

AGENDA
JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL-JUNE 2017
THURSDAY, JUNE 15, 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

- June 1, 2017 - Regular Session

APPROVAL OF ACCOUNTS PAYABLE

- June 8, 2017
- June 15, 2017

APPROVAL OF MANUAL CHECKS

- June 8, 2017
- June 15, 2017

APPROVAL OF PAYROLL

- June 1, 2017

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Laura Storm, Circuit Clerk
Approval of Employment - Samantha Combs - Deputy Clerk -
Discussion/Action

2. 10:00 a.m. Daniel P. Lutz, Jr., WV Conservation Agency, Mountain Party of WV
- Request Commission to move WV Department of Environmental Protection to hold a public hearing on injection well proposal at Bardane Park and the meeting to be held in Jefferson County in the evening for maximum participation - Discussion/Action
3. 10:15 a.m. John Maxey, Blue Ridge Watershed Coalition
- Discuss information regarding the storm water issue on the mountain above the intersection of Route 340 and Chestnut Hill Road - Discussion/Action
4. 10:30 a.m. Interviews and appointments to the Jefferson County Parks and Recreation Commission - Three 3 year terms ending June 30, 2017 - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate Office
- Approve and close the estates of Peter G. Saunders, deceased and Hazel Hendricks, deceased, Probate in Solemn Form the Last Will and Testament of Donald Jackson, deceased - Discussion/Action
7. 11:15 a.m. Interviews and appointments to the Summit Point Library Committee - One 5 year term ending June 30, 2022 - Discussion/Action
8. 11:30 a.m. Jeffrey Polczynski, Director of Communications
- Approval of Employment - Elizabeth "Lisa" Dutko - Administrative Assistant - Discussion/Action
- Approval of Wage step modification of the Deputy Director of Communications - Discussion/Action
9. 11:45 a.m. Roger Goodwin, Chief County Engineer
- Approval to call any Letter of Credits that are due that have not been renewed by the close of business on Friday, July 7, 2017 - Discussion/Action
- Complete Construction Bond Release for Uvilla United Methodist Church - Uvilla United Methodist Church Addition (File #S15-01) - Discussion/Action
- Complete Construction Bond Release for Decker Holdings, LLC - Apple Valley Waste Expansion (File #S16-02) - Discussion/Action
- Tolling Bonds for Breckenridge Phase 1, Lots 23-45 and Phase 1, Lots 1-9 - Files: 07-31 and 12-01 - Discussion/Action
10. 12:15 p.m. **Break for Lunch**

NEW BUSINESS

11. Discuss appointing a County Commission Liaison to the Fire Chief's Committee - Discussion/Action (JC)
12. Discuss filing a PSD Dissolution Case before the PSC - Discussion/Action (JC)

FINANCIAL DIRECTOR REPORTS

- Review and Approval of FY2017 State Budget Revision 9 for the General fund - Discussion/Action
- Review and Approval of FY2017 Internal Budget Revision 5 for the General Fund - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Update on EEOC Complaint - Possible Executive Session - Discussion/Action
- Update on policies and diversity/sensitivity training
- Discuss possible transfer tax increase - Discussion/Action
- Discuss establishment of wage and benefits review board pursuant to WV §7-1-3dd - Discussion/Action

COUNTY COMMISSION REPORTS

----- AFTERNOON SESSION -----

13. 1:30 p.m. Nathan Cochran, Assistant Prosecuting Attorney
 - Discussion of PSD Dissolution & Pending Appeal of the PSC decision - Possible Executive Session - Discussion/Action
 - Discussion of collection of late ambulance fees - Possible Executive Session - Discussion/Action
 - Discuss issues related to the County cable franchise agreement - Possible Executive Session - Discussion/Action
14. 2:30 p.m. Work Session - Discuss Charles Town's Proposal for PSD Asset Acquisition - Discussion/Action
15. 3:00 p.m. Discuss PSD financial management - Discussion/Action
Review of quotes received for PSD independent audit - Discussion/Action
16. **ADJOURN**

CORRESPONDENCE/INFORMATION

Notice of Public Hearing on June 29, 2017 at 7:15 p.m. regarding a Zoning Map Amendment for property designated as Tax District Harpers Ferry, Map 9, Parcel 58.1 - Harpers Ferry Holdings, LLC.

Reminder: Jefferson County Offices will be closed on Tuesday, June 20, 2017 in observance of West Virginia Day.

Saturday, July 1, 2017 - Fireworks Traffic Flow.

Correspondence received from the Jefferson County Public Service District regarding the District's board member Bill Strider.

Memorandum from the Jefferson County Department of Engineering - Office of Impact Fees re: Impact Fee Status Report - May, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending May 27, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending June 3, 2017.

Minutes

Jefferson County Commission

Thursday, June 1, 2017

A meeting of the Jefferson County Commission was held on Thursday, June 1, 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, Sandy McDonald, Deputy County Administrator and Jim Eddy, Bailiff. (An audio tape of the Thursday, June 1, 2017 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Tabb led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Ms. Tabb to approve the May 18, 2017 Regular Meeting Minutes as presented. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Mr. Compton to approve the payroll for May 18, 2017 in the amount of \$235,206.88. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078378	425	BOLAND SERVICES			\$ 616.00	\$ 616.00
078379	402	COMPILED TECHNOLOGIES LL			\$ 3,396.00	\$ 3,396.00
078379	402	COMPILED TECHNOLOGIES LL			\$ 3,430.00	\$ 3,430.00
078380	425	DODSON'S SEPTIC			\$ 285.00	\$ 285.00
078381	405	FEDEX			\$ 83.21	\$ 83.21

078381	700	FEDEX			\$ 48.67	\$ 48.67
078382	717	GUTTMAN OIL CO			\$ 2,857.59	\$ 2,857.59
078382	717	GUTTMAN OIL CO			\$ 2,976.62	\$ 2,976.62
078382	717	GUTTMAN OIL CO			\$ 1,908.03	\$ 1,908.03
078383	712	ROBERT E. JONES III			\$ 1,000.00	\$ 1,000.00
078384	712	LANGUAGE LINE SERVICES			\$ 302.11	\$ 302.11
078385	PAYROLL	VICTOR C LUPIS III			\$ 823.19	\$ 823.19
078386	PAYROLL	GAIL MCMILLION			\$ 127.30	\$ 127.30
078387	404	TONI MILBOURNE			\$ 850.00	\$ 850.00
078388	428	OFFICEMAX			\$ 81.57	\$ 81.57
078388	428	OFFICEMAX			\$ 840.72	\$ 840.72
078389	428	OFFICE DEPOT			\$ 187.96	\$ 187.96
078390	717	RICE TIRES CO			\$ 318.32	\$ 318.32
078391	PAYROLL	RANDALL RODRIGUEZ			\$ 201.23	\$ 201.23
078392	408	STATE TAX DEPARTMENT			\$ 15,193.14	\$ 15,193.14
078393	704	WV REGIONAL JAIL &			\$ 143,929.75	\$ 143,929.75
078394	712	TELTRONIC			\$ 678.00	\$ 678.00
078395	405	THOMSON REUTERS - WEST			\$ 423.00	\$ 423.00
078396	402	W.B. MASON CO. INC			\$ 1.54	\$ 1.54
078396	404	W.B. MASON CO. INC			\$ 289.09	\$ 289.09
TOTAL					\$ 180,848.04	\$ 180,848.04

Motion by Ms. Noland to approve the Accounts Payable for May 25, 2017 in the amount of \$180,848.04. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078399	712	AT&T/GA		\$ -	\$ 126.55	\$ 126.55
078400	PAYROLL	BOOTH AND MCCARTHY		\$ -	\$ 231.00	\$ 231.00
078401	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
078402	PAYROLL	BUREAU F/CHILD SPRT ENF		\$ -	\$ 212.31	\$ 212.31
078403	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
078404	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
078405	405	MARCIA L. CHANDLER		\$ -	\$ 42.35	\$ 42.35
078406	PAYROLL	LYNN COSTELLO		\$ -	\$ 1,551.92	\$ 1,551.92
078407	425	OLD CHARLES TOWN LIBRARY		\$ -	\$ 1,500.00	\$ 1,500.00
078408	PAYROLL	PAMELA DUDASH		\$ -	\$ 1,510.25	\$ 1,510.25
078409	440	D & S CONSTRUCTION		\$ -	\$ 172.00	\$ 172.00
078410	PAYROLL	DELTA DENTAL OF WV		\$ -	\$ 6,197.49	\$ 6,197.49

078411	413	ESS ELECTION SYSTEMS &		\$ -	\$ 107.28	\$ 107.28
078412	PAYROLL	TODD FAGAN		\$ -	\$ 1,541.74	\$ 1,541.74
078413	717	FLEETPRIDE		\$ -	\$ 65.28	\$ 65.28
078414	412	GREATAMERICA FINANCL SVC		\$ -	\$ 315.64	\$ 315.64
078415	712	GREENSIDE PSYCHOLOGICAL		\$ -	\$ 295.00	\$ 295.00
078416	405	MARY K. HURLEY		\$ -	\$ 38.50	\$ 38.50
078416	405	MARY K. HURLEY		\$ -	\$ 215.60	\$ 215.60
078417	PAYROLL	THE HARTFORD		\$ -	\$ 4,184.12	\$ 4,184.12
078417	PAYROLL	THE HARTFORD		\$ -	\$ 2,305.05	\$ 2,305.05
078418	402	SPIRIT OF JEFFERSON		\$ -	\$ 148.54	\$ 148.54
078419	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,435.00	\$ 5,435.00
078420	PAYROLL	HIGHMARK WV		\$ -	\$ 170,134.39	\$ 170,134.39
078421	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 415.00	\$ 415.00
078422	PAYROLL	MILLENIUUM INSURANCE GROU		\$ -	\$ 750.00	\$ 750.00
078423	405	ELIZABETH MOONEY		\$ -	\$ 352.03	\$ 352.03
078424	425	NORVAC LOCK TECHNOLOGY		\$ -	\$ 289.39	\$ 289.39
078425	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
078426	PAYROLL	NATIONAL VISION ADMIN.		\$ -	\$ 1,731.54	\$ 1,731.54
078427	700	DOUGLAS PITTINGER		\$ -	\$ 35.50	\$ 35.50
078428	425	RCS SECURITY		\$ -	\$ 267.49	\$ 267.49
078429	PAYROLL	RANDALL RODRIGUEZ		\$ -	\$ 2,477.28	\$ 2,477.28
078430	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 43,469.10	\$ 43,469.10
078430	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,166.16	\$ 10,166.16
078430	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 39,642.91	\$ 39,642.91
078431	GRANT	MARY SELL		\$ -	\$ 148.32	\$ 148.32
078432	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 315.00	\$ 315.00
078432	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 3,065.00	\$ 3,065.00
078433	700	LARRY THOMPSON		\$ -	\$ 10.33	\$ 10.33
078434	700	WV SHERIFFS ASSOCIATION		\$ -	\$ 1,600.00	\$ 1,600.00
078435	405	WV PROS.ATTYS ASSOC/WVPA		\$ -	\$ 200.00	\$ 200.00
078436	405	WV PROS.ATTYS ASSOC/WVPA		\$ -	\$ 75.00	\$ 75.00
078437	700	WILLIAM WALTERS		\$ -	\$ 22.75	\$ 22.75
078438	412	EMILY WELLS		\$ -	\$ 295.75	\$ 295.75
078439	413	W.B. MASON CO. INC		\$ -	\$ 50.82	\$ 50.82
078440	700	DARYLL WIMER		\$ -	\$ 3.52	\$ 3.52
TOTAL					\$ 303,092.83	\$ 303,092.83

Motion by Mr. Compton to approve the Accounts Payable for June 1, 2017 in the amount of \$303,092.83. Motion seconded and unanimously approved.

APPROVAL OF MANUAL CHECKS

SHERIFF C/O - 246			
Date	Check #	VENDOR	Amount
06/01/17	1615	LEIDYS CUSTOM WOODWORKING	\$ 1,097.00
06/01/17	1616	KONE	\$ 22,298.50
06/01/17	1617	SHERWIN WILLIAMS	\$ 10.99
06/01/17	1618	GENE POPKINS	\$ 5,008.25
06/01/17	1619	STANDARD ACOUSTICAL PRODUCTS	\$ 4,500.00
06/01/17	1620	RCS SECURITY	2094.81
TOTAL			\$ 35,009.55

Motion by Ms. Tabb to approve the Manual Checks for June 1, 2017 in the amount of \$35,009.55. Motion seconded and unanimously approved.

PUBLIC COMMENT:

David Tabb, resident – provided the Commission with an update on his various pending legal cases against the County. Mr. Tabb also claimed he received a response from the United Nations regarding his sanctions, though he’s still awaiting a response from the British Embassy regarding asylum.

George Rutherford and James Tolbert, Jefferson County Chapter of the NAACP – stated the Jefferson County Commission is the most racist commission in local government as they’ve taken no stance or action against a supposedly racist employee who has made inappropriate remarks to other employees.

PRESENTATIONS

1. Jacki Shadle, County Clerk – requested approval of employment.
 - **Motion by Ms. Tabb to approve the hire of Connie Weiss at a Grade II, Step E with a starting salary of \$29,690.42 for a vacancy in the County Clerk’s front office. Motion seconded and unanimously approved.**
2. Matt Mullenax, Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO) – requested the appointment of a Jefferson County Municipal Representative to the HEPMPO Council.

- It was the consensus of the Commission to send a letter to each of the municipalities regarding nominees for the HEPMPO board with appointments to be made during the June 29, 2017 regular County Commission meeting.
3. Steve Rawlings, Director of Operations, WVCorp – provided the Commission and the audience with an update on insurance and the services that are provided through the WVCorp insurance program.
 4. Harpers Ferry Holding, LLC – requested the scheduling of a date and time for a Public Hearing on Map Amendment/Rezoning for 1 acre parcel owned by Harpers Ferry Holding, LLC and described as Parcel 58.1 on Tax Map 9 in the Harpers Ferry District.
 - **Motion by Ms. Noland to schedule a Public Hearing for a Map Amendment for Parcel 58.1 on Tax Map 9 in the Harpers Ferry tax district owned by Harpers Ferry Holding, LLC on June 29, 2017 at 7:15 pm and refer the petition to the Planning Commission for advice on the consistency of the request with the adopted Comprehensive Plan. Motion seconded and unanimously approved.**
 5. The Commission recessed for break at 10:45 am.
The Commission reconvened at 11:00 am.
 6. Lynn Fields, Probate
 - a. Petition for Removal of Executor of the Estate of Blanche V. Nelson, deceased
 - **Motion by Ms. Noland to remove Stephen Slaughter as the Executor in the Estate of Blanche V. Nelson, deceased, and appoint either Mr. Samuel Byrer or Mr. Richard Gay as Executor of the Estate. Motion seconded and unanimously approved.**
 - b. Reopening of the Estate of William E. Walker, deceased
 - **Motion by Ms. Tabb to authorize the reopening of the Estate of William E. Walker, deceased. Motion seconded and unanimously approved.**
 7. Jeffrey Polczynski, Director of Communications – requested the approval of employment for a full-time dispatcher.
 - **Motion by Ms. Tabb to hire Heather Turner as a full-time public safety dispatcher at the ECC at a Grade III, Step A. Motion seconded and unanimously approved.**
 8. William Rohrbaugh, Esq. – discussion of the City of Charles Town’s Resolution/Proposal for Acquisition of Assets of the Jefferson County Public Service District.

9. Nathan Cochran, Assistant Prosecuting Attorney

- Discuss issues related to the County cable franchise agreement – Mr. Cochran stated he would try to arrange a conference call during the June 15, 2017 regular County Commission meeting to discuss with the communications attorney the steps needed to finalize the cable franchise agreement.
- Discussion of PSD Dissolution & Pending Appeal of the PSC decision
- Report on issues relating to Civil Action #17-C-63
- **Motion by Ms. Noland to enter into Executive Session to receive legal advice regarding 17-C-63 and PSD issues. Motion seconded and unanimously approved.**
- Report on issues relating to Civil Action #17-C-22 (collection of unpaid impact fees lawsuit)

10. Request independent audit of Jefferson County Public Service District financials

- **Motion by Mr. Onoszko to authorize the County Administrator to prepare an RFP for an independent audit of the Jefferson County Public Service District financials and request the Public Service District employees and support entities attend the June 15, 2017 County Commission meeting to answer questions concerning the PSD finances. Motion seconded and unanimously approved.**

11. Discuss qualifications of Public Service District Board appointees

- **Motion by Mr. Compton to direct the County Administrator to contact the City of Ranson and request an opinion as to whether William Strider, current Public Service District board member, is able to be served by the Public Service District at his place of residence. Motion seconded and passes on a vote of 4-1 with Ms. Tabb opposing.**

12. Renew the Mutual Aid Agreement between the City of Martinsburg and Jefferson County

- **Motion by Ms. Tabb to renew the Mutual Aid Agreement between the City of Martinsburg and Jefferson County as presented. Motion seconded and unanimously approved.**

13. Letter of Support for a \$25,000 grant for a Dog Park for the Parks and Recreation Commission

- **Motion by Mr. Compton to send a letter of support to the PetSafe Bark for Your Park Committee regarding a \$25,000 grant for a dog park for the Jefferson**

County Parks and Recreation facilities. Motion seconded and unanimously approved.

FINANCIAL DIRECTOR REPORTS

- Review and Approval of WVCORP Insurance Renewal for FY2018
 - **Motion by Ms. Tabb to approve the renewal of the WVCorp Insurance for FY2018 as presented. Motion seconded and unanimously approved.**
- Review and Approval of Employee Increase effective 7/1/2017 (FY18)
 - **Motion by Ms. Tabb to approve the employee increase for Dean Thomas from a Grade IV, Step C to a Grade IV, Step H as presented. Motion seconded and unanimously approved.**
- Review and Approval of Equal Employment Opportunity Plan (EEOP) and Utilization and Analysis as of 5/15/2017
 - **Motion by Ms. Noland to approve the EEOP Plan and Utilization Analysis as presented. Motion seconded and unanimously approved.**
- Review of FY2017 Budget to Actual as of 04/30/2017 – no action necessary for this item.
- Review and Approval of FY2017 State Budget Revision 8 for the General Fund
 - **Motion by Mr. Compton to approve State Budget Revision 8 for the General Fund as presented. Motion seconded and unanimously approved.**
- Review and Approval of FY2017 Internal Budget Revisions 3 & 4 for the General Fund
 - **Motion by Ms. Noland to approve Internal Budget Revision #3 as presented. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to approve Internal Budget Revision #4 as presented. Motion seconded and unanimously approved.**

COUNTY ADMINISTRATOR REPORTS

- Discuss IT centralization and security matters
 - **Motion by Ms. Noland to enter into Executive Session regarding personnel matters. Motion seconded and unanimously approved.**

- **Motion by Mr. Compton to come out of Executive Session. Motion seconded and unanimously approved.**
- **Motion by Mr. Compton to authorize the County Administrator to investigate IT centralization and security matters. Motion seconded and unanimously approved.**

COUNTY COMMISSION REPORTS

Patricia Noland

- Has been working on the PSD dissolution.
- Working on issues and signing checks at the Jefferson County Council on Aging.

Josh Compton

- Attended a Solid Waste Authority Meeting.
- Has been working on PSD matters.
- Spent time in Charleston speaking with delegates and senators regarding the State budget.

Peter Onoszko

- Attended a Planning Commission meeting.
- Met with Jeff Polczynski, Director of Communications, regarding ambulance use data to possibly be analyzed when looking at the restructuring of the ambulance fee

Caleb Hudson

- Celebrated a birthday.
- Signed and approved the County bills.
- Spoke with constituents

Jane Tabb

- Attended the 4H agent interview process.
- Attended an Extension Service meeting where the prospective 4H agent gave a presentation and was approved and hired.

14. There being no further business, motion by Mr. Onoszko to adjourn at 3:25 pm. 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	\$ 364,446.43		\$ 364,446.43
6.2% Tax Payable OASDI	21,734.55		\$ 21,734.55
1.45% Tax Payable HI	5,083.08		\$ 5,083.08
Fed Withholding	39,642.91		\$ 39,642.91
WV State Withholding	15,663.68		\$ 15,663.68
PERS Retirement Deduct 4.5%	11,316.55		\$ 11,316.55
PERS Retirement Deduct 6%	2,246.09		\$ 2,246.09
Hosp. Pre-Tax	11,406.50		\$ 11,406.50
Cancer/ICU Pre-Taxed	1,003.63		\$ 1,003.63
Cancer/ICU Not Pre-Taxed	765.89		\$ 765.89
Optional Life Not Pre-Taxed	2,088.06		\$ 2,088.06
Christmas Club	5,435.00		\$ 5,435.00
Wage Attach #1	1,276.93		\$ 1,276.93
Wage Attach #3	212.31		\$ 212.31
DSRS Retirement Deduct 8.5%	4,893.57		\$ 4,893.57
457 - Nationwide	749.00		\$ 749.00
457I - Empower	3,065.00		\$ 3,065.00
457R - Roth	315.00		\$ 315.00
MD State Tax	467.95		\$ 467.95
D/VF	1,478.97		\$ 1,478.97
VA. State Tax	80.04		\$ 80.04
COLONIAL(PLUS)	102.55		\$ 102.55
Total Deductions	\$ 129,027.26	\$ -	\$ 129,027.26
Net Wages Total	\$ 235,419.17	\$ -	\$ 235,419.17
Payroll Date	1-Jun-2017		

Commission Office Use Only

Date on Agenda:

Appt Time or New Business:

AGENDA REQUEST FORM

Name: Laura Storm

Department or Entity: Circuit Clerk

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice June 15, 2017

Date Requested – 2nd Choice: _____

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

Subject:

Request to fill a vacancy in the Circuit Clerks office.

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

Due to the recent resignation of a full- time employee, I am requesting the commission to approve the hiring of Samantha Combs as a full-time Deputy Clerk within my office effective June 26, 2017. Her salary will be at the II B level of \$28,252.84 with full benefits afforded to Jefferson County Commission employees. This position is an already approved position and I have the money within my budget and I am not requesting any additional funds from the Commission.

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

Approve the hiring of Samantha Combs as full time Deputy Clerk in the Circuit Clerks office, with all benefits afforded to County Commission employees. At the a salary of \$28,252.84, level II B, effective June 26, 2017.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: DANIEL P. Lutz, Jr

Department or Organization: WV CONSERVATION Agency, Mountain Party of West Va

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: 15 June 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 Commission to move WV Dept of Environmental Protection to hold public hearing on injection well proposal at Barr Ind. Park
Please provide the County Commission with a description of your request or presentation, including any background information:
Meeting to be in Jefferson County in evening for Max. participation

Is this a funding request? Y/N NO

If so, how much? \$ 0.00

Provide exact financial impact/request:

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

SEE REVERSE

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

If not attached, explain: to be supplied

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

Contact information:

Email address: p.lutz007@gmail.com Phone Number: 304 725-0966

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

Request The Jefferson County Commission requests that the West Virginia Department of Environmental Protection hold at least 1 public hearing in Jefferson County concerning the proposed Class 5 Injection well on the Sun Industrial Park, that this be an evening meeting to facilitate public participation and attendance.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **John Maxey**

Department or Organization: **Blue Ridge Watershed Coalition**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 15, 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*): **Discuss information regarding the stormwater issue on the mountain above the intersection of Route 340 and Chestnut Hill Road– 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.](#)

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: June 15, 2017

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Interviews and Appointments to the Jefferson County Parks and Recreation Commission – three three-year terms ending June 30, 2017 – 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 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 Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, June 15, 2017, or as soon thereafter as the Commission may decide:

Jefferson County Parks and Recreation Commission: three 3-year terms ending June 30, 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, no later than 12:00 p.m. 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:

May 31, 2017 and June 7, 2017

THANKS - JEFFERSON COUNTY COMMISSION

June 2, 2013

Jefferson County Commission
P.O Box 250
124 E. Washington Street
Charles Town, WV 25414



Paul Marshall
409 Oakwood Drive
Shepherdstown, WV 25443



Re: Request to be appointed to the Parks & Recreation Commission

Dear Commissioners,

I hereby respectfully request appointment to the Jefferson County Parks & Recreation Commission (JCPRC). It has been my pleasure to serve the people of Jefferson County in this capacity for three recent terms (2007 through 2016). Job travel demands led to my decision not to seek reappointment last year but I have since secured a new job with no overnight travel. I am excited about ongoing work at Jefferson County Parks & Recreation. My wife and I are just completing the work on a \$10,000 grant from the Chesapeake Bay Communities program which we wrote and managed that has resulted in over 300 trees being planted at Hite Park. During my previous years of service I participated in the modernization of the JCPRC and worked to establish excellent relationships with other county agencies and component units.

I served on the JCPRC Executive Committee as Treasurer (2 years) and as President (4 years). During these tenures, I helped establish a more organized commission; relying on the charter and Robert's Rules and promoting the use of committees to get more accomplished outside of the regular monthly meetings. I led the development of a fair method by which an eleven-member board could conduct an annual evaluation of the JCPR Director. I created organized and comprehensive quarterly financial reports to share income/expense, balance sheet, and planned expenditures with the commission and public. In addition, I spent many volunteer hours shepherding the land acquisition and development of James Hite Park from a rural residential S/D residue to a much-needed county recreational resource.

Most importantly, I strongly believe in community service and the paradigm of the servant-leader. I have been a volunteer with the Boy Scouts, Jefferson County Youth Soccer League, Jefferson High School Soccer Boosters, Mason Dixon Canoe Cruisers, and St. Agnes Catholic Church to name a few. I believe in the need for people who desire resources and outcomes to step up and contribute to the measure of their ability. Local government has its role to play in providing the coordination, organization, and funding assistance for those projects that require larger long term investments.

I thank you in advance for your consideration and am happy to appear before you if requested.

Warm regards,

A handwritten signature in black ink that reads "Paul Marshall". The signature is fluid and cursive.

Paul Marshall
Shepherdstown, WV

409 Oakwood Drive, Shepherdstown, WV 25443, (443) 871-2574, pmarsh409@frontier.com

EDUCATION / TRAINING / CERTIFICATIONS

B.S. Biology, minor: Chemistry, Frostburg State University 1983
M.G.A. Master in General Administration University of Maryland, University College 1993

OSHA: HAZWOPER 40 Hr., Construction 30 Hr., Respiratory Protection, Blood Borne Pathogens, HazComm, Ionizing Radiation

DOT: Hazardous Materials Worker w/Class 7 specific

EPA: RCRA, NEPA, CWA, CAA, CERCLA, SARA, TSCA, FIFRA

DEA: Controlled Substances/Chemical Control Program

NRC: Radiation Worker

Other: Advanced Laboratory Safety, University of Illinois, Chicago

Certified Hazardous Materials Manager (CHMM) current, expires January, 2022

Registered Radiation Protection Technologist (RRPT) current, expires March, 2020

Associate Safety Professional (ASP) – approved to sit for exam prior to January 2018 Certified

Biological Safety Professional (CBSP) – will apply to sit for the exam in 2017

CAREER ACHIEVEMENTS

Lead safety oversight for ESI team awarded 2014 NIH Clinical Center Director’s Award
“For exceptional logistical support of the NIH effort to provide excellent care for patients exposed to or infected with the Ebola Virus”.

Recognized for providing leadership and training to candidates for the Certified Hazardous Materials Manager credential

Led successful CHWMEG audit of ESI radioactive and mixed waste storage facility in Baltimore, MD

Designed Corporate Health & Safety Plan for ESI municipal solid waste and recycling services division

Delivered presentations to the Alliance of Hazardous Materials Professionals Annual Conference, The Penn State Radiation Safety Roundtable and the Delaware Valley Society for Radiation Safety among others.

Won the confidence of local community groups and legislators in advance of radioactive materials handling zoning hearing for radioactive materials storage facility license application.

Led company initiative resulting in awarding of Radioactive Materials License and EPA Part B Permit to operate a low level radioactive and mixed waste storage facility in Baltimore, Maryland.

WORK EXPERIENCE

Leidos Biomedical Research, Inc.

2017 - present

Associate Safety Officer/Institutional Biosafety Committee (IBC) Coordinator: Facilitate the peer review process required by the NIH guidelines on recombinant DNA research to ensure all potential hazards are defined and mitigation measures are applied to protect worker and environmental health.

Ecology Services, Inc. Columbia, MD

2002 – 2017

General/SH&E/Project Manager: Manage permitting and registrations with multiple state and federal regulatory agencies to facilitate regulated operations involving the management, handling, transportation, and disposal of hazardous, radioactive, biological, and medical/pathological materials and the decommissioning of hazmat impacted facilities.

Perform routine facility, inventory, and vehicle inspections and provide status reports. Generate or review non-routine incident and near miss reports and provide summaries and action items to prevent recurrence.

Develop and deliver employee training programs related to hazardous materials management and personal safety. These include company specific as well as OSHA and DOT required topics (e.g., HAZWOPER, Blood Borne Pathogens, Hazard Communication, Hazardous Materials/IATA Shipper)

Develop and implement operations SOP's to ensure work processes remain compliant with license and permit conditions.

Conduct safety meetings to review safety key performance indicators and make decisions regarding improvements. Design and post notices to workers and other informational documents promoting safety, health and regulatory compliance.

Perform job hazard analysis, develop health and safety plans, work with safety engineers to provide hazard mitigation systems and ensure proper functioning of existing systems in pharmaceutical R&D and vivarium facilities.

Utilize MS office applications to track compliance data, ensure compliance with deadlines and renewals, generate summary reports for management and staff, and prepare presentations for other interested parties and stakeholders.

Provide SH&E technical review and administrative oversight of ESI's Medical/Pathological Waste Management contract at NIH Bethesda Campus.

Participate in professional associations and subscribe to information services related to SH&E management and regulatory compliance in order to receive timely information on regulatory changes and strategies for compliance.

Laidlaw Environmental Services, Inc.

1985 - 2002

Technical Representative: Managed business development, project management, consulting and retention of haz waste management and site remediation service clients in Washington, DC and surrounding areas.

Remedial Operations Manager: Managed a small group of technicians and field chemists dedicated to performing hazmat decontamination and emergency response.

Customer Service Supervisor: Managed a group of technical specialists providing support to clients, sales, operations, and management to facilitate business development, order taking, service delivery and invoicing.

Field Chemist: Performed field work involving hazardous waste characterization, packaging and hauling. Participated as a technician in hazmat spill responses.

Naarden International Flavorings & Foods, Owings Mills, MD

1983 – 1985

Flavor Chemistry Lab and Pilot Plant Technician: Worked with lead flavor chemists to formulate and test flavorings for food and beverages. Perform QA on incoming materials and existing stock. Ensure analytical instruments were calibrated and operating correctly

PROFESSIONAL ASSOCIATIONS

Chesapeake Area Biological Safety Association

Alliance of Hazardous Materials Professionals – National Capital Chapter Health

Physics Society – Baltimore Washington Chapter

COMMUNITY SERVICE

Treasurer	Jefferson County (WV) Parks & Recreation Commission	2007 – 2011
President	Jefferson County (WV) Parks & Recreation Commission	2011 – 2014
Grant Writer	Jefferson County (WV) Parks & Recreation	current
Administrator	Jefferson County (WV) Youth Soccer League (AYSO)	2000 – 2007
Volunteer	Jefferson County (WV) Youth Soccer League (AYSO)	current
President	Mason Dixon Canoe Cruisers	1996 – 1998
Liturgical Music Director	St. Agnes Catholic Church	1994 - 2000

Jessica Carroll

From: DAVID <hill.david1756@comcast.net>
Sent: Friday, May 19, 2017 8:13 AM
To: Jessica Carroll
Cc: Jennifer Myers
Subject: David Hill - JCPRC remain serving another term
Attachments: scan.pdf

Jessica,

I received your attached letter dated May 5, 2017 regarding my interest to continue another term with the Parks and Recreation Commission. In response to your letter, I am interested in staying onboard with the Commission and continuing to serve as the Treasure as well. Please let me know if there is anything further I need to do to continue for another term, including any public meetings at the County Commissioners meetings.

Please confirm you received this written response. If you have any questions, please feel free to contact me directly at 240-517-2231.

Sincerely,

David Hill

June 2 2017

Dear Jefferson County Commission:


I hope this letter finds you well. My name is Sean Kelly and I have been a resident of Jefferson County for the past 26 years. I grew up in Harpers Ferry and joined the West Virginia Army National Guard in 2010. After joining I was assigned to the oldest continuous serving unit in the United States military the 201st Field Artillery Regiment. I used my military benefits to attend West Virginia University where I pursued a Bachelor's Degree in Multidisciplinary Studies for four years. WVU's current quarterback William Grier is a Multidisciplinary Studies major as well and I fully expect him to take us to the National Championship. I studied Forestry, Wildlife Management, Construction Management, Business Administration, Geology, Political Science, Biology, Chemistry, Economics and Engineering while I was there.

When I left West Virginia University I became a certified Engineer Technician for Meyer Consulting Engineers and I am now currently an Assistant Project Manager. I work for 3 different companies. MCE is in the construction industry and the other two are recreational. I am a Professional Snowboard Instructor at Whitetail Resort and a Guide at River & Trail. I believe that the experience I have gained with these 3 companies makes me a good candidate to be a member of the Jefferson County Parks & Recreation Commission.

In addition to the experience gained from my places of employment I have played soccer for 22 years and am now a volunteer Soccer Coach. I also grew up skate boarding in Jefferson County. My life style in Jefferson County would not have been possible without a good Parks & Rec Commission and I would like to see to it that the recreational opportunities offered to me as a child are still available to future generations and improved upon to compete with neighboring counties such as Frederick County, Maryland.

I believe that Jefferson County can build a park that out shines Baker Park and I believe Jefferson County can build a better skate park than Hill Street Skate Park in Frederick, MD. Hill Street Skate Park attracts all of the best skateboarders in the world. They perform demos and shows for the youth frequently. Many Jefferson County kids and families travel to Frederick to watch them. With a better skate park the county would attract better skate companies, grow the economy and give our youth positive role models in a county devastated by opiate addiction and limited employment choices. Thank you for considering me for this position.

Sincerely,

A handwritten signature in blue ink that reads "Sean Kelly". The signature is written in a cursive style with a long horizontal line extending from the end of the name.

Sean Kelly

33 River View Drive • Harpers Ferry, WV, • 25425
CELL (304)279-7345 • E-MAIL skelly@mcecorp.com

PROFILE

My name is Sean Kelly and I am a 26 year old Assistant Project Manager at Meyer Consulting Engineers Corporation. I specialize in digital marketing, construction quality control management, human resources, company operations, special inspections, construction inspections, LEED project certification, take offs, proposal writing, contract negotiation and developing new business relationships with potential clients. I attended West Virginia University from 2009-2013.

EDUCATION

West Virginia University 2013- Deans List Davis College of Design and Natural Resources
United States Army Field Artillery School-2012
United States Army- Combat Lifesaver Course -2011
Jefferson High School -2009
WACEL-Soils, Foundation, Concrete II, and Fireproofing
NACE-Protective Coatings
American Red Cross- First Aid and CPR

SKILLS

Microsoft Office * Cost Estimation* Technical Proposals* Geotechnical Inspections*Architectural Inspections* Structural Inspections*Writing Bluebeam*Management*Digital Marketing * Contract Negotiation*Security Data analysis*Human Resources*Accounting*Business Law* Plan reading

EXPERIENCE

Meyer Consulting Engineers Corporation 2012-Present

I started off at MCE Corp as an engineer technician. I soon became responsible for all inspections of The Capitol Dome Restoration, Presidential Inaugural Stands and Social Security National Support Center in Urbana, MD. I am now an Assistant Project Manager.

River and Trail Outfitters April 2017- Present

Part-time whitewater raft and tourist guide

Whitetail Resort 2016-Present

Part-time Professional Snowboard Instructor

United States Army, Artillery 2009-2013

M109A6 Driver and Cannon Crew Member

References

Zachary Eaton
Commander in the United States Marine Corp
240-385-4359

Berne Berhane
Laboratory Manager at Meyer Consulting Engineers
240-479-6687

Garrick Staubs
Project Manager at Meyer Consulting Engineers
304-839-3305

Patrick Cosentino
Combat Engineer in the United States Air Force
856-630-7208

James Bombera
Historical Archivist at Shepherd University
908-455-0124

Charles Fountain
Vice President at MCE Corp
301-738-5690

Received

MAY 10 2017

May 10, 2017

Jefferson County Commission

Commissioners:

I am writing to request consideration for a position on the Jefferson County Parks and Recreation Board.

During my two terms on the County Commission, I was privileged to serve as the liaison to the Parks Board. While serving I worked with the other Commissioners to provide 1 million dollars for parks' acquisition and maintenance . That fund was instrumental in the Hite Road Park purchase.

If given the opportunity to serve on the Board I will continue to advocate for a facilities update to the Hite Road Park facility.

Thank you for your consideration.

Thanks again,



Dale Manuel

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 June 15th, 2017

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

SUBJECT: To approve and close the estates of Peter G. Saunders, deceased AND Hazel Hendricks, deceased, Probate in Solemn Form the Last Will and Testament of Donald Jackson, deceased

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

Both estates have met the all deadlines and requirements of our office. Both estates have elderly beneficiaries and the executors would like to make disbursements as soon as possible.

ARE DOCUMENTS ATTACHED: Yes – To follow

IS A PROJECTOR NEEDED?: NO

lfields@jeffersoncountywv.org (304) 728-3210

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: June 15, 2017

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Interviews and Appointments to the Summit Point Library Committee – one five year term ending June 30, 2022 – 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 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 Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, June 15, 2017, or as soon thereafter as the Commission may decide:

Summit Point Library Committee: one five-year term ending June 30, 2022.

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. 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:

May 31, 2017 and June 7, 2017

THANKS - JEFFERSON COUNTY COMMISSION

Jessica Carroll

From: Edmond Uzan <edmonduzan@trophies-r-us.com>
Sent: Monday, May 08, 2017 2:44 PM
To: Jessica Carroll
Subject: reappointment

Mrs. Carroll,

I am in receipt of your letter dated May 5th 2017 regarding the end of my current term serving on the board of the Summit Point Library.

This email is to inform you that I would most definitely be interested in continuing to serve the library as a board member for the Summit Point Library.

Thank you.,

Sincerely,

***Edmond Uzan
949 Summit Point Road
Summit Point, WV 25446
304-261-4063***

Commission Office Use Only

Date on Agenda:

Appt Time or New Business:

**JEFFERSON COUNTY COMMISSION
AGENDA REQUEST FORM**

Name: Jeffrey A. Polczynski, ENP – Director of Communications

Department or Entity: Emergency Communications

Estimation of amount of time needed for appointment: 2 minutes

Date Requested – 1st Choice: 6/15/2017

Date Requested – 2nd Choice: _____

If a specific date is needed, please provide reason for specific date: **Timing for filling the vacancy of the sole Administrative Assistant for the ECC/HSEM facility.**

Subject: Appointment Request – Administrative Assistant

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

The Emergency Communications Center has selected an individual to fill the current vacancy of its Administrative Assistant. Elizabeth “Lisa” Dutko comes with many years of experience, has successfully passed the practical and board interview phases and has accepted the employment offer. It is anticipated with this approval that Ms. Dutko will begin employment on 7/10/2017

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

Motion to approve the employment of Elizabeth Dutko as the full-time Administrative Assistant at Grade II, Step C with a step increase after one year of employment and successful employee evaluation to Grade II, Step D

Attachments:

Commission Office Use Only

Date on Agenda:

Appt Time or New Business:

**JEFFERSON COUNTY COMMISSION
AGENDA REQUEST FORM**

Name: Jeffrey A. Polczynski, ENP – Director of Communications

Department or Entity: Emergency Communications

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: 6-1-2017

Date Requested – 2nd Choice: _____

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

Needed prior to start of fiscal year

Subject: **Wage Step Modification**

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

The Deputy Director has been employed with Jefferson County since June 2013 but is still at the initial wage/salary step. Since appointment, the employee has seen and accepted a significant growth of responsibilities that warrants the salary commensurate to the job responsibilities of the Deputy Director. The employee has been instrumental in assisting with the overall management of the department by successfully managing supervisory staff; developing programs; educating in the network administration; and recently has certified as a Spillman Systems Application Administrator. The expectations of the employee have grown and expanded and although this employees job description does not reflect this requirement, the agency does not have any employee that can perform the critical job functions that the Deputy Director is currently performing. The employee remains on-call 24/7/365 for CAD outage.

The County Administrator concurs with the position that the Deputy Director should be moved from Step I to Step IV within Grade V.

The upcoming fiscal year budget has approved funding to reflect this move and would take effect on 7/1/2017.

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

Motion to modify the wage of the Deputy Director of Communications from Grade V Step I to Grade V Step IV.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Roger Goodwin

Department or Organization: Engineering

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: 6/15/2017

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

Date Requested – 2nd Choice: [Click here to enter text.](#)

Subject (*Wording to be placed on agenda*): Letter of Credits securing construction bonds.

Please provide the County Commission with a description of your request or presentation, including any background information: Letter of credits used as security for construction bonds have either a January 15 or July 15 expiration date and are to be renewed thirty (30) days prior to the expiration date. The staff will call any letter of credits that have not been renewed prior to the July 15, 2017 expiration date.

Is this a funding request? Y/NO

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*): I authorize Staff to call any Letter of Credits that are due that have not been renewed by the close of business on Friday, July 7, 2017.

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

If not attached, explain: [Click here to enter text!](#)

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

Contact information:

Email address: engineering@jeffersoncountywv.org Phone Number: 304-728-3257

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

[Click here to enter text](#)

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Roger Goodwin
Department or Organization: Engineering
Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: June 15, 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*): Complete Construction Bond Release for Uvilla United Methodist Church – Uvilla United Methodist Church Addition (File #S15-01)

Please provide the County Commission with a description of your request or presentation, including any background information: Complete release of construction bond security for Uvilla United Methodist Church – Uvilla United Methodist Church Addition (File #S15-01) Cash-in-Escrow Bond with Jefferson Security Bank, Shepherdstown, WV

Is this a funding request? Y/NO

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*): I authorize a complete release of the remaining \$126,075.00 from the construction bond for Uvilla United Methodist Church – Uvilla United Methodist Church Addition (File #S15-01).

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

Construction Bond Release Letter

Bond Release Request Report

Site Map

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

Y/NO

Contact information:

Email address: engineering@jeffersoncountywv.org

Phone Number: 304-728-3257

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Chief Clerk to the Commission



JEFFERSON COUNTY COMMISSION

124 East Washington Street, P.O. Box 250, Charles Town, WV 25414

Phone: (304) 728-3284 - Fax: (304) 725-7916

Web: www.jeffersoncountywv.org

PRESIDENT

Peter Onoszko

June 15, 2017

VICE PRESIDENT

Jane Tabb

Mr. Dennis Barron, EVP & COO

Jefferson Security Bank

COMMISSIONER

Josh Compton

P. O. Box 35

Shepherdstown, West Virginia 25443

COMMISSIONER

Caleb Hudson

RE: Cash in Escrow dated April 27, 2016 Construction Bond Surety for Uvilla United

COMMISSIONER

Patricia Noland

Mehtodist Church – Uvilla United Methodist Church Addition - File #S15-01.

Dear Mr. Barron:

The Jefferson County Commission authorizes a complete release of the remaining \$126,075.00 from the construction bond amount for Uvilla United Methodist – Uvilla United Methodist Church Addition (File #S15-01). This project is located at 4179 Shepherdstown Pike-Route 230 0.163 miles south of Route 33-Uvilla Road. The work appears to be 100% complete.

In summary, you are hereby authorized to fully release the remaining amount of the above referenced Cash in Escrow, originally issued in the amount of \$126,075.00. Please contact the Jefferson County Department of Engineering, Planning & Zoning at (304)-728-3257 if you have any questions.

Sincerely,

Peter Onoszko, President
Jefferson County Commission

PO:rfb

cc: Mr. Donald Bret Hale
Uvilla United Methodist Church
4179 Shepherdstown Pike
Winchester, VA 22601
Department of Engineering

County Administrator
Stephanie Grove

Deputy County Administrator
Sandy Slusher McDonald

JEFFERSON COUNTY, WEST VIRGINIA
 Engineering Department
 116 East Washington Street, P.O. Box 716
 Charles Town, West Virginia 25414

Email: engineering@jeffersoncountyv.gov

Phone: 304-728-3257
 Fax: 304-728-3953

BOND REDUCTION or RELEASE REQUEST - REPORT

Date Received: 03/13/2017 J.C.P.C. File No. S15-01
LAST INSPECTION 06/01/2017

Consultant/Engineer/Firm Name: KIMBERLY J. PETRUCCI, PE

Mailing Address: 59 COLLINS DR.

City: MARTINSBURG State: WV Zip: 25403

Contact Person: KIM PETRUCCI Phone: 240-527-7530

Project/Subdivision Name: UVILLA UNITED METHODIST CHURCH SITE PLAN

Section/Phase: _____ Lots: _____

Review Comments:

The bond release/reduction is Approved as Submitted. _____ The bond release/reduction request is Denied.

_____ Add items/revise as shown per our comments on your attached bond release/reduction form & resubmit reduction/release request to our office for review and approval.

_____ Some site work has progressed beyond the required "milestone" site inspections that are to be performed by our office. As a result, you will need to schedule the inspections with our Land Development Inspector, and/or provide the certifications noted on the attached "Third-Party Certifications" checklist. Please collect all the required third-party certifications and submit them all at one time along with a copy of this report and the checklist.

_____ Bonding Policy & Unit Cost Figures attached for your use.

Comments: AFTER LAST INSPECTION ON 06/01/2017 ALL

WORK APPEARS COMPLETE.
RECOMMEND RELEASE OF BOND

Approved for:
BOND RELEASE
 By [Signature] 06/06/17
County Engineer Date

Original Bond Amt. \$ 109,630 + 15% Cont. \$ 16,445 = Total Original Bond Amt. \$ 126,075

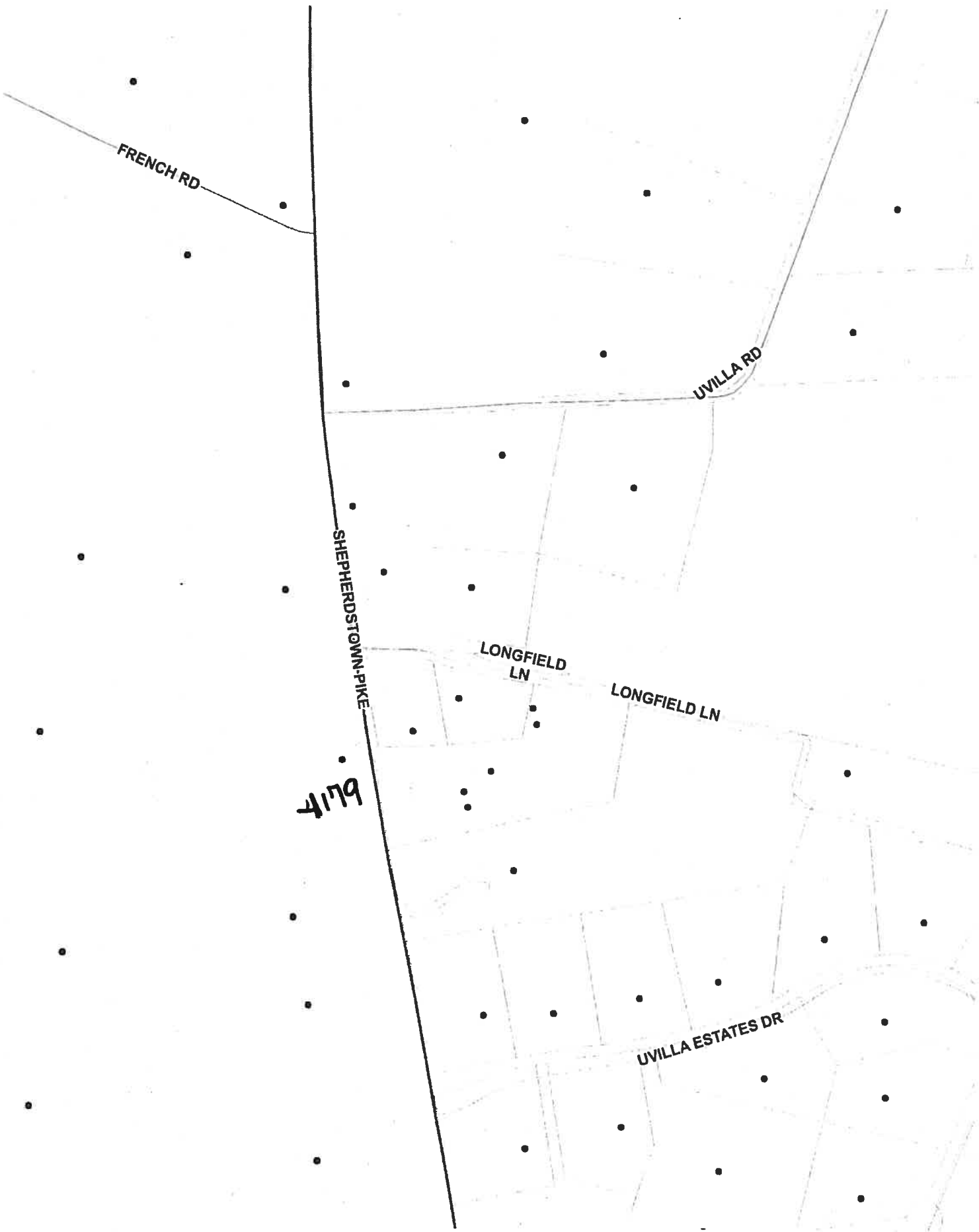
Total Current Bond Amount \$ 126,075.00

Cost of Work Remaining \$ 0 + Contingency Amount \$ 0

= Approved for Revised Bond Amount \$ 0

Reviewed By: JOSEPH W. KENT [Signature] Title: L.D.I.

Signature: [Signature] Date: 06/06/2017



FRENCH RD

SHEPHERDSTOWN PIKE

UVILLA RD

LONGFIELD LN

LONGFIELD LN

4179

UVILLA ESTATES DR



JEFFERSON COUNTY COMMISSION

124 East Washington Street, P.O. Box 250, Charles Town, WV 25414

Phone: (304) 728-3284 - Fax: (304) 725-7916

Web: www.jeffersoncountywv.org

PRESIDENT

Peter Onoszko

June 15, 2017

VICE PRESIDENT

Jane Tabb

Mr. Jeffrey D. Kawamoto, Attorney-in-Fact
Ironshore Indemnity, Inc.

COMMISSIONER

Josh Compton

P. O. Box 3407

New York, NY 10008

COMMISSIONER

Caleb Hudson

RE: Performance Bond No. SUR29100002 dated May 18, 2016, Construction Bond
Surety for Decker Holdings, LLC - Apple Valley Waste Expansion
(File #S16-02).

COMMISSIONER

Patricia Noland

Dear Mr. Kawamoto:

The Jefferson County Commission authorizes a complete release of the remaining \$453,429.00 from the construction bond for Decker Holdings, LLC – Apple Valley Waste Expansion (File #S16-02). This project is located on the south side of James Burr Boulevard, Lot 2 & 3 within the Burr Business Park. The work appears to be 100% complete.

In summary, you are hereby authorized to fully release the remaining amount of the above referenced Performance Bond No. SUR29100002 originally issued in the amount of \$453,429.00. Please contact the Jefferson County Department of Engineering at (304)-728-3257 if you have any questions.

Sincerely,

Peter Onoszko, President
Jefferson County Commission

PO:rfb

cc: Mr. John Decker, President
Decker Holdings, LLC
88 Alcove Road
Coeymans Hollow, NY 12046
Mr. Peter Kubic
Kubic Construction, Inc.
241 Edmond Road
Kearneysville, WV 25430
Department of Engineering

County Administrator
Stephanie Grove

Deputy County Administrator
Sandy Shusher McDonald

JEFFERSON COUNTY, WEST VIRGINIA
 Engineering Department
 116 East Washington Street, P.O. Box 716
 Charles Town, West Virginia 25414

Email: engineering@jeffersoncountywv.org

Phone: 304-728-3257
 Fax: 304-728-3953

BOND REDUCTION or RELEASE REQUEST - REPORT

Date Received: 04 / 19 / 2017 J.C.P.C. File No. S16 - 02
LAST DOCUMENT RECEIVED ON 05/17/2017

Consultant/Engineer/Firm Name: GORDON

Mailing Address: 301 N. MILDRED ST. SUITE 1

City: CHARLES TOWN State: WV Zip: 25414

Contact Person: JASON GERMANT Phone: 304-725-8456

Project/Subdivision Name: APPLE VALLEY WASTE SITE PLAN

Section/Phase: _____ Lots: _____

Review Comments:

- The bond release reduction is Approved as Submitted. The bond release/reduction request is Denied.
- Add items/revise as shown per our comments on your attached bond release/reduction form & resubmit reduction/release request to our office for review and approval.
- Some site work has progressed beyond the required "milestone" site inspections that are to be performed by our office. As a result, you will need to schedule the inspections with our Land Development Inspector, and/or provide the certifications noted on the attached "Third-Party Certifications" checklist. Please collect all the required third-party certifications and submit them all at one time along with a copy of this report and the checklist.
- Bonding Policy & Unit Cost Figures attached for your use.

Comments: ALL WORK APPEARS COMPLETE
RECOMMEND RELEASE OF BOND

Approved for:
BOND RELEASE
 By: [Signature] 05/10/2017
County Engineer Date

Original Bond Amt. \$ 394,286 + 15% Cont. \$ 59,143 = Total Original Bond Amt. \$ 453,429
 Total Current Bond Amount \$ 453,429.00
 Cost of Work Remaining \$ 0.00 + Contingency Amount \$ 0.00
 = Approved for Revised Bond Amount \$ 0.00

Reviewed By: JOSEPH W. KEAT Title: L.D.I.
 Signature: [Signature] Date: 05 / 18 / 2017

WILTSHIRE RD

STEELEY WAY

CLENDENING DR

JAMES BURR BLVD

MCGARRY BLVD

Lot 3 Lot 2
Apple Valley Waste

INDUSTRIAL BLVD

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Roger Goodwin, P.E, Chief County Engineer

Department or Organization: Department of Engineering, Planning and Zoning

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

Date Requested – 1st Choice: June 15, 2017

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

Date Requested – 2nd Choice: June 29, 2017

Subject (*Wording to be placed on agenda*): **Tolling of Bonds for Breckenridge Phase 1, Lots 23-45 and Phase 1, Lots 1-9. Files: 07-31 and 12-01.**

Please provide the County Commission with a description of your request or presentation, including any background information: Pursuant to the County Commission Bonding Proposal, the Owners of Breckenridge are asking that their bonds for the two referenced sections be tolled for a period of 4 years due to Economic and Utility uncertainty reasons.

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*):

Move to Toll the Bond for Breckenridge Phase 1 Lots 23-45 (File 07-31) for a period of four (4) years conditioned on the Bonding Policy being met.

Move to Toll the Bond for Breckenridge Phase 1 Lots 1-9 (File 12-01) for a period of four (4) years conditioned on the Bonding Policy being met.

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

Jefferson County, West Virginia
Engineering Department

Tolling of Bonding Request
Checklist

Official Staff Use Only	
Application Fee Paid \$ _____	Date: ____/____/____

1. Provide the official name of the Project/Subdivision (see plat/plan cover sheet)

Breckenridge East – Phase 1A, Lots 23-45, Parcels A, B and Residue

2. Provide JCPC file no. 07-31

3. Provide project/subdivision location/road name:

Breckenridge East subdivision located east of Old Country Club Road, Charles Town, WV

4. Provide general description of type of project (i.e., commercial, residential, site plan, subdivision, number of lots, etc.):

Residential Subdivision Final Plat Lots 23-45, Parcels A, B and Residue; From Approved Preliminary Plat: Lots 1-45 Phase 1A Breckenridge East (Approved 9/14/09)


5. Provide Tax District 04

Tax Map No. 10 Parcel No(s). Lots 23-45, Parcels A, B and Residue

6. Provide property/parcel(s) legal description and attach a copy of deed.

7. Provide the initial/current bond amount \$2,339,652.00

8. Developer hereby acknowledges that no work has started and no lots have been sold:

Signature:  _____ Date: 6/7/17

Official Staff Use Only	
Staff verified that no work has begun as of Date: ____/____/____	

9. Provide developer name, address (see plat/plan cover sheet) & person authorized to sign agreement on behalf of the developer, and their title; and provide contact person name & phone no.:

Developer: B.C. Partners, Inc.

Street/Mailing Address: 24024 Frederick Rd., Clarksburg, MD 20871

State: Maryland

Zip Code: 20871

Name of Person legally authorized to enter into agreement on behalf of the developer:

Jerry Connelly,

Vice President

(Note: this name will appear on the signature line of the agreement)

(Title)

Contact Person: Dan Fryer

Phone: 301-428-0800

First * Paul Raco

304-676-8256

10. Provide reason developer is requesting to be allowed to toll the bond:

Due to continued downturn in housing market, it is unfeasible to develop this project at this time.

Note: The bonding policy states that:

"During periods of economic downturn (i.e., downturn in housing market due to economic conditions, loss of source of project financing/capitol necessary to begin the project, etc.), as determined by the Jefferson County Commission, the owner/developer may defer construction and obtain temporary partial release of construction bond and surety on projects that are recorded and bonded, but have not started construction of site improvements and/or sold any lots or portions of the subdivided parcel."

11. Provide a current certificate from the West Virginia Secretary of State's office demonstrating that the developer is in good standing and is currently recognized as an organization/company/business in the State of West Virginia and is a legal entity able to enter into a legal agreement.

Official Staff Use Only

Staff verified that satisfactory certificate is provided: _____ Yes _____ No

12. The developer/owner is advised that tolling of the bond will result in the following:

- A. The developer is required to execute the Tolling of Bonding Agreement and provide a merger deed and a \$10,000 surety as a Site Stability Bond.

The Tolling of Bonding Agreement will be recorded at the County Clerk’s office so that the restriction placed on the lots preventing them from being sold will be found through a title search. The merger deed and the Site Stability Bond will be held by the Bonding Administrator. If the developer defaults on any of the terms of the agreement the County Commission can direct the Bonding Administrator to record the merger deed at the County Clerk’s office. The merger deed merges all the lots and returns the parcel/property to its original state prior to subdivision of the land, essentially removing the subdivision plat from record. In addition, the \$10,000 surety for the Site Stability Bond is forfeited to the County Commission.

- B. Tolling of the bond has a 4-year time limit. If the developer fails to re-post the full construction bond before expiration of the time limit, the developer will be in default of the agreement.
- C. The developer cannot begin any site improvements or sell any lots as long as the bond is being tolled.
- D. In order to begin installation of the site improvements and/or to sell lots, the developer is required to stop tolling the bond. In doing so, the developer is required to re-post the full amount of the construction bond at the current construction costs at that time. Once the construction bond is reposted, the merger deed and the \$10,000 surety are returned to the developer.
- E. The developer may toll the bond on any subdivision, or phase of a subdivision, only one time. Once the developer stops tolling of the bond and re-posts the new construction bond the developer shall complete the required site improvements in accordance with the bonding policy.

<i>Official Staff Use Only</i>		
<i>Project is eligible for Tolling of Bonding</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Staff Report is complete</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Agreement reviewed/approved by legal counsel</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Date scheduled for County Commission Meeting:</i>		
<i>County Commission Action: _____ Approved _____ Denied</i>		
<i>Agreement executed and recorded at County Clerk</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Site Stability Bond received (\$10,000)</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Surety in the form of Cash-in-Escrow L.O.C. Surety Bond</i>	<i>(circle one)</i>	
<i>Location and/or Account No. of surety</i>		
<i>Termination date of Tolling of Bonding Agreement:</i>		

**AGREEMENT REGARDING BONDING OBLIGATIONS AND
DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS**

Breckenridge East Subdivision, Phase 1A Lots 23-45, Parcels A, B and Residue

THIS AGREEMENT REGARDING BONDING OBLIGATIONS AND DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS (this "Declaration") is made and entered into as of the ___ day of _____, 2017, by B.C. Partners, Inc. ("Declarant"), and the **COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA** (the "County Commission").

WHEREAS, Declarant is the owner of a certain tract of land located in Jefferson County, West Virginia, said land being that portion of Part 1 located on the east side of West Virginia Secondary Route 24 legally described in the deed found recorded in the Jefferson County Clerk's Office in Deed Book 850, Page 470 and subdivided into residential Lots 1-9 and Parcel C as described below (the "Land"); and

WHEREAS, the Land has been legally subdivided (the "Subdivision") into Breckenridge East Subdivision, Phase 1A, Lots 23-45, Parcels A, B and Residue, consisting of twenty-three (23) single family lots (the "Lots") and residues pursuant to and in accordance with the subdivision ordinance of Jefferson County, West Virginia in effect on July 18, 1979 (the "Subdivision Ordinance"), and as shown on that certain plat of the Breckenridge East Subdivision, Phase 1A, Lots 23-45, Parcels A, B and Residue, recorded in the Office of the Clerk of the County Commission of Jefferson County, West Virginia, in Plat Book 25 at Page 188 (and 188 A-D) (the "Final Plat"); and

WHEREAS, Declarant posted a bond with the County Commission, in the form of a *letter-of-credit*, in the amount of \$2,339,652.00 (the "Existing Infrastructure Bond") to secure the completion of all infrastructure improvements to be made in connection with the development of the Subdivision (the "Infrastructure Improvements") as itemized on that certain Construction Bond – Estimate, dated November 10, 2009 (the "Bond Estimate"), and approved by the Jefferson County Department of Planning, Zoning & Engineering (the "Department") on December 29, 2009; and

WHEREAS, due to economic conditions in the home building industry, the Declarant has decided to delay construction of the Infrastructure Improvements and, accordingly, has requested that the County Commission modify the Declarant's original bonding obligations with respect to the Subdivision (the "Original Bonding Obligations") until such time as the Declarant commences construction of the Infrastructure Improvements; and

WHEREAS, the County Commission has determined that it is in the best interests of Jefferson County to modify the Original Bonding Obligations until such time as the Declarant commences construction of the Infrastructure Improvements subject to the condition that Declarant execute and record this Declaration which shall run with the Land and be enforceable by the County Commission.

NOW, THEREFORE, in consideration of the premises and the covenants and agreements hereinafter set forth, Declarant declares as follows:

1. **Incorporation of Recitals; Defined Terms.** The foregoing recitals are hereby incorporated into this Declaration by this reference as if fully set forth herein. Capitalized terms used herein and not defined or cross-referenced herein shall have the meanings ascribed to such terms in the Subdivision Ordinance.

2. **Modification of Original Bonding Obligations.**
 - (a) The County Commission's agreement to modify the Original Bonding Obligations shall be subject to the satisfaction of the following condition precedent (the "Modification Conditions"):
 - (i) The Declarant submits to the Department a surety in the amount of \$10,000 as a Site Stability Bond.

 - (b) Upon satisfaction of the Modification Condition, the County Commission shall return the Existing Infrastructure Bond to the Declarant and the Original Bonding Obligations shall be deemed modified as follows:
 - (i) Unless and until Declarant commences the construction of any Infrastructure Improvements, the Declarant's bonding obligations with respect to Subdivision shall be limited to posting a \$10,000 surety as a Site Stability Bond with the County Commission and complying with the provisions of the Bonding Policy with respect to the Site Stability Bond; provided, however, that no infrastructure improvements shall be required to be made to the Land as a condition of keeping the Site Stability Bond in place.

 - (ii) No Infrastructure Improvements, including without limitation any Site Stability Work, shall occur or be permitted on the Land (other than the continuance of an agricultural use existing on the land prior to this agreement, voluntary agricultural soil remediation, Utility work by JCPSD/Charles Town or similar Public Utility and/or mowing and other routine maintenance required to preserve the appearance of the Land and the health and safety of the community) unless and until the Declarant submits to the Department, and the Department approves, a new cost estimate for all Infrastructure Improvements, and the Declarant posts an approved surety with the County Commission in the amount of 115% of said estimate in accordance with the Bonding Policy (the "New Infrastructure Bond"). Upon posting of the New Infrastructure Bond, and provided Declarant is not

then in default under this Declaration, the County Commission shall return the surety for the Site Stability Bond to the Declarant.

- (iii) Once the New Infrastructure Bond has been posted with the County Commission, the County Commission shall hold the New Infrastructure Bond in accordance with the Bonding Policy and the Declarant shall thereafter comply with all provisions of the Bonding Policy. The County Commission shall be under no obligation to grant further modifications to the Declarant's bonding obligations with respect to the Subdivision. The provisions of this Section 2(b)(iii) shall survive termination of this Declaration.

3. **Covenant Not to Commence Construction.** In consideration of the County Commission's agreement to modify the Original Bonding Obligations, Declarant covenants and agrees that prior to satisfying the conditions set forth in Section 2(b)(ii) above, Declarant shall not commence, or cause any third party to commence, the construction of any Infrastructure Improvements, including without limitation any Site Stability Work.

4. **Covenant Prohibiting Construction of Homes or Sale or Transfer of Lots.** In consideration of the County Commission's agreement to modify the Original Bonding Obligations, Declarant covenants and agrees that prior to satisfying the conditions set forth in Section 2(b)(ii) above, (a) Declarant shall not commence, or cause any third party to commence, the construction of any single family residence or other structure on any portion of the Land, and (b) Declarant shall not sell or transfer any Lot. Notwithstanding the foregoing, Declarant may transfer the entire Subdivision to a single transferee subject to the terms and provisions of this Declaration; provided, that such transferee expressly assumes the obligations of Declarant under this Declaration by a written agreement satisfactory to the County Commission.

5. **Covenant to Maintain "Good Standing" with the State of West Virginia.** In consideration of the County Commission's agreement to modify the Original Bonding Obligations, Declarant covenants and agrees that prior to satisfying the conditions set forth in Section 2(b)(ii) above, Declarant shall continually maintain "good standing" with the State of West Virginia with regard to this parcel/property. This shall include:

- (a) Maintaining a current and valid organization/business certificate, license, or any other document required by the West Virginia Secretary of State to conduct business in the State of West Virginia. The Declarant shall be in default of this agreement if at any time during the term of this agreement the organization/business is dissolved or revoked by the West Virginia Secretary of State and its good standing is allowed to lapse; and

- (b) Not be delinquent on the real estate property taxes by more than 30 calendar days from the first payment due date set by the Jefferson County Assessor. The Declarant shall be in default of this agreement if at any time during the term of this agreement, the real estate property taxes on this property are delinquent more than 30 calendar days.

The Declarant shall provide to the County Commission, on a periodic basis as determined by the County Commission and/or their staff, documentation evidencing that the Declarant is continually maintaining good standing with the State of West Virginia, to the satisfaction of the County Commission.

6. Default.

- (a) The failure of Declarant to observe or perform any of the covenants, conditions or obligations of this Declaration shall constitute a default under this Declaration. If Declarant fails to cure any default within thirty (30) days after the issuance of a notice by the County Commission, specifying the nature of the default; the County Commission may exercise any rights and remedies it may have hereunder or applicable law. Notwithstanding the foregoing, Declarant shall not be entitled to any notice of a violation of the covenant not to sell or transfer any Lot under Section 4(b) of this Declaration.
- (b) The County Commission shall have the right to bring any proceedings at law or in equity against the Declarant for violating or attempting to violate or defaulting upon any of the provisions contained in this Declaration, and to recover actual damages for any such violation or default. Such proceeding shall include the right to restrain by injunction any violation or threatened violation by the Declarant or any other person of any of the terms, covenants or conditions of this Declaration, or to obtain a decree to compel performance of any such terms, covenants or conditions. All of the remedies permitted or available to the County Commission under this Declaration or at law or in equity shall be cumulative and not alternative, and the invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right or remedy. In any action brought by the County Commission pursuant to these provisions, the County Commission will be entitled to costs (including but not limited to its reasonable attorneys' fees). In addition, the County Commission shall have the right to draw on the Site Stability Bond and apply the proceeds thereof in accordance with the Bonding Policy.
- (c) The maximum length of time for tolling the bond shall be four (4) years. At the time of executing this agreement, the Declarant shall

execute a merger deed that merges the lots back into the parent tract. The merger deed shall be held by the Bonding Administrator for the Jefferson County Commission. If the Declarant fails to repost the New Infrastructure Bond and the Bond Surety within four (4) years of the date of this agreement, the County Commission shall have the right to record the merger deed and revoke all project approvals; and the \$10,000 surety for the Site Stability Bond shall be forfeited to the County Commission. The merger deed may not be recorded by the County Commission if the Declarant reposts the Construction Bond and Bond Surety prior to expiration of the four (4) year tolling period; in such case, the merger deed shall be returned by the County Commission to the Declarant. In the event of recordation of the merger deed, the parent tract and residue parcel shall retain all future development rights under the land development ordinances in effect at the time the future application for land development is presented to the County.

7. **Waiver.** No waiver by the County Commission of any default under this Declaration shall be effective or binding unless made in writing by the County Commission and no such waiver shall be implied from any failure of the County Commission to take any action with respect to any default or violation.
8. **Binding Effect.** The terms of this Declaration shall constitute covenants running with the land and shall bind the Land described herein and inure to the benefit of and be binding upon the Declarant and all parties having any right, title or interest in the Land (or any part thereof), their heirs, successors, successors-in-title and assigns. This Declaration is not intended to supersede, modify, amend or otherwise change the provisions of any prior instrument affecting the land burdened hereby.
9. **Amendment of Declaration.** This Declaration may not be amended except by a written agreement executed by the Declarant and the County Commission and recorded in the Office of the County Clerk of Jefferson County, West Virginia.
10. **Declaration Shall Continue Notwithstanding Breach.** It is expressly agreed that no breach of this Declaration shall entitle the Declarant to cancel, rescind, or otherwise terminate this Declaration
11. **Term of this Declaration.** This Declaration shall be effective as of the date first above written and shall continue in full force and effect until the Declarant satisfies the conditions set forth in Section 2(b)(ii) above. Upon the termination of this Declaration, all rights and privileges derived from and all duties and obligations created and imposed by the provisions of this Declaration, except for the provisions of Section 2(b)(iii) above, shall terminate and have no further force or effect.

12. **Recordation.** This agreement shall be recorded in the Office of the Clerk of the Jefferson County Commission in both the name of the developer and the project name. It shall be the Declarant's responsibility to record the agreement and provide the Bonding Administrator with confirmation of such recordation in the form of the deed book and page number reference.

Breckenridge East Subdivision, Phase 1A, Lots 23-45, Lots A, B and Residue
(Subdivision Name)

Jefferson County Planning Commission File No. 07-31

Jerry Connelly, Vice President, B.C. Partners, Inc.
(Applicant/Developer Name)

By: _____ Date: ____/____/____

Print Name: _____ Title: _____

(Notary Certification Shall Be On The Same Page As The Signatures Being Notarized)

STATE OF _____, COUNTY OF _____, to wit:

I _____, a Notary Public in and for the State and County aforesaid, do hereby certify that _____ and _____, as _____ and _____, respectively of the _____, whose names are signed to the foregoing, this day personally appeared before me in my State and County aforesaid and acknowledged their signatures above (and the Corporate Seal as the genuine Seal of the said corporation).

Given under my hand this ____ day of _____, 20____.

My Commission Expires: _____

COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA

By: _____ Date: ____/____/____

Print Name: Peter Onoszko, President, Jefferson County Commission

(Notary Certification Shall Be On The Same Page As The Signatures Being Notarized)

STATE OF _____, COUNTY OF _____, to wit:

I _____, a Notary Public in and for the State and County aforesaid, do hereby certify that _____ and _____, as _____ and _____, respectively of the _____, whose names are signed to the foregoing, this day personally appeared before me in my State and County aforesaid and acknowledged their signatures above (and the Corporate Seal as the genuine Seal of the said corporation).

Given under my hand this ____ day of _____, 20 ____.

My Commission Expires: _____

ATTEST:

Jacqueline C. Shadle
Clerk, County Commission of Jefferson County, WV

Jefferson County, West Virginia
Engineering Department

Tolling of Bonding Request
Checklist

<i>Official Staff Use Only</i>	
Application Fee Paid \$ _____	Date: ____/____/____

1. Provide the official name of the Project/Subdivision (see plat/plan cover sheet)

Breckenridge East – Phase 1A, Lots 1-9, Parcel C and Residue

2. Provide JCPC file no. 12-01

3. Provide project/subdivision location/road name:

Breckenridge East subdivision located east of Old Country Club Road, Charles Town, WV

4. Provide general description of type of project (i.e., commercial, residential, site plan, subdivision, number of lots, etc.):

Residential Subdivision Final Plat Lots 1-9, Parcel C and Residue; From Approved Preliminary Plat: Lots 1-45 Phase 1A Breckenridge East (Approved 9/14/09)

5. Provide Tax District 04

Tax Map No. 10 Parcel No(s). Lots 1-9, Parcel C and Residue

6. Provide property/parcel(s) legal description and attach a copy of deed.

7. Provide the initial/current bond amount \$351,400.00

8. Developer hereby acknowledges that no work has started and no lots have been sold:

Signature:  Date: 6/7/17

<i>Official Staff Use Only</i>	
Staff verified that no work has began as of Date: ____/____/____	

9. Provide developer name, address (see plat/plan cover sheet) & person authorized to sign agreement on behalf of the developer, and their title; and provide contact person name & phone no.:

Developer: B.C. Partners, Inc.

Street/Mailing Address: 24024 Frederick Rd., Clarksburg, MD 20871

State: Maryland

Zip Code: 20871

Name of Person legally authorized to enter into agreement on behalf of the developer:

Jerry Connelly,

Vice President

(Note: this name will appear on the signature line of the agreement)

(Title)

Contact Person: Dan Fryer

Phone: 301-428-0800

First * Paul Raco

304-676-8256

10. Provide reason developer is requesting to be allowed to toll the bond:

Due to continued downturn in housing market, it is unfeasible to develop this project at this time.

Note: The bonding policy states that:

"During periods of economic downturn (i.e., downturn in housing market due to economic conditions, loss of source of project financing/capitol necessary to begin the project, etc.), as determined by the Jefferson County Commission, the owner/developer may defer construction and obtain temporary partial release of construction bond and surety on projects that are recorded and bonded, but have not started construction of site improvements and/or sold any lots or portions of the subdivided parcel."

11. Provide a current certificate from the West Virginia Secretary of State's office demonstrating that the developer is in good standing and is currently recognized as an organization/company/business in the State of West Virginia and is a legal entity able to enter into a legal agreement.

Official Staff Use Only

Staff verified that satisfactory certificate is provided: _____ Yes _____ No

12. The developer/owner is advised that tolling of the bond will result in the following:

- A. The developer is required to execute the Tolling of Bonding Agreement and provide a merger deed and a \$10,000 surety as a Site Stability Bond.

The Tolling of Bonding Agreement will be recorded at the County Clerk’s office so that the restriction placed on the lots preventing them from being sold will be found through a title search. The merger deed and the Site Stability Bond will be held by the Bonding Administrator. If the developer defaults on any of the terms of the agreement the County Commission can direct the Bonding Administrator to record the merger deed at the County Clerk’s office. The merger deed merges all the lots and returns the parcel/property to its original state prior to subdivision of the land, essentially removing the subdivision plat from record. In addition, the \$10,000 surety for the Site Stability Bond is forfeited to the County Commission.

- B. Tolling of the bond has a 4-year time limit. If the developer fails to re-post the full construction bond before expiration of the time limit, the developer will be in default of the agreement.
- C. The developer cannot begin any site improvements or sell any lots as long as the bond is being tolled.
- D. In order to begin installation of the site improvements and/or to sell lots, the developer is required to stop tolling the bond. In doing so, the developer is required to re-post the full amount of the construction bond at the current construction costs at that time. Once the construction bond is reposted, the merger deed and the \$10,000 surety are returned to the developer.
- E. The developer may toll the bond on any subdivision, or phase of a subdivision, only one time. Once the developer stops tolling of the bond and re-posts the new construction bond the developer shall complete the required site improvements in accordance with the bonding policy.

<i>Official Staff Use Only</i>		
<i>Project is eligible for Tolling of Bonding</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Staff Report is complete</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Agreement reviewed/approved by legal counsel</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Date scheduled for County Commission Meeting:</i>		
<i>County Commission Action: _____ Approved _____ Denied</i>		
<i>Agreement executed and recorded at County Clerk</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Site Stability Bond received (\$10,000)</i>	<i>Yes</i>	<i>No (circle one)</i>
<i>Surety in the form of Cash-in-Escrow L.O.C. Surety Bond</i>	<i>(circle one)</i>	
<i>Location and/or Account No. of surety</i>		
<i>Termination date of Tolling of Bonding Agreement:</i>		

**AGREEMENT REGARDING BONDING OBLIGATIONS AND
DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS**

Breckenridge East Subdivision, Phase 1A Lots 1-9, Parcel C and Residue

THIS AGREEMENT REGARDING BONDING OBLIGATIONS AND DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS (this "Declaration") is made and entered into as of the ___ day of _____, 2017, by B.C. Partners, Inc. ("Declarant"), and the **COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA** (the "County Commission").

WHEREAS, Declarant is the owner of a certain tract of land located in Jefferson County, West Virginia, said land being that portion of Part 1 located on the east side of West Virginia Secondary Route 24 legally described in the deed found recorded in the Jefferson County Clerk's Office in Deed Book 850, Page 470 and subdivided into residential Lots 1-9 and Parcel C as described below(the "Land"); and

WHEREAS, the Land has been legally subdivided (the "Subdivision") into Breckenridge East Subdivision, Phase 1A, Lots 1-9, Parcel C and Residue, consisting of nine (9) single family lots (the "Lots") and residues pursuant to and in accordance with the subdivision ordinance of Jefferson County, West Virginia in effect on July 18, 1979 (the "Subdivision Ordinance"), and as shown on that certain plat of the Breckenridge East Subdivision, Phase 1A, Lots 1-9, Parcel C and Residue, recorded in the Office of the Clerk of the County Commission of Jefferson County, West Virginia, in Plat Book 25 at Page 343 (and 343 A-B) (the "Final Plat"); and

WHEREAS, Declarant posted a bond with the County Commission, in the form of a *letter-of-credit*, in the amount of \$351,400.00 (the "Existing Infrastructure Bond") to secure the completion of all infrastructure improvements to be made in connection with the development of the Subdivision (the "Infrastructure Improvements") as itemized on that certain Construction Bond – Estimate, dated June 1, 2012 (the "Bond Estimate"), and approved by the Jefferson County Department of Planning, Zoning & Engineering (the "Department") on June 13, 2012; and

WHEREAS, due to economic conditions in the home building industry, the Declarant has decided to delay construction of the Infrastructure Improvements and, accordingly, has requested that the County Commission modify the Declarant's original bonding obligations with respect to the Subdivision (the "Original Bonding Obligations") until such time as the Declarant commences construction of the Infrastructure Improvements; and

WHEREAS, the County Commission has determined that it is in the best interests of Jefferson County to modify the Original Bonding Obligations until such time as the Declarant commences construction of the Infrastructure Improvements subject to the condition that Declarant execute and record this Declaration which shall run with the Land and be enforceable by the County Commission.

NOW, THEREFORE, in consideration of the premises and the covenants and agreements hereinafter set forth, Declarant declares as follows:

1. **Incorporation of Recitals; Defined Terms.** The foregoing recitals are hereby incorporated into this Declaration by this reference as if fully set forth herein. Capitalized terms used herein and not defined or cross-referenced herein shall have the meanings ascribed to such terms in the Subdivision Ordinance.
2. **Modification of Original Bonding Obligations.**
 - (a) The County Commission's agreement to modify the Original Bonding Obligations shall be subject to the satisfaction of the following condition precedent (the "Modification Conditions"):
 - (i) The Declarant submits to the Department a surety in the amount of \$10,000 as a Site Stability Bond.
 - (b) Upon satisfaction of the Modification Condition, the County Commission shall return the Existing Infrastructure Bond to the Declarant and the Original Bonding Obligations shall be deemed modified as follows:
 - (i) Unless and until Declarant commences the construction of any Infrastructure Improvements, the Declarant's bonding obligations with respect to Subdivision shall be limited to posting a \$10,000 surety as a Site Stability Bond with the County Commission and complying with the provisions of the Bonding Policy with respect to the Site Stability Bond; provided, however, that no infrastructure improvements shall be required to be made to the Land as a condition of keeping the Site Stability Bond in place.
 - (ii) No Infrastructure Improvements, including without limitation any Site Stability Work, shall occur or be permitted on the Land (other than the continuance of an agricultural use existing on the land prior to this agreement, voluntary agricultural soil remediation, Utility work by JCPSD/Charles Town or similar Public Utility and/or mowing and other routine maintenance required to preserve the appearance of the Land and the health and safety of the community) unless and until the Declarant submits to the Department, and the Department approves, a new cost estimate for all Infrastructure Improvements, and the Declarant posts an approved surety with the County Commission in the amount of 115% of said estimate in accordance with the Bonding Policy (the "New Infrastructure Bond"). Upon posting of the New Infrastructure Bond, and provided Declarant is not

then in default under this Declaration, the County Commission shall return the surety for the Site Stability Bond to the Declarant.

- (iii) Once the New Infrastructure Bond has been posted with the County Commission, the County Commission shall hold the New Infrastructure Bond in accordance with the Bonding Policy and the Declarant shall thereafter comply with all provisions of the Bonding Policy. The County Commission shall be under no obligation to grant further modifications to the Declarant's bonding obligations with respect to the Subdivision. The provisions of this Section 2(b)(iii) shall survive termination of this Declaration.

3. **Covenant Not to Commence Construction.** In consideration of the County Commission's agreement to modify the Original Bonding Obligations, Declarant covenants and agrees that prior to satisfying the conditions set forth in Section 2(b)(ii) above, Declarant shall not commence, or cause any third party to commence, the construction of any Infrastructure Improvements, including without limitation any Site Stability Work.

4. **Covenant Prohibiting Construction of Homes or Sale or Transfer of Lots.** In consideration of the County Commission's agreement to modify the Original Bonding Obligations, Declarant covenants and agrees that prior to satisfying the conditions set forth in Section 2(b)(ii) above, (a) Declarant shall not commence, or cause any third party to commence, the construction of any single family residence or other structure on any portion of the Land, and (b) Declarant shall not sell or transfer any Lot. Notwithstanding the foregoing, Declarant may transfer the entire Subdivision to a single transferee subject to the terms and provisions of this Declaration; provided, that such transferee expressly assumes the obligations of Declarant under this Declaration by a written agreement satisfactory to the County Commission.

5. **Covenant to Maintain "Good Standing" with the State of West Virginia.** In consideration of the County Commission's agreement to modify the Original Bonding Obligations, Declarant covenants and agrees that prior to satisfying the conditions set forth in Section 2(b)(ii) above, Declarant shall continually maintain "good standing" with the State of West Virginia with regard to this parcel/property. This shall include:

- (a) Maintaining a current and valid organization/business certificate, license, or any other document required by the West Virginia Secretary of State to conduct business in the State of West Virginia. The Declarant shall be in default of this agreement if at any time during the term of this agreement the organization/business is dissolved or revoked by the West Virginia Secretary of State and its good standing is allowed to lapse; and

- (b) Not be delinquent on the real estate property taxes by more than 30 calendar days from the first payment due date set by the Jefferson County Assessor. The Declarant shall be in default of this agreement if at any time during the term of this agreement, the real estate property taxes on this property are delinquent more than 30 calendar days.

The Declarant shall provide to the County Commission, on a periodic basis as determined by the County Commission and/or their staff, documentation evidencing that the Declarant is continually maintaining good standing with the State of West Virginia, to the satisfaction of the County Commission.

6. Default.

- (a) The failure of Declarant to observe or perform any of the covenants, conditions or obligations of this Declaration shall constitute a default under this Declaration. If Declarant fails to cure any default within thirty (30) days after the issuance of a notice by the County Commission, specifying the nature of the default; the County Commission may exercise any rights and remedies it may have hereunder or applicable law. Notwithstanding the foregoing, Declarant shall not be entitled to any notice of a violation of the covenant not to sell or transfer any Lot under Section 4(b) of this Declaration.
- (b) The County Commission shall have the right to bring any proceedings at law or in equity against the Declarant for violating or attempting to violate or defaulting upon any of the provisions contained in this Declaration, and to recover actual damages for any such violation or default. Such proceeding shall include the right to restrain by injunction any violation or threatened violation by the Declarant or any other person of any of the terms, covenants or conditions of this Declaration, or to obtain a decree to compel performance of any such terms, covenants or conditions. All of the remedies permitted or available to the County Commission under this Declaration or at law or in equity shall be cumulative and not alternative, and the invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right or remedy. In any action brought by the County Commission pursuant to these provisions, the County Commission will be entitled to costs (including but not limited to its reasonable attorneys' fees). In addition, the County Commission shall have the right to draw on the Site Stability Bond and apply the proceeds thereof in accordance with the Bonding Policy.
- (c) The maximum length of time for tolling the bond shall be four (4) years. At the time of executing this agreement, the Declarant shall

execute a merger deed that merges the lots back into the parent tract. The merger deed shall be held by the Bonding Administrator for the Jefferson County Commission. If the Declarant fails to repost the New Infrastructure Bond and the Bond Surety within four (4) years of the date of this agreement, the County Commission shall have the right to record the merger deed and revoke all project approvals; and the \$10,000 surety for the Site Stability Bond shall be forfeited to the County Commission. The merger deed may not be recorded by the County Commission if the Declarant reposts the Construction Bond and Bond Surety prior to expiration of the four (4) year tolling period; in such case, the merger deed shall be returned by the County Commission to the Declarant. In the event of recordation of the merger deed, the parent tract and residue parcel shall retain all future development rights under the land development ordinances in effect at the time the future application for land development is presented to the County.

7. **Waiver.** No waiver by the County Commission of any default under this Declaration shall be effective or binding unless made in writing by the County Commission and no such waiver shall be implied from any failure of the County Commission to take any action with respect to any default or violation.
8. **Binding Effect.** The terms of this Declaration shall constitute covenants running with the land and shall bind the Land described herein and inure to the benefit of and be binding upon the Declarant and all parties having any right, title or interest in the Land (or any part thereof), their heirs, successors, successors-in-title and assigns. This Declaration is not intended to supersede, modify, amend or otherwise change the provisions of any prior instrument affecting the land burdened hereby.
9. **Amendment of Declaration.** This Declaration may not be amended except by a written agreement executed by the Declarant and the County Commission and recorded in the Office of the County Clerk of Jefferson County, West Virginia.
10. **Declaration Shall Continue Notwithstanding Breach.** It is expressly agreed that no breach of this Declaration shall entitle the Declarant to cancel, rescind, or otherwise terminate this Declaration
11. **Term of this Declaration.** This Declaration shall be effective as of the date first above written and shall continue in full force and effect until the Declarant satisfies the conditions set forth in Section 2(b)(ii) above. Upon the termination of this Declaration, all rights and privileges derived from and all duties and obligations created and imposed by the provisions of this Declaration, except for the provisions of Section 2(b)(iii) above, shall terminate and have no further force or effect.

Breckenridge East Subdivision, Phase 1A, Lots 1-9, Parcel C and Residue
(Subdivision Name)

Jefferson County Planning Commission File No. 12-01

Jerry Connelly, Vice President, B.C. Partners, Inc.
(Applicant/Developer Name)

By: _____ Date: ____/____/____

Print Name: _____ Title: _____

(Notary Certification Shall Be On The Same Page As The Signatures Being Notarized)

STATE OF _____, COUNTY OF _____, to wit:

I _____, a Notary Public in and for the State and County aforesaid, do hereby certify that _____ and _____, as _____ and _____, respectively of the _____, whose names are signed to the foregoing, this day personally appeared before me in my State and County aforesaid and acknowledged their signatures above (and the Corporate Seal as the genuine Seal of the said corporation).

Given under my hand this ____ day of _____, 20 ____.

My Commission Expires: _____

COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA

By: _____ Date: ____ / ____ / ____

Print Name: Peter Onoszko, President, Jefferson County Commission

(Notary Certification Shall Be On The Same Page As The Signatures Being Notarized)

STATE OF _____, COUNTY OF _____, to wit:

I _____, a Notary Public in and for the State and County aforesaid, do hereby certify that _____ and _____, as _____ and _____, respectively of the _____, whose names are signed to the foregoing, this day personally appeared before me in my State and County aforesaid and acknowledged their signatures above (and the Corporate Seal as the genuine Seal of the said corporation).

Given under my hand this ____ day of _____, 20 ____.

My Commission Expires: _____

ATTEST:

Jacqueline C. Shadle
Clerk, County Commission of Jefferson County, WV

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Michelle Gordon, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **June 15, 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 and Approval of FY2017 State Budget Revision 9 for the General Fund
- Review and Approval of FY2017 Internal Budget Revision 5 for the General Fund

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? \$ **NA**

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 accept State Budget Revision 9 for the General Fund

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

Ora Ash, Director
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26302
 Phone: 627-2415 ext. 5114
 Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

Jefferson County Commission
 GOVERNMENT ENTITY

CONTROL NUMBER
2017
 FY
001
 FUND
9
 REV. NO.
1 of 1
 PG. OF NO.
 COUNTY
 Government Type

Person To Contact Regarding: _____
 Budget Revision: **Michelle Gordon** _____
 Phone: **304-724-8425** _____
 Fax: **304-725-7916** _____
 P.O. Box 250 _____
 STREET OR PO BOX
 Charles Town _____ 25414
 CITY ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
696	Transfer to Financial Stabilization Fund	2,280,626		162,800	2,117,826
704	Regional Jail	1,375,000	162,800		1,537,800
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures

APPROVED BY THE STATE AUDITOR

BY: _____
 Director, Local Government Services Division Date

 AUTHORIZED SIGNATURE OF ENTITY

 APPROVAL DATE

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 15th day of June, 2017, the following Order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Jefferson. The following resolution was offered.

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the Jefferson County Commission does hereby direct that the budget be revised as shown on budget revision number #9 to the General County Fund, a copy of which is entered as part of this record.

The adoption of the foregoing Resolution having been moved by _____, and duly seconded by _____ the vote was as follows:

Peter Onoszko	_____
Jane Tabb	_____
Patricia Noland	_____
Caleb Hudson	_____
Josh Compton	_____

Whereupon, Commissioner Onoszko declared said Resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said Resolution be, and the same is, hereby adopted as so stated above, and Peter Onoszko, President of the Jefferson County Commission, is authorized to affix his signature to the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Peter Onoszko, President
Jefferson County Commission

Jefferson County Commission
 Jail Fees (001.704.03.344.000.PS.000)

Month	FY14	FY15	FY16	Mo-Mo	Cumulative by Mo	FY17	Mo-Mo	Cumulative by Mo
June 2013	88,376.80							
July	97,658.00	108,996.75	101,807.50	-6.6%	-6.6%	112,567.25	10.6%	10.6%
August	108,369.50	116,813.25	117,488.75	0.6%	-2.9%	108,852.00	-7.4%	1.0%
September	88,090.45	114,642.00	93,460.25	-18.5%	-8.1%	110,878.50	18.6%	6.2%
October	108,417.75	112,036.50	118,791.50	6.0%	-4.6%	125,553.50	5.7%	6.1%
November	90,903.00	109,720.50	103,737.50	-5.5%	-4.8%	115,503.50	11.3%	7.1%
December	97,320.25	104,151.75	111,457.50	7.0%	-2.9%	141,758.50	27.2%	10.6%
January	99,395.00	115,848.25	105,281.50	-9.1%	-3.9%	125,787.75	19.5%	11.8%
February	81,494.25	102,647.75	82,604.00	-19.5%	-5.7%	116,861.50	41.5%	14.8%
March	123,471.75	95,679.75	95,535.00	-0.2%	-5.1%	148,079.25	55.0%	18.9%
April	108,659.00	81,542.50	85,161.25	4.4%	-4.4%	143,929.75	69.0%	23.1%
May	113,049.75	91,240.75	86,078.00	-5.7%	-4.5%		-100.0%	
June	107,887.00	76,138.50	94,570.00	24.2%	-2.7%		-100.0%	
Total	<u>1,224,715.70</u>	<u>1,229,458.25</u>	<u>1,195,972.75</u>	-2.7%		<u>1,249,771.50</u>	4.5%	

1,322,404.66 FY18 Budget Estimate

1,537,800.00 FY17 Projected Exp

1,375,000.00 FY17 Budget

162,800.00 FY17 Budget Revision

**Jefferson County Commission
State Budget Revision JE**

Budget Revision #9 of General Fund FY17

<u>Description</u>	<u>GL acct</u>	<u>Increase</u>	<u>Decrease</u>	
Regional Jail Fees	001.704.03.344.000.PS.000	162,800		Based on FY17 Trend and OPIOD Problem
Transfer to Stabilization-Fund Bal	001.696.05.566.000.GG000		162,800	

Total 162,800 162,800

Jefferson County, West Virginia
 Department of Financial Management
 Budget Revision for Fiscal Year Ending June 30, 2017
 Internal Budget Revision
 IBR # 5

Narrative:

Budget Line No.	Account Name	Approved Budget	Requested Additions	Requested Reduction	Revised Budget
001.440.02.223.000.GG.000	Eng-Professional Services	40,000			40,000
001.440.02.223.000.GG.000	Eng-Professional Services	40,000			40,000
Reallocate approved budget from Sinkhole repairs to WWTP Decommissioning. WWTP Decommission is approved in the FY18 budget, however work has begun in FY2017. \$25,000 was approved for the sinkhole. Will carry forward any unused portion of this.					
001.428.03.355.000.GG.000	IT Support	96,790		24,500	72,290
001.428.03.341.000.GG.000	IT Materials and Supplies A)	25,000	2,000		27,000
001.428.03.353.000.GG.000	IT Computer Software B)	37,575	2,500		40,075
001.428.03.354.000.GG.000	IT Computer Hardware C)	67,771	11,000		78,771
001.428.03.356.000.GG.000	IT Licenses & Annual Fees D)	51,382	9,000		60,382
Per email from Russ Burgess, A) Toner overages B) Adobe Software for Pros Atty C) Digital based system implementation D) Additional Licenses					
001.405.02.223.000-GG.000	PROS ATTY PROF SERVICES	9,900		100	9,800
001.405.02.229.000.GG.000	PROS ATTY COURT COSTS	100	100		200
Unexpected Court costs					
001.401.02.239.000.GG.000	Co Comm Insur Prem Ret	80,000		11,806	68,194
001.401.02.223.000.GG.000	Co Comm Prof Services	15,000	7,300		22,300
001.401.03.341.000.GG.000	Co Comm Mat/Supplies	3,500	600		4,100
001.401.02.223.001.GG.000	Co Comm Prof Svcs-HRA	180,000	3,906		
To correct overages in Prof Services due to unexpected litigation and attorney fees, and other misc overages.					
Totals		647,018	36,406	36,406	463,112

Requested by: Michelle Gordon/ Finance Director

Approved by:(department head/elected): _____

Date: _____

Reviewed by: _____

Date: _____

Michelle Gordon/ Finance Director

Date Submitted to County Commission: _____

Date Approved: _____

Authorizing Signature: _____

Michelle Gordon

From: Russell Burgess
Sent: Wednesday, May 31, 2017 3:24 PM
To: Michelle Gordon
Subject: Budget Revisions

Good Afternoon Michelle,

The following budget revisions should take care of 428. I am confused about 428-356 with the amounts of 12,863.51 and 8,974.37 showing in pace. If we need to make changes please let me know.

Move \$2,000 from 428-355 to 428-341 to cover toner overages in the Material and Supply Category

Move \$2,500 from 428-355 to 428-353 to cover additional software expenditures (JCPA adobe acrobat, can come out of JCPA if needed as Matt Harvey approved)

Move \$11,000 from 428-355 to 428-354 to cover additional expenditures for computers, monitors, scanners, access points and hardware infrastructure to support continuing efforts to facilitate moving to a digital based systems from paper and folder based work flows in Prosecuting Attorney's office, County Clerk's office, Circuitry Clerk's office and Engineering.

Move \$9,000 from 428-355 to 428-356 to cover additional expenditures, reference the \$8,974.37 amount above. I believe I was actually over by \$1,990.00 but not sure about what other costs are.

If you have time could we meet to discuss to make sure I did not go over my overall budget, makes me worry 😊

Russ

Russell Burgess

IT Support Specialist
Jefferson County Commission
116 E. Washington Street
Charles Town, WV 25414
Phone (304) 728-5605
Email rburgess@jeffersoncountywv.org





AGENDA REQUEST FORM
www.jeffersoncountywv.org

Name: **Stephanie Grove, County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 15, 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*):

- Discuss personnel matters - Possible Executive Session - Discussion/Action
- Update on policies and diversity/sensitivity training
- Discuss possible transfer tax increase - 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.](#)

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Josh Compton, Commissioner**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 15, 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*): **Discuss appointing a County Commission liaison to the Fire Chief's committee - 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.](#)

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Josh Compton, Commissioner**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 15, 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*): **Discuss filing a PSD Dissolution Case before the PSC – 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.](#)

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: **June 15, 2017**

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

Date Requested – 2nd Choice:

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

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

- 1. Discussion of PSD Dissolution & Pending Appeal of the PSC decision. Possible Executive Session – Discussion/Action.**
- 2. Discussion of collection of late ambulance fees. Possible Executive Session – Discussion/Action.**
- 3. Discuss issues related to the County cable franchise agreement. Possible Executive Session – Discussion/Action**

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:

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 15, 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*): Work Session – Discuss Charles Town’s Proposal for PSD Asset Acquisition

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: **June 15, 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*): **Discuss PSD financial management**

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.](#)

**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 Harpers Ferry, Map 9, Parcel 58.1 – Harpers Ferry Holdings, LLC. The property is currently zoned Residential Growth and a request has been made by the property owner to change to the Residential-Light Industrial-Commercial zoning category.

The hearing will be held on Thursday, June 29, 2017, at 7:15 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**



**JEFFERSON COUNTY
COMMISSION OFFICES
WILL BE CLOSED ON
TUESDAY, JUNE 20, 2017
IN ORDER TO OBSERVE
WEST VIRGINIA DAY**

Fireworks Traffic Flow

Saturday July 1st, 2017

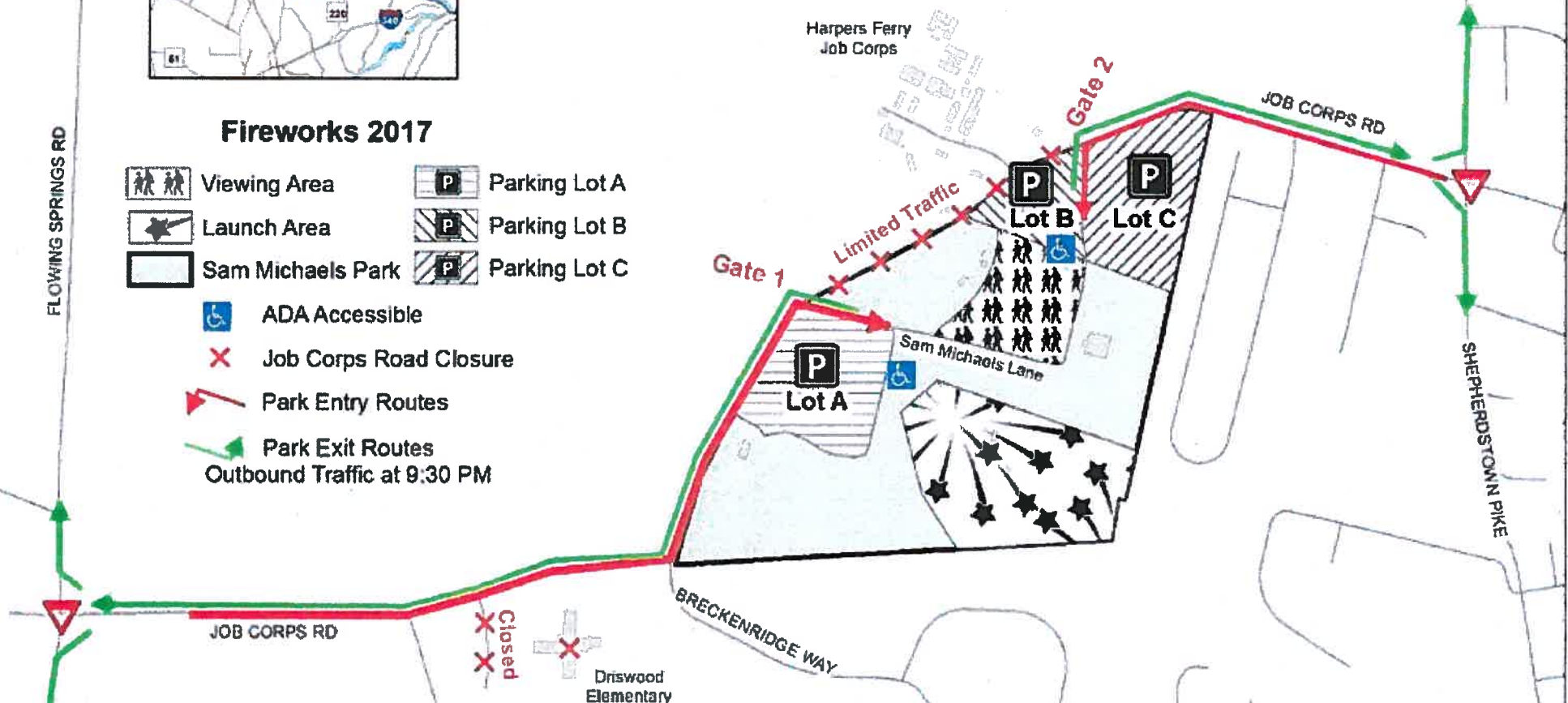
Gates open at 5:00 PM



Fireworks 2017

- Viewing Area
- Launch Area
- Sam Michaels Park
- ADA Accessible
- Job Corps Road Closure
- Park Entry Routes
- Park Exit Routes
Outbound Traffic at 9:30 PM
- Parking Lot A
- Parking Lot B
- Parking Lot C

FLOWING SPRINGS RD



You may stay with your car to view fireworks

Tailgating, tents, corn hole, or grills will NOT be allowed in parking lots. (All but grills may be carried into gate/viewing area)

Immediately following fireworks we will show the movie "SING!" at the stage.



Jefferson County Parks & Recreation

235 Sam Michaels Lane
Shenandoah Junction, WV 25442
Phone: 304-728-3207

Please Note:
At the conclusion of fireworks (approx. 9:30 pm), the JC Sheriff Dept. will close Job Corps Rd to "incoming traffic". Both lanes of Job Corp Rd will move away from Sam Michael's Park (see green arrows on map). Lanes will be directed ONLY in the direction of arrows.

Expect delays at these intersections.



Jefferson County

Public Service District

May 31, 2017

Commissioner Patsy Noland
Jefferson County Commission
PO Box 250
Charles Town, WV 25414

Dear Commissioner Noland:

Per your request to inform you as to whether the District's board member Bill Strider is in the District's service area, I offer the following information.

Mr. Strider was appointed to the board of the District in late 2011. At the time of his appointment, Mr. Strider resided in an area which was unincorporated at the time of the District's creation, but which was annexed into Ranson in 2003. His residency was discussed at the time of his appointment, and the County Commission, after receiving advice from its Counsel, properly determined that Mr. Strider was eligible to serve as a District board member. Mr. Strider is not a customer of the District, though he lives on a parcel which could obtain sewer service from the District without much difficulty, as an existing District owned line runs passes by his property.

Since the 2003 annexation, the Jefferson County Commission has not taken any action to reduce the service territory of the District to exclude this annexed area from the District's service territory, and since it has not taken any such action it has not sought the approval of the Public Service Commission ("PSC") to reduce the territory of the District.

A municipal annexation does not automatically reduce the territory or service area of the District. In 1998, the West Virginia Supreme Court of Appeals decided a case involving the City of Martinsburg and two Berkeley County PSDs concerning an area that was within the service territory of the PSDs and was subsequently annexed into the City of Martinsburg. While the Supreme Court concluded that once annexation occurs, a municipality has the superior right to extend service, it repeatedly acknowledged that there was overlapping authority by stating that "[t]he tract lies inside the City's municipal limits. The tract also lies inside the geographic boundaries of both the Water District and the Sewer District." *Berkeley County Pub. Serv. Sewer Dist. V. West Va. Pub. Serv. Comm'n*, 204 W.Va. 279, 512 S.E.2d 201 (1998).

The reduction of the territory of a public service district involves certain public notices of proposed county commission actions, an action by the county commission, and ultimately the approval of the Public Service Commission as well. *W.Va. Code* §16-13A-2. The statutory rights of the public, the county commission, and the PSC would not be respected if a PSD's territory were automatically reduced by annexation. If an area is within a PSD's service territory and then is subsequently annexed by a municipality, that area is still within the PSD's service territory unless the County Commission takes action to eliminate such area from the PSD's service area, and the PSC approves the County Commission's action.

In the *Berkeley County* case, the Supreme Court stated that the West Virginia Legislature "enacted Chapter 24 of the *West Virginia Code* for an express legislative purpose: "to confer upon the public

service commission of this state the authority and duty to enforce and regulate the practices, services and rates of public utilities. . . Indeed, this Court has long recognized 'the paramount design of pertinent statutes to place regulation and control of public utilities exclusively with the Public Service Commission.'" Id. The Court went on to express concern about "allowing county commission to displace the PSC in determining service rights." Id. Likewise, the authority of the PSC to determine service rights would be displaced if annexation automatically reduced the service area of a PSD which had its territory set by prior PSC order. "[T]he exigencies that arise in public utility operation require the flexibility of a regulatory agency, such as the Public Service Commission, to review the particular factual circumstances and permit the extension of utility services by the utility that is most appropriate under the circumstances.'" Id.

Until the County Commission provides notice of an intent to reduce the service area of the Jefferson County Public Service District to exclude the area in which Mr. Strider resides, the County Commission adopts an order to that effect, and that order is approved by the Public Service Commission, Mr. Strider still resides within the territory and service area of the District. Accordingly, as the County Commission determined, he is eligible to serve as a board member and has complied with all the requirements of serving as a board member. He is entitled to serve until his term is completed and a replacement is appointed, unless a successful petition for removal were filed with the Circuit Court of Jefferson County, under W.Va. Code § 16-13A-3a. Having worked with Mr. Strider for a number of years, I see no basis for such a petition, but that is the legal route for removal of a PSD board member.

Please let me know if you have any questions.

Sincerely,



Susanne Lawton
General Manager

Impact Fee Status Report

May 2017

Office of Impact Fees

Summary

Date Range: Monday 1 through Wednesday 31 May 2017

Report Date: 1 June 2017

Process Number Range: 1700085-1700121

Total Applications: 37

Total Non-Exempt: 36

Of which:

Commercial: 3

Residential: 33

Of which:

County: 25

Municipal: 11

Total Exempt: 1

Of which:

Commercial: 0

Residential: 1

Of which:

County: 1

Municipal: 0

Tables 1 through 7 summarize impact fee processing for May 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 – 31 May2017	1	3	33	37
Fees collected		\$25.00	\$193,576.00	\$193,601.00
<i>Of which</i>				
School Impact Fee			\$175,252.00	\$175,252.00
Law Enforcement Fee		\$20.00	\$3,542.00	\$3,562.00
Parks & Recreation Fee			\$13,335.00	\$13,335.00
EMS Fee		\$5.00	\$1,447.00	\$1,452.00

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

Description	Amount
Opening Statement Balance (1 May 2017)	\$117,126.73
April Deposits (1 – 31 May 2017)	\$193,601.00
School April Transactions (withdraws via transfer on 10 May 2017)	(\$106,481.16)
Law April Transactions (withdraws via transfer on 10 May 2017)	(\$1,799.71)
Parks & Rec April Transactions (withdraws via transfer on 10 May 2017)	(\$7,960.50)
EMS April Transactions (withdraws via transfer on 10 May 2017)	(\$885.36)
Interest Earned (31 May 2017)	\$51.98
Ending Statement Balance (31 May 2017)	\$193,652.98
<i>Outstanding Credits (deposits through 1 June 2017)</i>	<i>\$0.00</i>

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

Description	Amount
Opening Balance (1 May 2017)	\$3,202,246.17
April Transactions (deposits via transfer on 10 May 2017)	\$106,481.16
Interest Earned (31 May 2017)	\$1,391.94
Ending Balance (31 May 2017)	\$3,310,119.27

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

Description	Amount
Opening Balance (1 May 2017)	\$91,519.18
April Transactions (deposits via transfer on 10 May 2017)	\$1,799.71
Interest Earned (31 May 2017)	\$39.40
Ending Balance (31 May 2017)	\$93,358.29

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

Description	Amount
Opening Balance (1 May 2017)	\$127,962.59
April Transactions (deposits via transfer on 10 May 2017)	\$7,960.50
Interest Earned (31 May 2017)	\$56.74
Ending Balance (31 May 2017)	\$135,979.83

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

Description	Amount
Opening Balance (1 May 2017)	\$17,649.57
April Transactions (deposits via transfer on 10 May 2017)	\$885.36
Interest Earned (31 May 2017)	\$7.77
Ending Balance (31 May 2017)	\$18,542.70

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

Description	Amount
Office of Impact Fees General Account	\$193,652.98
School Impact Fee Account	\$3,310,119.27
Law Enforcement Fee Account	\$93,358.29
Parks & Recreation Impact Fee Account	\$135,979.83
EMS Impact Fee Account	\$18,542.70
Total Impact Fees	\$3,751,653.07

/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 June 2017 Fee Transfers /1

Account	31 May 2017 Account Totals	Pending Impact Fee Transfers	Account Totals
School Impact Fee Account	\$3,310,119.27	\$175,298.78	\$3,485,418.05
Law Enforcement Fee Account	\$93,358.29	\$3,563.04	\$96,921.33
Parks & Recreation Impact Fee Account	\$135,979.83	\$13,338.64	\$149,318.47
EMS Impact Fee Account	\$18,542.70	\$1,452.52	\$19,995.22
Total Impact Fees	\$3,558,000.09	\$193,652.98	\$3,751,653.07

/1 This table represents each of the impact fee category account totals as of 31 May 2017 listed in tables 3 – 6. Pending fee transfer amounts, excluding interest and any outstanding credits, collected in May 2017 are listed in table 1 of the General Account (3111776); these transactions will be processed in June 2017. Any outstanding credits, as listed in table 2, will be added to the next month's Impact Fee transfer amounts.



Form 100 Transaction Summary

Jefferson County Government – Office of Impact Fees

Impact Fee Applications Processed between dates Monday 1 through Wednesday 31 May 2017

Process Number	Date	Last Name	First Name	Tax District	Deed Book	Deed Page	Tax Map	Parcel	Impact Fees Collected	Date	Exemption Reason
Exempt Applications											
1700102	05/18/2017	Biggs	Robert and Lisa	09 Shepherdstown	1168	201	17	4.6	\$0.00	05/18/2017	Form 200
Category Count: 1									Category Total	\$0.00	
Non-Exempt Applications											
1700085	05/01/2017	Bavarian Inn	David Asam	09 Shepherdstown	765	756	1	1	\$4.00	05/01/2017	N/A
1700086	05/03/2017	Bloom	William and	07 Middleway	1152	493	20	1	\$6,347.00	05/03/2017	N/A
1700087	05/04/2017	Dan Ryan		09 Shepherdstown	1005	596	7	15	\$6,347.00	05/04/2017	N/A
1700088	05/04/2017	Dan Ryan		07 Middleway	1177	615	2B	49	\$6,347.00	05/04/2017	N/A
1700089	05/04/2017	DR Acquisitions,		04 Harpers Ferry	1129	541	9	170	\$6,347.00	05/04/2017	N/A
1700090	05/05/2017	ILA Properties,		03 Charles Town	1024	473	8	36	\$6,186.00	05/05/2017	N/A
1700091	05/05/2017	Wilson	Thomas	09 Shepherdstown	1184	703	17	6.20	\$6,347.00	05/05/2017	N/A
1700092	05/05/2017	Hayslette	Justin	02 Charles Town	1185	492	5A	72	\$6,347.00	05/05/2017	N/A
1700093	05/09/2017	Wormald, Jr.	Robert	04 Harpers Ferry	975	635	10A	76	\$6,347.00	05/09/2017	N/A
1700094	05/09/2017	Carroll	Stan	02 Charles Town	1178	1	22	38	\$6,347.00	05/09/2017	N/A
1700095	05/09/2017	Arcadia		03 Charles Town	23	67	12B	239	\$6,186.00	05/09/2017	N/A
1700096	05/10/2017	Jamie Davis	JRD Investments,	09 Shepherdstown	1186	96	14B	40	\$6,347.00	05/10/2017	N/A
1700097	05/16/2017	Sharp Best &		02 Charles Town	1017	650	8	19	\$9.00	05/16/2017	N/A
1700098	05/16/2017	Collis Holdings,		09 Shepherdstown	1187	169	14B	46	\$6,347.00	05/16/2017	N/A
1700099	05/16/2017	Collis Holdings,		09 Shepherdstown	1187	169	14B	33	\$6,347.00	05/16/2017	N/A
1700100	05/17/2017	Catrow	Harry	09 Shepherdstown	993	701	7	32.12	\$6,347.00	05/17/2017	N/A
1700101	05/17/2017	Catrow	Harry	09 Shepherdstown	993	701	7	32.13	\$6,347.00	05/17/2017	N/A
1700103	05/18/2017	DR Acquisitions,		04 Harpers Ferry	919	660	9	5	\$6,347.00	05/18/2017	N/A
1700104	05/18/2017	Dan Ryan		04 Harpers Ferry	919	660	9	7	\$6,347.00	05/18/2017	N/A
1700105	05/19/2017	Aronhalt	Robert and	09 Shepherdstown	1027	136	5	10.2	\$6,347.00	05/19/2017	N/A
1700106	05/24/2017	Dodson	Robert	08 Ranson Corp	1155	656	5	102	\$3,321.00	05/24/2017	N/A
1700107	05/24/2017	Dodson	Robert	08 Ranson Corp	1155	656	5	102.1	\$675.00	05/24/2017	N/A
1700108	05/24/2017	Dodson	Robert	08 Ranson Corp	1155	656	5	107.1	\$3,322.00	05/24/2017	N/A

Process Number	Date	Last Name	First Name	Tax District	Deed Book	Deed Page	Tax Map	Parcel	Impact Fees Collected	Date	Exemption Reason
Non-Exempt Applications											
1700109	05/24/2017	Dodson	Robert	08 Ranson Corp	1155	656	5	107	\$3,322.00	05/24/2017	N/A
1700110	05/24/2017	Arcadia		03 Charles Town	23	67	12B	233	\$6,186.00	05/24/2017	N/A
1700111	05/24/2017	Arcadia		03 Charles Town	23	67	12B	198	\$6,186.00	05/24/2017	N/A
1700112	05/24/2017	Marrone	Patrick	02 Charles Town	1137	279	16	16.1	\$6,347.00	05/24/2017	N/A
1700113	05/24/2017	Wormald, Jr.	Robert	04 Harpers Ferry	975	635	10A	80	\$6,347.00	05/24/2017	N/A
1700114	05/24/2017	Joshbeen	ILA Properties,	03 Charles Town	1187	584	8	34	\$6,186.00	05/24/2017	N/A
1700115	05/24/2017	Joshbeen	ILA Properties,	03 Charles Town	1185	495	8	35	\$6,186.00	05/24/2017	N/A
1700116	05/24/2017	Joshbeen	ILA Properties,	03 Charles Town	1190	214	8	37	\$6,186.00	05/24/2017	N/A
1700117	05/24/2017	Dan Ryan		02 Charles Town	1189	591	4	19	\$6,347.00	05/24/2017	N/A
1700118	05/26/2017	DR Acquisitions,		04 Harpers Ferry	1129	541	9	150	\$6,347.00	05/26/2017	N/A
1700119	05/31/2017	Wormald, Jr.	Robert	04 Harpers Ferry	975	635	10A	114	\$6,347.00	05/31/2017	N/A
1700120	05/31/2017	Wormald, Jr.	Robert	04 Harpers Ferry	975	635	10A	128	\$6,347.00	05/31/2017	N/A
1700121	05/31/2017	Jefferson County		02 Charles Town	1080	745	1	123	\$12.00	05/31/2017	N/A
Category Count: 36								Category Total	\$193,601.00		
TOTAL APPLICATIONS: 37								Grand Total	\$193,601.00		

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

Week Ending Date	FY17 May 27, 2017
To be Deposited on:	June 5, 2017
Amount Played	\$ 61,378,938.44
Amount Won	55,141,066.54
Amount Promo	458,828.00
MWAP Contribution	-
Adjusted Gross Terminal Revenue	<u>5,779,043.90</u>
Administrative Costs @ 4%	-
Excess Lottery Fund @ 4%	<u>231,161.75</u>
Net Terminal Revenue	<u>5,547,882.15</u>
Surcharge @ 10%	554,788.22
State Share Excess @ 58% & 10% of 42%	345,078.27
Track Share of Capital Reinvestment @ 90% of 42%	<u>209,709.95</u>
<i>Track Share of Capital Reinvestment @ 98%</i>	<i>201,321.55</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>8,388.40</i>
Adjusted Net Terminal Revenue	<u>4,993,093.93</u>
Racetrack @ 46.50% / 42%	2,097,099.45
Lottery Fund @ 30% / 0%	-
Excess Lottery Fund @ 0% / 41%	2,047,168.52
Excess Lottery Fund @ 12.85% / 9.55%	476,840.47
Race Track Purses @ 90% of 7% / 4%	179,751.38
Employee Pension Fund @ 1% / .5%	24,965.47
Greyhound Development @ 90% of .75%	33,703.38
Thoroughbred Development @ 90% of .75%	33,703.38
County/Municipality @ 2%	<u>99,861.88</u>
	<u>\$ 4,993,093.93</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
03/11/17	92,549.16	46,274.58	46,274.58	3,669.57	18,463.56	1,004.16	15,585.28	7,552.01
03/18/17	87,919.56	43,959.78	43,959.78	3,486.01	17,539.95	953.93	14,805.65	7,174.24
03/25/17	98,261.24	49,130.62	49,130.62	3,896.06	19,603.12	1,066.13	16,547.19	8,018.12
04/01/17	96,249.44	48,124.72	48,124.72	3,816.29	19,201.76	1,044.31	16,208.41	7,853.95
04/08/17	92,525.20	46,262.60	46,262.60	3,668.62	18,458.78	1,003.90	15,581.24	7,550.06
04/15/17	93,537.96	46,768.98	46,768.98	3,708.78	18,860.82	1,014.89	15,751.79	7,632.70
04/22/17	91,228.00	45,614.00	45,614.00	3,617.19	18,199.99	989.82	15,362.80	7,444.20
04/29/17	96,408.68	48,204.34	48,204.34	3,822.60	19,233.53	1,046.04	16,235.22	7,866.95
05/06/17	93,780.60	46,890.30	46,890.30	3,718.40	18,709.23	1,017.52	15,792.65	7,652.50
05/13/17	95,296.32	47,648.16	47,648.16	3,778.50	19,011.61	1,033.97	16,047.90	7,776.18
05/20/17	87,996.48	43,998.24	43,998.24	3,489.06	17,555.30	954.76	14,818.61	7,180.51
05/27/17	99,861.88	49,930.94	49,930.94	3,959.52	19,922.45	1,083.50	16,816.74	8,148.73
Subtotal	\$ 4,730,302.36	\$ 2,821,182.92	\$ 1,909,119.44	\$ 151,393.14	\$ 761,738.64	\$ 41,427.92	\$ 642,991.42	\$ 311,568.32

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	3/11/2017	46,274.58
3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08	3/19/2016	50,356.80	3/18/2017	43,959.78
3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88	3/26/2016	52,217.46	3/25/2017	49,130.62
4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78	4/2/2016	54,185.88	4/1/2017	48,124.72
4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54	4/9/2016	49,690.04	4/8/2017	46,262.60
4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10	4/16/2016	49,071.82	4/15/2017	46,768.98
4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62	4/23/2016	49,485.78	4/22/2017	45,614.00

5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66	4/30/2016	50,872.46	4/29/2017	48,204.34
5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82	5/7/2016	52,135.22	5/8/2017	46,890.30
5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08	5/14/2016	51,441.84	5/13/2017	47,648.16
5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48	5/20/2017	43,998.24
6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84	5/27/2017	49,930.94
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

2,821,182.92

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	February, 2017	51,478.72
March, 2015	73,747.70	March, 2016	72,986.23	March, 2017	
April, 2015	76,343.68	April, 2016	68,149.38	April, 2017	54,086.05
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	561,484.21

Table Game Revenue Distribution - Jefferson County School Board

Date	Amount	Date	Amount	Date	Amount	Date	Amount
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

Date	Amount	Date	Amount
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	February, 2017	154,436.16
March, 2016	218,958.69	March, 2017	
April, 2016	204,448.14	April, 2017	162,258.15
May, 2016	229,247.52		
June, 2016	187,716.33		
Total 2015-2016	2,498,270.34	Total 2016-2017	1,684,452.63

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

Week Ending Date	FY17 June 3, 2017
To be Deposited on:	June 9, 2017
Amount Played	\$ 66,045,162.66
Amount Won	59,360,887.61
Amount Promo	607,525.00
MWAP Contribution	-
Adjusted Gross Terminal Revenue	<u>6,076,750.05</u>
Administrative Costs @ 4%	-
Excess Lottery Fund @ 4%	<u>243,070.01</u>
Net Terminal Revenue	<u>5,833,680.04</u>
Surcharge @ 10%	583,368.01
State Share Excess @ 58% & 10% of 42%	362,854.90
Track Share of Capital Reinvestment @ 90% of 42%	<u>220,513.11</u>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>211,892.59</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>8,820.52</i>
Adjusted Net Terminal Revenue	<u>5,250,312.03</u>
Racetrack @ 46.50% / 42%	2,205,131.05
Lottery Fund @ 30% / 0%	-
Excess Lottery Fund @ 0% / 41%	2,152,627.93
Excess Lottery Fund @ 12.85% / 9.55%	501,404.80
Race Track Purses @ 90% of 7% / 4%	189,011.23
Employee Pension Fund @ 1% / .5%	26,251.56
Greyhound Development @ 90% of .75%	35,439.61
Thoroughbred Development @ 90% of .75%	35,439.61
County/Municipality @ 2%	<u>105,006.24</u>
	<u>\$ 5,250,312.03</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	2,664.88	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
03/11/17	92,549.16	46,274.58	46,274.58	3,669.57	18,463.56	1,004.16	15,585.28	7,552.01
03/18/17	87,919.56	43,959.78	43,959.78	3,486.01	17,539.95	953.93	14,805.65	7,174.24
03/25/17	98,261.24	49,130.62	49,130.62	3,896.06	19,603.12	1,066.13	16,547.19	8,018.12
04/01/17	96,249.44	48,124.72	48,124.72	3,816.29	19,201.76	1,044.31	16,208.41	7,853.95
04/08/17	92,525.20	46,262.60	46,262.60	3,668.62	18,458.78	1,003.90	15,581.24	7,550.06
04/15/17	93,537.96	46,768.98	46,768.98	3,708.78	18,660.82	1,014.89	15,751.79	7,632.70
04/22/17	91,228.00	45,614.00	45,614.00	3,617.19	18,199.99	989.82	15,362.80	7,444.20
04/29/17	96,408.68	48,204.34	48,204.34	3,822.60	19,233.53	1,046.04	16,235.22	7,866.95
05/06/17	93,780.60	46,890.30	46,890.30	3,718.40	18,709.23	1,017.52	15,792.65	7,652.50
05/13/17	95,296.32	47,648.16	47,648.16	3,778.50	19,011.61	1,033.97	16,047.90	7,776.18
05/20/17	87,996.48	43,998.24	43,998.24	3,489.06	17,555.30	954.76	14,818.61	7,180.51
05/27/17	99,861.88	49,930.94	49,930.94	3,959.52	19,922.45	1,083.50	16,816.74	8,148.73
06/03/17	105,006.24	52,503.12	52,503.12	4,163.50	20,948.74	1,139.32	17,683.05	8,568.51
Subtotal	\$ 4,835,308.60	\$ 2,873,686.04	\$ 1,961,622.56	\$ 155,556.64	\$ 782,687.38	\$ 42,567.24	\$ 660,674.47	\$ 320,136.83

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	3/11/2017	46,274.58
3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08	3/19/2016	50,356.80	3/18/2017	43,959.78
3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88	3/26/2016	52,217.46	3/25/2017	49,130.62
4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78	4/2/2016	54,185.88	4/1/2017	48,124.72
4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54	4/9/2016	49,690.04	4/8/2017	46,262.60
4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10	4/16/2016	49,071.82	4/15/2017	46,768.98
4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62	4/23/2016	49,485.78	4/22/2017	45,614.00

5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66	4/30/2016	50,872.46	4/29/2017	48,204.34
5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82	5/7/2016	52,135.22	5/8/2017	46,890.30
5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08	5/14/2016	51,441.84	5/13/2017	47,648.16
5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48	5/20/2017	43,998.24
6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84	5/27/2017	49,930.94
6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50	6/3/2017	52,503.12
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

2,873,686.04

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	February, 2017	51,478.72
March, 2015	73,747.70	March, 2016	72,986.23	March, 2017	
April, 2015	76,343.68	April, 2016	68,149.38	April, 2017	54,086.05
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	561,484.21

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	February, 2017	154,436.16
March, 2016	218,958.69	March, 2017	
April, 2016	204,448.14	April, 2017	162,258.15
May, 2016	229,247.52		
June, 2016	187,716.33		
Total 2015-2016	2,498,270.34	Total 2016-2017	1,684,452.63