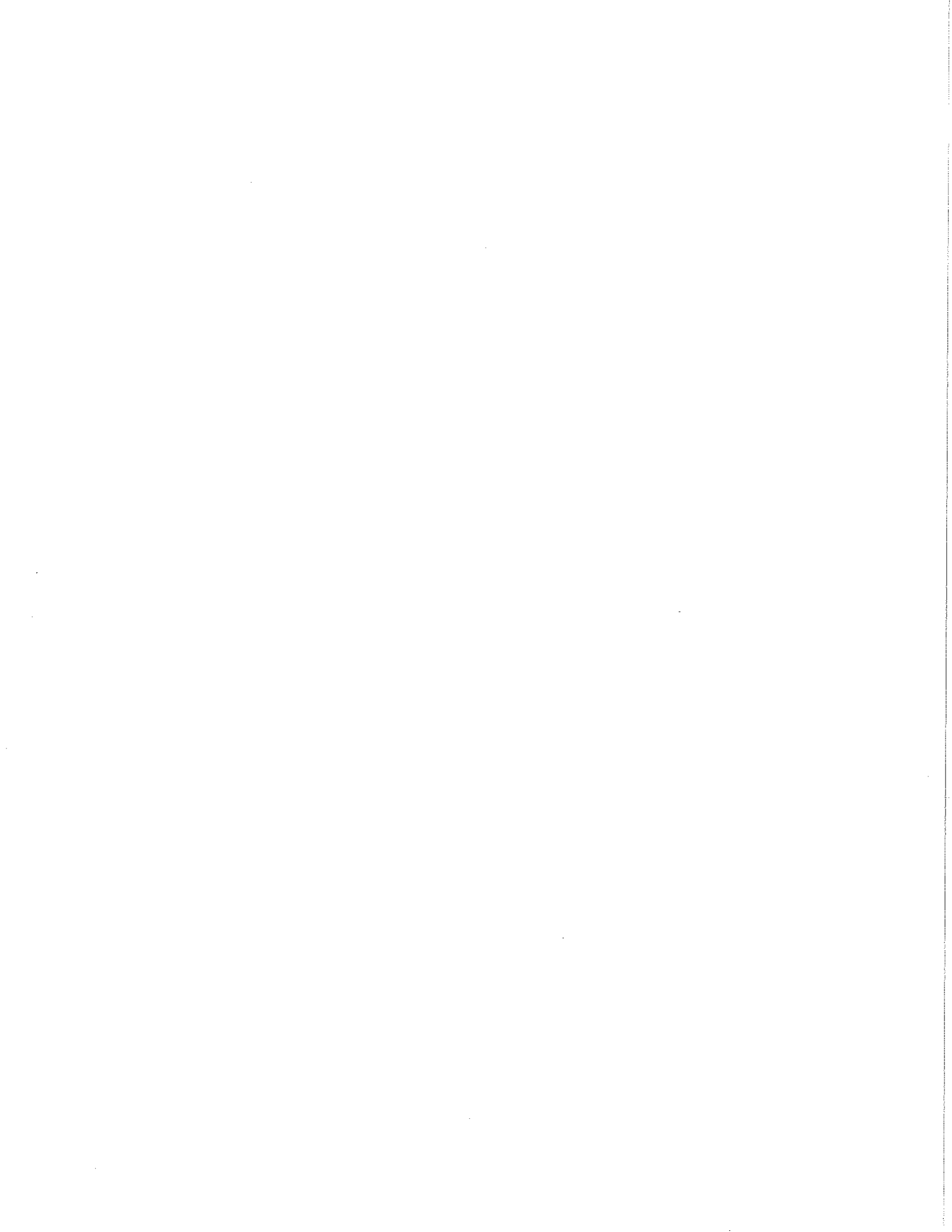
Is equipment needed? Projector Y/N Click here to enter text. Internet/Wi Fi Y/N Click here to enter text. Telephone for conference call Y/N Click here to enter text.

Contact information:

Email address: Click here to enter text. Phone Number: Click here to enter text.

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Anna Binkley

Department or Organization: Citizen

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: ~~December 1, 2016~~ March 16, 2017
If a specific date is needed, please provide reason for specific date: Citizen's money has been deposited into County's account.

Date Requested – 2nd Choice: Next available meeting.

Subject (*Wording to be placed on agenda*): Requesting a total refund of the zoning variance fee for Anna Binkley. Applicant withdrew variance application after the fee was deposited.

Please provide the County Commission with a description of your request or presentation, including any background information:
Ms. Binkley submitted an application for a zoning variance along with the required \$100 fee to allow for a Rural Reception / Event Facility on her property. She later withdrew her application. The fee had already been deposited by the Office of Planning and Zoning. As no cost was incurred by the County, Ms. Binkley is requesting a full refund of the \$100.00 fee.

Is this a funding request? Y / N
If so, how much? \$100.00

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):
I move to recommend a full refund of the \$100.00 Zoning Variance fee to Anna Binkley.

Attach supporting documents for request, or request may be denied.
If not attached, explain: N/A

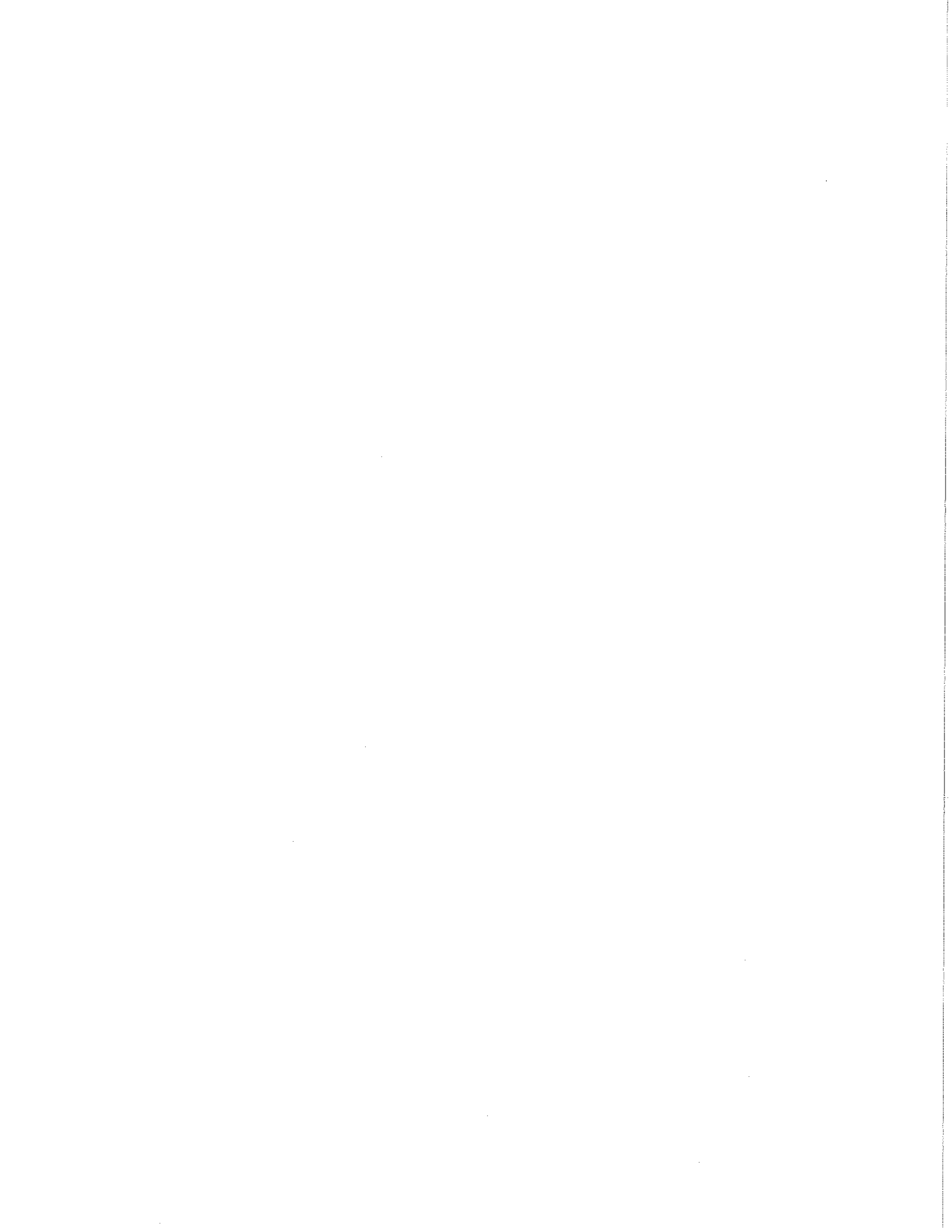
Is equipment needed? Projector: Y / N Internet/Wi Fi: Y / N Telephone for conference call: Y / N

Contact information: Email address: planningdepartment@jeffersoncountywv.org Phone Number: 304-728-3228

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.

maple valley farm llc @ gmail . com



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Nancy McGlothlin

Department or Organization: **Dolley Madison Garden Club**

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Request to use the JCC Meeting Room November 17th and 18th, 2017 for the Dolley Madison Garden Club holiday market**

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N. Telephone for conference call Y/N

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

THE DOLLEY MADISON GARDEN CLUB
Charles Town, WV

February 14, 2017

To: The County Commission of Jefferson County

Subject: Request to use the County Commission Meeting Room on November 17 & 18, 2017

On behalf of the Dolley Madison Garden Club, a non-profit organization in the Shenandoah-Potomac District of the West Virginia Garden Club, Inc, I submit the attached application to use the County Commission Meeting Room, 200 E. Washington Street, lower level of the Old Charles Town Library. Our Club's Mission is "to beautify and enhance the environment of our world through the use of plants and projects in our county, giving selflessly of our time, knowledge, and resources to each other and our community."

We held our Market in your facility last year on November 19. It was very successful and we were able to present a check for \$1,000 to Walter Washington for help with restoration of Happy Retreat. Recent landscaping projects have included the Webb Blessing House, the Charles Town Library, the Charles Town U. S. Post Office. We also help the Shenandoah Garden Club with landscaping Evitts Run Park. We continue to see that the Library and U. S. Post Office are maintained.

With four other garden clubs asking to join us at the Market, we hope to provide a unique and entertaining Christmas shopping experience for all clubs to earn revenue for future community beautification projects in Jefferson County. We want this event to be meaningful, lively (with the Washington High School Choir as our entertainment, which was a big hit last year), and hope that our guests who have not visited Charles Town, along with those who have, will discover downtown Charles Town and come back. Our Market last year was very successful and we hope it will be again this year. With so many events in December, and because many people shop early, we are having our event again in November.

We thank you for your consideration to use your facility.

Sincerely,



Nancy McGlothlin
Member, Dolley Madison Garden Club
(Christmas Market Project Committee)
304-535-8285
174 Jenny Lind Drive
Harpers Ferry, WV 25425

Cc: Diane Goode, President

COUNTY COMMISSION MEETING ROOM

REQUEST FORM

Date Requested: Nov. 17 to set up; Nov 18 10-4pm for Market
Meeting Time: 4pm to 8pm to Nov 18 8am to 6pm (allowing for set up & clean up)
Organization Name: Dolley Madison Garden Club
Purpose of Meeting: Christmas Market

Please attach a brief description of your organization. (You may attach other printed materials.) See attached

Please check the boxes on all that apply to your organization:

- Has previously used the library Nov 18-19, 2016; Dec 2011
- Is a not-for-profit organization
- Can provide a certificate of insurance
- Indemnification Form provided in lieu of certificate of insurance

By signing this Request, I acknowledge that I have read and fully understand the Jefferson County Commission Meeting Room Policy for the use of the County Commission Meeting Room located at 200 East Washington Street lower level of the Old Charles Town Library. I agree to assume personal responsibility for my organization's compliance with these regulations, the behavior of all those attending any meeting or program, and the care of the meeting room and all property within the room.

Person Making Request: (printed): Nancy McGlothlin; Diane Goode

Signature of Person Making Request: Nancy McGlothlin Date: 2/14/17

Contact Person: Diane Goode, Club President 304-725-7423 (alternate)
(If other than the representative signing above)

Representative's Address: 174 Jenny Lind Dr
Harpers Ferry, WV 25425

Telephone: 760-402-1102 ~~660~~ 304-725-7423

Email: nannreglo@comcast.net or gramgd@gmail.com

COUNTY COMMISSION MEETING ROOM

INDEMNIFICATION FORM

As the individual or the authorized representative of the organization making the reservation, I agree to indemnify and hold harmless the Jefferson County Commission, its agents and representatives, from any and all lawsuits, action, claims or demands of any character or nature arising out of or brought on account of injuries or damages sustained by any person(s) as a consequence or result of using the meeting room, its furnishings or its equipment.

Person Making Request: (printed): Nancy McColothlin

Signature of Person Making Request: Nancy Mc Colothlin Date: 2/14/17

Contact Person: Diane Goode, President, Dolley Madison Garden Club
(If other than the representative signing above)

Representative's Address: 174 Jenny Lind Dr.

Harpers Ferry, WV 25425

Telephone: 760-402-1102 Fax: 304-725-7423

E-mail: nanmcglo@comcast.net
gramgd@gmail.com



Copy

The Dolley Madison Garden Club, Charles Town, WV 25414

March 7, 2017

**Mr. Walter Washington
P.O. Box 1427
Charles Town, WV 25414**

Dear Mr. Washington:

We are so pleased to enclose a check for \$1,000 from the proceeds of our 2016 Christmas Market, which was successful. Happy Retreat is a treasure and our Club members are very happy to be able to contribute this amount to go towards support of its restoration.

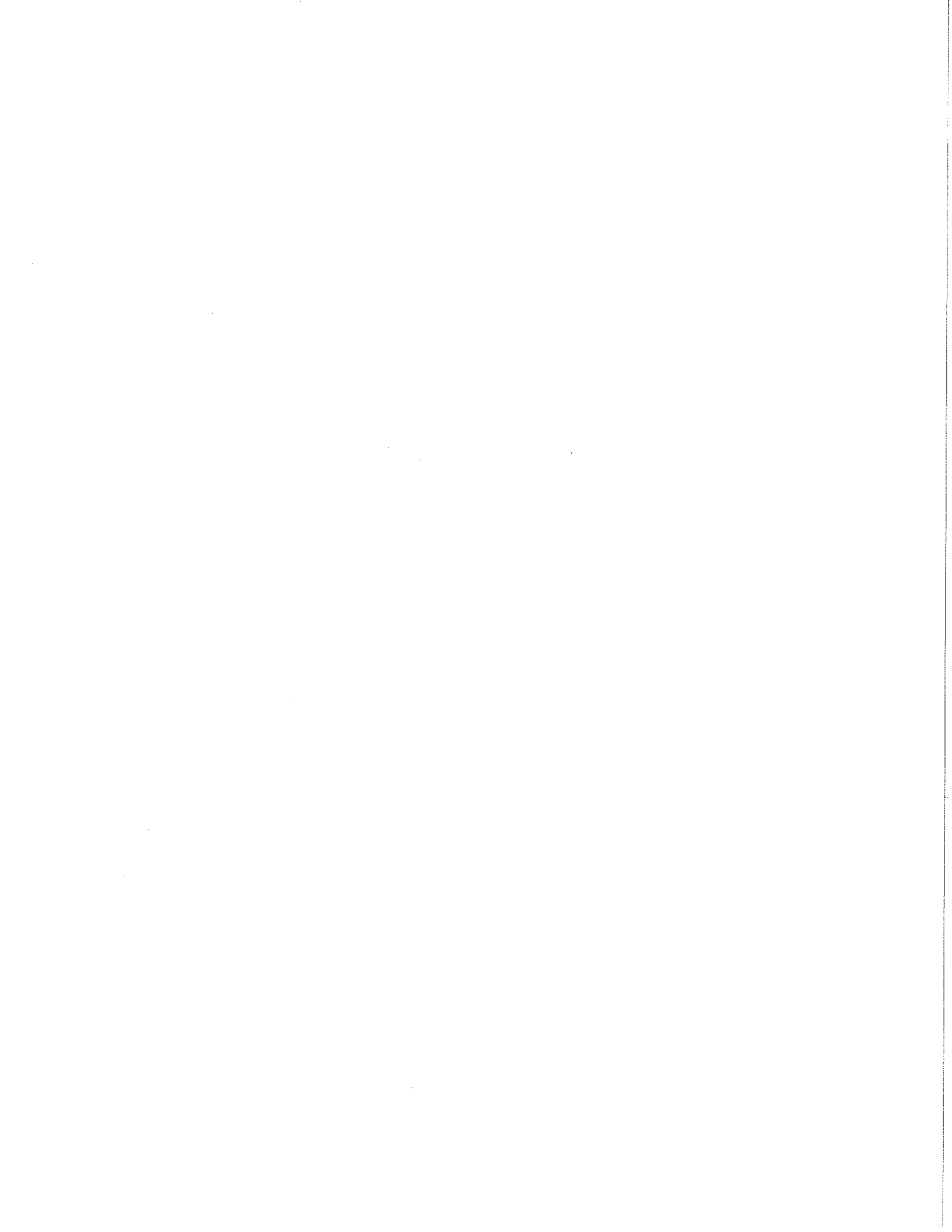
Many thanks from all of us to you, and the Board, for your time in planning and overseeing all the aspects of getting this important and beautiful home restored. Happy Retreat will definitely be an asset to the community when all the work is completed.

Sincerely,

Diane

**Diane Goode
President, Dolley Madison Garden Club**

Enclosure



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Paula Marrone Reese

Department or Organization: **Good Shepherd Interfaith Caregiver Volunteers**

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Request for letter of support for expansion of transportation services provided by Good Shepherd Interfaith Caregiver Volunteers**

Please provide the County Commission with a description of your request or presentation, including any background information:

“Transportation is not a new service for us at Good Shepherd Caregivers as we have been providing it to residents since 1990. As we try to expand our transportation service it is our goal to increase our ability to serve the unmet needs of seniors and those living with disabilities of all ages. Additionally GSIVC provides transportation to rural areas in addition to non-traditional hours such as evenings, weekends & holidays.”

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N**. Telephone for conference call **Y/N**

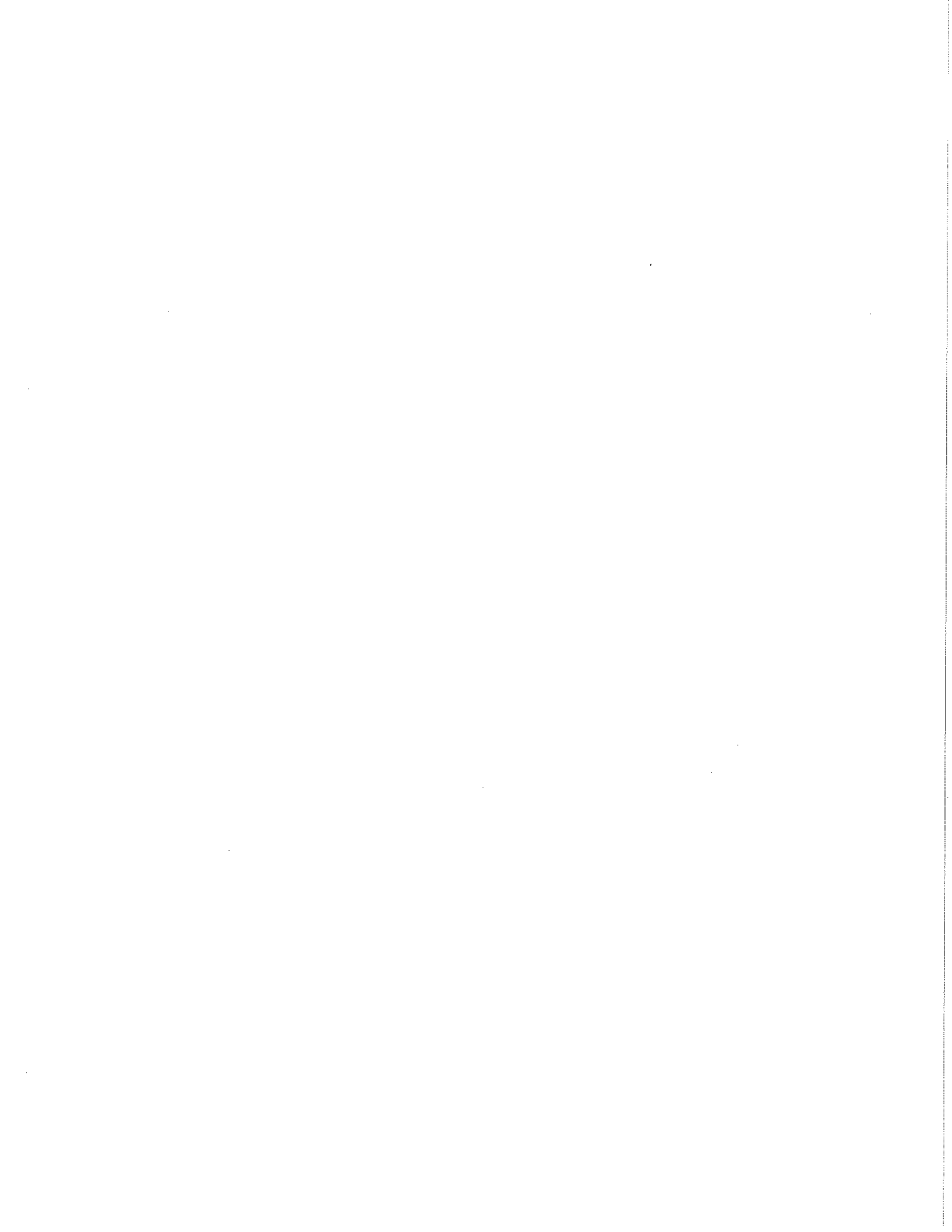
Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Michelle Gordon, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):

- Review of FY2017 Budget to Actual as of 01/31/2017

Please provide the County Commission with a description of your request or presentation, including any background information: Internal budget revisions relate to payroll calculations for FY16 year end and based on discussions with Department managers and elected officials regarding account overages or shortages.

Is this a funding request? Y/N No

If so, how much? \$ NA

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N NO Internet/Wi Fi Y/N NO Telephone for conference call Y/N NO

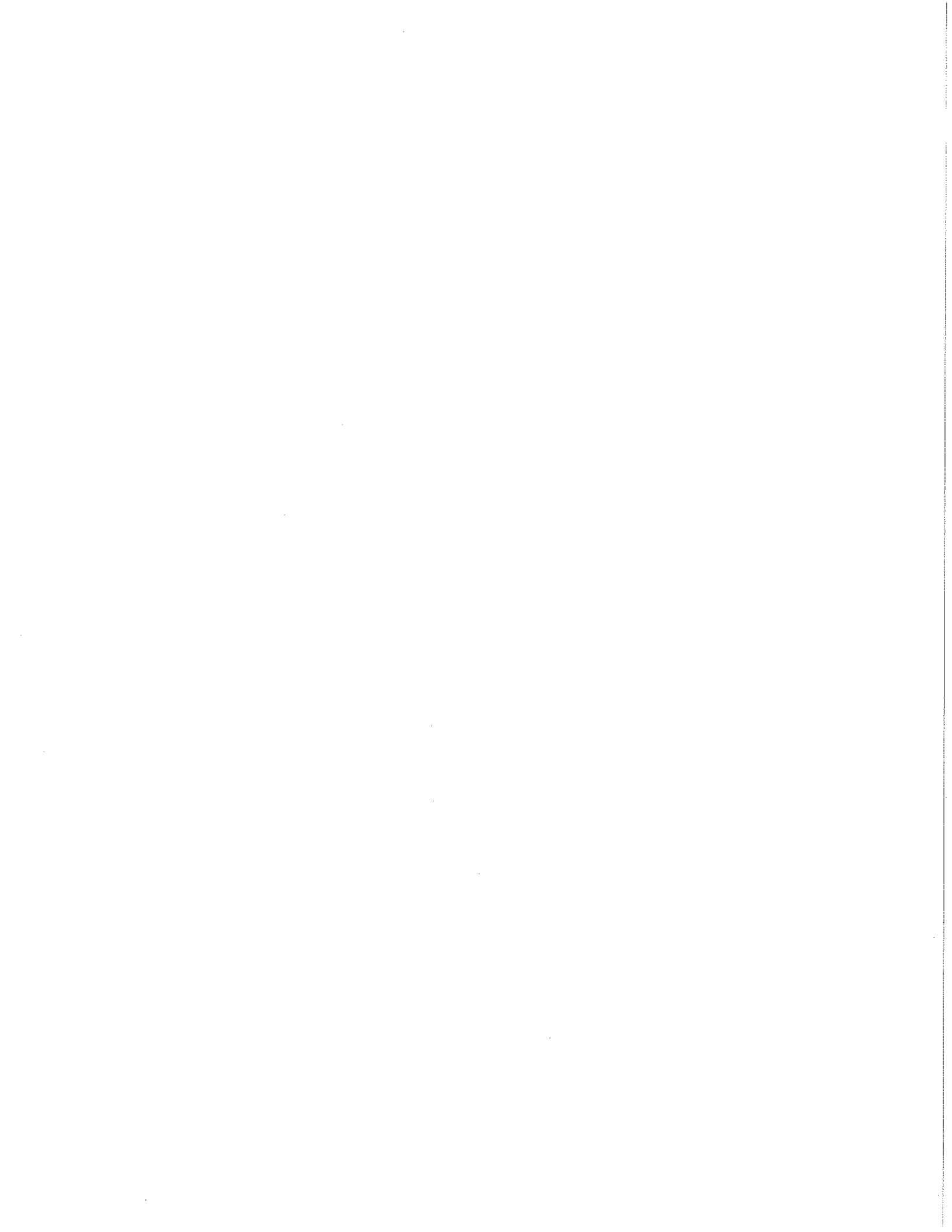
Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



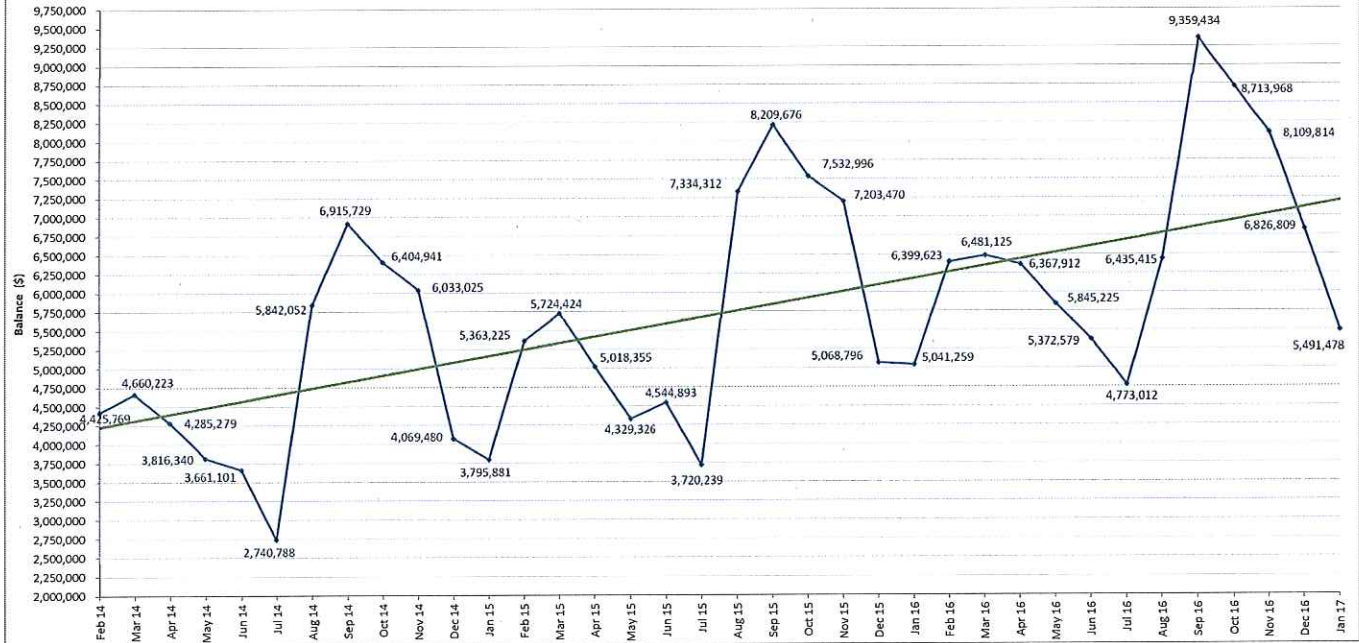
Jefferson County Commission

Cash Balances by Fund

As of 01-31-2017

Fund	Discription	12/31/2016	01/31/2017
		Balance	Balance
001	General Operating	\$ 6,826,809	\$ 5,491,478
002	Coal Severance	143,045	164,357
003	Dog & Kennel	35,926	36,776
004	General School	-	-
005	Magistrate Court	19,058	21,309
006	Worthless Check	32,287	32,313
008	Home Confinement	13,035	17,765
009	Federal Grants	-	-
010	State Grant	3,690	3,690
023	Flood Mitigation	34,959	34,959
039	Waste Coal	8,415	8,418
056	Assessor Valuation	623,771	632,410
057	Farmland Protection	1	1
059	Concealed Weapons	75,542	73,231
063	Voter Registration	594	655
074	Drug Forfeiture	16,903	17,975
075	Sub Division Bond Forfeiture	172	172
077	Teen Court	-	-
244	Bardane Public Health Center	24,964	21,860
246	Capital Outlay	3,417,028	3,376,343
247	Parks Land Fund	-	-
249	Impact Fees	3,012,264	3,089,094
315	State Police	60	60
369	Deputy Sheriff Retire	1	1
Total Cash all Funds		<u>\$ 14,288,524</u>	<u>\$ 13,022,867</u>

**Jefferson County Commission
General Fund Cash Balance
36 Month Trend**



Jefferson County Commission
 FY17 General Fund Revenues and Expenditures
 Compiled February 27, 2017
 General Fund Expenditures by Object Code

	FY17 YTD		Budget	% Rec'd /Exp'd	FY16 YTD	YTD Actual	% Rec'd /Exp'd
	FY17 Budget	Actual as of 01/31/17	Variance Favorable / (Unfavorable)		Actual as of 01/31/16	FY17-FY16 Var Favorable / (Unfavorable)	
REVENUES							
CHARGES FOR SERVICES	3,634,871	1,793,907	(1,840,964)	49.35 %	2,117,860	(323,953)	(15.30) %
INTERGOVERNMENTAL	251,676	(3,944)	(255,620)	(1.57) %	34,453	(38,397)	(111.45) %
INTEREST EARNED	20,200	20,187	(13)	99.94 %	18,241	1,946	10.67 %
LICENSES & PERMITS	250,181	88,085	(162,096)	35.21 %	199,071	(110,986)	(55.75) %
MISCELLANEOUS REVENUE	358,798	302,845	(55,953)	84.41 %	320,037	(17,192)	(5.37) %
OTHER TAXES	5,342,314	3,634,172	(1,708,142)	68.03 %	3,587,737	46,435	1.29 %
TRANSFERS	705,008	104,298	(600,710)	14.79 %	116,395	(12,097)	(10.39) %
TAXES	13,320,919	8,205,793	(5,115,126)	61.60 %	7,864,831	340,962	4.34 %
TOTAL REVENUES	23,883,967	14,145,343	(9,738,624)	59.23 %	14,258,625	(113,282)	(0.03) %
EXPENDITURES							
SALARIES	9,898,388	5,610,216	4,288,172	56.68 %	5,529,359	(80,857)	(1.46) %
FICA	766,636	410,289	356,347	53.52 %	436,546	26,257	6.01 %
HEALTH INSURANCE	2,000,215	1,096,910	903,305	54.84 %	1,082,018	(14,892)	(1.38) %
RETIREMENT	1,127,536	626,083	501,453	55.53 %	737,944	111,861	15.16 %
TELEPHONE	227,175	117,081	110,094	51.54 %	115,590	(1,491)	(1.29) %
PRINTING	21,950	8,591	13,359	39.14 %	5,565	(3,026)	(54.38) %
UTILITIES	287,200	154,694	132,506	53.86 %	155,431	737	0.47 %
TRAVEL	56,093	19,999	36,094	35.65 %	25,875	5,876	22.71 %
MAINT/REP BLDG & GRNDS	60,000	11,580	48,420	19.30 %	34,995	23,415	66.91 %
MAINT/REP EQUIPMENT	173,373	52,586	120,787	30.33 %	90,964	38,378	42.19 %
MAINT/REP AUTO	7,000	728	6,272	10.40 %	1,255	527	41.98 %
POSTAGE	131,425	84,248	47,177	64.10 %	80,877	(3,371)	(4.17) %
BLDG/EQUIP RENTAL	143,067	52,947	90,120	37.01 %	89,741	36,794	41.00 %
ADVERTISING/LEGAL PUBS	39,470	17,292	22,178	43.81 %	17,859	567	3.17 %
TRAINING AND EDUCATION	45,885	15,238	30,647	33.21 %	14,497	(741)	(5.11) %
DUES AND SUBSCRIPTIONS	68,276	47,174	21,102	69.09 %	43,605	(3,569)	(8.18) %
PROFESSIONAL SERVICES	300,260	197,393	102,867	65.74 %	111,564	(85,829)	(76.93) %
AUDIT COSTS	35,000	-	35,000	-	17,300	17,300	100.00 %
INSURANCE AND BONDS	492,958	428,230	64,728	86.87 %	273,690	(154,540)	(56.47) %
COURT COSTS AND DAMAGES	1,500	15,000	(13,500)	1,000.00 %	200	(14,800)	(7,400.00) %
CONTRACTED SERVICES	222,665	116,481	106,184	52.31 %	143,310	26,829	18.72 %
BANK CHARGES	250	156	94	62.26 %	19	(137)	(715.72) %
REMITTANCE FEES COLLECTED	724,692	350,000	374,692	48.30 %	650,000	300,000	46.15 %
REFUNDING ERRONEOUS PMTS	-	600	(600)	(100.00) %	79	(521)	(659.49) %
INSURANCE PREMIUM RETIREE	89,484	43,690	45,794	48.82 %	50,267	6,577	13.08 %
MATERIALS AND SUPPLIES	362,527	173,749	188,778	(100.00) %	155,051	(18,698)	(12.06) %
RECORD BOOKS	5,150	957	4,193	18.58 %	1,876	919	49.00 %
AUTO SUPPLIES	146,000	74,809	71,191	51.24 %	77,308	2,499	3.23 %
C/F PRISONRS REG JAIL FEE	1,375,000	715,113	659,887	52.01 %	535,286	(179,827)	(33.59) %
UNIFORMS	27,887	13,943	13,944	50.00 %	21,563	7,620	35.34 %
CHARGES BY OTHR GOV UNITS	58,077	14,443	43,634	24.87 %	13,547	(896)	(6.61) %
COMPUTER SOFTWARE	45,075	1,411	43,664	3.13 %	2,953	1,542	52.23 %
COMPUTER HARDWARE	69,671	66,668	3,003	95.69 %	13,063	(53,605)	(410.36) %
IT SUPPORT	100,790	30,399	70,392	30.16 %	50,019	19,621	39.23 %
LICENSE AND ANNUAL FEES	51,382	41,186	10,196	80.16 %	15,029	(26,157)	(174.04) %
CAPITAL OUTLAY-EQUIPMENT	190,000	63,225	126,775	33.28 %	78,000	14,775	18.94 %
CONTR/TRSFR OTHR GOV UNIT	3,278,723	2,424,366	854,357	73.94 %	2,035,105	(389,261)	(19.13) %
CONTR/TRSFR OTHER	223,500	138,500	85,000	61.97 %	149,928	11,428	7.62 %
CONTINGENCY FOR EMERGENCIES	130,000	-	130,000	-	-	-	-
TOTAL EXPENDITURES	22,984,280	13,235,974	9,748,306	57.59 %	12,857,278	(15,638)	(2.95) %
NET REVENUE LESS EXPENDITURES	899,687	909,369	9,682		1,401,347	(491,978)	(35.11) %
TRANSFERS TO OTHER FUNDS							
TRANSFER TO CAPITAL OUTLAY FUND	1,347,000	556,019	790,981	41.28 %	95,428	(460,591)	(482.66) %
TOTAL TRANSFERS	1,347,000	556,019	790,981	41.28 %	95,428	(460,591)	(482.66) %
NET USE OF FUNDS - SURPLUS/(DEFICIT)	(447,313)	353,350	800,663		1,305,919	952,569	
BEGINNING FUND BALANCE	5,453,076	5,453,076			3,951,985		
NET CHANGE INFUND BALANCE	(447,313)	353,350			1,305,919		
ENDING FUND BALANCE	5,005,763	5,806,426			5,257,904		
FUND BALANCE AS A % OF OPERATING EXP	21.78%	43.87%			40.89%		

Jefferson County Commission
 FY17 General Fund Revenues and Expenditures
 Compiled February 27, 2017
 General Fund Expenditures by Object Code

	FY17 YTD		Budget		FY16 YTD	YTD Actual	
	Actual	Variance	Favorable /	% Rec'd		Actual	Favorable /
	FY17 Budget	as of 01/31/17	(Unfavorable)	/Exp'd	as of 01/31/16	(Unfavorable)	/Exp'd
REVENUES							
CHARGES FOR SERVICES	3,634,871	1,793,907	(1,840,964)	49.35 %	2,117,860	(323,953)	(15.30) %
INTERGOVERNMENTAL	251,676	(3,944)	(255,620)	(1.57) %	34,453	(38,397)	(111.45) %
INTEREST EARNED	20,200	20,187	(13)	99.94 %	18,241	1,946	10.67 %
LICENSES & PERMITS	250,181	88,085	(162,096)	35.21 %	199,071	(110,986)	(55.75) %
MISCELLANEOUS REVENUE	358,798	302,845	(55,953)	84.41 %	320,037	(17,192)	(5.37) %
OTHER TAXES	5,342,314	3,634,172	(1,708,142)	68.03 %	3,587,737	46,435	1.29 %
TRANSFERS	705,008	104,298	(600,710)	14.79 %	116,395	(12,097)	(10.39) %
TAXES	13,320,919	8,205,793	(5,115,126)	61.60 %	7,864,831	340,962	4.34 %
TOTAL REVENUES	23,883,967	14,145,343	(9,738,624)	59.23 %	14,258,625	(113,282)	(0.03) %
EXPENDITURES							
SALARIES	9,898,388	5,610,216	4,288,172	56.68 %	5,529,359	(80,857)	(1.46) %
FICA	766,636	410,289	356,347	53.52 %	436,546	26,257	6.01 %
HEALTH INSURANCE	2,000,215	1,096,910	903,305	54.84 %	1,082,018	(14,892)	(1.38) %
RETIREMENT	1,127,536	626,083	501,453	55.53 %	737,944	111,861	15.16 %
TELEPHONE	227,175	117,081	110,094	51.54 %	115,590	(1,491)	(1.29) %
PRINTING	21,950	8,591	13,359	39.14 %	5,565	(3,026)	(54.38) %
UTILITIES	287,200	154,694	132,506	53.86 %	155,431	737	0.47 %
TRAVEL	56,093	19,999	36,094	35.65 %	25,875	5,876	22.71 %
MAINT/REP BLDG & GRNDS	60,000	11,580	48,420	19.30 %	34,995	23,415	66.91 %
MAINT/REP EQUIPMENT	173,373	52,586	120,787	30.33 %	90,964	38,378	42.19 %
MAINT/REP AUTO	7,000	728	6,272	10.40 %	1,255	527	41.98 %
POSTAGE	131,425	84,248	47,177	64.10 %	80,877	(3,371)	(4.17) %
BLDG/EQUIP RENTAL	143,067	52,947	90,120	37.01 %	89,741	36,794	41.00 %
ADVERTISING/LEGAL PUBS	39,470	17,292	22,178	43.81 %	17,859	567	3.17 %
TRAINING AND EDUCATION	45,885	15,238	30,647	33.21 %	14,497	(741)	(5.11) %
DUES AND SUBSCRIPTIONS	68,276	47,174	21,102	69.09 %	43,605	(3,569)	(8.18) %
PROFESSIONAL SERVICES	300,260	197,393	102,867	65.74 %	111,564	(85,829)	(76.93) %
AUDIT COSTS	35,000	-	35,000	-	17,300	17,300	100.00 %
INSURANCE AND BONDS	492,958	428,230	64,728	86.87 %	273,690	(154,540)	(56.47) %
COURT COSTS AND DAMAGES	1,500	15,000	(13,500)	1,000.00 %	200	(14,800)	(7,400.00) %
CONTRACTED SERVICES	222,665	116,481	106,184	52.31 %	143,310	26,829	18.72 %
BANK CHARGES	250	156	94	62.26 %	19	(137)	(715.72) %
REMITTANCE FEES COLLECTED	724,692	350,000	374,692	48.30 %	650,000	300,000	46.15 %
REFUNDING ERRONEOUS PMTS	-	600	(600)	(100.00) %	79	(521)	(659.49) %
INSURANCE PREMIUM RETIREE	89,484	43,690	45,794	48.82 %	50,267	6,577	13.08 %
MATERIALS AND SUPPLIES	362,527	173,749	188,778	(100.00) %	155,051	(18,698)	(12.06) %
RECORD BOOKS	5,150	957	4,193	18.58 %	1,876	919	49.00 %
AUTO SUPPLIES	146,000	74,809	71,191	51.24 %	77,308	2,499	3.23 %
C/F PRISONRS REG JAIL FEE	1,375,000	715,113	659,887	52.01 %	535,286	(179,827)	(33.59) %
UNIFORMS	27,887	13,943	13,944	50.00 %	21,563	7,620	35.34 %
CHARGES BY OTHR GOV UNITS	58,077	14,443	43,634	24.87 %	13,547	(896)	(6.61) %
COMPUTER SOFTWARE	45,075	1,411	43,664	3.13 %	2,953	1,542	52.23 %
COMPUTER HARDWARE	69,671	66,668	3,003	95.69 %	13,063	(53,605)	(410.36) %
IT SUPPORT	100,790	30,399	70,392	30.16 %	50,019	19,621	39.23 %
LICENSE AND ANNUAL FEES	51,382	41,186	10,196	80.16 %	15,029	(26,157)	(174.04) %
CAPITAL OUTLAY-EQUIPMENT	190,000	63,225	126,775	33.28 %	78,000	14,775	18.94 %
CONTR/TRSFR OTHR GOV UNIT	3,278,723	2,424,366	854,357	73.94 %	2,035,105	(389,261)	(19.13) %
CONTR/TRSFR OTHER	223,500	138,500	85,000	61.97 %	149,928	11,428	7.62 %
CONTINGENCY FOR EMERGENCIES	130,000	-	130,000	-	-	-	-
TOTAL EXPENDITURES	22,984,280	13,235,974	9,748,306	57.59 %	12,857,278	(15,638)	(2.95) %
NET REVENUE LESS EXPENDITURES	899,687	909,369	9,682		1,401,347	(491,978)	(35.11) %
TRANSFERS TO OTHER FUNDS							
TRANSFER TO CAPITAL OUTLAY FUND	1,347,000	556,019	790,981	41.28 %	95,428	(460,591)	(482.66) %
TOTAL TRANSFERS	1,347,000	556,019	790,981	41.28 %	95,428	(460,591)	(482.66) %
NET USE OF FUNDS - SURPLUS/(DEFICIT)	(447,313)	353,350	800,663		1,305,919	952,569	
BEGINNING FUND BALANCE	5,453,076	5,453,076			3,951,985		
NET CHANGE INFUND BALANCE	(447,313)	353,350			1,305,919		
ENDING FUND BALANCE	5,005,763	5,806,426			5,257,904		
FUND BALANCE AS A % OF OPERATING EXP	21.78%	43.87%			40.89%		

Jefferson County Commission
Table Games Revenue

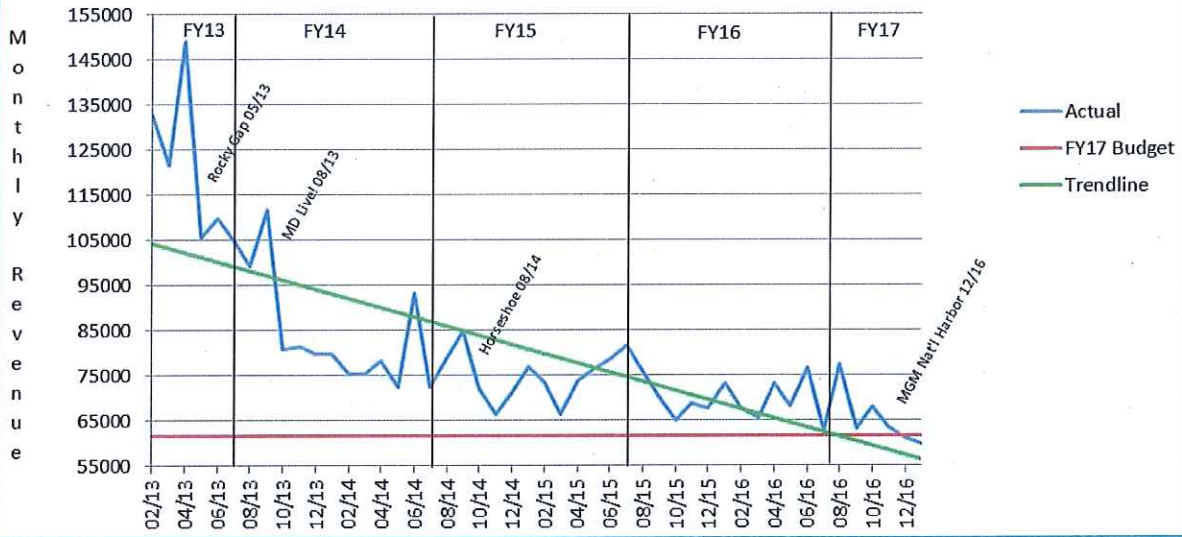
0013700T000

	Act Rev	Est Rev	Budget	Act % Inc/(Dec)	Avg Mo	Decrease from FY12	
						%	Cumulative
FY12	1,596,516	1,596,516	920,000	35.2%	133,043		
FY13	1,556,473	1,556,473	1,800,000	-2.5%	129,706		(40,043)
FY14	1,032,251	1,032,251	1,163,539	-33.7%	86,021		(564,265)
FY15	891,153	891,153	943,444	-13.7%	74,263	-44.2%	(705,363)
FY16	853,009	853,009	790,000	-4.3%	71,084	-46.6%	(743,507)
FY17	455,250	733,048	740,000	-13.2%	61,667	-52.9%	(823,425)
FY18			617,700	-16.5%			
			Avg Dec FY13-16	-13.5%			(2,876,603)
			Act Dec FY16-17	-14.1%			

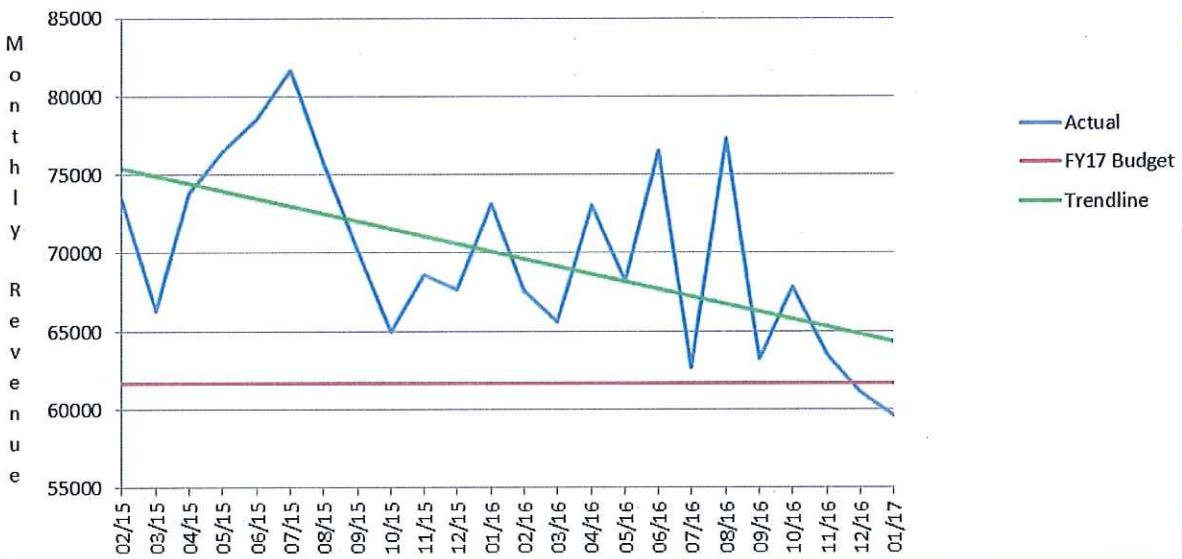
Table Games Revenue
FY17 Projected Revenue

Month	Actual Rev	Estimated Chg/Mo	Estimated Revenue/Mo	Est. FY17 Total Revenue	FY17 Budget	Projected Variance	Decrease Over PY
07/16	62,652						-23.3%
08/16	77,286						2.0%
09/16	63,258						-9.8%
10/16	67,809						4.3%
11/16	63,493						-7.5%
12/16	61,114						-9.7%
01/17	59,638						-18.4%
02/17	-	-7.6%	55,098				
03/17	-	-3.7%	53,050				
04/17	-	12.6%	59,739				
05/17	-	-14.4%	51,149				
06/17	-	14.9%	58,762				
Totals	455,250		277,798	733,048	740,000	(6,952)	

Jefferson County Commission
 Table Games Revenue
 G/L Account 001-370-OT-000
 48 month Period Feb 2013 - Jan 2017



Jefferson County Commission
 Table Games Revenue
 G/L Account 001-370-OT-000
 24 month Period Feb 2015 - Jan 2017



Jefferson County Commission
Video Lottery Revenue

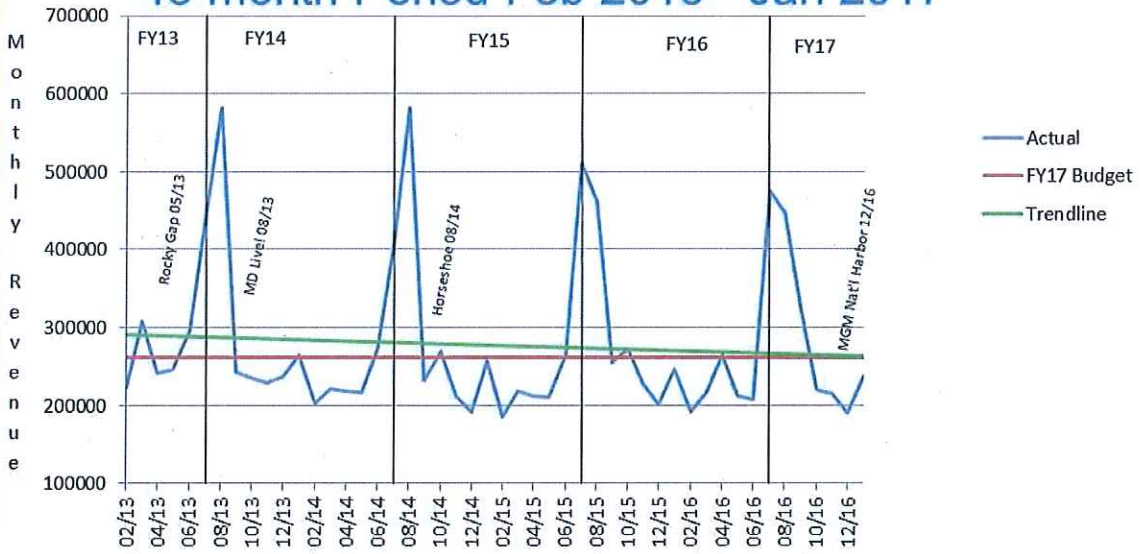
001373OT000 001373OT001

	Actual Rev	Est Rev	Budget	Act % Inc/(Dec)	Avg Mo	Change from FY12	
						%	Cumulative
FY12	4,269,886	4,269,886	4,700,000	3.6%	355,824		
FY13	3,632,491	3,632,491	4,100,000	-14.9%	302,708		(637,395)
FY14	3,365,543	3,365,543	3,303,301	-7.3%	280,462		(904,343)
FY15	3,237,305	3,237,305	3,224,793	-3.8%	269,775	-24.2%	\$(1,032,581)
FY16	3,263,264	3,263,264	3,114,553	0.8%	271,939	-23.6%	(1,006,622)
FY17	2,109,755	3,210,737	3,140,000	-1.6%	261,667	-26.5%	(421,754)
FY18			3,384,000	5.4%			
			Avg Dec FY13-16	-6.3%	(0.038)		(4,002,695)

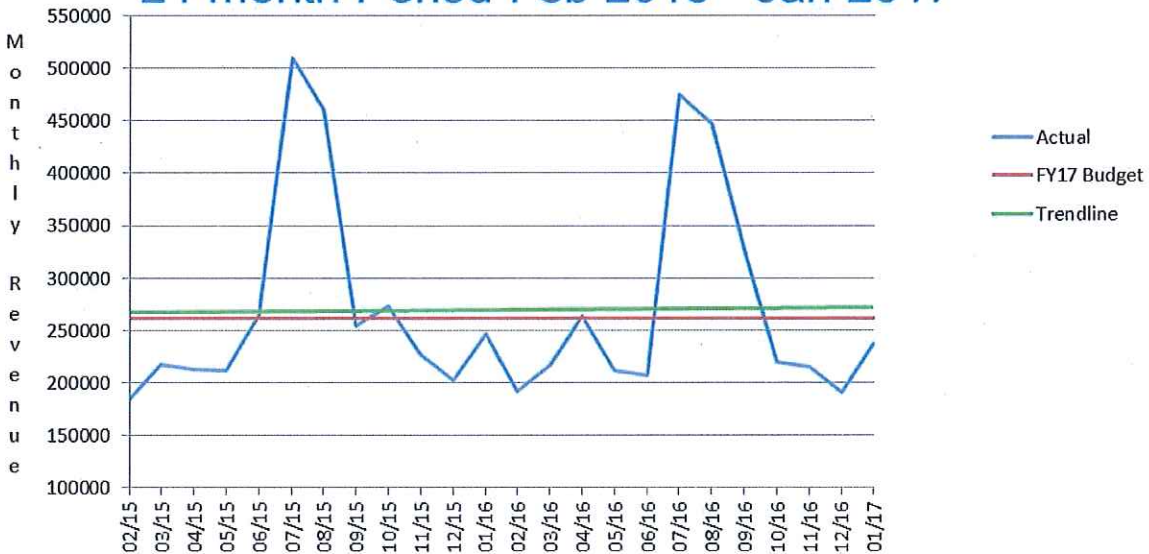
Video Lottery Revenue
FY17 Projected Revenue

Month	Actual Rev	Estimated Chg/Mo	Estimated Revenue/Mo	Est. FY17 Total Revenue	FY17 Budget	Projected Variance	Decrease Over PY
07/16	474,513						-7.0%
08/16	446,950						-3.0%
09/16	327,598						28.6%
10/16	219,196						-19.5%
11/16	214,983						-5.3%
12/16	190,029						-5.9%
01/17	236,486						-4.1%
02/17	-	-20.1%	188,856				
03/17	-	19.5%	225,636				
04/17	-	-0.8%	223,753				
05/17	-	-4.8%	213,116				
06/17	-	17.1%	249,621				
Totals	<u>2,109,755</u>		<u>1,100,982</u>	<u>3,210,737</u>	<u>3,140,000</u>	<u>70,737</u>	

Jefferson County Commission
 Video Lottery Revenue
 G/L Account 001-373-OT-000 & 001
 48 month Period Feb 2013 - Jan 2017



Jefferson County Commission
 Video Lottery Revenue
 G/L Account 001-373-OT-000 & 001
 24 month Period Feb 2015 - Jan 2017





Name: **Stephanie Grove, County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **March 16, 2017**

If a specific date is needed, please provide reason for specific date: Click here to enter text.

Date Requested – 2nd Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*):

- Approval of revised Meeting Session Policy – Discussion/Action
- Letter to Supreme Court regarding Family Court rent and maintaining the sound system after installed – Discussion/Action

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N Click here to enter text.

If so, how much? \$Click here to enter text.

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain: Click here to enter text.

Is equipment needed? Projector Y/N Click here to enter text. Internet/Wi Fi Y/N Click here to enter text.

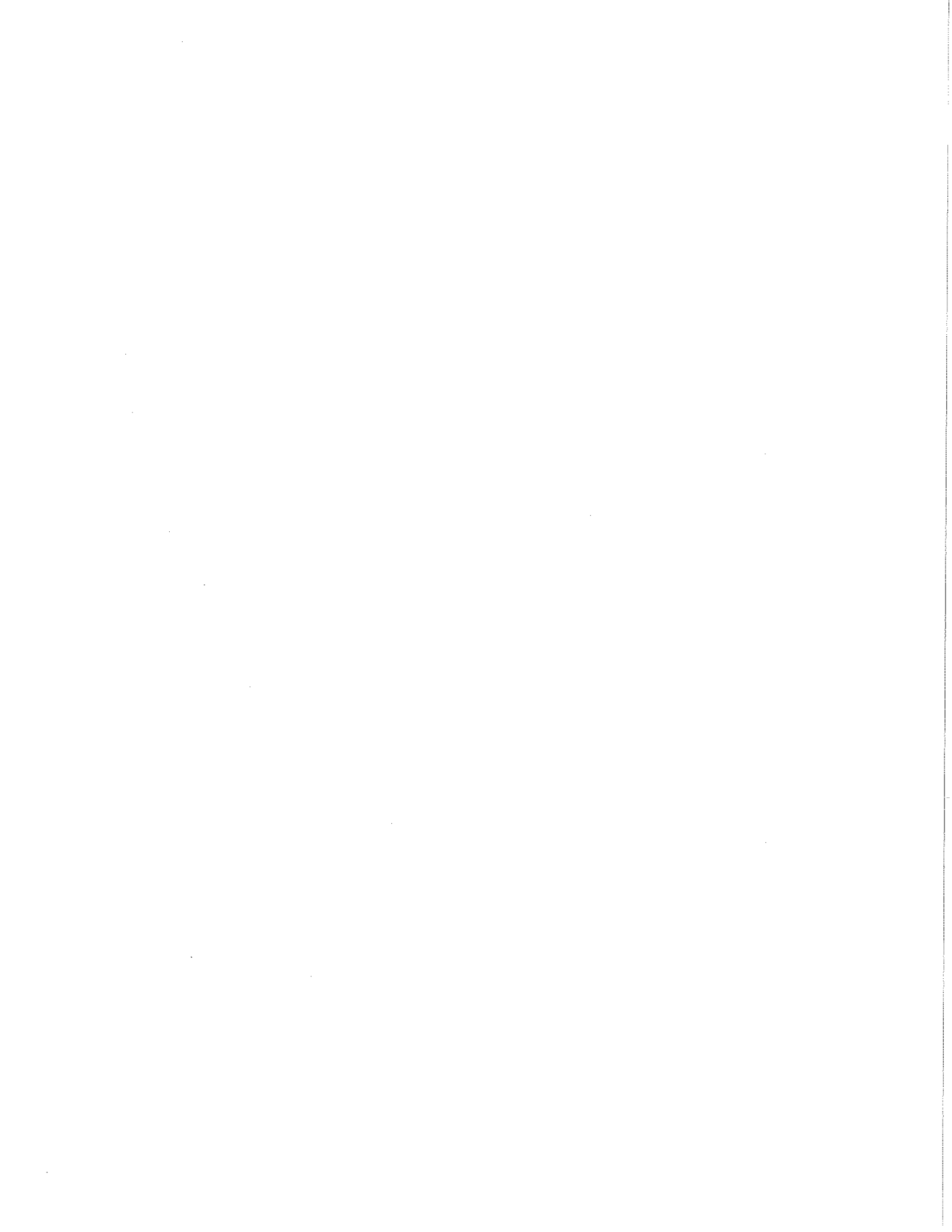
Telephone for conference call Y/N Click here to enter text.

Contact information:

Email address: Click here to enter text. Phone Number: Click here to enter text.

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.



**COUNTY COMMISSION OF JEFFERSON COUNTY
NOTICE OF PUBLIC HEARING
BUDGET FY2016**

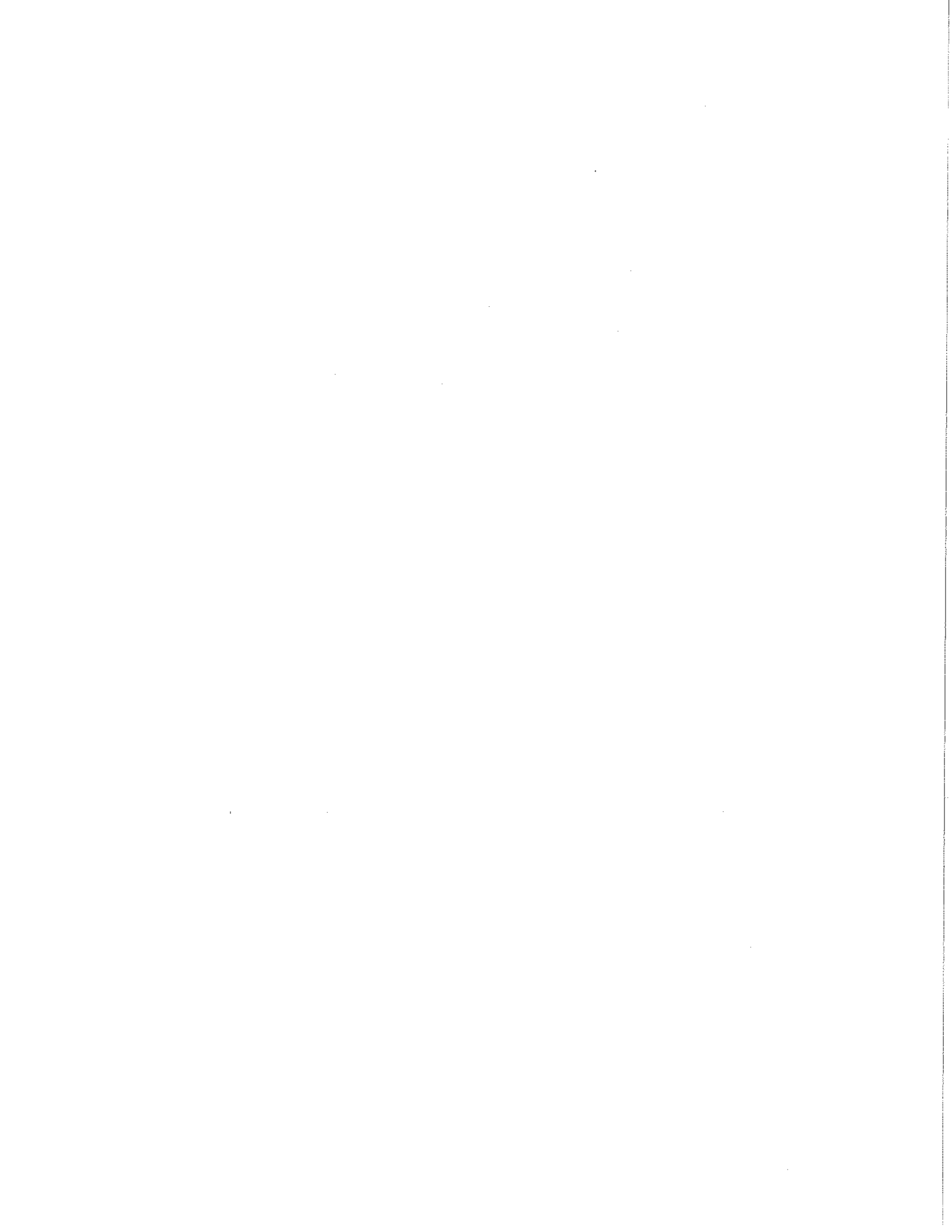
The County Commission of Jefferson County will hold a public hearing on Thursday, March 16, 2017, at 7:00 p.m. in the County Commission Meeting Room located in the Old Charles Town Library, 200 East Washington Street, Charles Town, WV 25414.

The purpose of the public hearing is to receive public comment concerning the County's FY18 budget.

Anyone wishing to provide oral or written comment may do so at this meeting or you may send your comments to info@jeffersoncountywv.org

No decisions will be made at the hearing.

By Order of The County
Commission of Jefferson County
Peter Onoszko, President



**Notice of Meeting Time Change - Fifth Thursday
Regular Session
Jefferson County Commission**

Notice is hereby given that beginning, Thursday, March 30, 2017, the County Commission of Jefferson County will begin the regular sessions held on the fifth Thursday of the month at 7:00 p.m. The first and third Thursday meeting will still begin at 9:30 a.m.

**By Order of The County
Commission of Jefferson County
Peter Onoszko, President**

NOTICE OF PUBLIC HEARING

The County Commission of Jefferson County will hold a Public Hearing on **Thursday, March 30, 2017, at 7:30 p.m.** in the County Commission meeting room located at the Old Charles Town Library, 200 East Washington Street, Charles Town, WV 25414.

The purpose of the hearing is to receive public input on the proposed Policy on Vested Property Rights including the following language:

- The validity of any subdivision plan or plat that was valid and outstanding as of January 1, 2010 and had received preliminary approval by the Planning Commission prior to March 1, 2010 shall be extended from July 1, 2017 until July 1, 2020. Any other plan or permit associated with the subdivision or land development plan or plat shall also be extended for the same period.

- The requirements for the vesting of property rights contained in an ordinance enacted pursuant to WV Code §8A-4-2 that required the performance of any action within a certain time period for any subdivision for land development plan or plat that was valid and outstanding as of January 1, 2010 and had received preliminary approval by the Planning Commission prior to March 1, 2010 shall be extended from July 1, 2017 until July 1, 2020. This provision would apply to all special and conditional use permits or any other agreement or zoning action.

- Any plat affected by this extension shall conform to the Stormwater Requirements of the most current regulations in effect at the time when the plat or plan is submitted for approval.

Anyone wishing to provide written or oral comment may do so at this meeting or send comments to info@jeffersoncountywv.org.

No decisions will be made at this meeting.

By Order of The County
Commission of Jefferson County
Peter Onoszko, President

**NOTICE OF PUBLIC HEARING
COUNTY COMMISSION OF JEFFERSON COUNTY
ZONING MAP AMENDMENT**

The County Commission of Jefferson County will hold a Public Hearing regarding a Zoning Map Amendment for property designated as Tax District Middleway, Map 19A, Parcels 13, 14, and 14.1 - Jefferson Reality, LLC. The hearing will be held on Thursday, April 6, 2017, at 1:30 p.m. in the Old Charles Town Library Meeting Room, 200 East Washington Street, Charles Town, WV 25414.

Anyone wishing to provide written or oral comment may do so at this meeting or send comments to info@jeffersoncountywv.org.

Review of the documents are available at the following website:

www.jeffersoncountywv.org

By Order of The County
Commission of Jefferson County
Peter Onoszko, President

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, April 6, 2017, or as soon thereafter as the Commission may decide:

Historic Landmarks Committee - one (1) three - year term ending March 6, 2020

The Historic Landmarks Committee is specifically seeking individuals who demonstrate special interest, experience or education in history, architecture, planning, real estate or law.

Persons who may be interested in the above listed agency should submit a letter of interest and a resume or statement of qualifications to the Jefferson County Commission, P.O. Box 250, Charles Town, WV 25414 no later than 12:00 p.m. the Monday prior to the proposed date of appointment.

Additional information regarding these appointments may be obtained by calling the Commission Office at (304) 728-3284.

SPIRIT OF JEFFERSON:

PLEASE ADVERTISE ON:

March 22 and March 29

THANKS - JEFFERSON COUNTY COMMISSION

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, April 6, 2017, or as soon thereafter as the Commission may decide:

Planning Commission - three (3) three-year terms ending March 31, 2020

Persons who may be interested in the above listed agency should submit a letter of interest and a resume or statement of qualifications to the Jefferson County Commission, P.O. Box 250, Charles Town, WV 25414, by 12:00 pm on the Monday prior to the proposed date of appointment.

Additional information regarding these appointments may be obtained by calling the Commission Office at (304) 728-3284.

SPIRIT OF JEFFERSON:

PLEASE ADVERTISE ON:

March 22 and March 29

THANKS - JEFFERSON COUNTY COMMISSION

Impact Fee Status Report

February 2017

Office of Impact Fees

Summary

Date Range: Wednesday 1 through Tuesday 28 February 2017

Report Date: 1 March 2017

Process Number Range: 1700017-1700036

Total Applications: 20

Total Non-Exempt: 17

Of which:

Commercial: 1

Residential: 16

Of which:

County: 11

Municipal: 6

Total Exempt: 3

Of which:

Commercial: 0

Residential: 3

Of which:

County: 3

Municipal: 0

Tables 1 through 7 summarize impact fee processing for February 2017. Table 8 represents account totals, pending the transfer of fees collected as shown in Table 1, including General Impact Fee Account (3111776) interest which is listed in Table 2.

Table 1. Form 100 Tallies

	Exempt	Commercial	Residential	Total
1 – 28 February 2017	3	1	16	20
Fees collected		\$1.00	\$100,747.00	\$100,748.00
<i>Of which</i>				
School Impact Fee			\$91,200.00	\$91,200.00
Law Enforcement Fee		\$0.00	\$1,771.00	\$1,771.00
Parks & Recreation Fee			\$7,008.00	\$7,008.00
EMS Fee		\$1.00	\$768.00	\$769.00

Table 2. Financial Data – Office of Impact Fees General Account (3111776)

Description	Amount
Opening Statement Balance (1 February 2017)	\$81,751.88
January Deposits (1 – 28 February 2017)	\$100,748.00
School Jan. Transactions (withdraws via transfer on 13 February 2017)	(\$74,141.29)
Law Jan. Transactions (withdraws via transfer on 13 February 2017)	(\$1,288.92)
Parks & Rec Jan. Transactions (withdraws via transfer on 13 Feb. 2016)	(\$5,697.21)
EMS Jan. Transactions (withdraws via transfer on 13 February 2017)	(\$624.46)
Interest Earned (28 February 2017)	\$31.60
Ending Statement Balance (28 February 2017)	\$100,779.60
<i>Outstanding Credits (deposits through 1 March 2017)</i>	<i>\$0.00</i>

Table 3. Financial Data – School Impact Fee Account (3107582)

Description	Amount
Opening Balance (1 February 2017)	\$2,884,930.85
January Transactions (deposits via transfer on 13 February 2017)	\$74,141.29
Interest Earned (28 February 2017)	\$1,122.80
Ending Balance (28 February 2017)	\$2,960,194.94

Table 4. Financial Data – Law Enforcement Impact Fee Account (3120120)

Description	Amount
Opening Balance (1 February 2017)	\$85,452.02
January Transactions (deposits via transfer on 13 February 2017)	\$1,288.92
Interest Earned (28 February 2017)	\$33.06
Ending Balance (28 February 2017)	\$86,774.00

Table 5. Financial Data – Parks & Recreation Impact Fee Account (3122808)

Description	Amount
Opening Balance (1 February 2017)	\$103,723.18
January Transactions (deposits via transfer on 13 February 2017)	\$5,697.21
Interest Earned (28 February 2017)	\$41.03
Ending Balance (28 February 2017)	\$109,461.42

Table 6. Financial Data –EMS Impact Fee Account (3122816)

Description	Amount
Opening Balance (1 February 2017)	\$14,987.47
January Transactions (deposits via transfer on 13 February 2017)	\$624.46
Interest Earned (28 February 2017)	\$5.89
Ending Balance (28 February 2017)	\$15,617.82

Table 7. Total Impact Fees as of 1 March 2017/1

Description	Amount
Office of Impact Fees General Account	\$100,779.60
School Impact Fee Account	\$2,960,194.94
Law Enforcement Fee Account	\$86,774.00
Parks & Recreation Impact Fee Account	\$109,461.42
EMS Impact Fee Account	\$15,617.82
Total Impact Fees	\$3,272,827.78

/1 These values represent both impact fees collected and interest earned. The general account includes the outstanding credits listed in table 2 and outstanding debits, if any, listed in tables 3-6.

Table 8. Pending March 2017 Fee Transfers /1

Account	28 Feb. 2017 Account Totals	Pending Impact Fee Transfers	Account Totals
School Impact Fee Account	\$2,960,194.94	\$91,228.44	\$3,051,423.38
Law Enforcement Fee Account	\$86,774.00	\$1,771.63	\$88,545.63
Parks & Recreation Impact Fee Account	\$109,461.42	\$7,010.21	\$116,471.63
EMS Impact Fee Account	\$15,617.82	\$769.32	\$16,387.14
Total Impact Fees	\$3,172,048.18	\$100,779.60	\$3,272,827.78

/1 This table represents each of the impact fee category account totals as of 28 February 2017 listed in tables 3 – 6. Pending fee transfer amounts, excluding interest and any outstanding credits, collected in February 2017 are listed in table 1 of the General Account (3111776); these transactions will be processed in March 2017. Any outstanding credits, as listed in table 2, will be added to the next month's Impact Fee transfer amounts.

610

Form 100 Transaction Summary
Jefferson County Government – Office of Impact Fees

Impact Fee Applications Processed between dates Wednesday 1 through Tuesday 28 February 2017

Process Number	Date	Last Name	First Name	Tax District	Assessed Prop.	Assessed Parcels	Tax Map	Parcels	Impact Fees Collected	Date	Exemption Reason
Exempt Applications											
1700022	02/09/2017	Stevens	Michael and	07 Middleway	910	737	14	1.18	\$0.00	02/09/2017	Form 200
1700023	02/10/2017	Wilson	Deborah	06 Kabletown	645	265	9G	23	\$0.00	02/10/2017	Form 200
1700026	02/14/2017	Getts	Robert	06 Kabletown	1159	184	19A	1.3	\$0.00	02/14/2017	Form 200

Category Count: 3

Category Total \$0.00

Non-Exempt Applications											
1700017	02/06/2017	Lowe	Laura	07 Middleway	1058	551	6	12	\$6,347.00	02/06/2017	N/A
1700018	02/06/2017	DR Acquisitions,		04 Harpers Ferry	914	521	9D	14	\$6,347.00	02/06/2017	N/A
1700019	02/06/2017	DR Acquisitions,		04 Harpers Ferry	914	521	9D	13	\$6,347.00	02/06/2017	N/A
1700020	02/06/2017	DR Acquisitions,		04 Harpers Ferry	914	521	9D	12	\$6,347.00	02/06/2017	N/A
1700021	02/09/2017	DR Acquisitions,		04 Harpers Ferry	1129	541	9D	118	\$6,347.00	02/09/2017	N/A
1700024	02/13/2017	K Hovnanian		08 Ranson Corp	1183	736	8D	1J	\$6,186.00	02/13/2017	N/A
1700025	02/14/2017	Susan Martin	Arcadia	03 Charles Town	23	67	12B	223	\$6,186.00	02/14/2017	N/A
1700027	02/15/2017	Quigley	Douglas	02 Charles Town	954	426	23M	42	\$6,347.00	02/15/2017	N/A
1700028	02/15/2017	DR Acquisitions,		04 Harpers Ferry	1129	541	9D	16	\$6,347.00	02/15/2017	N/A
1700029	02/16/2017	Hostler	Timothy	07 Middleway	1185	240	24		\$6,347.00	02/16/2017	N/A
1700030	02/17/2017	Stoner	Shawn and	02 Charles Town	1080	683	21F	10	\$6,347.00	02/17/2017	N/A
1700031	02/17/2017	Sandretzky	Thomas	03 Charles Town	1185	415			\$6,186.00	02/17/2017	N/A
1700032	02/17/2017	Kable	Harry	08 Ranson Corp			08	9.3	\$1.00	02/17/2017	N/A
1700033	02/17/2017	DR Acquisitions,		04 Harpers Ferry	1129	541	9D	140	\$6,347.00	02/17/2017	N/A
1700034	02/23/2017	Susan Martin	Arcadia	03 Charles Town	23	67	12A	202	\$6,186.00	02/23/2017	N/A
1700035	02/23/2017	Susan Martin	Arcadia	03 Charles Town	23	67	12A	231	\$6,186.00	02/23/2017	N/A
1700036	02/24/2017	Hill	Christopher	09 Shepherdstown	1185	231	13	75	\$6,347.00	02/24/2017	N/A

Category Count: 17

Category Total \$100,748.00

TOTAL APPLICATIONS: 20

Grand Total \$100,748.00

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
Office of Impact Fees
116 East Washington Street, P.O. Box 716
Charles Town, WV 25414

COPY

Michelle Mason
Impact Fee Program Specialist

Phone: (304) 728-3331
Fax: (304) 728-3953
mmason@jeffersoncountywv.org

MEMORANDUM

TO: Stephanie Grove, Vivian Fields, and Teresa Hendricks
FROM: Michelle Mason *mm*
DATE: Wednesday, 1 March 2017
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's Schools Impact Fee Account.**

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County Schools Impact Fee Account (Bank of Charles Town account 3107582)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of February 2017.

This transfer consists of two components:

- Impact Fee Process Numbers **1700017** through **1700036**, inclusive. Within this range there were 16 non-exempt impact fee payments. This amounts to **\$91,200.00**.
- Interest earned by the Office of Impact Fees General Account in February 2017 amounts to **\$31.60**, of which **\$28.44** is attributed to fees collected for Schools.

As per the attached invoice, the total amount of this transfer is \$91,228.44.

Check # 1080



Account Withdraws
Office of Impact Fees - Jefferson County Government

Account 3111776

Schools

Check Number 1080

Trace 20170301:40571.16

Date 3/1/2017

Series 1

Recipient Sheriff of Jefferson County

Account 3107582

Amount \$91,200.00

Signature 1 Peter Onoszko

Signature 2 Sheriff Peter Dougherty

Signature 3 Jacqueline C. Shadle

Notes: Transfer of Impact Fees From General Account for School Impact Fees Collected in February 2017.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
2/16/2017	1600028	2003-3	11/24/2005	\$5,700.00
2/7/2017	1700017	2003-3	11/24/2005	\$5,700.00
2/7/2017	1700018	2003-3	11/24/2005	\$5,700.00
2/7/2017	1700019	2003-3	11/24/2005	\$5,700.00
2/7/2017	1700020	2003-3	11/24/2005	\$5,700.00
2/10/2017	1700021	2003-3	11/24/2005	\$5,700.00
2/14/2017	1700024	2003-3	11/24/2005	\$5,700.00
2/15/2017	1700025	2003-3	11/24/2005	\$5,700.00
2/16/2017	1700027	2003-3	11/24/2005	\$5,700.00
2/17/2017	1700029	2003-3	11/24/2005	\$5,700.00
2/21/2017	1700030	2003-3	11/24/2005	\$5,700.00
2/21/2017	1700031	2003-3	11/24/2005	\$5,700.00
2/21/2017	1700032	2003-3	11/24/2005	\$0.00
2/21/2017	1700033	2003-3	11/24/2005	\$5,700.00
2/24/2017	1700034	2003-3	11/24/2005	\$5,700.00
2/24/2017	1700035	2003-3	11/24/2005	\$5,700.00
2/27/2017	1700036	2003-3	11/24/2005	\$5,700.00
Total amount for this withdraw				\$91,200.00
Total amount for this account				\$91,200.00
Total amount all accounts				\$91,200.00

Jefferson County Commission

P.O. Box 250
Charles Town, WV 25414

Invoice

Number: 17009

Date: 3/1/2017

Bill To:

Office of Impact Fees
116 East Washington Street
Suite 100
Charles Town, WV 25414

Pay To:

Sheriff of Jefferson County
P.O. Box 9
Charles Town, WV 25414

P.O. Number

Vendor Number

Description

Amount

Impact Fee payments collected for month of February 2017 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County School Impact Fees Bank Account (3107582). \$91,200.00

Interest earned by the Office of Impact Fees General Account February 2017. \$28.44

Impact Fee Process Numbers 1700017 through 1700036, inclusive. Within this range, there were 16 non-exempt impact fee payments.

Total: \$91,228.44

Notes/Comments Transfer of funds into School Impact Fee Account (3107582).

Check Number: 1080

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
Office of Impact Fees
116 East Washington Street, P.O. Box 716
Charles Town, WV 25414

COPY

Michelle Mason
Impact Fee Program Specialist

Phone: (304) 728-3331
Fax: (304) 728-3953
mmason@jeffersoncountywv.org

MEMORANDUM

TO: Stephanie Grove, Vivian Fields, and Teresa Hendricks
FROM: Michelle Mason *MM*
DATE: Wednesday, 1 March 2017
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's Law Enforcement Impact Fee Account.**

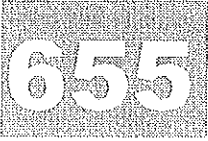
Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County Law Enforcement Impact Fee Account (Bank of Charles Town account 3120120)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of February 2017.

This transfer consists of two components:

- Impact Fee Process Numbers **1700017** through **1700036**, inclusive. Within this range there were 11 non-exempt impact fee payments. This amounts to **\$1,771.00**.
- Interest earned by the Office of Impact Fees General Account in February 2017 amounts to **\$31.60**, of which **\$0.63** is attributed to fees collected for Law Enforcement.

As per the attached invoice, the total amount of this transfer is \$1,771.63.

Check # 1081



Account Withdraws
Office of Impact Fees - Jefferson County Government

Account 3111776

Law Enforcement

Check Number 1081

Trace 20170301:40636.87

Date 3/1/2017 Series 2

Recipient Sheriff of Jefferson County

Account 3120120

Amount \$1,771.00

Signature 1 Peter Onoszko

Signature 2 Sheriff Peter Dougherty

Signature 3 Jacqueline C. Shadle

Notes: Transfer of Impact Fees From General Account for Law Enforcement Impact Fees Collected in February 2017.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
2/16/2017	1600028	2005-1	3/22/2005	\$161.00
2/17/2017	1700017	2005-1	3/22/2005	\$161.00
2/17/2017	1700018	2005-1	3/22/2005	\$161.00
2/17/2017	1700019	2005-1	3/22/2005	\$161.00
2/17/2017	1700020	2005-1	3/22/2005	\$161.00
2/10/2017	1700021	2005-1	3/22/2005	\$161.00
2/14/2017	1700024	2005-1	3/22/2005	\$0.00
2/15/2017	1700025	2005-1	3/22/2005	\$0.00
2/16/2017	1700027	2005-1	3/22/2005	\$161.00
2/17/2017	1700029	2005-1	3/22/2005	\$161.00
2/21/2017	1700030	2005-1	3/22/2005	\$161.00
2/21/2017	1700031	2005-1	3/22/2005	\$0.00
2/21/2017	1700032	2005-1	3/22/2005	\$0.00
2/21/2017	1700033	2005-1	3/22/2005	\$161.00
2/24/2017	1700034	2005-1	3/22/2005	\$0.00
2/24/2017	1700035	2005-1	3/22/2005	\$0.00
2/27/2017	1700036	2005-1	3/22/2005	\$161.00
Total amount for this withdraw				\$1,771.00
Total amount for this account				\$1,771.00
Total amount all accounts				\$1,771.00

Jefferson County Commission

P.O. Box 250
Charles Town, WV 25414

Invoice

Number: 17010

Date: 3/1/2017

Bill To:

Office of Impact Fees
116 East Washington Street
Suite 100
Charles Town, WV 25414

Pay To:

Sheriff of Jefferson County
P.O. Box 9
Charles Town, WV 25414

P.O. Number

Vendor Number

Description	Amount
Impact Fee payments collected for month of February 2017 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County Law Enforcement Impact Fees Bank Account (3120120).	\$1,771.00
Interest earned by the Office of Impact Fees General Account February 2017.	\$0.63
Impact Fee Process Numbers 1700017 through 1700036, inclusive. Within this range, there were 11 non-exempt impact fee payments.	
Total:	\$1,771.63

Notes/Comments Transfer of funds into Law Enforcement Impact Fee Account (3120120).

Check Number: 1081

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
Office of Impact Fees
116 East Washington Street, P.O. Box 716
Charles Town, WV 25414

COPY

Michelle Mason
Impact Fee Program Specialist

Phone: (304) 728-3331
Fax: (304) 728-3953
mmason@jeffersoncountywv.org

MEMORANDUM

TO: Stephanie Grove, Vivian Fields, and Teresa Hendricks
FROM: Michelle Mason *MM*
DATE: Wednesday, 1 March 2017
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's Parks & Recreation Impact Fee Account.**

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County Parks & Recreation Impact Fee Account (Bank of Charles Town account 3122808)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of February 2017.

This transfer consists of two components:

- Impact Fee Process Numbers **1700017** through **1700036**, inclusive. Within this range there were 16 non-exempt impact fee payments. This amounts to **\$7,008.00**.
- Interest earned by the Office of Impact Fees General Account in February 2017 amounts to **\$31.60**, of which **\$2.21** is attributed to fees collected for Parks & Recreation.

As per the attached invoice, the total amount of this transfer is \$7,010.21.

Check # 1082



Account Withdraws
Office of Impact Fees - Jefferson County Government

Account 3111776

Parks & Rec

Check Number 1082

Trace 20170301:40678.61

Date 3/1/2017

Series 3

Recipient Sheriff of Jefferson County

Account 3122808

Amount \$7,008.00

Signature 1 Peter Onoszko

Signature 2 Sheriff Peter Dougherty

Signature 3 Jacqueline C. Shadle

Notes: Transfer of Impact Fees From General Account for Parks and Rec Impact Fees Collected in February 2017.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
2/16/2017	1600028	2005-2	5/12/2005	\$438.00
2/7/2017	1700017	2005-2	5/12/2005	\$438.00
2/7/2017	1700018	2005-2	5/12/2005	\$438.00
2/7/2017	1700019	2005-2	5/12/2005	\$438.00
2/7/2017	1700020	2005-2	5/12/2005	\$438.00
2/10/2017	1700021	2005-2	5/12/2005	\$438.00
2/14/2017	1700024	2005-2	5/12/2005	\$438.00
2/15/2017	1700025	2005-2	5/12/2005	\$438.00
2/16/2017	1700027	2005-2	5/12/2005	\$438.00
2/17/2017	1700029	2005-2	5/12/2005	\$438.00
2/21/2017	1700030	2005-2	5/12/2005	\$438.00
2/21/2017	1700031	2005-2	5/12/2005	\$438.00
2/21/2017	1700032	2005-2	5/12/2005	\$0.00
2/21/2017	1700033	2005-2	5/12/2005	\$438.00
2/24/2017	1700034	2005-2	5/12/2005	\$438.00
2/24/2017	1700035	2005-2	5/12/2005	\$438.00
2/27/2017	1700036	2005-2	5/12/2005	\$438.00

Total amount for this withdraw \$7,008.00

Total amount for this account \$7,008.00

Total amount all accounts \$7,008.00

Jefferson County Commission

P.O. Box 250
Charles Town, WV 25414

Invoice

Number: 17011

Date: 3/1/2017

Bill To:

Office of Impact Fees
116 East Washington Street
Suite 100
Charles Town, WV 25414

Pay To:

Sheriff of Jefferson County
P.O. Box 9
Charles Town, WV 25414

P.O. Number

Vendor Number

Description

Amount

Impact Fee payments collected for month of February 2017 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County Parks & Recreation Impact Fees Bank Account (3122808). \$7,008.00

Interest earned by the Office of Impact Fees General Account February 2017. \$2.21

Impact Fee Process Numbers 1700017 through 1700036, inclusive. Within this range, there were 16 non-exempt impact fee payments.

Total: \$7,010.21

Notes/Comments Transfer of funds into Parks & Recreation Impact Fee Account (3122808).

Check Number: 1082

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
Office of Impact Fees
116 East Washington Street, P.O. Box 716
Charles Town, WV 25414

COPY

Michelle Mason
Impact Fee Program Specialist

Phone: (304) 728-3331
Fax: (304) 728-3953
mmason@jeffersoncountywv.org

MEMORANDUM

TO: Stephanie Grove, Vivian Fields, and Teresa Hendricks
FROM: Michelle Mason *DM*
DATE: Wednesday, 1 March 2017
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's EMS Impact Fee Account.**

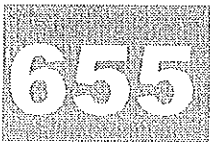
Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County EMS Impact Fee Account (Bank of Charles Town account 3122816)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of February 2017.

This transfer consists of two components:

- Impact Fee Process Numbers **1700017** through **1700036**, inclusive. Within this range there were 17 non-exempt impact fee payments. This amounts to **\$769.00**.
- Interest earned by the Office of Impact Fees General Account in February 2017 amounts to **\$31.60**, of which **\$0.32** is attributed to fees collected for EMS.

As per the attached invoice, the total amount of this transfer is \$769.32.

Check # 1083



Account Withdraws
Office of Impact Fees - Jefferson County Government

Account 3111776

Fire & EMS

Check Number 1083

Trace 20170301:40709.31

Date 3/1/2017 Series 4

Recipient Sheriff of Jefferson County

Account 3122816

Amount \$769.00

Signature 1 Peter Onoszko

Signature 2 Sheriff Peter Dougherty

Signature 3 Jacqueline C. Shadle

Notes: Transfer of Impact Fees From General Account for EMS Impact Fees Collected in February 2017.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
2/16/2017	1600028	2005-3	5/12/2005	\$48.00
2/7/2017	1700017	2005-3	5/12/2005	\$48.00
2/7/2017	1700018	2005-3	5/12/2005	\$48.00
2/7/2017	1700019	2005-3	5/12/2005	\$48.00
2/7/2017	1700020	2005-3	5/12/2005	\$48.00
2/10/2017	1700021	2005-3	5/12/2005	\$48.00
2/14/2017	1700024	2005-3	5/12/2005	\$48.00
2/15/2017	1700025	2005-3	5/12/2005	\$48.00
2/16/2017	1700027	2005-3	5/12/2005	\$48.00
2/17/2017	1700029	2005-3	5/12/2005	\$48.00
2/21/2017	1700030	2005-3	5/12/2005	\$48.00
2/21/2017	1700031	2005-3	5/12/2005	\$48.00
2/21/2017	1700032	2005-3	5/12/2005	\$1.00
2/21/2017	1700033	2005-3	5/12/2005	\$48.00
2/24/2017	1700034	2005-3	5/12/2005	\$48.00
2/24/2017	1700035	2005-3	5/12/2005	\$48.00
2/27/2017	1700036	2005-3	5/12/2005	\$48.00

Total amount for this withdraw \$769.00

Total amount for this account \$769.00

Total amount all accounts \$769.00

Jefferson County Commission

P.O. Box 250
Charles Town, WV 25414

Invoice

Number: 17012

Date: 3/1/2017

Bill To:

Office of Impact Fees
116 East Washington Street
Suite 100
Charles Town, WV 25414

Pay To:

Sheriff of Jefferson County
P.O. Box 9
Charles Town, WV 25414

P.O. Number

Vendor Number

Description

Amount

Impact Fee payments collected for month of February 2017 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County EMS Impact Fees Bank Account (3122816). \$769.00

Interest earned by the Office of Impact Fees General Account February, 2017. \$0.32

Impact Fee Process Numbers 1700017 through 1700036, inclusive. Within this range, there were 17 non-exempt impact fee payments.

Total: \$769.32

Notes/Comments Transfer of funds into EMS Impact Fee Account (3122816).

Check Number: 1083

Public Service Commission of West Virginia

201 Brooks Street, P.O. Box 812
Charleston, West Virginia 25323



Phone: (304) 340-0300
Fax: (304) 340-0325

Received

MAR 09 2017

Jefferson County Commission

March 7, 2017

Jefferson County Commission
124 East Washington Street
Charles Town, WV 25414

SUBJECT: Disbursement of Wireless E-911 Subscriber Fees

Dear County Commissioner:

A check in the amount of \$216,431.70 representing a disbursement of Wireless E-911 subscriber fees **will be mailed directly from the West Virginia State Auditor's Office.** This amount is your County's share of the fees remitted to the Public Service Commission for the months of December 2016, and January and February 2017. The next disbursement will be in three months.

I can be reached at our toll-free number, 1-800-344-511, Extension 364, or direct at 304-340-0364, should you have any questions about the disbursement calculation or about the fees in general.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sandra Mitchell".

Sandra Mitchell
Budget & Finance Manager

SM:kp



The Culture Center
1900 Kanawha Blvd., E.
Charleston, WV 25305-0300

Randall Reid-Smith, Commissioner

Phone 304.558.0220 • www.wvculture.org
Fax 304.558.2779 • TDD 304.558.3562

EEO/AA Employer

February 28, 2017

Peter Onoszko, President
Jefferson County Commission
Jefferson County Courthouse
100 E Washington Street
PO Box 250
Charles Town, WV 25414

Dear Mr. Onoszko:

We are pleased to inform you that the following historic property was listed in the National Register of Historic Places on January 23, 2017:

Feagans' Mill Complex
28 Feagans' Mill Lane
Charles Town, Jefferson County, WV

This honorary designation identifies this cultural resource's significant contribution to the history of West Virginia. Congratulations on the honor.

If our office can ever be of assistance to you, please do not hesitate to contact us. We can be reached at 304.558.0240.

Sincerely,

Susan M. Pierce
Deputy State Historic Preservation Officer

SMP/JSS

**WEST VIRGINIA LOTTERY
WEEKLY SETTLEMENT FOR CHARLES TOWN**

Week Ending Date	FY17 February 25, 2017
To be Deposited on:	March 3, 2017
Amount Played	\$ 68,392,209.41
Amount Won	61,493,856.97
Amount Promo	490,365.00
MWAP Contribution	<u>-</u>
Adjusted Gross Terminal Revenue	<u>6,407,987.44</u>
Administrative Costs @ 4%	-
Excess Lottery Fund @ 4%	<u>256,319.49</u>
Net Terminal Revenue	<u>6,151,667.95</u>
Surcharge @ 10%	615,166.80
State Share Excess @ 58% & 10% of 42%	382,633.75
Track Share of Capital Reinvestment @ 90% of 42%	<u>232,533.05</u>
<i>Track Share of Capital Reinvestment @ 96%</i>	223,231.73
<i>Track Share of Capital Reinvestment @ 4%</i>	9,301.32
Adjusted Net Terminal Revenue	<u>5,536,501.15</u>
Racetrack @ 46.50% / 42%	2,325,330.48
Lottery Fund @ 30% / 0%	-
Excess Lottery Fund @ 0% / 41%	2,269,965.42
Excess Lottery Fund @ 12.85% / 9.55%	528,735.90
Race Track Purses @ 90% of 7% / 4%	199,314.04
Employee Pension Fund @ 1% / .5%	27,682.51
Greyhound Development @ 90% of .75%	37,371.38
Thoroughbred Development @ 90% of .75%	37,371.38
County/Municipality @ 2%	<u>110,730.04</u>
	<u>\$ 5,536,501.15</u>

WEST VIRGINIA LOTTERY

First Benchmark
Charles Town
County / City Split
Fiscal Year 2017

1999 Net Terminal Revenue \$ 45,603,174
Benchmark Goal @ 2% \$ 912,063.48

DATE	2% OF ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
2 days ending: 07/02/16	\$ 51,477.36	\$ 51,477.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/09/16	125,605.24	125,605.24	-	-	-	-	-	-
07/16/16	107,876.48	107,876.48	-	-	-	-	-	-
07/23/16	107,196.20	107,196.20	-	-	-	-	-	-
07/30/16	111,534.28	111,534.28	-	-	-	-	-	-
08/06/16	110,378.32	110,378.32	-	-	-	-	-	-
08/13/16	101,561.56	101,561.56	-	-	-	-	-	-
08/20/16	115,270.28	115,270.28	-	-	-	-	-	-
08/27/16	111,097.28	96,130.52	14,966.76	1,186.86	5,971.74	324.78	5,040.80	2,442.58
09/03/16	120,896.24	60,448.12	60,448.12	4,793.54	24,118.80	1,311.72	20,358.93	9,865.13
09/10/16	123,196.08	61,598.04	61,598.04	4,884.72	24,577.62	1,336.68	20,746.22	10,052.80
09/17/16	101,219.28	50,609.64	50,609.64	4,013.34	20,193.25	1,098.23	17,045.33	8,259.49
09/24/16	102,399.36	51,199.68	51,199.68	4,060.14	20,428.67	1,111.03	17,244.05	8,355.79
10/01/16	108,692.68	54,346.34	54,346.34	4,309.66	21,684.19	1,179.32	18,303.85	8,869.32
10/08/16	101,792.36	50,896.18	50,896.18	4,036.07	20,307.57	1,104.45	17,141.83	8,306.26
10/15/16	103,115.76	51,557.88	51,557.88	4,088.54	20,571.59	1,118.81	17,364.69	8,414.25
10/22/16	107,651.80	53,825.90	53,825.90	4,268.39	21,476.53	1,168.02	18,128.56	8,784.40
10/29/16	101,706.44	50,853.22	50,853.22	4,032.66	20,290.43	1,103.51	17,127.37	8,299.25
11/05/16	111,917.68	55,958.84	55,958.84	4,437.53	22,327.58	1,214.31	18,846.94	9,132.48
11/12/16	106,692.36	53,346.18	53,346.18	4,230.35	21,285.13	1,157.61	17,966.99	8,706.10
11/19/16	94,349.80	47,174.90	47,174.90	3,740.97	18,822.78	1,023.70	15,888.51	7,698.94
11/26/16	113,653.88	56,826.94	56,826.94	4,506.38	22,673.95	1,233.14	19,139.31	9,274.16
12/03/16	96,815.72	48,407.86	48,407.86	3,838.74	19,314.74	1,050.45	16,303.77	7,900.16
12/10/16	87,486.28	43,743.14	43,743.14	3,468.83	17,453.51	949.23	14,732.69	7,138.88
12/17/16	67,205.08	33,602.54	33,602.54	2,664.68	13,407.41	729.18	11,317.34	5,483.93
12/24/16	80,444.92	40,222.46	40,222.46	3,189.64	16,048.76	872.83	13,546.92	6,564.31
12/31/16	121,307.80	60,653.90	60,653.90	4,809.65	24,200.91	1,316.19	20,428.23	9,898.72
01/07/17	85,269.00	42,634.50	42,634.50	3,380.92	17,011.16	925.17	14,359.30	6,957.95
01/14/17	75,502.36	37,751.18	37,751.18	2,993.67	15,062.72	819.20	12,714.60	6,160.99
01/21/17	93,741.16	46,870.58	46,870.58	3,716.84	18,701.36	1,017.09	15,786.01	7,649.28
01/28/17	81,385.92	40,692.96	40,692.96	3,226.95	16,236.49	883.04	13,705.39	6,641.09
02/04/17	88,554.20	44,277.10	44,277.10	3,511.18	17,666.56	960.81	14,912.53	7,226.02
02/11/17	85,028.56	42,514.28	42,514.28	3,371.38	16,963.20	922.56	14,318.81	6,938.33
02/18/17	96,173.60	48,086.80	48,086.80	3,813.28	19,186.63	1,043.49	16,195.63	7,847.77
02/25/17	110,730.04	55,365.02	55,365.02	4,390.45	22,090.64	1,201.42	18,646.94	9,035.57
Subtotal	\$ 3,508,925.36	\$ 2,210,494.42	\$ 1,298,430.94	\$ 102,965.56	\$ 518,073.92	\$ 28,175.97	\$ 437,311.54	\$ 211,903.95

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

VIDEO LOTTERY REPORT

FY 2013		FY 2014		FY 2015		FY 2016		FY 2017	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
7/7/2012	161,637.92	7/6/2013	123,196.88	7/5/2014	106,819.12	7/4/2015	89,446.56	7/1-2/2016	51,477.36
7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16	7/11/2015	119,132.68	7/9/2016	125,605.24
7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32	7/18/2015	112,706.24	7/16/2016	107,876.48
7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48	7/25/2015	109,356.88	7/23/2016	107,196.20
8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12	8/1/2015	119,089.60	7/30/2016	111,534.28
8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60	8/8/2015	115,689.52	8/6/2016	110,378.32
8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32	8/15/2015	108,726.48	8/13/2016	101,561.56
8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04	8/22/2015	108,922.12	8/20/2016	115,270.28
9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02	8/29/2015	73,285.10	8/27/2016	96,130.52
9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28	9/5/2015	55,890.76	9/3/2016	60,448.12
9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96	9/12/2015	63,273.30	9/10/2016	61,598.04
9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54	9/19/2015	54,233.06	9/17/2016	50,609.64
9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22	9/26/2015	52,439.60	9/24/2016	51,199.68
10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28	10/3/2015	53,104.94	10/1/2016	54,346.34
10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26	10/8/2016	50,896.18
10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80	10/15/2016	51,557.88
10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72	10/22/2016	53,825.90
11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64	10/29/2016	50,853.22
11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08	11/5/2016	55,958.84
11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86	11/12/2016	53,346.18
11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76	11/19/2016	47,174.90
12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44	11/28/2015	60,010.98	11/26/2016	56,826.94
12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50	12/5/2015	47,767.86	12/3/2016	48,407.86
12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98	12/12/2015	42,938.56	12/10/2016	43,743.14
12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84	12/19/2015	43,087.16	12/17/2016	33,602.54
12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68	12/26/2015	52,835.48	12/24/2016	40,222.46
1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28	1/2/2016	74,963.14	12/31/2016	60,653.90
1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34	1/9/2016	41,474.24	1/7/2017	42,634.50
1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36	1/16/2016	43,455.58	1/14/2017	37,751.18
1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80	1/23/2016	25,025.40	1/21/2017	46,870.58
2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32	1/30/2016	36,805.26	1/28/2017	40,692.96
2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18	2/4/2016	51,695.74	2/4/2017	44,277.10
2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08	2/13/2016	44,941.78	2/11/2017	42,514.28
2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66	2/20/2016	50,505.40	2/18/2017	48,086.80
3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14	2/27/2016	52,426.86	2/25/2017	55,365.02
3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42	3/5/2016	53,474.66		
3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66	3/12/2016	51,447.02		
3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08	3/19/2016	50,356.80		
3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88	3/26/2016	52,217.46		
4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78	4/2/2016	54,185.88		
4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54	4/9/2016	49,690.04		
4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10	4/16/2016	49,071.82		
4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62	4/23/2016	49,485.78		

5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66	4/30/2016	50,872.46
5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82	5/7/2016	52,135.22
5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08	5/14/2016	51,441.84
5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48
6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84
6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50
6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84	6/11/2016	45,053.42
6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22	6/18/2016	46,179.18
6/29/2013	55,991.38	6/28/2014	49,250.32	6/27/2015	55,325.14	6/25/2016	47,230.00
6/30/2013	11,509.54	6/30/2014	12,010.70	6/30/2015	16,018.68	6/30/2016	27,584.00

3,580,645.18

3,261,565.02

3,148,372.80

3,167,478.80

2,210,494.42

Table Game Revenue

Date	Amount	Date	Amount	Date	Amount	Date	Amount
July/August, 2010	154,185.68	July, 2011	141,718.01	July, 2012	138,663.64	July, 2013	99,274.36
September, 2010	94,247.84	August, 2011	137,473.92	August, 2012	133,245.83	August, 2013	111,427.75
October, 2010	105,903.60	September, 2011	110,375.25	September, 2012	127,532.40	September, 2013	80,857.74
November, 2010	108,717.67	October, 2011	124,273.94	October, 2012	126,482.02	October, 2013	81,066.09
December, 2010	118,721.11	November, 2011	121,118.87	November, 2012	134,443.93	November, 2013	79,853.94
January, 2011	106,189.21	December, 2011	140,509.93	December, 2012	146,677.92	December, 2013	79,617.31
February, 2011	105,776.45	January, 2012	137,812.68	January, 2013	132,650.35	January, 2014	75,093.81
March, 2011	120,927.10	February, 2012	142,770.01	February, 2013	121,636.62	February, 2014	75,170.90
April, 2011	130,654.61	March, 2012	151,845.46	March, 2013	149,033.62	March, 2014	78,201.51
May, 2011	130,492.02	April, 2012	127,862.26	April, 2013	105,545.23	April, 2014	72,380.72
June, 2011	121,576.41	May, 2012	137,905.13	May, 2013	109,747.38	May, 2014	93,191.89
		June, 2012	129,235.38	June, 2013	104,803.37	June, 2014	72,350.70
Total 2010-2011	1,297,391.70	Total 2011-2012	1,602,900.84	Total 2012-2013	1,530,462.31	Total 2013-2014	998,486.72

Date	Amount	Date	Amount	Date	Amount
July, 2014	78,639.07	July, 2015	75,674.79	July, 2016	77,234.20
August, 2014	84,726.51	August, 2015	70,064.73	August, 2016	63,158.62
September, 2014	71,967.51	September, 2015	64,845.44	September, 2016	67,701.42
October, 2014	66,257.02	October, 2015	68,440.97	October, 2016	63,392.97
November, 2014	71,046.66	November, 2015	67,488.54	November, 2016	61,087.94
December, 2014	76,797.24	December, 2015	73,055.05	December, 2016	59,508.00
January, 2015	73,346.66	January, 2016	67,545.11	January, 2017	63,836.29
February, 2015	66,262.78	February, 2016	65,518.59		
March, 2015	73,747.70	March, 2016	72,986.23		
April, 2015	76,343.68	April, 2016	68,149.38		
May, 2015	78,424.23	May, 2016	76,415.84		
June, 2015	81,569.83	June, 2016	62,572.11		
Total 2014-2015	899,128.89	Total 2015-2016	832,756.78	Total 2016-2017	455,919.44

Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10	June, 2015	244,709.49
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	2,995,460.18	Total 2014-2015	2,697,386.67

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2015	227,024.37	July, 2016	231,702.60
August, 2015	210,194.19	August, 2016	189,475.86
September, 2015	194,536.32	September, 2016	203,104.26
October, 2015	205,322.91	October, 2016	190,178.91
November, 2015	202,465.62	November, 2016	183,263.82
December, 2015	219,165.15	December, 2016	178,524.00
January, 2016	202,635.33	January, 2017	191,508.87
February, 2016	196,555.77		
March, 2016	218,958.69		
April, 2016	204,448.14		
May, 2016	229,247.52		
June, 2016	187,716.33		
Total 2015-2016	2,498,270.34	Total 2016-2017	1,367,758.32

**WEST VIRGINIA LOTTERY
WEEKLY SETTLEMENT FOR CHARLES TOWN**

Week Ending Date	FY17
	March 4, 2017
To be Deposited on:	March 10, 2017
Amount Played	\$ 61,205,543.52
Amount Won	55,163,160.37
Amount Promo	500,574.00
MWAP Contribution	<u>-</u>
Adjusted Gross Terminal Revenue	<u>5,541,809.15</u>
Administrative Costs @ 4%	-
Excess Lottery Fund @ 4%	<u>221,672.37</u>
Net Terminal Revenue	<u>5,320,136.78</u>
Surcharge @ 10%	532,013.67
State Share Excess @ 58% & 10% of 42%	330,912.50
Track Share of Capital Reinvestment @ 90% of 42%	<u>201,101.17</u>
<i>Track Share of Capital Reinvestment @ 96%</i>	193,057.12
<i>Track Share of Capital Reinvestment @ 4%</i>	8,044.05
Adjusted Net Terminal Revenue	<u>4,788,123.11</u>
Racetrack @ 46.50% / 42%	2,011,011.71
Lottery Fund @ 30% / 0%	-
Excess Lottery Fund @ 0% / 41%	1,963,130.44
Excess Lottery Fund @ 12.85% / 9.55%	457,265.77
Race Track Purses @ 90% of 7% / 4%	172,372.43
Employee Pension Fund @ 1% / .5%	23,940.62
Greyhound Development @ 90% of .75%	32,319.83
Thoroughbred Development @ 90% of .75%	32,319.83
County/Municipality @ 2%	<u>95,762.48</u>
	<u>\$ 4,788,123.11</u>

WEST VIRGINIA LOTTERY
 First Benchmark
 Charles Town
 County / City Split
 Fiscal Year 2017

1999 Net Terminal Revenue \$ 45,603,174
 Benchmark Goal @ 2% \$ 912,063.48

DATE	2% OF ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
2 days ending: 07/02/16	\$ 51,477.36	\$ 51,477.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/09/16	125,605.24	125,605.24	-	-	-	-	-	-
07/16/16	107,876.48	107,876.48	-	-	-	-	-	-
07/23/16	107,196.20	107,196.20	-	-	-	-	-	-
07/30/16	111,534.28	111,534.28	-	-	-	-	-	-
08/06/16	110,378.32	110,378.32	-	-	-	-	-	-
08/13/16	101,561.56	101,561.56	-	-	-	-	-	-
08/20/16	115,270.28	115,270.28	-	-	-	-	-	-
08/27/16	111,097.28	96,130.52	14,966.76	1,186.86	5,971.74	324.78	5,040.80	2,442.58
09/03/16	120,896.24	60,448.12	60,448.12	4,793.54	24,118.80	1,311.72	20,358.93	9,865.13
09/10/16	123,196.08	61,598.04	61,598.04	4,884.72	24,577.62	1,336.68	20,746.22	10,052.80
09/17/16	101,219.28	50,609.64	50,609.64	4,013.34	20,193.25	1,098.23	17,045.33	8,259.49
09/24/16	102,399.36	51,199.68	51,199.68	4,060.14	20,428.67	1,111.03	17,244.05	8,355.79
10/01/16	108,692.68	54,346.34	54,346.34	4,309.66	21,684.19	1,179.32	18,303.85	8,869.32
10/08/16	101,792.36	50,896.18	50,896.18	4,036.07	20,307.57	1,104.45	17,141.83	8,306.26
10/15/16	103,115.76	51,557.88	51,557.88	4,088.54	20,571.59	1,118.81	17,364.69	8,414.25
10/22/16	107,651.80	53,825.90	53,825.90	4,268.39	21,476.53	1,168.02	18,128.56	8,784.40
10/29/16	101,706.44	50,853.22	50,853.22	4,032.66	20,290.43	1,103.51	17,127.37	8,299.25
11/05/16	111,917.68	55,958.84	55,958.84	4,437.53	22,327.58	1,214.31	18,846.94	9,132.48
11/12/16	106,692.36	53,346.18	53,346.18	4,230.35	21,285.13	1,157.61	17,966.99	8,706.10
11/19/16	94,349.80	47,174.90	47,174.90	3,740.97	18,822.78	1,023.70	15,888.51	7,698.94
11/26/16	113,653.88	56,826.94	56,826.94	4,506.38	22,673.95	1,233.14	19,139.31	9,274.16
12/03/16	96,815.72	48,407.86	48,407.86	3,838.74	19,314.74	1,050.45	16,303.77	7,900.16
12/10/16	87,486.28	43,743.14	43,743.14	3,468.83	17,453.51	949.23	14,732.69	7,138.88
12/17/16	67,205.08	33,602.54	33,602.54	2,664.68	13,407.41	729.18	11,317.34	5,483.93
12/24/16	80,444.92	40,222.46	40,222.46	3,189.64	16,048.76	872.83	13,546.92	6,564.31
12/31/16	121,307.80	60,653.90	60,653.90	4,809.85	24,200.91	1,316.19	20,428.23	9,898.72
01/07/17	85,269.00	42,634.50	42,634.50	3,380.92	17,011.16	925.17	14,359.30	6,957.95
01/14/17	75,502.36	37,751.18	37,751.18	2,993.67	15,062.72	819.20	12,714.60	6,160.99
01/21/17	93,741.16	46,870.58	46,870.58	3,716.84	18,701.36	1,017.09	15,786.01	7,649.28
01/28/17	81,385.92	40,692.96	40,692.96	3,226.95	16,236.49	883.04	13,705.39	6,641.09
02/04/17	88,554.20	44,277.10	44,277.10	3,511.18	17,666.56	960.81	14,912.53	7,226.02
02/11/17	85,028.56	42,514.28	42,514.28	3,371.38	16,963.20	922.56	14,318.81	6,938.33
02/18/17	96,173.60	48,086.80	48,086.80	3,813.28	19,186.63	1,043.49	16,195.63	7,847.77
02/25/17	110,730.04	55,365.02	55,365.02	4,390.45	22,090.64	1,201.42	18,646.94	9,035.57
03/04/17	95,762.48	47,881.24	47,881.24	3,796.98	19,104.62	1,039.02	16,126.40	7,814.22
Subtotal	\$ 3,604,687.84	\$ 2,258,375.66	\$ 1,346,312.18	\$ 106,762.54	\$ 537,178.54	\$ 29,214.99	\$ 453,437.94	\$ 219,718.17

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

VIDEO LOTTERY REPORT

FY 2013		FY 2014		FY 2015		FY 2016		FY 2017	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
7/7/2012	161,637.92	7/6/2013	123,196.88	7/5/2014	106,819.12	7/4/2015	89,446.56	7/1-2/2016	51,477.36
7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16	7/11/2015	119,132.68	7/9/2016	125,605.24
7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32	7/18/2015	112,706.24	7/16/2016	107,876.48
7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48	7/25/2015	109,356.88	7/23/2016	107,196.20
8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12	8/1/2015	119,089.60	7/30/2016	111,534.28
8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60	8/8/2015	115,689.52	8/6/2016	110,378.32
8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32	8/15/2015	108,726.48	8/13/2016	101,561.56
8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04	8/22/2015	108,922.12	8/20/2016	115,270.28
9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02	8/29/2015	73,285.10	8/27/2016	96,130.52
9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28	9/5/2015	55,890.76	9/3/2016	60,448.12
9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96	9/12/2015	63,273.30	9/10/2016	61,598.04
9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54	9/19/2015	54,233.06	9/17/2016	50,609.64
9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22	9/26/2015	52,439.60	9/24/2016	51,199.68
10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28	10/3/2015	53,104.94	10/1/2016	54,346.34
10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26	10/8/2016	50,896.18
10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80	10/15/2016	51,557.88
10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72	10/22/2016	53,825.90
11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64	10/29/2016	50,853.22
11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08	11/5/2016	55,958.84
11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86	11/12/2016	53,346.18
11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76	11/19/2016	47,174.90
12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44	11/28/2015	60,010.98	11/26/2016	56,826.94
12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50	12/5/2015	47,767.86	12/3/2016	48,407.86
12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98	12/12/2015	42,938.56	12/10/2016	43,743.14
12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84	12/19/2015	43,087.16	12/17/2016	33,602.54
12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68	12/26/2015	52,835.48	12/24/2016	40,222.46
1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28	1/2/2016	74,963.14	12/31/2016	60,653.90
1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34	1/9/2016	41,474.24	1/7/2017	42,634.50
1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36	1/16/2016	43,455.58	1/14/2017	37,751.18
1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80	1/23/2016	25,025.40	1/21/2017	46,870.58
2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32	1/30/2016	36,805.26	1/28/2017	40,692.96
2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18	2/4/2016	51,695.74	2/4/2017	44,277.10
2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08	2/13/2016	44,941.78	2/11/2017	42,514.28
2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66	2/20/2016	50,505.40	2/18/2017	48,086.80
3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14	2/27/2016	52,426.86	2/25/2017	55,365.02
3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42	3/5/2016	53,474.66	3/4/2017	47,881.24
3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66	3/12/2016	51,447.02		
3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08	3/19/2016	50,356.80		
3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88	3/26/2016	52,217.46		
4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78	4/2/2016	54,185.88		
4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54	4/9/2016	49,690.04		
4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10	4/16/2016	49,071.82		
4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62	4/23/2016	49,485.78		

5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66	4/30/2016	50,872.46
5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82	5/7/2016	52,135.22
5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08	5/14/2016	51,441.84
5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48
6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84
6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50
6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84	6/11/2016	45,053.42
6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22	6/18/2016	46,179.18
6/29/2013	55,991.38	6/28/2014	49,250.32	6/27/2015	55,325.14	6/25/2016	47,230.00
6/30/2013	11,509.54	6/30/2014	12,010.70	6/30/2015	16,018.68	6/30/2016	27,584.00

3,580,645.18

3,261,565.02

3,148,372.80

3,167,478.80

2,258,375.66

Table Game Revenue

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July/August, 2010	154,185.68	July, 2011	141,718.01	July, 2012	138,663.64	July, 2013	99,274.36
September, 2010	94,247.84	August, 2011	137,473.92	August, 2012	133,245.83	August, 2013	111,427.75
October, 2010	105,903.60	September, 2011	110,375.25	September, 2012	127,532.40	September, 2013	80,857.74
November, 2010	108,717.67	October, 2011	124,273.94	October, 2012	126,482.02	October, 2013	81,066.09
December, 2010	118,721.11	November, 2011	121,118.87	November, 2012	134,443.93	November, 2013	79,853.94
January, 2011	106,189.21	December, 2011	140,509.93	December, 2012	146,677.92	December, 2013	79,617.31
February, 2011	105,776.45	January, 2012	137,812.68	January, 2013	132,650.35	January, 2014	75,093.81
March, 2011	120,927.10	February, 2012	142,770.01	February, 2013	121,636.62	February, 2014	75,170.90
April, 2011	130,654.61	March, 2012	151,845.46	March, 2013	149,033.62	March, 2014	78,201.51
May, 2011	130,492.02	April, 2012	127,862.26	April, 2013	105,545.23	April, 2014	72,380.72
June, 2011	121,576.41	May, 2012	137,905.13	May, 2013	109,747.38	May, 2014	93,191.89
		June, 2012	129,235.38	June, 2013	104,803.37	June, 2014	72,350.70
Total 2010-2011	1,297,391.70	Total 2011-2012	1,602,900.84	Total 2012-2013	1,530,462.31	Total 2013-2014	998,486.72

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2014	78,639.07	July, 2015	75,674.79	July, 2016	77,234.20
August, 2014	84,726.51	August, 2015	70,064.73	August, 2016	63,158.62
September, 2014	71,967.51	September, 2015	64,845.44	September, 2016	67,701.42
October, 2014	66,257.02	October, 2015	68,440.97	October, 2016	63,392.97
November, 2014	71,046.66	November, 2015	67,488.54	November, 2016	61,087.94
December, 2014	76,797.24	December, 2015	73,055.05	December, 2016	59,508.00
January, 2015	73,346.66	January, 2016	67,545.11	January, 2017	63,836.29
February, 2015	66,262.78	February, 2016	65,518.59		
March, 2015	73,747.70	March, 2016	72,986.23		
April, 2015	76,343.68	April, 2016	68,149.38		
May, 2015	78,424.23	May, 2016	76,415.84		
June, 2015	81,569.83	June, 2016	62,572.11		
Total 2014-2015	899,128.89	Total 2015-2016	832,756.78	Total 2016-2017	455,919.44

Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10	June, 2015	244,709.49
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	2,995,460.18	Total 2014-2015	2,697,386.67

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2015	227,024.37	July, 2016	231,702.60
August, 2015	210,194.19	August, 2016	189,475.86
September, 2015	194,536.32	September, 2016	203,104.26
October, 2015	205,322.91	October, 2016	190,178.91
November, 2015	202,465.62	November, 2016	183,263.82
December, 2015	219,165.15	December, 2016	178,524.00
January, 2016	202,635.33	January, 2017	191,508.87
February, 2016	196,555.77		
March, 2016	218,958.69		
April, 2016	204,448.14		
May, 2016	229,247.52		
June, 2016	187,716.33		
Total 2015-2016	2,498,270.34	Total 2016-2017	1,367,758.32