

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2017
THURSDAY, OCTOBER 5, 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

- September 21, 2017

APPROVAL OF PURCHASE ORDERS

- October 5, 2017

APPROVAL OF ACCOUNTS PAYABLE

- October 5, 2017

APPROVAL OF MANUAL CHECKS

- October 5, 2017

APPROVAL OF PAYROLL

- September 21, 2017

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Angie Banks, Assessor
- Exonerations - Discussion/Action

2. 10:00 a.m. Peter Dougherty, represented by Chief Jones, Jefferson County Sheriff's Office
 - Approval of vehicle donations - Discussion/Action
 - Approval of new hires - Deputies - Discussion/Action
 - Approval of hire of Bailiff/Trip Guards - Discussion/Action
 - Approval of grant applications - Discussion/Action
 - Approval of transfer of funds - Discussion/Action
3. 10:15 a.m. Stacie Rohn and Lisa Craiger - Boys and Girls Club of the Eastern Panhandle
 - Boys and Girls Club Update - Discussion/Action
4. 10:30 a.m. Emily Wells, WVU Extension Service
 - Request to reclassify employee from 35 hour week to 40 hour week - Discussion/Action
5. 10:45 a.m. BREAK
6. 11:00 a.m. John Reisenweber, Jefferson County Development Authority
 - Request permission to spend up to \$7,500 of its coalbed/methane severance funds to perform electrical upgrades in Burr Park - Discussion/Action
 - Consideration of Economic Development Proposal - Possible Executive Session - Discussion/Action
7. 11:15 a.m. Interviews and Appointments to the Jefferson County Board of Health - one five year term ending June 30, 2022 - Discussion/Action
8. 11:30 a.m. Alexandra Beaulieu, Zoning Administrator on behalf of Alexandra Lutz, Licensing Specialist for Dollar General Corporation - Middleway Dollar General Store
 - Requesting a refund of \$100 for the over-payment of a Conditional Use Permit Fee - Discussion/Action
9. 11:45 a.m. Roger Goodwin, Chief County Engineer
 - Complete Construction Bond Release for Whale of a Wash/HDW, LLC - Whale of a Wash Laundromat Addition (File #S16-05) - Letter of Credit No. 10001947-4401 with United Bank, Martinsburg, WV - Discussion/Action
 - Approval to hire an Appraiser to provide a restricted appraisal report of the Jefferson County Crossing Apartment complex - Phase 2, located in Ranson, for purposes of determining qualification for the Impact Fees Affordable Housing Discount - Discussion/Action
10. 12:00 p.m. Nathan Cochran, Assistant Prosecuting Attorney
 - Discussion of PSD Dissolution Appeal of the PSC decision, acquisition of PSD assets, and related issues - Possible Executive Session - Discussion/Action
 - Consideration of Agreement with the City of Charles Town to Acquire the Assets of the Jefferson County Public Service District - Discussion/Action
 - Discussion of EEOC Complaint Charge No. 533-2016-00519 - Possible Executive Session - Discussion/Action
 - Report on status of City of Charles Town v. Mary Esta Burton Hilleary Trust, et al. (Civil Action #17-P-83) - Discussion/Action

NEW BUSINESS

- 11. Acknowledgment of the Assessor's Certificate of Compliance - Discussion/Action**
- 12. Court House Commemorative Plaque Committee - Discussion/Action (JT)**

FINANCIAL DIRECTOR REPORTS

- **Review of RFP for Centralized/Intregated Governmental Financial Management System - Discussion/Action**
- **Ambulance Fee Analysis - Discussion/Action**

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

- 13. ADJOURN**

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- **Jefferson County Homeland Security and Emergency Management Quarterly Report**

CORRESPONDENCE/INFORMATION

Jefferson County Commission Notice of Public Hearing - October 19, 2017.

Notice of Ethics & Open Meetings Training - October 18, 2017.

Notice of Office Closure - Monday, October 9, 2017.

E-mail from Brian E. Mason, resident, regarding Confederate plaque.

WV Lottery Weekly Settlement for Charles Town - week ending September 16, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending September 23, 2017.

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

Minutes

Jefferson County Commission

Thursday, September 21, 2017

A meeting of the Jefferson County Commission was held on Thursday, August 17, 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, and Peter Onoszko and Jane Tabb. Also present were Stephanie Grove, County Administrator, Jessica Carroll, Executive Administrative Assistant and Jim Eddy, Bailiff. (An audio tape of the Thursday, August 17, 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. Noland to approve the September 7, 2017 Regular Meeting Minutes as presented. Motion seconded and unanimously approved.

APPROVAL OF PURCHASE ORDERS

Motion by Ms. Noland to approve the September 21, 2017 Purchase Orders in the amount of \$17, 729.86 to include Purchase Order No. 52340 and 52491. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Ms. Noland to approve the payroll for September 7, 2017 in the amount of \$252, 960.75. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078939	ALLOC	AHA/ART&HUMANITIES ALLNC		\$ -	\$ 2,014.72	\$ 2,014.72
078940	405	ADVANTAGE TECHNOLOGY LLC	52691	\$ 8,075.00	\$ -	\$ 8,075.00
078941	402	BANK OF CHARLES TOWN		\$ -	\$ 48.40	\$ 48.40
078942	406	ANGELA L BANKS		\$ -	\$ 91.80	\$ 91.80
078943	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
078943	425	BOLAND SERVICES		\$ -	\$ 125.00	\$ 125.00
078943	425	BOLAND SERVICES		\$ -	\$ 136.00	\$ 136.00
078943	425	BOLAND SERVICES		\$ -	\$ 1,003.00	\$ 1,003.00
078943	425	BOLAND SERVICES		\$ -	\$ 166.00	\$ 166.00
078944	413	CASTO & HARRIS INC		\$ -	\$ 1,011.04	\$ 1,011.04
078945	712	EASTERN PANHANDLE INVEST		\$ -	\$ 510.00	\$ 510.00
078946	425	FIRE SAFETY EQUIP		\$ -	\$ 384.00	\$ 384.00
078947	425	FIDELITY POWER SYSTEMS		\$ -	\$ 511.35	\$ 511.35
078948	406	RHONDA WILLINGHAM		\$ -	\$ 91.80	\$ 91.80
078949	402	SALLY GRAN		\$ -	\$ 45.00	\$ 45.00
078950	PAYROLL	TAMMY MOBLEY		\$ -	\$ 11.64	\$ 11.64
078951	ALLOC	JEFFERSON COUNTY HISTORI		\$ -	\$ 2,983.30	\$ 2,983.30
078952	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 258.70	\$ 258.70
078953	424	RICCI MCINTYRE		\$ -	\$ 57.00	\$ 57.00
078954	712	MONIQUE MERCADO		\$ -	\$ 207.00	\$ 207.00
078955	ALLOC	JEFF CO PARKS &		\$ -	\$ 45,370.02	\$ 45,370.02
078956	405	POWELL CONSTRUCTION INC		\$ -	\$ 74.90	\$ 74.90
078957	425	POTOMAC EDISON/OH		\$ -	\$ 3,337.37	\$ 3,337.37
078958	700	DOUGLAS PITTINGER		\$ -	\$ 23.70	\$ 23.70
078959	425	RCS SECURITY		\$ -	\$ 85.00	\$ 85.00
078959	425	RCS SECURITY		\$ -	\$ 222.00	\$ 222.00
078959	425	RCS SECURITY		\$ -	\$ 522.00	\$ 522.00
078960	404	SHERIFF OF JEFFERSON CO		\$ -	\$ 22.65	\$ 22.65
078961	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 88.00	\$ 88.00
078961	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 727.00	\$ 727.00
078961	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 52.00	\$ 52.00
078961	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 158.00	\$ 158.00
078964	401	AMAZON		\$ -	\$ 30.96	\$ 30.96
078964	401	FLATWOODS HOTEL & CONFER		\$ -	\$ 89.00	\$ 89.00
078964	401	SPIRIT OF JEFFERSON		\$ -	\$ 108.48	\$ 108.48
078964	401	SPRINT		\$ -	\$ 55.25	\$ 55.25

078964	402	EDUCATION TO GO	\$ -	\$ 99.00	\$ 99.00
078964	402	W.B. MASON	\$ -	\$ 803.91	\$ 803.91
078964	402	WWW.NEWEGG.COM	\$ -	\$ 1,759.98	\$ 1,759.98
078964	403	ACORN SALES CO	\$ -	\$ 34.65	\$ 34.65
078964	403	PENGAD, INC	\$ -	\$ 36.75	\$ 36.75
078964	403	SHOPLET	\$ -	\$ 161.16	\$ 161.16
078964	405	NATIONAL DISTRICT ATTORN	\$ -	\$ (250.00)	\$ (250.00)
078964	405	OFFICE MAX	\$ -	\$ 243.74	\$ 243.74
078964	405	PAPA JOHNS PIZZA	\$ -	\$ 54.76	\$ 54.76
078964	405	SPRINT	\$ -	\$ 94.90	\$ 94.90
078964	405	USPS US POSTAL SERVICE	\$ -	\$ 112.00	\$ 112.00
078964	412	COMCAST	\$ -	\$ 105.75	\$ 105.75
078964	413	INTAB LLC	\$ -	\$ 101.44	\$ 101.44
078964	413	SPIRIT OF JEFFERSON	\$ -	\$ 46.86	\$ 46.86
078964	415	FRONTIER	\$ -	\$ 85.60	\$ 85.60
078964	415	SPRINT	\$ -	\$ 109.83	\$ 109.83
078964	424	AMAZON	\$ -	\$ 109.95	\$ 109.95
078964	424	CAPITAL TRISTATE	\$ -	\$ 297.00	\$ 297.00
078964	424	CHARLES TOWN UTILITIES	\$ -	\$ 108.11	\$ 108.11
078964	424	FRONTIER	\$ -	\$ 9,814.54	\$ 9,814.54
078964	424	SPRINT	\$ -	\$ 55.25	\$ 55.25
078964	424	SSC-SOUTHERN STATES	\$ -	\$ 151.98	\$ 151.98
078964	425	AMAZON	\$ -	\$ 640.15	\$ 640.15
078964	425	AMAZON	\$ -	\$ 238.26	\$ 238.26
078964	425	BATTERY MART	\$ -	\$ 49.90	\$ 49.90
078964	425	CHARLES TOWN UTILITIES	\$ -	\$ 1,128.95	\$ 1,128.95
078964	425	COMCAST	\$ -	\$ 1,024.33	\$ 1,024.33
078964	425	CRYSTAL SPRINGS	\$ -	\$ 94.13	\$ 94.13
078964	425	GRAINGER	\$ -	\$ 91.96	\$ 91.96
078964	425	JEFFERSON COUNTY P.S.D	\$ -	\$ 428.09	\$ 428.09
078964	425	JEFFERSON UTILITIES, INC	\$ -	\$ 860.77	\$ 860.77
078964	425	MILLERS OFFICE PRODUCTS	\$ -	\$ 1,492.28	\$ 1,492.28
078964	425	THE HOME DEPOT	\$ -	\$ 7.98	\$ 7.98
078964	425	THE HOME DEPOT	\$ -	\$ 7.15	\$ 7.15
078964	425	THE HOME DEPOT	\$ -	\$ 44.27	\$ 44.27
078964	425	THE HOME DEPOT	\$ -	\$ 41.49	\$ 41.49
078964	425	THE HOME DEPOT	\$ -	\$ 114.97	\$ 114.97
078964	425	THOMPSON GAS	\$ -	\$ 125.33	\$ 125.33
078964	425	WEISS BROS OF HAGERSTOWN	\$ -	\$ 1,792.00	\$ 1,792.00
078964	425	WM WASTE MGNT	\$ -	\$ 734.49	\$ 734.49

078964	428	AMAZON		\$ -	\$ 330.16	\$ 330.16
078964	428	AMAZON		\$ -	\$ 229.83	\$ 229.83
078964	428	CLEVERBRIDGE INC		\$ -	\$ (4.20)	\$ (4.20)
078964	428	DELL		\$ -	\$ (633.20)	\$ (633.20)
078964	428	RITE AID STORE		\$ -	\$ 73.11	\$ 73.11
078964	428	SPRINT		\$ -	\$ 132.89	\$ 132.89
078964	428	TEXTEDLY COM		\$ -	\$ 20.00	\$ 20.00
078964	428	WWW.NEWEGG.COM		\$ -	\$ 679.94	\$ 679.94
078964	440	APA - MEMBERSHIP		\$ -	\$ 95.00	\$ 95.00
078964	440	INTL CODE COUNCIL INC		\$ -	\$ 95.00	\$ 95.00
078964	440	LYLE SIGNS		\$ -	\$ 324.42	\$ 324.42
078964	440	MILLERS OFFICE PRODUCTS		\$ -	\$ 17.33	\$ 17.33
078964	440	SPIRIT OF JEFFERSON		\$ -	\$ 158.52	\$ 158.52
078964	440	SPRINT		\$ -	\$ 165.75	\$ 165.75
078964	440	SSC-SOUTHERN STATES		\$ -	\$ 154.72	\$ 154.72
078964	440	WAL-MART		\$ -	\$ 29.76	\$ 29.76
078964	700	AMAZON		\$ -	\$ 594.80	\$ 594.80
078964	700	CHEIF SUPPLY		\$ -	\$ 140.36	\$ 140.36
078964	700	DIGITAL ALLY INC		\$ -	\$ 3,825.00	\$ 3,825.00
078964	700	GALLS		\$ -	\$ 168.00	\$ 168.00
078964	700	GALLS		\$ -	\$ 5,234.96	\$ 5,234.96
078964	700	GUYS BUICK PONTIAC GMC		\$ -	\$ 470.00	\$ 470.00
078964	700	HAWTHORN SUITES		\$ -	\$ 644.00	\$ 644.00
078964	700	HC HAND CUFF WAREHOUSE		\$ -	\$ 828.40	\$ 828.40
078964	700	MPH INDUSTRIES, INC		\$ -	\$ 382.75	\$ 382.75
078964	700	PETCO		\$ -	\$ 12.83	\$ 12.83
078964	700	SHEETZ		\$ -	\$ 8.57	\$ 8.57
078964	700	SPECIALTY BUSINESS SUPPL		\$ -	\$ 151.20	\$ 151.20
078964	700	SPRINT		\$ -	\$ 2,067.62	\$ 2,067.62
078964	700	STAPLES		\$ -	\$ 65.98	\$ 65.98
078964	700	STORM TACTICAL		\$ -	\$ 76.30	\$ 76.30
078964	700	SUPERIOR AUTOBODY		\$ -	\$ 1,000.00	\$ 1,000.00
078964	700	TEXAS ROADHOUSE		\$ -	\$ 34.17	\$ 34.17
078964	700	THE HOME DEPOT		\$ -	\$ 296.91	\$ 296.91
078964	700	TPS-TOWN POLICE SUPPLY		\$ -	\$ 53.50	\$ 53.50
078964	700	TRACTOR SUPPLY CO		\$ -	\$ 95.98	\$ 95.98
078964	700	TRAPUZZANOS UNIFORMS		\$ -	\$ 748.70	\$ 748.70
078964	700	USPS US POSTAL SERVICE		\$ -	\$ 24.66	\$ 24.66
078964	700	USPS US POSTAL SERVICE		\$ -	\$ 13.85	\$ 13.85
078964	700	VALLEY EMERGENCY VETS.		\$ -	\$ 923.08	\$ 923.08

078964	700	WV SIGNAL & LIGHT		\$ -	\$ 5,189.00	\$ 5,189.00
078964	700	WV TREASURY		\$ -	\$ 800.00	\$ 800.00
078964	711	EB2017 EVENBRITE OF WV		\$ -	\$ 20.00	\$ 20.00
078964	711	OFFICE MAX		\$ -	\$ 65.97	\$ 65.97
078964	711	SMK SURVEY MONKEY		\$ -	\$ 408.00	\$ 408.00
078964	711	SPRINT		\$ -	\$ 188.14	\$ 188.14
078964	712	ACCO BRANDS DIRECT		\$ -	\$ 119.32	\$ 119.32
078964	712	BIDDLE CONSULTING GROUP		\$ -	\$ 599.00	\$ 599.00
078964	712	FRONTIER		\$ -	\$ 5,099.85	\$ 5,099.85
078964	712	SPRINT		\$ -	\$ 1,350.41	\$ 1,350.41
078964	712	THE JOURNAL PUBLISH		\$ -	\$ 208.00	\$ 208.00
078964	716	BLUE RIDGE VETERINARY		\$ -	\$ 145.00	\$ 145.00
078964	716	GALLS		\$ -	\$ 611.90	\$ 611.90
078964	716	GALLS		\$ -	\$ 689.92	\$ 689.92
078964	716	HILLSIDE VETERINARY HOSPITAL		\$ -	\$ 256.76	\$ 256.76
078964	716	HILLSIDE VETERINARY HOSPITAL		\$ -	\$ 82.25	\$ 82.25
078964	716	SPRINT		\$ -	\$ 55.25	\$ 55.25
078964	716	TRACTOR SUPPLY CO		\$ -	\$ 14.49	\$ 14.49
078964	716	VALLEY EQUINE ASSOC.		\$ -	\$ 115.50	\$ 115.50
078964	716	VALLEY PET MEMORIAL SERV		\$ -	\$ 505.00	\$ 505.00
078964	716	WAL-MART		\$ -	\$ 11.15	\$ 11.15
078964	717	BOBS AUTO CENTER		\$ -	\$ 125.00	\$ 125.00
078964	717	FISHER AUTO PARTS		\$ -	\$ 702.42	\$ 702.42
078964	717	GRAINGER		\$ -	\$ 196.26	\$ 196.26
078964	717	S&S MOTORS - NAPA PARTS		\$ -	\$ 731.01	\$ 731.01
078964	717	TRACTOR SUPPLY CO		\$ -	\$ 17.24	\$ 17.24
078965	ALLOC	JEFFERSON CO CONVENTION		\$ -	\$ 50,368.04	\$ 50,368.04
078966	403	VITAL SIGNS		\$ -	\$ 475.00	\$ 475.00
078967	401	XEROX CORPORATION		\$ -	\$ 186.32	\$ 186.32
078967	402	XEROX CORPORATION		\$ -	\$ 106.53	\$ 106.53
078967	403	XEROX CORPORATION		\$ -	\$ 227.22	\$ 227.22
078967	404	XEROX CORPORATION		\$ -	\$ 71.10	\$ 71.10
078967	405	XEROX CORPORATION		\$ -	\$ 380.80	\$ 380.80
078967	406	XEROX CORPORATION		\$ -	\$ 71.10	\$ 71.10
078967	425	XEROX CORPORATION		\$ -	\$ 106.53	\$ 106.53
078967	440	XEROX CORPORATION		\$ -	\$ 568.96	\$ 568.96
078967	440	XEROX CORPORATION		\$ -	\$ 126.42	\$ 126.42
078967	440	XEROX CORPORATION		\$ -	\$ 203.87	\$ 203.87
078967	700	XEROX CORPORATION		\$ -	\$ 337.22	\$ 337.22
078967	712	XEROX CORPORATION		\$ -	\$ 367.62	\$ 367.62

078967	716	XEROX CORPORATION		\$ -	\$ 120.57	\$ 120.57
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TOTAL						\$ 183,775.53
TOTAL				\$ 8,075.00	\$ 175,700.53	\$ 183,775.53

Motion by Ms. Tabb to approve the Accounts Payable for September 14, 2017 in the amount of \$183,775.53. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078970	PAYROLL	AMERICAN FAMILY LIFE ICU		\$ -	\$ 4,273.64	\$ 4,273.64
078971	403	BANK OF CHARLES TOWN		\$ -	\$ 56.29	\$ 56.29
078972	404	DIANN BROWN		\$ -	\$ 15.99	\$ 15.99
078973	PAYROLL	BOOTH AND MCCARTHY		\$ -	\$ 231.00	\$ 231.00
078974	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
078975	PAYROLL	BUREAU F/CHILD SPPRT ENF		\$ -	\$ 212.31	\$ 212.31
078976	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
078977	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
078978	PAYROLL	COLONIAL LIFE		\$ -	\$ 205.10	\$ 205.10
078979	424	J.C.EHRLICH		\$ -	\$ 32.00	\$ 32.00
078979	425	J.C.EHRLICH		\$ -	\$ 635.00	\$ 635.00
078980	700	FOREST RICHARD FEAGANS		\$ -	\$ 10.42	\$ 10.42
078981	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 19,116.35	\$ 19,116.35
078982	717	GUTTMAN OIL CO		\$ -	\$ 3,353.50	\$ 3,353.50
078982	717	GUTTMAN OIL CO		\$ -	\$ 3,619.02	\$ 3,619.02
078982	717	GUTTMAN OIL CO		\$ -	\$ 3,694.83	\$ 3,694.83
078982	717	GUTTMAN OIL CO		\$ -	\$ 3,549.12	\$ 3,549.12
078983	404	TERESA HENDRICKS		\$ -	\$ 17.62	\$ 17.62
078984	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
078985	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,360.00	\$ 5,360.00
078986	712	LANGUAGE LINE SERVICES		\$ -	\$ 108.94	\$ 108.94

078987	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 543.86	\$ 543.86
078988	404	TONI MILBOURNE		\$ -	\$ 650.00	\$ 650.00
078989	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 849.00	\$ 849.00
078990	425	POTOMAC EDISON/OH		\$ -	\$ 77.82	\$ 77.82
078991	405	WILLIAM POWELL		\$ -	\$ 74.90	\$ 74.90
078992	GRANT	EASTERN PANHANDLE REGION		\$ -	\$ 3,600.00	\$ 3,600.00
078992	GRANT	EASTERN PANHANDLE REGION		\$ -	\$ 2,226.67	\$ 2,226.67
078993	402	RECORD MANAGEMENT SOLUTN		\$ -	\$ 35.00	\$ 35.00
078994	717	RICE TIRES CO		\$ -	\$ 479.92	\$ 479.92
078995	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 21.24	\$ 21.24
078995	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 45,967.84	\$ 45,967.84
078995	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,750.54	\$ 10,750.54
078995	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 90.78	\$ 90.78
078995	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 74.71	\$ 74.71
078995	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 42,827.10	\$ 42,827.10
078996	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 925.28	\$ 925.28
078996	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 33,987.45	\$ 33,987.45
078996	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 36.88	\$ 36.88
078996	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 470.05	\$ 470.05
078997	425	SHERWIN-WILLIAMS		\$ -	\$ 594.02	\$ 594.02
078998	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 3,090.00	\$ 3,090.00
078998	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 315.00	\$ 315.00
078999	700	SAFETY EDUCATORS LLC		\$ -	\$ 250.00	\$ 250.00
079000	401	US POSTAL SERVICE		\$ -	\$ 20,000.00	\$ 20,000.00
079001	PAYROLL	WV COUNTIES GROUP		\$ -	\$ 156,811.50	\$ 156,811.50
079002	PAYROLL	WVCORP		\$ -	\$ 38,358.00	\$ 38,358.00
079003	404	W.B. MASON CO. INC		\$ -	\$ 3.99	\$ 3.99
079003	404	W.B. MASON CO. INC		\$ -	\$ 151.11	\$ 151.11

079003	404	W.B. MASON CO. INC		\$ -	\$ 205.47	\$ 205.47
TOTAL					\$ 409,590.19	\$ 409,590.19

Motion by Ms. Noland to approve the Accounts Payable for September 21, 2017 in the amount of \$409,590.19. Motion seconded and unanimously approved.

MANUAL CHECKS

ASSESSOR VALUATION			
O56			
Date	Check #	VENDOR	Amount
09/15/17	644	MILLER'S SUPPLIES AT WORK	\$ 283.00
09/15/17	645	UNITED BANK	\$ 499.72
09/15/17	646	JOURNAL	\$ 546.00
FARMLAND PROTECTION BOARD			
O57			
Date	Check #	VENDOR	Amount
09/15/17	292	JEFFERSON CO FARMLAND	\$ 100,271.33
SHERIFF CAPITOL O/L			
246			
Date	Check #	VENDOR	Amount
09/15/17	1646	UNITED BANK	\$ 654.62
09/15/17	1647	JOURNAL	\$ 63.87
09/15/17	1648	84 LUMBER	\$ 749.88
TOTAL			\$ 103,068.42

Motion by Ms. Tabb to approve the Manual Checks for September 15, 2017 in the amount of 103,068.42. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Eleanor Finn, resident and member of the League of Women Voters – thanked the Commission for hosting the upcoming Ethics and Open Meetings training on October 18.

Linda Ballard – requested more information regarding the formation of the historical plaque committee, such as the committee’s goals and guidelines.

PRESENTATIONS

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

NAME	TYPE	DISTRICT	AMOUNT	TICKET
Michelle Ledgere	PP	HF	\$173.84	307948

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

NAME	TYPE	DISTRICT	AMOUNT	TICKET
Timothy and Tammy Setter	PP	CTD	\$65.78	304122

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

NAME	TYPE	DISTRICT	AMOUNT	TICKET
Amanda Williams	PP	CTD	\$204.38	304888
Paul Williams			\$183.24	

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

NAME	TYPE	DISTRICT	AMOUNT	TICKET
Thurman Whitacre	PP	CTD	\$256.08	304842
Amber Whitacre			\$108.06	

- **Motion by Ms. Tabb to approve the Split Ticket as presented. Motion seconded and unanimously approved.**
2. Barbara Miller, Director, Jefferson County Homeland Security and Emergency Management
 - a. Requested approval of the 2017 Memoranda of Understanding with the Jefferson County Board of Education
 - **Motion by Ms. Tabb to approve the 2017 Memoranda of Understanding with the Jefferson County Board of Education, as presented by Ms. Miller. Motion seconded and unanimously approved.**
 - b. Presentation of CRS (Community Rating System) Class 6 Award by Kevin Sneed, WV Division of Homeland Security and Emergency Management, and Heather Davis-Jenkins, FEMA
 3. Peter Dougherty, Sheriff
 - a. Approval of New Hire
 - **Motion by Ms. Tabb to approve the hire of Kelsey Propps for the position of deputy, effective October 16, 2017. Motion seconded and unanimously approved.**
 - b. Bailiffs
 - **Motion by Mr. Onoszko to approve the hire of Daryll Wimer as Bailiff and Keith Pierson and Earl Gill as Bailiffs/Trip Guards. Motion seconded and unanimously approved.**

- c. Approval of internal transfer of \$9,000 from 716-01-106 (Insurance) to Capital Outlay to aid in the purchase of an animal control vehicle.
 - **Motion by Ms. Tabb to approve the transfer of \$9,000 from Animal Control Insurance to their Capital Outlay to aid in the purchase of an animal control vehicle. Motion seconded and unanimously approved.**
- d. Approval of internal transfer of \$20,000 from 716-01-103 (Salaries) to 716-03-341 (Materials and Supplies) to cover the purchase of a bed insert for the vehicle.
 - **Motion by Ms. Noland to approve the transfer of \$20,000 from Animal Control Salaries to their Materials & Supplies for the purchase of an insert for the bed of the animal control vehicle. Motion seconded and unanimously approved.**
- e. Sheriff's Auction – the Sheriff notified the Commission that the Sheriff's Office would be holding a sale of seized and forfeited items as well as any property that the county would like sold on October 27, 2017 at 5:00 pm in the Maintenance Parking Lot.
- f. Review and Approval of the Grant Application for the Governor's Highway Safety Program
 - **Motion by Ms. Tabb to approve the grant application for the Governor's Highway Safety Program as presented and authorize the President of the Commission to sign the appropriate documents. Motion seconded and unanimously approved.**
- g. Review and Approval of FY2018 State Budget Revision 3 for the General Fund
 - **Motion by Ms. Tabb to accept the General Fund FY18 State Budget Revision No, 3 for the Governor's Highway Safety Program in the amount not to exceed \$305,660.00. Motion seconded and unanimously approved.**
- 4. Rankin Properties, LLC, Christopher Rankin – map amendment request for Rankin Properties, LLC – request to schedule a public hearing and referral to Planning Commission for advice on consistency with the Comprehensive Plan
 - **Motion by Ms. Noland to accept the request and schedule a public hearing pursuant W.Va. Code 8A-7-9 at 1:30 pm on October 19, 2017 and refer the proposal to the Planning Commission for advice on the application's consistency with the Jefferson County Comprehensive Plan. Motion seconded and unanimously approved.**

5. Eugene and Sarah Abelow, residents – request for refund of building permit fees
 - **Motion by Ms. Noland to deny the request for refund of building permit fees in the amount of \$463.20. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to approve the request for refund of impact fees in the amount of \$6,347.00. Motion seconded and unanimously approved.**
6. The Commission recessed for break at 10:30 am.
The Commission reconvened at 10:45 am.
7. Annette Gavin, Jefferson County Convention and Visitor's Bureau – requested permission to allow Bill Polk & the County Maintenance employees to assist with the build out of the Jefferson County Convention and Visitor's Bureau expansion.
 - **Motion by Ms. Noland to approve Bill Polk acting as General Contractor for the build out of the Welcome Center in Harpers Ferry. Motion seconded and unanimously approved.**
8. Bill Polk, Director, Jefferson County Maintenance Department – requested approval of bid for the Fire Escape Removal and Replacement
 - **Motion by Ms. Noland to approve the bid for the removal and replacement of the fire escape behind the Reninger Building. Motion seconded and unanimously approved.**
9. Interview and Appointment to the Jefferson County Parks and Recreation Commission – one unexpired term ending June 30, 2019.
 - **Mr. Onoszko offered a nomination for J. Michael Jacobs.**
 - **Ms. Noland offered a nomination for Ranale Jones.**
 - **After receiving the majority vote, Mr. J. Michael Jacobs was appointed to the Jefferson County Parks and Recreation Commission for an unexpired term ending June 30, 2019.**
10. Interview and Appointment to the Sheriff's Civil Service Commission – one 4-year term ending September 29, 2021.
 - **Motion by Ms. Noland to appoint Will Liston to the Sheriff's Civil Service Commission for one four-year term ending September 29, 2021. Motion seconded and unanimously approved.**

11. The Commission recessed for lunch at 12:15 pm.
The Commission reconvened at 1:30 pm.

12. Jennifer Myers, Director, Jefferson County Parks and Recreation – requested a letter of support for festival at Sam Michaels Park
 - **Motion by Ms. Noland to provide a letter of endorsement for the festival to be held at Sam Michaels Park on Saturday, June 17, 2018 as required by the WVABC License Application. Motion seconded and unanimously approved.**

13. Roger Goodwin, Chief County Engineer
 - a. Pleasant Hills Subdivision (JCPC File No. 05-28) – Contractor’s Final Payment for Site Work
 - **Motion by Ms. Tabb to accept the invoice of Kable Excavating, LLC, in the amount of \$10,150 as presented, to approve invoicing of charges for staff’s time in the amount of \$2,884.97 against the Pleasant Hills Subdivision (JCPC No. 05-28) project, to accept partial reimbursement, and to close the bank escrow account. Motion seconded and unanimously approved.**

 - b. Approval to advertise a Request for Proposals for Engineering Consulting Services
 - **Motion by Ms. Noland to advertise a Request for Proposals (RFP) for engineering consulting services for decommissioning of the waste water treatment plan lagoon and remediating the sinkhole in accordance with the attached plan submitted to the West Virginia Department of Environmental Protection on August 31, 2017, upon approval of the plan by the WVDEP. Motion seconded and unanimously approved.**

 - c. Refund of Building Permit Fees 1.) Jae and Arlene Anderson and 2.) Douglas and Marie Burgess
 - **Motion by Mr. Onoszko to approve a full refund of building permit fees to Jae & Arlene Anderson in the amount of \$150; and to Douglas & Marie Burgess in the amount of \$62.10. Motion seconded and unanimously approved.**

 - d. Complete Construction Bond Release for David Waddell – Mark Kramer Subdivision Lot 6 Waddell Addition (File #S16-04)

- **Motion by Ms. Noland to authorize a complete release of the remaining \$47,175.00 from the construction bond for David Waddell – Mark Kramer Subdivision Lot 6 Waddell Addition – (File#S16-04). Motion seconded and unanimously approved.**

14. Michelle Gordon, Finance Director – provided the Commission with an Ambulance Fee Analysis.

15. Nathan Cochran, Assistant Prosecuting Attorney

- Discussion of PSD Dissolution Appeal of the PSC decision, acquisition of PSD assets, and related issues – Possible Executive Session – Mr. Cochran stated there were no current updates regarding the PSD.
- Discussion of notice of claim re: Oak Hill MHC, LLC – Possible Executive Session
 - **Motion by Ms. Tabb to enter into Executive Session to receive legal advice regarding Oak Hill MHC, LLC. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to come out of Executive Session. Motion seconded and unanimously approved.**
- Discussion of EEOC Complaint Charge No. 533-2016-00519 – Possible Executive Session
 - **Motion by Ms. Noland for the purposes of receiving legal advice regarding EEOC Complaint Charge No. 533-2016-00519. Motion seconded and unanimously approved.**
 - **Motion by Ms. Tabb to come out of Executive Session. Motion seconded and unanimously approved.**
 - **Motion by Mr. Onoszko to direct Mr. Cochran proceed with answering complaint and seek additional counsel as needed. Motion seconded and unanimously approved.**
- Issues regarding repair/replacement of windows at Courthouse and Hunter House
 - **Motion by Mr. Onoszko to approve Minghini's as the general contractor for the repair and replacement of windows at the**

Courthouse and the Hunter House. Motion seconded and unanimously approved.

NEW BUSINESS

16. Approval of Resolution and contract – 16-JJP-006 – Juvenile Justice and Delinquency Prevention Grant

- **Motion by Mr. Onoszko to approve the Resolution, contract, and grant documents for 16-JJP-006 – Juvenile Justice and Delinquency Prevention Grant in the amount of \$20,000 and to authorize the President of the Commission to affix his signature to the appropriate documents. Motion seconded and unanimously approved.**

17. Courthouse Commemorative Plaque Committee - this item was postponed until the October 5, 2017 regularly scheduled County Commission meeting.

COUNTY ADMINISTRATOR REPORTS

Ethics and Open Meetings Training – Ms. Grove reminded the Commission that Ethics and Open Meetings Training will be held in the County Commission meeting room on Wednesday, October 18 at 7:00 pm. Ms. Grove said staff would be in contact with the various department heads, elected officials, and county appointed board members to invite them to training.

Legislative Summit – Ms. Grove asked the Commission when they'd like to schedule a legislative summit before the holiday season. It was the consensus of the Commission to try to schedule the summit on the afternoon of a regularly scheduled November County Commission meeting.

New Financial System – Ms. Grove informed the Commission that she'd soon be seeking approval to submit an RFP for the county's new financial system. She stated the RFP would not be included in the agenda packet but the Commissioners could review it in Ms. Grove's office prior to the October 5th regularly scheduled meeting.

There being no further business, motion by Ms. Noland to adjourn at 3:07 pm. Motion was seconded and unanimously approved.

PETER ONOSZKO, PRESIDENT

Respectfully Submitted
Jessica D. Carroll
Administrative Assistant

PURCHASE ORDERS TO BE APPROVED

October 5, 2017

DEPARTMENT	P.O. NUMBER	AMOUNT	VENDOR	DESCRIPTION
IT	52822	\$ 9,135.00	VISION TECHNOLOGY SOLUTIONS	Website Support Maintenance Agreement
OTHER BUILDINGS	52667	\$ 6,923.00	TRENARY	Installation of Coil for Jail Annex
GRAND TOTAL		\$ 16,058.00		



THE COUNTY COMMISSION OF JEFFERSON COUNTY

Charles Town West Virginia 25414

REQUISITION

No. 52822

VENDOR

DELIVER TO

VISION TECHNOLOGY Solutions LLC
DBA VISION INTERNET PROVIDERS
222 N. SEPULVEDA BLVD, SUITE 1500
EL SEGUNDO, CA 90245

JEFFERSON COUNTY COMMISSION
124 E. WASHINGTON, STREET
CHARLES TOWN, WV 25414

QUANTITY	DESCRIPTION - BUDGET LINE - ITEM NUMBER	PRICE	UNIT	AMOUNT
	VISION LIVE WEBSITE SUPPORT MAINTENANCE AGREEMENT WWW.JEFFERSONCOUNTYWP.ORG INVOICE # 35442 Bill to: 001428022 ² 300066000			9,135 00
	TOTAL			9135 00

1. ENTER NAME AND MAILING ADDRESS OF VENDOR IN SPACE PROVIDED
2. PROVIDE MAILING AND/OR SHIPPING ADDRESS. ITEMS THAT ARE SHIPPED MUST HAVE STREET ADDRESS.
3. PROVIDE A DESCRIPTION OF ITEM(S) BEING REQUESTED
4. INCLUDE BUDGET LINE-ITEM NUMBER TO BE CHARGED FOR EACH ITEM.
5. SIGN AND FORWARD TO COUNTY COMMISSION. UPON APPROVAL, A COUNTER-SIGNED COPY WILL BE RETURNED FOR YOUR RECORDS

THE ITEMS REQUESTED ABOVE ARE NECESSARY AND FOR THE EXCLUSIVE USE OF THIS DEPARTMENT.


Signature

9/18/2017
Date

PURCHASE OF THE ABOVE REQUESTED ITEMS APPROVED. FUNDS HAVE BEEN ENCUMBERED.

Signature

Date



THE COUNTY COMMISSION OF JEFFERSON COUNTY

Charles Town, West Virginia 25414

REQUISITION

No. 52667

VENDOR:

Urinary

DELIVER TO:

Other Buildings

QUANTITY	DESCRIPTION - BUDGET LINE - ITEM NUMBER	PRICE	UNIT	AMOUNT
	<i>Installation of coil for unit at jail annex building</i> <i>425-216</i>			<i>6923 00</i>

1. ENTER NAME AND MAILING ADDRESS OF VENDOR IN SPACE PROVIDED
2. PROVIDE MAILING AND/OR SHIPPING ADDRESS. ITEMS THAT ARE SHIPPED MUST HAVE STREET ADDRESS.
3. PROVIDE A DESCRIPTION OF ITEMS(S) BEING REQUESTED.
4. INCLUDE BUDGET LINE-ITEM NUMBER TO BE CHARGED FOR EACH ITEM.
5. SIGN AND FORWARD TO COUNTY COMMISSION. UPON APPROVAL, A COUNTER-SIGNED COPY WILL BE RETURNED FOR YOUR RECORDS.

THE ITEMS REQUESTED ABOVE ARE NECESSARY AND FOR THE EXCLUSIVE USE OF THIS DEPARTMENT.

Laura L. Kuhn
Signature

9/19/17
Date

PURCHASE OF THE ABOVE REQUESTED ITEMS APPROVED. FUNDS HAVE BEEN ENCUMBERED.

Signature

Date

DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 386,541.76	\$ 737.70	\$ 387,279.46
6.2% Tax Payable OASDI	22,983.92	\$ 45.39	\$ 23,029.31
1.45% Tax Payable HI	5,375.27	\$ 10.62	\$ 5,385.89
Fed Withholding	42,827.10	\$ 74.71	\$ 42,901.81
WV State Withholding	16,722.37	\$ 36.88	\$ 16,759.25
PERS Retirement Deduct 4.5%	11,323.19	\$ 33.20	\$ 11,356.39
PERS Retirement Deduct 6%	2,689.06		\$ 2,689.06
Hosp. Pre-Tax	13,228.50		\$ 13,228.50
Cancer/ICU Pre-Taxed	1,009.37		\$ 1,009.37
Cancer/ICU Not Pre-Taxed	1,096.97		\$ 1,096.97
Optional Life Not Pre-Taxed	2,105.96		\$ 2,105.96
Christmas Club	5,360.00		\$ 5,360.00
Wage Attach #1	1,405.79		\$ 1,405.79
Wage Attach #3	212.31		\$ 212.31
DSRS Retirement Deduct 8.5%	5,759.32		\$ 5,759.32
457 - Nationwide	849.00		\$ 849.00
457I - Empower	3,090.00		\$ 3,090.00
457R - Roth	315.00		\$ 315.00
MD State Tax	462.64		\$ 462.64
D/VF	1,600.71		\$ 1,600.71
VA. State Tax	62.89		\$ 62.89
COLONIAL(PLUS)	102.55		\$ 102.55
Total Deductions	\$ 138,581.92	\$ 200.80	\$ 138,782.72
Net Wages Total	\$ 247,959.84	\$ 536.90	\$ 248,496.74
Payroll Date	21-Sep-2017		

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Angie Banks, Assessor

Department or Organization: **Assessor's Office**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **October 5, 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*):

✚ Exonerations

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

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

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

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

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

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

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

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

Contact information:

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

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Peter Dougherty (represented by Chief Jones)

Department or Organization: JCSO

Estimation of amount of time needed for appointment: 10 min

Date Requested – 1st Choice: **Next Meeting**
If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

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

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

I would like approval to donate a 2009 Ford Explorer (01421) to Friendship Fire Company.

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

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

I move to approve the donation of the 2009 Ford Explorer from the Sheriff's Office to Friendship Fire.

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: pdougherty@jcsdvw.com. Phone Number: 304-728-3205

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Peter Dougherty (represented by Chief Jones)

Department or Organization: JCSO

Estimation of amount of time needed for appointment: 10 min

Date Requested – 1st Choice: **Next Meeting**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): New Hires
 Bailiffs
 Grants
 Transfer

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

I would like you to approve the hire of Christian Hockman and Robin Mahoney to fill existing deputy vacancies. They have successfully passed the pre-employment process and has been deemed eligible for consideration by the civil service commission. Start date would be on or after October 30, 2017.

I would like you to approve the hire of David Sayampanathan and Kathryn Demory to be added to the list of available Bailiff/Trip Guards.

The Sheriff's Office is applying for two Homeland Security Grants. One for the purchase of radios and the second for the purchase of night vision goggles for the Special Response Team (SRT) and mobile license plate readers. These grants have gone through a preliminary approval process at the State level. They have indicated that if approved they would contribute \$165,000 to the project. (President's signature required)

I am requesting to transfer \$30,000 from 700-01-103 (Salaries) to 700-03-341 (Material and Supplies) to cover the matching funds required for the above grants.

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

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

I move to approve the hire of Christian Hockman and Robin Mahoney for the position of Deputy.

I move to approve the hire of David Sayampanathan and Kathryn Demory as Bailiff/Trip Guards.

I move to approve the grant application for the purchase of radios.

I move to approve the grant application for the purchase of night vision goggles and mobile license plate readers.

I move to approve the transfer of \$30,000 from Law Enforcement Salaries to their Material and Supply.

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

<p align="center">WEST VIRGINIA Homeland Security State Administrative Agency (SAA)</p> <p align="center">HOMELAND SECURITY GRANT PROGRAM</p>	<p align="center">Grant Application</p> <p align="center">PAGE 1</p>
<p>1. Applicant: <u>Jefferson County Commission</u> Address: <u>PO Box 250</u> <u>Charles Town WV 25414</u> Phone/Fax: <u>304-728-3284/304-725-7916</u></p>	<p>5. Grant Funds Requested: \$ <u>80,000</u> Project Matching Funds (if any): \$ <u>25,527</u></p>
<p>2. Project Director: <u>Deborah Lowe</u> Address: <u>102 Industrial Blvd</u> <u>Kearneysville WV 25430</u> Phone/Fax: <u>304-728-3205/304-728-3299</u> Email: <u>dlowe@jeffersoncountywv.org</u></p>	<p>6. Type of Agency <input type="checkbox"/> State <input type="checkbox"/> County <input type="checkbox"/> Municipality</p> <p>7. Project Period: # of Months Needed to Complete: <u>12</u></p>
<p>3. Fiscal Officer: <u>Michelle Gordon</u> Address: <u>PO Box 250</u> <u>Charles Town WV 25414</u> Phone/Fax: <u>304-724-8425/304-725-7916</u> Email: <u>mgordon@jeffersoncountywv.org</u></p>	<p>8. National Incident Management System (NIMS)</p> <p>Does the agency comply with Executive Order 20-04 (Dec. 23, 2004)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Agencies must utilize NIMS in order to receive this grant.</p> <p>Contact Charles.W.Bennett@wv.gov or 304-558-5380 for information regarding NIMS.</p>
<p>4. SAA Use Only: Major Program: Program: Program Period:</p>	
<p>9. Project Title and <i>Brief</i> Description: Jefferson County Radio Grant</p> <p>To purchase 40 portable radios and 3 base stations</p>	
<p>10. Certification:</p> <p>To the best of my knowledge, the information contained in this application is true and correct. The submission thereof has been duly authorized by the governing body, and the applicant will comply with all of the attached Special Conditions and Assurances if the sub-grant is awarded.</p> <p>Authorized Official: <u>Peter Onoszko</u> Title: <u>Commission President</u> TYPED OR PRINTED NAME OF AGENCY HEAD</p> <p>Signature: _____ Date: _____</p>	

<p align="center">WEST VIRGINIA Homeland Security State Administrative Agency (SAA) HOMELAND SECURITY GRANT PROGRAM</p>	<p align="center">Grant Application PAGE 1</p>
<p>1. Applicant: <u>Jefferson County Commission</u> Address: <u>PO Box 250</u> <u>Charles Tow WV 25414</u> Phone/Fax: <u>304-728-3284/304-725-7916</u></p>	<p>5. Grant Funds Requested: \$ <u>85,000</u> Project Matching Funds (if any): \$ <u>20,260</u></p>
<p>2. Project Director: <u>Deborah Lowe</u> Address: <u>102 Industrial Blvd</u> <u>Kearneysville, WV 25430</u> Phone/Fax: <u>304-728-3205/304-728-3299</u> Email: <u>dlowe@jeffersoncountywv.org</u></p>	<p>6. Type of Agency <input type="checkbox"/> State <input type="checkbox"/> County <input type="checkbox"/> Municipality</p> <p>7. Project Period: # of Months Needed to Complete: <u>12</u></p>
<p>3. Fiscal Officer: <u>Michelle Gordon</u> Address: <u>PO Box 250</u> <u>Charles Town WV 25414</u> Phone/Fax: <u>304-724-8425/304-725-7916</u> Email: <u>mgordon@jeffersoncountywv.org</u></p>	<p>8. National Incident Management System (NIMS) Does the agency comply with Executive Order 20-04 (Dec. 23, 2004)? <input type="checkbox"/> Yes <input type="checkbox"/> No Agencies must utilize NIMS in order to receive this grant. Contact Charles.W.Bennett@wv.gov or 304-558-5380 for information regarding NIMS.</p>
<p>4. SAA Use Only: Major Program: Program: Program Period:</p>	
<p>9. Project Title and <i>Brief</i> Description: Jefferson County Equipment Grant To purchase 3 mobile license plate readers to better aid the Sheriff's Office in finding vehicles of interest and 6 night vision goggles for the SRT team.</p>	
<p>10. Certification:</p> <p>To the best of my knowledge, the information contained in this application is true and correct. The submission thereof has been duly authorized by the governing body, and the applicant will comply with all of the attached Special Conditions and Assurances if the sub-grant is awarded.</p> <p>Authorized Official: <u>Peter Onoszko</u> Title: <u>Commission President</u> TYPED OR PRINTED NAME OF AGENCY HEAD</p> <p>Signature: _____ Date: _____</p>	



Name: Stacie Rohn & Lisa Craiger

Department or Organization: Boys & Girls Club of the Eastern Panhandle

Estimation of amount of time needed for appointment: 15 minutes

Date Requested - 1st Choice: 10/15/2017
If a specific date is needed, please provide reason for specific date:

Date Requested - 2nd Choice: 10/19/2017

Subject (Wording to be placed on agenda):

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

Boys & Girls Club update - 20 years in Jefferson County in December 2017

Is this a funding request? Y/N (NO)

If so, how much? \$

Provide exact financial impact/request:

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

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

If not attached, explain: I will email a 5 minute video

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

Contact information:

Email address: Director@bgcepwv.org Phone Number: 304-671-6743

FOR COMMISSION STAFF USE ONLY - FINANCIAL IMPACT/RECOMMENDATION

Not applicable



Name: **Emily Wells**

Department or Organization: **WVU Extension Service**

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

Date Requested—1st Choice: **October 5, 2017**

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

Date Requested—2nd Choice: **October 19, 2017**

Subject (Wording to be placed on agenda): **Reclassify employee from 35 hour work week to 40 hour work week.**

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

Request to move WVU Extension Service Administrative Assistant April Blaker from a 35 hour work week to a 40 hour work week. This remains within the realm of our budget.

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

If so, how much? \$

Provide exact financial impact/request:

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

I move we approve the request to move April Blaker from a 35 hour work week to a 40 hour work week.

Attach supporting documents for request or request may be denied.

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

Contact information:

Email address: **Emily.Wells@mail.wvu.edu**

Phone Number: **304-728-7413**

FOR COMMISSION STAFF USE ONLY—FINANCIAL IMPACT/RECOMMENDATION

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AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: John Reisenweber

Department or Organization: JCDA

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: 10/5/17

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:

The JCDA requests permission to use its existing coalbed/methane severance funds to perform electrical upgrades in the park. In 2012, the JCDA received \$15,188 in coalbed/methane severance funds from the WV Development Office to be used for economic development. The JCDA is required to get permission from the County Commission to expend these funds.

Is this a funding request? 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*):

Allow the JCDA permission to spend up to \$7500 of its coalbed/methane severance funds to perform electrical upgrades in Burr Park.

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

If not attached, explain:

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

Contact information:

Email address: john@jcda.net

Phone Number: 304 728 3255

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: John Reisenweber

Department or Organization: JCDA

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **10/5/17**

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:

The JCDA requests an executive session to discuss consideration of economic development proposal.

Is this a funding request? No

If so, how much? \$

Provide exact financial impact/request:

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

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

If not attached, explain:

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

Contact information:

Email address: john@jcda.net

Phone Number: 304 728 3255

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: JCC

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **10 minutes**

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 Board of Health – 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, July 6, 2017 or as soon thereafter as the Commission may decide:

Jefferson County Board of Health: one ~~three~~^{five}-year term ending June 30, 2020.

22

§ 16-2-7. Appointment to and Composition of County Boards of Health; Qualifications; Number of Appointees

A county board of health is composed of five members selected and appointed by vote of the county commission. Each member appointed to the county board of health shall be a resident of the county. No more than two members who reside in the same magisterial district may be appointed and no more than two members may be appointed who are personally licensed or certified in, engaged in, or actively participating in the same business, profession or occupation. No more than three members of a county board of health may belong to the same political party.

Currently seeking qualified applicants who reside in the following districts: Charles Town District, Kabletown District, Harpers Ferry District, and Middleway District.

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.

9/8/2017

Jefferson County Commission
Charles Town, West Virginia

Ladies and gentlemen,

My name is Damien Hinck, and I'm the Executive Chef at Hollywood Casino at Charles Town Races. The purpose of this letter is to express my interest in serving on the Jefferson County Board of Health.

Since taking on the role of Executive Chef at Hollywood, I've improved our score in our County health inspection each time we've been inspected, even achieving a perfect score for several of our restaurants in our most recent inspections. My team and I are responsible for daily meals for the JCCOA. We prepare and serve Thanksgiving and Easter meals at the Anna Mae Reedy Senior Center and the Bolivar Community Center. I often tell my team, our hierarchy of priorities always begins with safety. I'm a certified ServSafe instructor and proctor, and have taught the ServSafe class for people not only on my property, but at other restaurants as well. I've never charged when I teach the classes because I believe everyone should have all the information they need to serve safe food to guests, in a safe environment.

All those things, I think, show I'm qualified, and show why I'm interested in serving on the board, but the most important reason is, admittedly, selfish: I live in Charles Town, in the Breckenridge housing development. My 2 oldest children attend Jefferson High and Driswood Elementary. I participated in Leadership Jefferson last year, and really enjoyed it. I, frankly, love it here, and want to serve however I can. I believe the Board of Health is the place I'm most qualified to add value and knowledge to any discussion.

In closing, I hope you'll consider me for a position on the Board of Public Health. If you have any questions or hesitations regarding my motivation or qualification, I will do my best to answer and reassure. I've attached a simplified resume, and can expand on anything therein if necessary.

Thank you for your consideration,

Damien Hinck
Executive Chef, Hollywood Casino at Charles Town Races
damien.hinck@pngaming.com 304-261-3806

Damien Hinck

Culinary and Food Service Management

Experience 11/14/14 - Present Hollywood Casino Charles Town, WV

Executive Chef

- Responsible for 12 food service outlets
- Achieved perfect health inspection scores (property first)
- Implemented several sanitation-focused kitchen renovations

9/5/11-11/12/14 Argosy Casino Kansas City, MO

Executive Sous Chef

- Responsible for 9 food service outlets
- Began teaching ServSafe on property
- Implemented employee ServSafe training program

7/14/09-9/4/11 Argosy Casino Kansas City, MO

Sous Chef

- Became chef in each restaurant on property to implement restaurant specific training and safety programs
- Aided in opening of a new casino in Kansas
- Created temperature tracking logs for hot-held food in each restaurant

4/22/08-6/30/09 Culinaire International (Embassy Suites) Kansas City, MO

Sous Chef

- Implemented a new room service program to ensure hot food delivered hot
- Oversaw 1 quadrant of 40,000 guest meal at Dallas Cowboys Stadium (pre-AT&T stadium)
- Instituted corporate banquet menu

Education 4/9/01 – 5/17/03 Le Cordon Bleu Culinary at Brown College Eagan, MN

Culinary Certificate, Associate of Applied Science in Hospitality Management

References References are available on request.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Alexandra Beaulieu, Zoning Administrator on behalf of Alexandra Lutz, Licensing Specialist for Dollar General Corporation

Department or Organization: Middleway Dollar General Store

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: ~~September 21, 2017~~ **October 5, 2017**

If a specific date is needed, please provide reason for specific date: Citizen's money has been deposited into County's account.

Date Requested – 2nd Choice: **Next available meeting**

Subject (Wording to be placed on agenda): Requesting a refund of \$100 for the over-payment of a Conditional Use Permit fee.

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

The Dollar General Corporation inquired as to the Conditional Use Permit process to add the sale of beer and wine to their Middleway, WV location. The Office of Planning and Zoning miscalculated the fee total and realized the mistake after the check had been mailed to their Office. Dollar General has requested to be reimbursed the over-payment rather than having the original check returned and having to write a new check.

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

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

I move to recommend a full refund of \$100.00 to the Dollar General Corporation.

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

If not attached, explain: N/A

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

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

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.

Zoning

From: Alexandra Lutz <alutz@dollargeneral.com>
Sent: Friday, September 01, 2017 12:57 PM
To: Zoning
Cc: Kristina Zook
Subject: RE: Dollar General Store #16066
Attachments: Jefferson County Zoning App.pdf

Ms. Beaulieu,

The easiest for us would be to receive a refund check of \$100. Also, attached is the addendum to the previous application. Let me know if you need more information.

Thank you,

Alex Lutz

Licensing Specialist
Dollar General Corporation
T: 615-855-5584
F: 877-364-4130

From: Zoning [mailto:Zoning@jeffersoncountywv.org]
Sent: Thursday, August 31, 2017 9:34 AM
To: Alexandra Lutz
Cc: Tanisha Holt; Kristina Zook
Subject: RE: Dollar General Store #16066

****External Sender****

Ms. Lutz,

We received the Conditional Use Permit application for Dollar General along with a check for \$450. It seems our Office made an error in quoting the total to you. The correct amount is \$350. You can send a check in the correct amount and we can return this check (#5487752) to you; or we can request a refund of \$100 before the County Commission. Please let me know how you would like to proceed.

Additionally, the application that was submitted is incomplete. I have attached a digital copy of what was submitted to our Office. The questions on page 2 were either left blank or provided with incomplete answers. Each answer needs to be responded to entirely in order to be submitted to the Board of Zoning Appeals for consideration. Please submit an addendum to the application with complete answers to each question. It is not necessary to obtain signatures again, as long as the original signatures on the application submitted are by the legal property owner.

In order to remain on the September 28 meeting, please have a corrected application submitted to our Office by 5:00 p.m. on Thursday, September 7 in order for our Office to proceed with the Legal Ad requirements.

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: October 5, 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 Whale of a Wash/HDW, LLC – Whale of a Wash Laundromat Addition (File #S16-05)

Please provide the County Commission with a description of your request or presentation, including any background information: Complete release of construction bond security for Whale of a Wash/HDW, LLC – Whale of a Wash Landromat Addition (File #S16-05) – Letter of Credit No. 10001947-4401 with United Bank, Martinsburg, 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 \$37,652.00 from the construction bond for Whale of a Wash/HDW, LLC – Whale of a Wash Landromat Addition (File #S16-05).

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



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

VICE PRESIDENT

Jane Tabb

COMMISSIONER

Josh Compton

COMMISSIONER

Caleb Hudson

COMMISSIONER

Patricia Noland

October 5, 2017

Mr. Timothy T. Pownell, VP
United Bank, Inc.
450 Foxcroft Avenue
Martinsburg, West Virginia 25401

RE: Irrevocable Letter of Credit #100001947-4401 dated November 30, 2016
Construction Bond Surety for WHALE OF A WASH/HDW, LLC (File #S16-05).

Dear Mr. Pownell:

The Jefferson County Commission authorizes a complete release of the remaining \$37,652.00 from the construction bond for WHALE OF A WASH/HDW, LLC (File #S16-05). This project is located within the Maddex Farm Shopping Center off of Route 45 Martinsburg Pike on Maddex Square Drive. The work appears to be 100% complete.

In summary, you are hereby authorized to fully release the remaining amount of the above referenced Letter of Credit, originally issued in the amount of \$37,652.00. 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. Henry Walter, III
HDW, LLC
601 Winchester Avenue
Martinsburg, WV 25401
Department of Engineering

County Administrator
Stephanne Grove

Deputy County Administrator
Sandy Slusher McDonald

BOND REDUCTION or RELEASE REQUEST - REPORT

Date Received: 09 / 22 / 2017

J.C.P.C. File No. 516 - 05

Consultant/Engineer/Firm Name: ALLEGHENY SURVEYS

Mailing Address: 25 LIGHTS ADDITION DRIVE

City: MARTINSBURG

State: WV

Zip: 25404

Contact Person: LISA McCAULEY

Phone: 304-201-2162

Project/Subdivision Name: WHALES OF A WASH LAUNDRY MAT BOOTHS 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] 09/25/2017
County Engineer Date

Original Bond Amt. \$ 22,652 + 15% Cont. \$ 15,000 = Total Original Bond Amt. \$ 37,652

Total Current Bond Amount \$ 37,652.00

Cost of Work Remaining \$ 0.00 + Contingency Amount \$ 0.00

= Approved for Revised Bond Amount \$ 0.00

Reviewed By: JOSEPH W. KEUT [Signature]

Title: L.D.I.

Signature: [Signature]

Date: 09 / 25 / 2017

S16-05

Henry Walter, III
dba Whale of a Wash Laundromat
HDW, LLC
601 Winchester Avenue
Martinsburg, WV 25401

SEP 22 2017

September 25, 2017

Mr. Roger Goodwin, P.E., Chief County Engineer
Jefferson County
Department of Engineering, Planning and Zoning
116 E. Washington Street
Charles Town, WV 25414

In Re: Complete Bond Release for Whale of a Wash Laundromat Addition: File # S16-05 in the amount of \$37,652.00.

Dear Roger:

We have completed the necessary Improvements associated with the Construction Agreement and Bond for the Whale of a Wash Laundromat addition. The File Number is S16-05. Accordingly, please schedule the complete release of the surety in the amount of \$37,652.00.

I understand that if the work meets Mr. Joe Kent's specifications, then the Release will be scheduled for the County Commission meeting on October 5, 2017. We have worked closely with Mr. Kent during the construction process and we are confident that everything will meet his expectations.

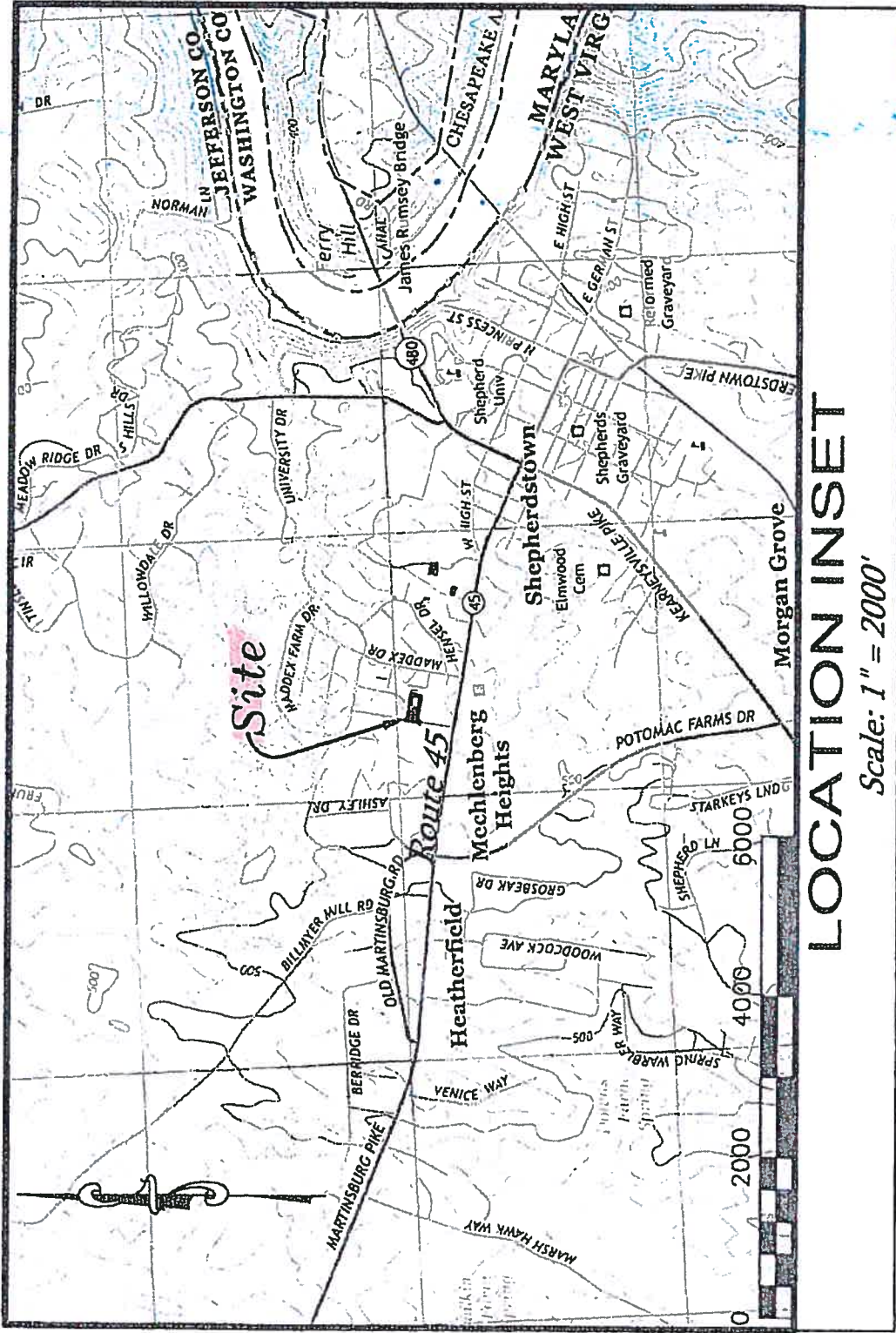
As always, your Staff has been very helpful during this process and we appreciate their guidance. If you have any questions, please feel free to contact Paul J Raco at 304/676-8256.

Thank you for your consideration of this request.

Sincerely,



Henry Walter, III



LOCATION INSET

Scale: 1" = 2000'

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Roger Goodwin, Chief County Engineer

Department or Organization: Department of Engineering, Planning & Zoning

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: October 5, 2017

Date Requested – 2nd Choice: October 19, 2017

Subject (*Wording to be placed on agenda*): Approval to hire an Appraiser to provide a restricted appraisal report of the Jefferson Crossing Apartment complex – Phase 2, located in Ranson, for purposes of determining qualification for the Impact Fees Affordable Housing Discount.

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

The Jefferson Crossing Apartment complex is located on Pimlico Drive, in Ranson, in the Jefferson Crossing II development project, which is where the IHOP restaurant and Martins' Grocery Store are located.

The first phase of the project involved the construction of 96 apartment units. This second phase will involve the construction of an additional 36 apartment units, for a total of 132 apartments.

In 2014, the county hired an appraiser to value the first phase of the project in order to determine whether or not the project qualifies for the affordable housing discount under Section 2(F) of the Impact Fees Procedure Ordinance, which it did qualify for the discount. The developer reimbursed the county for the cost of the appraisal.

For the second phase of apartment units, we need to update the June 1, 2015 appraisal to reflect the current value of the project so we can determine if the second phase of apartment units will qualify for the affordable housing discount. The developer has agreed to reimburse the county commission for the cost of the appraisal. The issuance of building permits and the start of construction cannot begin until the required impact fees are paid.

The email letter quote from Professional Appraisal Corporation, in the amount of \$2,500.00, is attached for approval/acceptance by the county commission.

Is this a funding request? Yes, \$ 2,500.00; to be reimbursed by the developer, Uniwest Corporation. Once the county commission receives the payment from the developer, the finance director can then put the funds into the "Professional Services" line item #440-02-223-000 of the Engineering, Planning & Zoning budget. The appraiser will then be paid from funds in this line item.

If so, how much? \$2,500.00

Motion Requested: **Yes**

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

Move to accept the quote from Professional Appraisal Corporation, in the amount of \$2,500.00, to complete a restricted appraisal report of the Jefferson Crossing Apartment Complex for purposes of determining qualification for the Affordable Housing Discount under the Impact Fees Procedures Ordinance, contingent upon reimbursement of the cost by the developer.

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

See attached September 28, 2017 Email letter quote

See attached cover sheet from the June 1, 2015 original appraisal

See attached *Section 2F, Affordable Housing Discount, of the Impact Procedures Ordinance*

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

<u>FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS</u>

Roger Goodwin

From: Doug Wise <professionalappr@ma.rr.com>
Sent: Thursday, September 28, 2017 10:06 AM
To: Roger Goodwin
Subject: Appraisal-Jefferson Crossing Apartments

Dear Mr. Goodwin,

Professional Appraisal Corporation will supply a Restricted Appraisal Report for the Jefferson Crossing Apartments for \$2,500 and have delivered to you within 3-4 weeks.

Thank You,

Douglas C. Wise

President

Professional Appraisal Corporation

Office: 304-366-8895

Cell: 304-365-1011

professionalappr@ma.rr.com

Professional Appraisal Corporation

Real Property Appraisers

Residential*Commercial

2031 Pleasant Valley Road Suite 4, Fairmont, West Virginia 26554 304-366-8895

**REAL ESTATE APPRAISAL
RESTRICTED REPORT
PROPOSED JEFFERSON CROSSING
96 UNIT APARTMENT COMPLEX
PIMLICO DRIVE
RANSON, WEST VIRGINIA 25438**

AS OF

June 1, 2015

PREPARED FOR

**Jefferson County Engineering Department
Office of Impact Fees
P.O. Box 716
116 East Washington Street, Suite 100
Charles Town, West Virginia 25414**

PREPARED BY

**Douglas C. Wise
SCGREA CG053-WV
Professional Appraisal Corporation**

Impact Fees Procedures Ordinance, Section 2(F)

(F) Affordable Housing Discount

(1) In accordance with the provisions of W.Va. Code § 7-20-7a, the County Commission shall provide a discounted fee schedule for new dwelling units valued at 60 percent (60%) or below of the average market value for single dwelling residential housing in the county as determined by the most recent residential housing index. The discounted fee schedule will be based on a lineal scale of the normal impact fee. Dwelling units valued at greater than 60% of the average market value shall pay the full amount of the normal impact fee.

(2) A new dwelling unit's market value shall be determined by the Assessor, using the same methods and calculations to determine market values for purposes of taxation and shall include both the dwelling and land value. The Assessor's estimate of value shall be based upon information supplied by the homeowner about the new dwelling unit during the affordable housing discount application process. The Assessor's estimate of market value is not subject to appeal and shall not be used at a later date to contest valuation for purposes of taxation.

(3) The affordable housing discount shall be available by application only. A qualifying applicant shall be required to pay a percentage of the normal impact fee, which percentage shall be equal to the dwelling unit's estimated value as compared to the residential housing index. For example an applicant whose dwelling unit is estimated to be 60% of the average market value will pay 60% of the impact fee.

(4) An applicant for an affordable housing discount shall:

- (a) Complete the Affordable Housing Discount Application Form available from the Engineering Department, and pay any applicable application processing fee, as set by the Jefferson County Commission.
- (b) Provide all documentation requested on the Affordable Housing Discount Application Form.
- (c) Be entitled to an affordable housing discount if the new dwelling unit's value is estimated to be equal to or less than 60% of the average market value as determined by the residential housing index.

(5) If the value of the dwelling unit, as determined by the Assessor for taxation purposes, far exceeds the estimated market value, as determined by the Assessor for impact fee purposes, and the difference in value is a result of inaccurate information provided by the applicant at the time of applying for the affordable housing discount; then the applicant shall be required to pay the difference between the normal impact fee and the affordable housing impact fee that was actually paid by the applicant. The additional impact fees due shall be paid within 30 days of written notification.

(6) If an applicant applies for an exemption pursuant to Section 1(D)(4)(b) of this Ordinance and replaces a residential dwelling that received an affordable housing discount with

a dwelling unit that does not qualify for the discount within five years of receiving an affordable housing discount, the applicant shall be required to pay the difference between the discounted fee originally paid and the full amount of the impact fee in effect at the time the affordable housing discount was paid.

Section of the West Virginia State Code - Affordable Housing Discount

West's Annotated Code of West Virginia

Chapter 7. County Commissions and Officers

Article 20. Fees and Expenditures for County Development

W. Va. Code, § 7-20-7a

§ 7-20-7a. Impact fees for affordable housing

(a) The Legislature finds that:

(1) There is a lack of affordable housing in counties that impose impact fees because the cost of the fees along with the economic conditions in those counties has resulted in low and moderate income persons, persons on fixed incomes, the elderly and persons with special needs, not being able to obtain safe, decent and affordable housing;

(2) A lack of affordable housing affects the ability of a community to develop and maintain strong and stable economies, and impairs the health, stability and self-esteem of individuals and families; and

(3) Financing affordable housing particularly in high growth counties is becoming increasingly difficult.

For these reasons, it is in the public interest to encourage counties that have imposed impact fees and those considering the imposition of impact fees to fairly assess and discount impact fees so as not to limit safe, decent and affordable housing.

(b) On or before July 1, 2012, a county imposing impact fees shall enact an affordable housing component with a discount impact fees schedule, based upon the new homes value compared to the most recent annual single dwelling residential housing index created in section two-b, article one, chapter eleven of this code, to the county's impact fees ordinance. The impact fees schedule shall be updated annually to reflect the changes to the single dwelling residential housing index.

(c) The affordable housing component shall:

(1) Take into account all the different types of housing, including single family detached, single family attached, duplex, town house, apartment, condominium and manufactured home; and

(2) Include a discount for mobile homes, as defined in section one, article one, chapter seventeen-a of this code, based upon the value set out in the National Automobile Dealers Association book.

(d) The county commission shall annually approve, by a majority vote, any increase or decrease in the impact fees schedule.

Dawn Weimer

From: WV Title <wv@brennanandassociatesllc.com>
Sent: Thursday, September 28, 2017 1:26 PM
To: Dawn Weimer
Subject: Ambulance Fees - Blair - 3417059 - 251 Beaugard Boulevard, Charles Town, WV 25414

Re: 251 Beaugard Blvd., Charles Town, WV 25414
File No. 3417059
Seller:
Buyer: Steven L. Blair and Claralyn Blair

This office will be handling settlement of the above referenced property on or about . Please provide us with the following information:

1. Amount of the annual ambulance fee.
2. Billing period (i.e., monthly, quarterly, semi-annual, annual) and dates covered
3. Date through which payments have been made.
4. Whether payments are current.
5. If not current, amount required to bring current (include breakdown).
6. Is there a transfer fee? If so, how much?
7. To whom should the check be made payable?
8. To what address should we send the check and HUD-1 settlement statement?

Heather

Thank you,

PLEASE NOTE: We can no longer accept Cashier's Checks at the closing table. Banks are placing 5 to 7 day holds on these funds. ALL FUNDS MUST BE IN THE FORM OF A WIRE - NO EXCEPTIONS (Please contact us for wire instructions if you have not already received them.)

Title Department
Brennan & Associates, PLLC
of Counsel to Brennan Title Company
105 N. College Street
Martinsburg, WV 25401
304-264-2996
Toll Free 1-855-264-2996
Fax 304-264-2997
email: wv@brennanandassociatesllc.com
supervisor email: kgt@brennanandassociatesllc.com
www.brennantitle.com

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: **October 5, 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, Appeal/Intervention of the PSC decision, acquisition of PSD assets, and related issues. Discussion/Action. Possible Executive Session.**
- 2. Discussion of EEOC Complaint Charge No. 533-2016-00519. Discussion/Action. Possible Executive Session.**
- 3. Report on status of City of Charles Town v. Mary Esta Burton Hilleary Trust, et al. (Civil Action # 17-P-83). Discussion/Action. Possible Executive Session.**

Consideration of Agreement with the City of CT to Acquire assets of the JCPD
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: **Jefferson County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **October 5, 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*): **Acknowledgment of the Assessor's Certificate of Compliance - 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.](#)



West Virginia Department of Agriculture

Kent A. Leonhardt, Commissioner
Joseph L. Hatton, Deputy Commissioner

RECEIVED

SEP 25 2017

County Commission
of Jefferson County, WV

ASSESSOR'S CERTIFICATE OF COMPLIANCE

TO THE HONORABLE COUNTY COURT OF JEFFERSON COUNTY

The Assessor of Jefferson County, Angela Banks,
has completed the Farm Census of 2017 and has satisfactorily
complied with the requirements of the Farm Statistics Law. She is,
therefore, eligible to receive compensation from the County Court
according to Chapter 7, Article 7, Section 6C of the New Code of
West Virginia.

Commissioner of Agriculture

AGENDA REQUEST FORM

www.jeffersoncountywv.org



Name: Jane Tabb

Department or Organization: County Commission

Estimation of amount of time needed for appointment: _____

Date Requested – 1st Choice: ~~Sept. 21, 2017~~ October 5, 2017

Date Requested – 2nd Choice: _____

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

Subject (Wording to be placed on agenda):
Court House Commemorative Plaque Committee

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

- **Suggest Committee Membership: County Commissioner, Head of Maintenance Department, Historic Landmarks Board member and 4 Citizens.**
- **Advertisement and interview by County Commission for appointments per standard procedures.**
- **Committee is subject to the Open Meeting Act, meetings must be posted and open to the public.**
- **Committee to send recommendations to the County Commission for final approval.**

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

I move that a Court House Commemorative Plaque Committee be formed with the following membership (see suggestion above), subject to the Open Meetings Act, and submitting recommendations to the County Commission for final approval.

Are documents attachments? Yes NoX
If not, explain:

Is a projector needed? Yes No X

Contact information:

Email address: vinemont.farm@gmail.com

Phone number: 304.725.4325

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Stephanie Grove, County Administrator
Michelle Gordon, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **October 5, 2017**

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

Date Requested – 2nd Choice:

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

- Review of RFP for Centralized / Integrated Governmental Financial Management System

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

- Review of the RFP for replacement of the existing financial management systems. The existing system(s) were installed in the 1980's. They are outdated and in a green-screen environment that is no longer supported or in production for replacement parts. Currently, staff in several departments must duplicate work by entering data in multiple systems to have accurate data. The County also does not currently have a human resources / payroll module that adequately tracks employee benefits, leave, and other pertinent employee data. A new system will: create department efficiencies that may translate into decreased personnel costs over time; create transparency and accountability for assets, budgetary data, financial transactions, personnel and payroll data for department heads, elected officials and employees; and improve the citizen/customer experience through increased transparency by providing instant, online access to their accounts. Request permission to send out the request for proposals.

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 approve the RFP for Centralized / Integrated Governmental Financial Management Software

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

If not attached, explain:

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

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Michelle Gordon, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: **October 5, 2017**

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

Date Requested – 2nd Choice:

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

- Ambulance Fee Analysis

Please provide the County Commission with a description of your request or presentation, including any background information: Continue discussions on the rates for ambulance fee billings. Review an analysis of ambulance calls for service, expenditures based on usage, the cost of JCESA staffing needs, and potential ambulance fee rates.

Is this a funding request? Y/N No

If so, how much? \$ NA

Provide exact financial impact/request:

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

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

If not attached, explain:

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

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



JEFFERSON COUNTY COMMISSION

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PRESIDENT

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COMMISSIONER

Josh Compton

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Caleb Wayne Hudson

DATE: September 21, 2017
TO: Honorable Commissioners
Jefferson County, West Virginia
FROM: Michelle Gordon, Finance Director
RE: Ambulance Fee Analysis

Executive Summary

Based on discussions during the FY2017-2018 Budget process, a review of existing fees charged to Jefferson County property owners for providing ambulance services was performed. That review analyzed call volume by property type, future Jefferson County Emergency Services Authority (JCESA) staffing needs, existing financial constraints, and projected costs of providing JCESA services to develop potential rate structures. This analysis will open dialogue between Commissioners and staff for further review and assumption considerations. The goal is to establish an ambulance fee structure for implementation in the FY19 Budget with an effective date of 7/1/2018.

Overview

An analysis of calls for service indicates that 75% (3,238 in 2016) of all calls (4,329 total in 2016) are for residential properties. The County's assessable base is made up primarily of residential properties at 94.9% (20,812 of 21,931 in 2014). All property types experience repeat calls to certain addresses. In 2016, only 9.6% of residential properties (2,007 addresses) had calls for service out of 20,812, and 29.0% of non-residential properties (325 addresses) had calls for service out of 1,119. Certain property types experienced higher repeat calls than others. In 2016, outliers for service calls were identified as: non-owner occupied residential properties averaged 12 calls per year of the addresses serviced; calls to the race track totaled 173; hotels, food service and grocery stores averaged 10-12 calls per address; and large department stores averaged 30 calls for service.

The County is facing several financial constraints as it looks toward funding current and future operations. The County experienced a (38%) decline in gambling revenues since FY12, from \$5.9 million annually in FY12 to \$3.0 million budgeted for FY18. A (76%) decline in permitting revenue since FY06 also occurred, or from \$1.0 million annually in FY06 to \$245,000 budgeted for FY18. The County has realized a slow recovery of the assessable base market value from a high of \$4.0 billion in FY09, a low of \$3.0 billion in FY14 to the current base of \$3.5 billion in FY18. The State of WV recognizes that tax revenue is not sufficient to cover all of the services provided by the County.

The Jefferson County Emergency Service Agency (JCESA) has indicated that 13.3 full time equivalent positions are needed in order to cover peak time emergency call needs at each of the County's 7 fire stations at an estimated cost of \$1.1 million. Potential scenarios were projected to begin the process of restructuring the fee charged for ambulance fee billings.

Recommendations

Because the State of WV has provided the County with enabling legislation to fund Emergency Services for property owners, businesses and visitors of Jefferson County, it is my recommendation that the County begin the process of phasing out the General Fund contribution to make the service self-supporting. I recommend that the fee be realigned based on the actual calls for service by property type so that it is funded 75% by residential properties, and 25% by non-residential properties; and, that outliers or high user property types are also billed at a higher rate. Any approval for additional staff should be phased in over a 5-10 year period. Lastly, it is my recommendation that phasing in of these adjustments should occur over a 10 year period to minimize the impact on property owners. Scenario 9 projects all of these recommendations and the impact on revenues, expenditures and expected billing rates for property owners.

County Administrator
Stephanie Grove

Deputy County Administrator
Sandy Slusher McDonald

DETAILED ANALYSIS

As part of the detailed analysis leading up to the ambulance fee rate recommendations, several components that make up emergency ambulance services were analyzed. Those components include:

- Call Volume by Property Type
- Existing County Financial Constraints
- Future JCESA Staffing Needs
- JCESA Current Revenues & Expenditures
- Projected JCESA Expenditures
- Rate Structure
- Recommendations

Call Volume by Property Type

Call volume was reviewed by the following property types: residential, commercial, government, health care, education, non-profit, and POI (Places of Interest). (See Attachment 1)

Calls for service in 2015 totaled 4,149 and 2016 totaled 4,329 which is an increase of 4.3% (180 calls) attributed to an increase of 6.9% (210 calls) for residential properties or from 3,028 calls in 2015 to 3,238 calls in 2016. In 2015 and 2016, calls for service to residential properties made up the majority of all calls at 73.0% (3,028 of 4,149) and 74.8% (3,238 of 4,329) respectively. Commercial and health care made up the next highest call generators for 2015 – 13.5% (560 calls) and 6.8% (281 calls), and for 2016 - - 12.4% (538 calls) and 6.5% (282 calls) respectively.

Total call volume is summarized in the tables below:

Property Type	Total Calls		Addresses Serviced		Calls per Address		% of Total Calls	
	2015	2016	2015	2016	2015	2016	2015	2016
Residential	3,028	3,238	1,822	2,007	1.7	1.6	73.0%	74.8%
Commercial	560	538	150	181	3.7	3.0	13.5%	12.4%
Government	104	113	45	47	2.3	2.4	2.5%	2.6%
Health Care	281	282	12	14	23.4	20.1	6.8%	6.5%
Education	119	106	36	39	3.3	2.7	2.9%	2.4%
Non-Profit	34	23	23	20	1.5	1.2	0.8%	0.5%
POI	23	29	22	24	1.0	1.2	0.6%	0.7%
	<u>4,149</u>	<u>4,329</u>	<u>2,110</u>	<u>2,332</u>	<u>2.0</u>	<u>1.9</u>		

Analysis of call volume also indicates that many properties have *repeat calls for service*. Repeat calls for service to residential properties in 2015 and 2016 averaged 1.7 (1,822 of 3,028) and 1.6 (2,007 of 3,238) respectively. Properties designated with a health care use (urgent care, nursing homes, primary care physicians, etc) had the highest number of repeat calls for service in 2015 and 2016 at 23.4 (281 calls) and 20.1 (282 calls) respectively.

Calls as a percent of total property addresses: Using 2014 assessor address data, the make-up of the County's 21,931 properties is primarily residential at 94.9% with 20,812 residential properties and 5.1% with 1,119 commercial properties. In 2015 and 2016, calls for service to separate, distinct residential properties were 1,822 and 2,007 respectively. This indicates that in 2015, 8.8% (1,822 addresses) of the County's total residential properties (20,812 total addresses) are accounting for 73.0% of total JCESA expenditures. Total residential property usage increased from 8.8% in 2015 to 9.6% in 2016 (2,007 addresses of 20,812 total addresses) and accounts for 74.8% of total JCESA expenditures.

Calls by County total residential and non-residential properties:

Property Type	Addresses Serviced		Total Address Count		Total Property SF		% Calls per Address	
	2015	2016	2014	% of Total	2014	% of Total	2015	2016
Residential	1,822	2,007	20,812	94.9%	40,392,811	86.8%	8.8%	9.6%
Non-Residential	288	325	1,119	5.1%	6,130,893	13.2%	25.7%	29.0%
	<u>2,110</u>	<u>2,332</u>	<u>21,931</u>		<u>46,523,704</u>		<u>9.6%</u>	<u>10.6%</u>

Within property types, 2016 data was further broken down to determine *outliers for service calls*.

- Residential: apartments and non-owner occupied residential properties averaged 12 calls per address serviced.
- Commercial:
 - Calls for service to the racetrack totaled 173 of the 538 total commercial calls or 32.2%
 - Restaurants, grocery stores, hotels and convenience stores averaged 10-12 calls per address
 - Large department stores (Walmart, Home Depot) averaged 30 calls per address

Existing County Financial Constraints

Declining Gambling Revenue. In prior years, the County relied heavily on gambling revenues to fund County services and capital outlay projects (*See Attachment 4 for more detail*). Gambling revenues have been declining rapidly since FY2012 when Maryland legislation enabled casinos to operate within the state of MD. Gambling revenue totaled \$5.9 million in FY12. Since FY12, Gambling revenue decreased to \$3.9 million in FY17 and is budgeted to decrease in FY18 to \$3.5 million. Cumulatively since FY12, gambling revenue has decreased by (38%) or a total of (\$9.8 million) in cumulative revenue loss.

Fiscal Year	Table Games	Video Lottery	Total Gambling	% Chg	Cumulative Decrease	
					Amount	% Chg
FY12 Actual	\$ 1,596,516	\$ 4,269,886	\$ 5,866,402			
FY13 Actual	1,556,473	3,632,491	5,188,964	-11.5%	\$ (677,438)	-12%
FY14 Actual	1,032,251	3,365,543	4,397,794	-15.2%	(2,146,046)	-25%
FY15 Actual	891,153	3,237,305	4,128,458	-6.1%	(3,883,990)	-30%
FY16 Actual	853,009	3,263,264	4,116,273	-0.3%	(5,634,119)	-30%
FY17 Actual	736,572	3,183,192	3,919,764	-4.8%	(7,580,757)	-33%
FY18 Budget	617,700	3,020,000	3,637,700	-7.2%	(9,809,459)	-38%

Slow Recovery of Assessable Base. The County's assessable base reached was \$4.0 billion in FY2009. The assessable base began decreasing in FY2010 and decreased to a low of \$3.0 billion in FY2014. The assessable base has been increasing in recent years primarily due to new construction. New construction accounted for \$118 million of the \$122 million increase in FY2018.

Valuation (per \$100 of assessed value)

Fiscal Year	Class II			Class III			Class IV			Totals	% Chg	New Property	Existing property	% Chg
	Tot	%	% Chg	Tot	%	% Chg	Tot	%	% Chg					
FY2018	2,184,710,420	62.2%	2.7%	942,520,834	26.8%	8.7%	387,012,500	11.0%	-2.7%	3,514,243,754	3.6%	117,815,590	3,396,428,164	0.1%
FY2017	2,127,107,610	62.7%	7.5%	867,108,278	25.6%	1.8%	397,765,932	11.7%	5.5%	3,391,981,820	5.8%	50,125,292	3,341,856,528	4.2%
FY2016	1,977,898,240	61.7%	4.0%	851,651,539	26.6%	1.0%	376,990,644	11.8%	0.2%	3,206,540,423	2.7%	46,833,731	3,159,706,692	1.2%
FY2015	1,901,426,070	60.9%	3.5%	843,296,811	27.0%	-0.5%	376,253,589	12.1%	3.1%	3,120,976,470	2.3%	36,258,450	3,084,718,020	1.2%
FY2014	1,837,314,930	60.3%	-1.5%	847,249,885	27.8%	1.4%	364,890,027	12.0%	-0.5%	3,049,454,842	-0.6%	51,775,592	2,997,679,250	-2.3%
FY2013	1,865,152,520	60.8%	-6.2%	835,533,540	27.2%	-1.5%	366,552,161	12.0%	-1.2%	3,067,238,221	-4.4%	51,975,811	3,015,262,410	-6.0%
FY2012	1,989,212,550	62.0%	-6.2%	848,325,714	26.4%	-2.3%	370,977,693	11.6%	-7.1%	3,208,515,957	-5.3%	50,148,602	3,158,367,355	-6.8%
FY2011	2,119,649,580	62.6%	-15.9%	868,421,052	25.6%	-9.9%	399,273,387	11.8%	-8.9%	3,387,344,019	-13.6%	33,797,775	3,353,546,244	-14.5%
FY2010	2,520,735,550	64.3%	-1.9%	963,739,417	24.6%	-3.9%	438,125,221	11.2%	0.7%	3,922,600,188	-2.1%	90,913,324	3,831,686,864	-4.4%
FY2009	2,568,421,740	64.1%	16.0%	1,002,329,292	25.0%	12.9%	435,255,769	10.9%	23.6%	4,006,006,801	15.7%	127,335,046	3,878,671,755	12.0%

Decline in Permitting Revenue. As a result of the downturn in the economy as shown in the assessable base figures, permitting revenue also declined. Permitting revenue reached a high of \$1.0 million in FY06 and decreased to its' lowest in FY12 at \$164,000. As also shown in the slow recovery of the assessable base, permitting revenue is also slowly increasing. Since the low of \$164,000 in FY12, revenue has increased to \$253,000 in FY17. This is still significantly lower than FY06 revenue numbers. Cumulatively since FY06, permit revenue has decreased by (77%) or a total of (\$9.0 million) in cumulative revenue loss.

Permitting Revenue by Year:

Fiscal Year	Actual	% Chg	Cumulative	
			Amount	% Chg
FY06	1,043,310			
FY07	635,825	-39.1%	(407,485)	-39.1%
FY08	577,755	-9.1%	(873,040)	-44.6%
FY09	309,435	-46.4%	(1,606,915)	-70.3%
FY10	209,482	-32.3%	(2,440,743)	-79.9%
FY11	262,478	25.3%	(3,221,575)	-74.8%
FY12	163,730	-37.6%	(4,101,155)	-84.3%
FY13	182,298	11.3%	(4,962,167)	-82.5%
FY14	200,140	9.8%	(5,805,337)	-80.8%
FY15	239,528	19.7%	(6,609,119)	-77.0%
FY16	241,384	0.8%	(7,411,045)	-76.9%
FY17	252,580	4.6%	(8,201,776)	-75.8%
FY18 Budget	245,000		(9,000,086)	-76.5%

Expenditures by Funding Source. On July 20, 2017, reports outlining expenditures by funding source were presented to the Commission for review (See Attachment 2). That report highlighted expenditures that are statutorily required to be funded by tax revenues; additionally, that report showed that tax revenue currently received is not sufficient to cover statutorily required departments, services, and capital outlay for those departments. The deficit for FY18 of tax revenue to statutory expenditures is (\$123,000). The County is not statutorily required to fund Emergency Services. The State of West Virginia recognizes that tax revenue is not sufficient to cover all of the services provided by the County. WV State Code Chapter 7, Article 15 (*WV Code §7-15, See Attachment 3*) titled the "Emergency Ambulance Service Act of 1975" provided the County with enabling legislation to fund Emergency Services for property owners, businesses, and visitors of Jefferson County. Cumulatively, since FY06, permit and gambling revenue has decreased by a total of \$18.8 million. As a result of this state code and declines in gambling, and permit revenues, the County implemented an ordinance to allow billing of Ambulance Fees to partially cover emergency service expenditures. That fee became effective 7/1/2014 (See Attachment 5, *Emergency Ambulance Service Fee Ordinance*).

Future JCESA Staffing Needs

The JCESA Director provided information regarding staffing needs and future department goals. In order to cover peak time emergency call needs at each of the County's 7 fire stations, an additional 13.3 full time equivalent (FTE) positions would be needed. To onboard one FTE, a total cost of \$82,000 is needed to cover training, gear, annual salary, and employer paid benefits. The total cost for 13.3 FTE positions is \$1,090,600. (See Attachment 6)

JCESA Current Revenues and Expenditures

Revenues. FY18 budget includes \$708,168 on the cash basis (\$790,000 accrual basis) for remittance of ambulance fee revenue collected. The remaining \$2,619,234 in budgeted expenditures are funded by other general revenues collected by the County. Other general revenues include: other taxes; gambling revenue; franchise fees; and department fees charged for services provided.

Expenditures. The FY18 budget is \$3.3 million to partially fund Fire and Emergency Medical Services for County property owners, residents, businesses, and visitors.

Department	FY16 Actual	FY17 Actual	% Inc	FY18 Budget	% Inc
Fire	\$ 420,000	\$ 595,000	42%	\$ 665,000	12%
JCESA	2,439,972	2,506,548	3%	2,662,402	6%
Total	<u>\$ 2,859,972</u>	<u>\$ 3,101,548</u>	8%	<u>\$ 3,327,402</u>	7%

Projected JCESA Expenditures

The amount needed to partially fund Fire and fund JCESA is estimated to increase by 3% from FY18 to FY19 for an estimated \$3.4 million expenditure budget to maintain the current level of services. The grand total needed to partially fund Fire and fund JCESA with 13.3 additional FTE positions in FY19 is \$4.5 million.

Department	FY18 Budget	% Inc	FY19 Estimate	% Inc
Fire	\$ 665,000	12%	\$ 685,000	3%
JCESA	2,662,402	6%	2,742,300	3%
Total	\$ 3,327,402	7%	3,427,300	3%

JCESA Needs Assessment

13.3 Add'l Positions \$82k ea	1,090,600
Grand Total	\$ 4,517,900

Phased in Expenditure Projections. In order to achieve the goal of adding 13.3 FTE positions and make it affordable, phasing in of those additional positions should be explored. Potential phasing in of those positions is projected below over a 5 year and 10 year period for reference.

Department	Five Year Phase In					
	FY18	FY19	FY20	FY21	FY22	FY23
Fire	665,000	685,000	705,600	726,800	748,600	771,100
JCESA	2,662,402	2,742,300	2,824,600	2,909,300	2,996,600	3,086,500
Total	3,327,402	3,427,300	3,530,200	3,636,100	3,745,200	3,857,600
Needs Assessment						
13.3 Add'l Positions \$82k ea	-	164,000	354,240	606,782	861,850	1,119,469
Grand Total	3,327,402	3,591,300	3,884,440	4,242,882	4,607,050	4,977,069
Positions Added		2.00	2.30	3.00	3.00	3.00
Position Cost w/Inflation		82,000	82,000	83,000	83,000	83,000

Department	Ten Year Phase In										
	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28
Fire	665,000	685,000	705,600	726,800	748,600	771,100	794,200	818,000	842,500	867,800	893,800
JCESA	2,662,402	2,742,300	2,824,600	2,909,300	2,996,600	3,086,500	3,179,100	3,274,500	3,372,700	3,473,900	3,578,100
Total	3,327,402	3,427,300	3,530,200	3,636,100	3,745,200	3,857,600	3,973,300	4,092,500	4,215,200	4,341,700	4,471,900
Needs Assessment											
13.3 Add'l Positions \$82k ea	-	82,000	189,420	274,314	443,057	530,488	618,793	790,981	882,891	1,059,719	1,154,317
Grand Total	3,327,402	3,509,300	3,719,620	3,910,414	4,188,257	4,388,088	4,592,093	4,883,481	5,098,091	5,401,419	5,626,217
Positions Added		1.00	1.30	1.00	2.00	1.00	1.00	2.00	1.00	2.00	1.00
Position Cost w/Inflation		82,000	82,000	83,000	83,000	83,000	83,000	83,000	84,000	84,000	84,000

Rate Structure

Current Rate Analysis. In the "Call Volume by Type" section, it was determined that residential properties make up approximately 75% of all calls for service and non-residential properties make up the remaining 25%. Based on that call make up, the rates currently being billed to County customers for the portion not being funded by the General Fund is *disproportionate by type*.

With a current residential per unit rate of \$35.00, residential billings are estimated to generate \$695,000 in revenue out of the \$790,000 total budgeted revenue, which is 88% of the total revenue. Based on the historical actual call volume attributable to residential properties of 75% and the FY18 budgeted ambulance fee billing revenue of \$790,000, one would expect residential properties to cover \$592,500 of that amount. A more proportionate fee between residential and commercial customers would mirror that 75% / 25% ratio and would look more like \$29.00 per residential unit and \$177.00 per commercial unit instead of \$35.00 and \$85.00 respectively.

Revenues	Current Rates				Proportionate Rates			
	Amount	% of Tot	Rate	Total Revenue	Amount	% of Tot	Rate	Total Revenue
General Fund				\$2,537,402				\$2,537,402
Ambulance Fee Revenue								
Residential	\$ 694,885	88%	\$ 35.00		\$ 592,500	75%	\$ 29.00	
Commercial	95,115	12%	\$ 85.00	790,000	197,500	25%	\$ 177.00	790,000
Total Revenue				<u>\$3,327,402</u>				<u>\$3,327,402</u>

Outlier Analysis.

When the detail of the actual calls for service was reviewed, several outliers, or high caller property types, were identified. Based on calls for service, 41.1% of residential calls for service are to non-owner occupied properties. Of the 22,200 total residential units, there are only 4,265 non-owner occupied units. This makes non-owner occupied properties and apartment units an outlier.

Additionally, for non-residential properties in 2016 the race track generated 173 (18.7%) calls for service, healthcare facilities generated an average of 20.1 (30.5%) calls per address, and Shepherd University generated 63 (6.8%) calls out of the 1,091 non-residential calls for service. For 2016, outliers included non-owner occupied residential properties as well as several non-residential property types as follows:

Property Type	Avg/Yr	Total Calls	% of Type
Residential		3,238	
Owner Occupied			58.9%
Non-owner Occupied	2.1		41.1% 100.0%
Non-Residential			
Commercial-Othr		538	15.6%
Race Track	173.0		18.7%
Hotel/Motel	4.9		6.4%
Shopping Center	14.0		17.5%
Health Care	20.1	282	30.5%
Education	43.0	106	4.5%
Shepherd	63.0		6.8%
Other		165	Excluded 100.0%
		<u>4,329</u>	

With the information determined in the Outlier Analysis section, further breakdown of the rates based on the proportionate use by property type can be formulated. Based on the FY18 budgeted Ambulance Fee revenue of \$790,000 and accounting for the use by property type, the fee for owner occupied residential properties would most likely decrease to approximately \$20-25 per unit, and increase for non-owner occupied residential properties to \$55-65 per unit.

Additional breakdown of the non-residential properties also indicates that the rates for outliers would increase proportionate to their usage (race track \$36,930; Health care \$2,620 per unit; and, Shepherd University \$13,430, etc) and the annual rate would decrease for other-commercial properties to \$40 per unit.

The estimated rates based on actual annual calls for service by property type is as follows:

Property Type	Avg/Yr	Total Calls	% of Type	Revenue by Type	Res/Non-res Subtotals	Rate by Type	No. of Units	Rate by Type Recomm
Residential		3,238						
Owner Occupied			58.9%	\$ 348,983		\$ 18	19,312	\$ 20
Non-owner Occupied	2.1		41.1%	\$ 243,518	\$ 592,500	\$ 57	4,265	\$ 60
Non-Residential								
Commercial-Othr		538	15.6%	\$ 30,810		\$ 40	777	\$ 40
Race Track	173.0		18.7%	\$ 36,933		\$ 36,933	1	\$ 36,930
Hotel/Motel	4.9		6.4%	\$ 12,640		\$ 316	40	\$ 320
Shopping Center	14.0		17.5%	\$ 34,563		\$ 576	60	\$ 580
Health Care	20.1	282	30.5%	\$ 60,238		\$ 2,619	23	\$ 2,620
Education	43.0	106	4.5%	\$ 8,886		\$ 240	37	\$ 240
Shepherd	63.0		6.8%	\$ 13,430		\$ 13,430	1	\$ 13,430
Other		165	Excluded		\$ 197,500			
		<u>4,329</u>		<u>\$ 790,000</u>	<u>\$ 790,000</u>		<u>24,516</u>	

The total cost to provide partial fire and ambulance services for FY19 is estimated to be \$3,427,300 without the addition of needed staffing. To realign the ambulance fee to cover the actual cost of providing those services, the fee for residential properties would be \$80 annually for owner occupied and \$700 for non-owner occupied. The annual cost of providing those services to the race track is \$160,230, Shepherd University is \$58,260, and \$170 for other, non-outlier commercial properties. The table below details those calculations for ambulance services alone and for both partial fire and ambulance services:

Property Type	% of Type	Actual Cost of Services					
		Ambulance Services			Ambulance and Partial Fire Services		
		Revenue by Type	Res/Non-res Subtotals	Rate by Type Recomm	Revenue by Type	Res/Non-res Subtotals	Rate by Type Recomm
Residential							
Owner Occupied	58.9%	\$ 1,211,414		\$ 60	\$ 1,514,013		\$ 80
Non-owner Occupied	41.1%	\$ 845,316	\$ 2,056,730	\$ 560	\$ 1,056,467	\$ 2,570,480	\$ 700
Non-Residential							
Commercial-Othr	15.6%	\$ 106,949		\$ 140	\$ 133,664		\$ 170
Race Track	18.7%	\$ 128,202		\$ 128,200	\$ 160,225		\$ 160,230
Hotel/Motel	6.4%	\$ 43,876		\$ 1,100	\$ 54,836		\$ 1,370
Shopping Center	17.5%	\$ 119,975		\$ 2,000	\$ 149,944		\$ 2,500
Health Care	30.5%	\$ 209,099		\$ 9,090	\$ 261,330		\$ 11,360
Education	4.5%	\$ 30,850		\$ 830	\$ 38,557		\$ 1,040
Shepherd	6.8%	\$ 46,619		\$ 46,620	\$ 58,264		\$ 58,260
Other	Excluded		\$ 685,570			\$ 856,820	
		<u>\$ 2,742,300</u>	<u>\$ 2,742,300</u>		<u>\$ 3,427,300</u>	<u>\$ 3,427,300</u>	

Phased in Revenue Projections

Realignment of the rate structure could be phased in over a 5 or 10 year period. Several scenarios for phasing in the revised rates are in the tables in this sections. For the purposes of this analysis, only the JCESA expenditures were included. Other scenarios can also be developed based on upcoming discussions. **None of the scenarios presented will commit the Commission to adding staff or prevent future Commission's from adding staff to JCESA or other departments. All future year budgets are dependent on available funding at that time particularly as it relates to any General Fund Contribution and will ultimately be determined during that year's budget process. Based on the declining revenues outlined in the 'Existing County Financial Constraints' section, maintaining the General Fund contribution at its current rate may not be affordable or sustainable in future years. These projections are for analysis purposes only.**

5 Year Period

Scenario 1: Maintains the current General Fund contribution rate, addition of ESA staff, and implements the property type use ratio of 75% residential / 25% non-residential.

Scenario 1	FY18		FY19		FY20	FY21	FY22	FY23
Revenues								
General Fund Contribution	1,952,300		71%	2,063,473	2,256,976	2,496,419	2,739,500	2,986,238
Amulance Billing Revenue								
Residential	592,500	75%	22%	639,386	699,345	773,538	848,859	925,313
Non-residential	197,500	25%	100%	203,441	222,519	246,126	270,092	294,418
Total Revenue	<u>\$ 2,742,300</u>		100%	<u>\$ 2,906,300</u>	<u>\$ 3,178,840</u>	<u>\$ 3,516,083</u>	<u>\$ 3,858,451</u>	<u>\$ 4,205,969</u>
Residential Fee	\$ 35.00			\$ 30.00	\$ 33.00	\$ 36.00	\$ 40.00	\$ 43.00
Non-residential Fee	\$ 85.00			\$ 182.00	\$ 197.00	\$ 217.00	\$ 237.00	\$ 257.00
Expenditures								
JCESA	\$ 2,742,300			\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500
Needs Assessment:								
13.3 Add'l Positions \$82k ea				164,000	354,240	606,782	861,850	1,119,469
Grand Total	<u>2,742,300</u>			<u>2,906,300</u>	<u>3,178,840</u>	<u>3,516,082</u>	<u>3,858,450</u>	<u>4,205,969</u>
Positions Added			13.30	2.00	2.30	3.00	3.00	3.00
Position Cost w/Inflation				82,000	82,000	83,000	83,000	83,000

Scenario 2: Maintains the current General Fund contribution rate, addition of ESA staff, implements the property type use ratio of 75% residential / 25% non-residential, and implements the property breakdown for outliers.

Scenario 2	FY18		FY19		FY20	FY21	FY22	FY23
Revenues								
General Fund Contribution	1,952,299		71%	2,069,057	2,263,084	2,503,172	2,746,910	2,994,319
Amulance Billing Revenue								
Residential								
Owner Occupied	348,983	58.9%	12.73%	369,853	404,536	447,453	491,023	535,247
Non-owner Occupied	243,518	41.1%	100%	258,082	282,284	312,232	342,634	373,494
Non-residential								
Commercial-Other	30,810	15.6%	1.12%	32,652	35,714	39,503	43,350	47,254
Race Track	36,933	18.7%	1.35%	39,142	42,813	47,355	51,966	56,646
Hotel/Motel	12,640	6.4%	0.46%	13,395	14,651	16,206	17,784	19,385
Shopping Center	34,563	17.5%	1.26%	36,631	40,066	44,317	48,632	53,012
Health Care	60,238	30.5%	2.20%	63,840	69,826	77,234	84,755	92,388
Education	8,886	4.5%	0.32%	9,416	10,299	11,392	12,501	13,627
Shepherd	13,430	6.8%	0.49%	14,232	15,567	17,218	18,895	20,597
Total Revenue	<u>\$ 2,742,300</u>		100%	<u>\$ 2,906,300</u>	<u>\$ 3,178,840</u>	<u>\$ 3,516,082</u>	<u>\$ 3,858,450</u>	<u>\$ 4,205,969</u>
Residential Fees	\$ 35.00							
Owner Occupied				\$ 19.00	\$ 20.00	\$ 23.00	\$ 25.00	\$ 27.00
Non-owner Occupied				\$ 60.00	\$ 66.00	\$ 73.00	\$ 80.00	\$ 87.00
Non-residential Fees	\$ 85.00							
Commercial-Other				\$ 42.00	\$ 45.00	\$ 50.00	\$ 55.00	\$ 60.00
Race Track				\$ 39,142.00	\$ 42,813.00	\$ 47,355.00	\$ 51,966.00	\$ 56,646.00
Hotel/Motel				\$ 334.00	\$ 366.00	\$ 405.00	\$ 444.00	\$ 484.00
Shopping Center				\$ 610.00	\$ 667.00	\$ 738.00	\$ 810.00	\$ 883.00
Health Care				\$ 2,775.00	\$ 3,035.00	\$ 3,358.00	\$ 3,685.00	\$ 4,016.00
Education				\$ 254.00	\$ 278.00	\$ 307.00	\$ 337.00	\$ 368.00
Shepherd				\$ 14,232.00	\$ 15,567.00	\$ 17,218.00	\$ 18,895.00	\$ 20,597.00
Expenditures								
JCESA	\$ 2,742,300			\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500
Needs Assessment:								
13.3 Add'l Positions \$82k ea				164,000	354,240	606,782	861,850	1,119,469
Grand Total	<u>2,742,300</u>			<u>2,906,300</u>	<u>3,178,840</u>	<u>3,516,082</u>	<u>3,858,450</u>	<u>4,205,969</u>
Positions Added			13.30	2.00	2.30	3.00	3.00	3.00
Position Cost w/Inflation				82,000	82,000	83,000	83,000	83,000

Scenario 3: Phases out the General Fund contribution to make the service self-supporting, addition of ESA staff, and implements the property type use ratio of 75% residential / 25% non-residential.

Scenario 3	FY18		FY19		FY20	FY21	FY22	FY23
Revenues								
General Fund Contribution	1,952,300		71%	2,063,473	1,692,732	1,248,209	684,875	-
Amulance Billing Revenue								
Residential	592,500	75%	22%	639,386	1,120,541	1,705,300	2,382,593	3,154,477
Non-residential	197,500	25%	100%	203,441	365,567	562,573	790,982	1,051,492
Total Revenue	<u>\$ 2,742,300</u>		100%	<u>\$ 2,906,300</u>	<u>\$ 3,178,840</u>	<u>\$ 3,516,082</u>	<u>\$ 3,858,450</u>	<u>\$ 4,205,969</u>
Residential Fee	\$ 35.00			\$ 30.00	\$ 53.00	\$ 81.00	\$ 112.00	\$ 148.00
Non-residential Fee	\$ 85.00			\$ 182.00	\$ 324.00	\$ 497.00	\$ 695.00	\$ 919.00
Expenditures								
JCESA	\$ 2,742,300			\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500
Needs Assessment:								
13.3 Add'l Positions \$82k ea				164,000	354,240	606,782	861,850	1,119,469
Grand Total	<u>2,742,300</u>			<u>2,906,300</u>	<u>3,178,840</u>	<u>3,516,082</u>	<u>3,858,450</u>	<u>4,205,969</u>
Positions Added			13.30	2.00	2.30	3.00	3.00	3.00
Position Cost w/Inflation				82,000	82,000	83,000	83,000	83,000

Scenario 4: Phases out the General Fund contribution to make the service self-supporting, addition of ESA staff, implements the property type use ratio of 75% residential / 25% non-residential, and implements the property breakdown for outliers.

Scenario 4	FY18		FY19		FY20	FY21	FY22	FY23
Revenues								
General Fund Contribution	1,952,299		71%	2,069,057	1,697,313	1,251,585	686,728	-
Amulance Billing Revenue								
Residential								
Owner Occupied	348,983	58.9%	12.73%	369,853	654,465	1,000,342	1,401,109	1,857,987
Non-owner Occupied	243,518	41.1%	100%	258,082	456,683	698,032	977,684	1,296,490
Non-residential								
Commercial-Other	30,810	15.6%	1.12%	32,652	57,779	88,315	123,697	164,033
Race Track	36,933	18.7%	1.35%	39,142	69,262	105,866	148,278	196,629
Hotel/Motel	12,640	6.4%	0.46%	13,395	23,704	36,231	50,747	67,295
Shopping Center	34,563	17.5%	1.26%	36,631	64,818	99,073	138,763	184,011
Health Care	60,238	30.5%	2.20%	63,840	112,966	172,668	241,844	320,705
Education	8,886	4.5%	0.32%	9,416	16,665	25,474	35,681	47,317
Shepherd	13,430	6.8%	0.49%	14,232	25,185	38,496	53,919	71,502
Total Revenue	<u>\$ 2,742,300</u>		100%	<u>\$ 2,906,300</u>	<u>\$ 3,178,840</u>	<u>\$ 3,516,082</u>	<u>\$ 3,858,450</u>	<u>\$ 4,205,969</u>
Residential Fees	\$ 35.00							
Owner Occupied				\$ 19.00	\$ 33.00	\$ 51.00	\$ 72.00	\$ 96.00
Non-owner Occupied				\$ 60.00	\$ 107.00	\$ 163.00	\$ 229.00	\$ 303.00
Non-residential Fees	\$ 85.00							
Commercial-Other				\$ 42.00	\$ 74.00	\$ 113.00	\$ 159.00	\$ 211.00
Race Track				\$ 39,142.00	\$ 69,262.00	\$ 105,866.00	\$ 148,278.00	\$ 196,629.00
Hotel/Motel				\$ 334.00	\$ 592.00	\$ 905.00	\$ 1,268.00	\$ 1,682.00
Shopping Center				\$ 610.00	\$ 1,080.00	\$ 1,651.00	\$ 2,312.00	\$ 3,066.00
Health Care				\$ 2,775.00	\$ 4,911.00	\$ 7,507.00	\$ 10,514.00	\$ 13,943.00
Education				\$ 254.00	\$ 450.00	\$ 688.00	\$ 964.00	\$ 1,278.00
Shepherd				\$ 14,232.00	\$ 25,185.00	\$ 38,496.00	\$ 53,919.00	\$ 71,502.00
Expenditures								
JCESA	\$ 2,742,300			\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500
Needs Assessment:								
13.3 Add'l Positions \$82k ea				164,000	354,240	606,782	861,850	1,119,469
Grand Total	<u>2,742,300</u>			<u>2,906,300</u>	<u>3,178,840</u>	<u>3,516,082</u>	<u>3,858,450</u>	<u>4,205,969</u>
Positions Added			14.30	2.00	2.30	3.00	3.00	3.00
Position Cost w/Inflation				82,000	82,000	83,000	83,000	83,000

Scenario 5: Phases out the General Fund contribution to make the service self-supporting, no addition of ESA staff, implements the property type use ratio of 75% residential / 25% non-residential, and implements the property breakdown for outliers.

Scenario 5	FY18		FY19		FY20	FY21	FY22	FY23	
Revenues									
General Fund Contribution	1,952,299		71%	\$	1,952,302	\$ 1,696,118	\$ 1,422,769	\$ 1,131,522	\$
Amulance Billing Revenue									
Residential									
Owner Occupied	348,983	58.9%	12.73%		348,982	498,507	656,675	823,899	1,363,461
Non-ownder Occupied	243,518	41.1%	100%	8.88%	243,519	347,856	458,225	574,911	951,414
Non-residential									
Commercial-Other	30,810	15.6%	1.12%		30,810	44,011	57,975	72,738	120,374
Race Track	36,933	18.7%	1.35%		36,933	52,757	69,496	87,193	144,294
Hotel/Motel	12,640	6.4%	0.46%		12,639	18,055	23,784	29,841	49,384
Shopping Center	34,563	17.5%	1.26%		34,564	49,372	65,036	81,597	135,034
Health Care	60,238	30.5%	2.20%		60,237	86,047	113,348	142,212	235,346
Education	8,886	4.5%	0.32%		8,885	12,694	16,722	20,981	34,723
Shepherd	13,430	6.8%	0.49%		13,429	19,183	25,270	31,706	52,470
Total Revenue	\$ 2,742,300		100%	\$	2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500
Residential Fees									
Owner Occupied	\$ 35.00				\$ 18.00	\$ 25.00	\$ 34.00	\$ 42.00	\$ 70.00
Non-ownder Occupied					\$ 57.00	\$ 81.00	\$ 107.00	\$ 134.00	\$ 223.00
Non-residential Fees									
Commercial-Other	\$ 85.00				\$ 39.00	\$ 56.00	\$ 74.00	\$ 93.00	\$ 154.00
Race Track					\$ 36,933.00	\$ 52,757.00	\$ 69,496.00	\$ 87,193.00	\$ 144,294.00
Hotel/Motel					\$ 315.00	\$ 451.00	\$ 594.00	\$ 746.00	\$ 1,234.00
Shopping Center					\$ 576.00	\$ 822.00	\$ 1,083.00	\$ 1,359.00	\$ 2,250.00
Health Care					\$ 2,619.00	\$ 3,741.00	\$ 4,928.00	\$ 6,183.00	\$ 10,232.00
Education					\$ 240.00	\$ 343.00	\$ 451.00	\$ 567.00	\$ 938.00
Shepherd					\$ 13,429.00	\$ 19,183.00	\$ 25,270.00	\$ 31,706.00	\$ 52,470.00
Expenditures									
JCESA	\$ 2,742,300				\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500
Grand Total	\$ 2,742,300				\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500

10 Year Period

Scenario 6: Maintains the current General Fund contribution rate, addition of needed ESA staff, and implements the property type use ratio of 75% residential / 25% non-residential. With this scenario, the rate per unit would automatically adjust for inflation based on total expenditures and total property count.

Scenario 6	FY18		FY19		FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	
Revenues														
General Fund Contribution	1,952,300		71%		2,005,253	2,139,954	2,260,366	2,442,157	2,568,061	2,697,214	2,888,628	3,023,628	3,221,050	3,362,218
Amulance Billing Revenue														
Residential	592,500	75%	22%		621,346	663,084	700,395	756,725	795,737	835,756	895,068	936,899	998,072	1,041,814
Non-residential	197,500	25%	100%	7%	197,701	210,981	222,853	240,776	253,189	265,922	284,794	298,104	317,568	331,486
Total Revenue	\$ 2,742,300		100%	\$	2,824,300	\$ 3,014,019	\$ 3,183,614	\$ 3,439,658	\$ 3,616,987	\$ 3,798,892	\$ 4,068,490	\$ 4,258,631	\$ 4,536,690	\$ 4,735,518
Residential Fee	\$ 35.00				\$ 29.00	\$ 31.00	\$ 33.00	\$ 35.00	\$ 37.00	\$ 39.00	\$ 41.00	\$ 43.00	\$ 46.00	\$ 47.00
Non-residential Fee	\$ 85.00				\$ 177.00	\$ 187.00	\$ 197.00	\$ 211.00	\$ 221.00	\$ 231.00	\$ 246.00	\$ 256.00	\$ 272.00	\$ 282.00
Expenditures														
JCESA	\$ 2,742,300				\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500	\$ 3,179,100	\$ 3,274,500	\$ 3,372,700	\$ 3,473,900	\$ 3,578,100
Needs Assessment:														
13.3 Add'l Positions \$82k ea					82,000	189,420	274,314	443,057	530,488	619,793	793,991	885,931	1,062,790	1,157,418
Grand Total	2,742,300				2,824,300	3,014,020	3,183,614	3,439,657	3,616,988	3,798,893	4,068,491	4,258,631	4,536,690	4,735,518
Positions Added	13.30				1.00	1.30	1.00	2.00	1.00	1.00	2.00	1.00	2.00	1.00
Position Cost w/Inflation					82,000	82,000	83,000	83,000	83,000	84,000	84,000	84,000	84,000	84,000

Scenario 7: Maintains the current General Fund contribution rate, addition of needed ESA staff, implements the property type use ratio of 75% residential / 25% non-residential, and implements the property breakdown for outliers. With this scenario, the rate per unit could automatically adjust for inflation based on total expenditures and total property count and is projected in that manner.

Scenario 7	FY18		FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28
Revenues												
General Fund Contribution	1,952,299	71%	2,010,677	2,145,743	2,266,482	2,448,765	2,575,009	2,704,514	2,896,446	3,031,808	3,229,764	3,371,315
Amulance Billing Revenue												
Residential												
Owner Occupied	348,983	58.9%	359,418	383,561	405,144	437,727	460,294	483,443	517,752	541,949	577,335	602,637
Non-owner Occupied	243,518	41.1%	250,801	267,648	282,708	305,445	321,192	337,345	361,286	378,171	402,863	420,519
Non-residential												
Commercial-Other	30,810	15.6%	31,731	33,863	35,768	38,645	40,637	42,681	45,709	47,846	50,970	53,204
Race Track	36,933	18.7%	38,038	40,593	42,877	46,325	48,714	51,163	54,794	57,355	61,100	63,778
Hotel/Motel	12,640	6.4%	13,017	13,892	14,673	15,853	16,671	17,509	18,752	19,628	20,910	21,826
Shopping Center	34,563	17.5%	35,597	37,989	40,126	43,353	45,589	47,881	51,279	53,676	57,180	59,686
Health Care	60,238	30.5%	62,039	66,206	69,931	75,556	79,451	83,446	89,368	93,545	99,653	104,020
Education	8,886	4.5%	9,151	9,765	10,315	11,144	11,719	12,308	13,182	13,798	14,699	15,343
Shepherd	13,430	6.8%	13,831	14,760	15,590	16,844	17,712	18,603	19,923	20,855	22,216	23,190
Total Revenue	\$ 2,742,300		\$ 2,824,300	\$ 3,014,020	\$ 3,183,614	\$ 3,439,657	\$ 3,616,988	\$ 3,798,893	\$ 4,068,491	\$ 4,258,631	\$ 4,536,690	\$ 4,735,518
Residential Fees												
Owner Occupied	\$ 35.00		\$ 18.00	\$ 19.00	\$ 20.00	\$ 22.00	\$ 23.00	\$ 25.00	\$ 26.00	\$ 28.00	\$ 29.00	\$ 31.00
Non-owner Occupied			\$ 58.00	\$ 62.00	\$ 66.00	\$ 71.00	\$ 75.00	\$ 79.00	\$ 84.00	\$ 88.00	\$ 94.00	\$ 98.00
Non-residential Fees												
Commercial-Other	\$ 85.00		\$ 40.00	\$ 43.00	\$ 46.00	\$ 49.00	\$ 52.00	\$ 54.00	\$ 58.00	\$ 61.00	\$ 65.00	\$ 68.00
Race Track			\$ 38,038.00	\$ 40,593.00	\$ 42,877.00	\$ 46,325.00	\$ 48,714.00	\$ 51,163.00	\$ 54,794.00	\$ 57,355.00	\$ 61,100.00	\$ 63,778.00
Hotel/Motel			\$ 325.00	\$ 347.00	\$ 366.00	\$ 396.00	\$ 416.00	\$ 437.00	\$ 468.00	\$ 490.00	\$ 522.00	\$ 545.00
Shopping Center			\$ 593.00	\$ 633.00	\$ 668.00	\$ 722.00	\$ 759.00	\$ 798.00	\$ 854.00	\$ 894.00	\$ 953.00	\$ 994.00
Health Care			\$ 2,697.00	\$ 2,878.00	\$ 3,040.00	\$ 3,285.00	\$ 3,454.00	\$ 3,628.00	\$ 3,885.00	\$ 4,067.00	\$ 4,332.00	\$ 4,522.00
Education			\$ 247.00	\$ 263.00	\$ 278.00	\$ 301.00	\$ 316.00	\$ 332.00	\$ 356.00	\$ 372.00	\$ 397.00	\$ 414.00
Shepherd			\$ 13,831.00	\$ 14,760.00	\$ 15,590.00	\$ 16,844.00	\$ 17,712.00	\$ 18,603.00	\$ 19,923.00	\$ 20,855.00	\$ 22,216.00	\$ 23,190.00
Expenditures												
JCESA	\$ 2,742,300		\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500	\$ 3,179,100	\$ 3,274,500	\$ 3,372,700	\$ 3,473,900	\$ 3,578,100
Needs Assessment:												
13.3 Add'l Positions \$82k ea			82,000	189,420	274,314	443,057	530,488	619,793	793,991	885,931	1,062,790	1,157,418
Grand Total	2,742,300		2,824,300	3,014,020	3,183,614	3,439,657	3,616,988	3,798,893	4,068,491	4,258,631	4,536,690	4,735,518
Positions Added		13.30	1.00	1.30	1.00	2.00	1.00	1.00	2.00	1.00	2.00	1.00
Position Cost w/Inflation			82,000	82,000	83,000	83,000	83,000	84,000	84,000	84,000	84,000	84,000

Scenario 8: Phases out the General Fund contribution to make the service self-supporting, addition of needed ESA staff, and implements the property type use ratio of 75% residential / 25% non-residential.

Scenario 8	FY18		FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28
Revenues												
General Fund Contribution	1,952,300	71%	2,005,253	1,902,208	1,758,119	1,628,196	1,426,829	1,198,931	963,093	672,182	358,217	-
Amulance Billing Revenue												
Residential	592,500	75%	621,346	840,550	1,075,298	1,364,306	1,647,610	1,954,150	2,332,384	2,692,136	3,135,034	3,551,639
Non-residential	197,500	25%	197,701	271,262	350,198	447,155	542,548	645,812	773,013	894,312	1,043,439	1,183,879
Total Revenue	\$ 2,742,300		\$ 2,824,300	\$ 3,014,020	\$ 3,183,615	\$ 3,439,657	\$ 3,616,987	\$ 3,798,893	\$ 4,068,490	\$ 4,258,630	\$ 4,536,690	\$ 4,735,518
Residential Fee	\$ 35.00		\$ 29.00	\$ 40.00	\$ 51.00	\$ 64.00	\$ 77.00	\$ 91.00	\$ 108.00	\$ 124.00	\$ 144.00	\$ 163.00
Non-residential Fee	\$ 85.00		\$ 177.00	\$ 241.00	\$ 309.00	\$ 393.00	\$ 474.00	\$ 562.00	\$ 669.00	\$ 770.00	\$ 894.00	\$ 1,009.00
Expenditures												
JCESA	\$ 2,742,300		\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500	\$ 3,179,100	\$ 3,274,500	\$ 3,372,700	\$ 3,473,900	\$ 3,578,100
Needs Assessment:												
13.3 Add'l Positions \$82k ea			82,000	189,420	274,314	443,057	530,488	619,793	793,991	885,931	1,062,790	1,157,418
Grand Total	2,742,300		2,824,300	3,014,020	3,183,614	3,439,657	3,616,988	3,798,893	4,068,491	4,258,631	4,536,690	4,735,518
Positions Added		13.30	1.00	1.30	1.00	2.00	1.00	1.00	2.00	1.00	2.00	1.00
Position Cost w/Inflation			82,000	82,000	83,000	83,000	83,000	84,000	84,000	84,000	84,000	84,000

Scenario 9: Phases out the General Fund contribution to make the service self-supporting, addition of needed ESA staff, implements the property type use ratio of 75% residential / 25% non-residential, and implements the property breakdown for outliers.

Scenario 9	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	
Revenues												
General Fund Contribution	1,952,299	71%	2,010,677	1,907,329	1,762,818	1,632,508	1,430,562	1,202,004	965,483	673,735	358,865	-
Amulance Billing Revenue												
Residential												
Owner Occupied	348,983	58.9%	359,418	488,881	627,636	798,308	965,854	1,147,175	1,370,754	1,583,628	1,845,555	2,091,915
Non-owner Occupied	243,518	41.1%	250,801	341,139	437,962	557,055	673,967	800,492	956,503	1,105,044	1,287,815	1,459,723
Non-residential												
Commercial-Other	30,810	15.6%	31,731	43,161	55,411	70,479	85,270	101,278	121,017	139,811	162,935	184,685
Race Track	36,933	18.7%	38,038	51,739	66,423	84,485	102,216	121,405	145,066	167,594	195,313	221,385
Hotel/Motel	12,640	6.4%	13,017	17,706	22,732	28,914	34,982	41,550	49,648	57,358	66,845	75,768
Shopping Center	34,563	17.5%	35,597	48,419	62,161	79,064	95,657	113,615	135,757	156,840	182,780	207,179
Health Care	60,238	30.5%	62,039	84,385	108,336	137,795	166,715	198,013	236,604	273,348	318,559	361,083
Education	8,886	4.5%	9,151	12,448	15,982	20,328	24,596	29,214	34,908	40,330	47,000	53,275
Shepherd	13,430	6.8%	13,831	18,813	24,153	30,721	37,169	44,147	52,751	60,943	71,023	80,505
Total Revenue	\$ 2,742,300	100%	\$ 2,824,300	\$ 3,014,020	\$ 3,183,614	\$ 3,439,657	\$ 3,616,988	\$ 3,798,893	\$ 4,068,491	\$ 4,258,631	\$ 4,536,690	\$ 4,735,518
Residential Fees												
Owner Occupied	\$ 35.00		\$ 18.00	\$ 25.00	\$ 32.00	\$ 41.00	\$ 50.00	\$ 59.00	\$ 70.00	\$ 82.00	\$ 95.00	\$ 108.00
Non-owner Occupied			\$ 58.00	\$ 79.00	\$ 102.00	\$ 130.00	\$ 158.00	\$ 187.00	\$ 224.00	\$ 259.00	\$ 301.00	\$ 342.00
Non-residential Fees												
Commercial-Other	\$ 85.00		\$ 40.00	\$ 55.00	\$ 71.00	\$ 90.00	\$ 109.00	\$ 130.00	\$ 155.00	\$ 179.00	\$ 209.00	\$ 237.00
Race Track			\$ 38,038.00	\$ 51,739.00	\$ 66,423.00	\$ 84,485.00	\$ 102,216.00	\$ 121,405.00	\$ 145,066.00	\$ 167,594.00	\$ 195,313.00	\$ 221,385.00
Hotel/Motel			\$ 325.00	\$ 442.00	\$ 568.00	\$ 722.00	\$ 874.00	\$ 1,038.00	\$ 1,241.00	\$ 1,433.00	\$ 1,671.00	\$ 1,894.00
Shopping Center			\$ 593.00	\$ 806.00	\$ 1,036.00	\$ 1,317.00	\$ 1,594.00	\$ 1,893.00	\$ 2,262.00	\$ 2,614.00	\$ 3,046.00	\$ 3,452.00
Health Care			\$ 2,697.00	\$ 3,668.00	\$ 4,710.00	\$ 5,991.00	\$ 7,248.00	\$ 8,609.00	\$ 10,287.00	\$ 11,884.00	\$ 13,850.00	\$ 15,699.00
Education			\$ 247.00	\$ 336.00	\$ 431.00	\$ 549.00	\$ 664.00	\$ 789.00	\$ 943.00	\$ 1,090.00	\$ 1,270.00	\$ 1,439.00
Shepherd			\$ 13,831.00	\$ 18,813.00	\$ 24,153.00	\$ 30,721.00	\$ 37,169.00	\$ 44,147.00	\$ 52,751.00	\$ 60,943.00	\$ 71,023.00	\$ 80,505.00
Expenditures												
JCESA	\$ 2,742,300		\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500	\$ 3,179,100	\$ 3,274,500	\$ 3,372,700	\$ 3,473,900	\$ 3,578,100
Needs Assessment:												
13.3 Add'l Positions \$82k ea			82,000	189,420	274,314	443,057	530,488	619,793	793,991	885,931	1,062,790	1,157,418
Grand Total	2,742,300		2,824,300	3,014,020	3,183,614	3,439,657	3,616,988	3,798,893	4,068,491	4,258,631	4,536,690	4,735,518
Positions Added		13.30	1.00	1.30	1.00	2.00	1.00	1.00	2.00	1.00	2.00	1.00
Position Cost w/Inflation			82,000	82,000	83,000	83,000	83,000	84,000	84,000	84,000	84,000	84,000

Scenario 10: Phases out the General Fund contribution to make the service self-supporting, no addition of ESA staff, implements the property type use ratio of 75% residential / 25% non-residential, and implements the property breakdown for outliers.

Scenario 10	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28			
Revenues														
General Fund Contribution	1,952,299	71%	\$ 1,952,302	\$ 1,864,167	\$ 1,768,943	\$ 1,666,365	\$ 1,556,027	\$ 1,437,569	\$ 1,310,613	\$ 852,412	\$ 1,029,517	\$ -		
Amulance Billing Revenue														
Residential														
Owner Occupied	348,983	58.9%	12.73%	348,982	424,272	503,753	587,632	676,087	769,321	867,547	970,957	1,079,807	1,580,626	
Non-owner Occupied	243,518	41.1%	100%	8.88%	243,519	296,055	351,517	410,047	471,770	536,828	605,369	685,498	753,481	1,102,949
Non-residential														
Commercial-Other	30,810	15.6%	1.12%	30,810	37,457	44,474	51,879	59,688	67,920	76,592	108,238	95,331	139,546	
Race Track	36,933	18.7%	1.35%	36,933	44,901	53,312	62,189	71,550	81,417	91,812	129,747	114,275	167,276	
Hotel/Motel	12,640	6.4%	0.46%	12,639	15,366	18,245	21,283	24,487	27,864	31,422	44,405	39,110	57,250	
Shopping Center	34,563	17.5%	1.26%	34,564	42,020	49,892	58,199	66,959	76,193	85,921	121,422	106,942	156,542	
Health Care	60,238	30.5%	2.20%	60,237	73,233	86,952	101,430	116,699	132,792	149,746	211,619	186,384	272,830	
Education	8,886	4.5%	0.32%	8,885	10,803	12,827	14,963	17,216	19,591	22,093	31,222	27,499	40,254	
Shepherd	13,430	6.8%	0.49%	13,429	16,326	19,385	22,613	26,017	29,605	33,385	47,180	41,554	60,827	
Total Revenue	\$ 2,742,300	100%	\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500	\$ 3,179,100	\$ 3,274,500	\$ 3,372,700	\$ 3,473,900	\$ 3,578,100		
Residential Fees														
Owner Occupied	\$ 35.00			\$ 18.00	\$ 21.00	\$ 26.00	\$ 30.00	\$ 35.00	\$ 39.00	\$ 44.00	\$ 50.00	\$ 55.00	\$ 81.00	
Non-owner Occupied				\$ 57.00	\$ 69.00	\$ 82.00	\$ 96.00	\$ 110.00	\$ 125.00	\$ 141.00	\$ 200.00	\$ 176.00	\$ 258.00	
Non-residential Fees														
Commercial-Other	\$ 85.00			\$ 39.00	\$ 48.00	\$ 57.00	\$ 66.00	\$ 76.00	\$ 87.00	\$ 98.00	\$ 139.00	\$ 122.00	\$ 179.00	
Race Track				\$ 36,933.00	\$ 44,901.00	\$ 53,312.00	\$ 62,189.00	\$ 71,550.00	\$ 81,417.00	\$ 91,812.00	\$ 129,747.00	\$ 114,275.00	\$ 167,276.00	
Hotel/Motel				\$ 315.00	\$ 384.00	\$ 456.00	\$ 532.00	\$ 612.00	\$ 696.00	\$ 785.00	\$ 1,110.00	\$ 977.00	\$ 1,431.00	
Shopping Center				\$ 576.00	\$ 700.00	\$ 831.00	\$ 969.00	\$ 1,115.00	\$ 1,269.00	\$ 1,432.00	\$ 2,023.00	\$ 1,782.00	\$ 2,609.00	
Health Care				\$ 2,619.00	\$ 3,184.00	\$ 3,780.00	\$ 4,410.00	\$ 5,073.00	\$ 5,773.00	\$ 6,510.00	\$ 9,200.00	\$ 8,103.00	\$ 11,862.00	
Education				\$ 240.00	\$ 291.00	\$ 346.00	\$ 404.00	\$ 465.00	\$ 529.00	\$ 597.00	\$ 843.00	\$ 743.00	\$ 1,087.00	
Shepherd				\$ 13,429.00	\$ 16,326.00	\$ 19,385.00	\$ 22,613.00	\$ 26,017.00	\$ 29,605.00	\$ 33,385.00	\$ 47,180.00	\$ 41,554.00	\$ 60,827.00	
Expenditures														
JCESA	\$ 2,742,300			\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500	\$ 3,179,100	\$ 3,274,500	\$ 3,372,700	\$ 3,473,900	\$ 3,578,100	
Grand Total	\$ 2,742,300			\$ 2,742,300	\$ 2,824,600	\$ 2,909,300	\$ 2,996,600	\$ 3,086,500	\$ 3,179,100	\$ 3,274,500	\$ 3,372,700	\$ 3,473,900	\$ 3,578,100	

No Phase In

Scenario 11: No phasing in, maintain the current General Fund contribution rate, no addition of ESA staff, and implements the property type use ratio of 75% residential / 25% non-residential. The new rates of \$29.00 for residential and \$177.00 for non-residential could be implemented during the FY19 budget process.

Rate History Trends.

The County's ambulance billing rate history is as follows:

Fiscal Year	Residential	Commercial
FY2015	\$ 40.00	\$ 85.00
FY2016	\$ 40.00	\$ 85.00
FY2017	\$ 40.00	\$ 85.00
FY2018	\$ 35.00	\$ 85.00

A review of nearby WV County's showed the following Emergency Ambulance Service Fee rates are being charged:

<u>County</u>	<u>Residential</u>	<u>Commercial</u>
Morgan	\$ 150.00	
Berkeley	\$ 110.00	
Hampshire	\$ 65.00	\$ 130.00
Hardy	\$ 120.00	

Attachments

Attachment 1: 2015 & 2016 Calls by Category, Prepared by Communications Department

Attachment 2: FY18 General Fund, Expenditures by Funding Source

Attachment 3: Chapter 7, Article 15 Emergency Ambulance Service Act of 1975

Attachment 4: Gambling Revenue History

Attachment 5: Jefferson County, Emergency Ambulance Service Fee Ordinance Effective 07/01/2017

Attachment 6: JCESA Future Goals Summary

Attachment 7: FY18 Budget-5 year Projection

ATTACHMENT 1

Jefferson County Calls for Emergency Services, Prepared by 911 Communication Center Calendar Year 2016

General Category	General PCT of total calls	Total Calls	Percentage of total calls	Total addresses	Percentage of total addresses	Site Type	Calls per address	Detail
Residential	74.8%	2534	58.5%	1608	69.0%	SINGLE FAMILY	1.6	
		416	9.6%	225	9.6%	MULTI FAMILY	1.8	
		285	6.6%	171	7.3%	MOBILE HOME	1.7	
		1	0.0%	1	0.0%	CAMPGROUND	1.0	KOA
		2	0.0%	2	0.1%	CAMP/BUNGALOW	1.0	KOA
Commercial	12.4%	474	10.9%	165	7.1%	COMMERCIAL	2.9	
		1	0.0%	1	0.0%	COMMERCIAL FARM	1.0	
		59	1.4%	12	0.5%	LODGING	4.9	Hotels
		3	0.1%	2	0.1%	INDUSTRIAL	1.5	
		1	0.0%	1	0.0%	UTILITY	1.0	POWER SUBSTATION
Government	2.6%	10	0.2%	6	0.3%	GOVERNMENT - COUNTY	1.7	
		2	0.0%	1	0.0%	GOVERNMENT - CITY	2.0	
		2	0.0%	2	0.1%	GOVERNMENT - STATE	1.0	
		27	0.6%	18	0.8%	GOVERNMENT - FEDERAL	1.5	
		14	0.3%	5	0.2%	PUBLIC GATHERING	2.8	PARKS
		14	0.3%	4	0.2%	POLICE	3.5	
		42	1.0%	9	0.4%	FIRE	4.7	FIRE COMPANIES
		1	0.0%	1	0.0%	PSAP	1.0	
		1	0.0%	1	0.0%	AMBULANCE	1.0	JCESA
Health Care	6.5%	282	6.5%	14	0.6%	HEALTH CARE	20.1	Urgent Care, PCPs, Therapy, Nursing Homes
Educational	2.4%	27	0.6%	12	0.5%	DORMITORY	2.3	SU dorms
		36	0.8%	11	0.5%	UNIVERSITY	3.3	
		42	1.0%	15	0.6%	PUBLIC SCHOOL	2.8	
		1	0.0%	1	0.0%	EDUCATIONAL	1.0	APUS
Non-Profit	0.5%	16	0.4%	14	0.6%	CHURCH	1.1	
		4	0.1%	3	0.1%	CULTURAL	1.3	
		0	0.0%	0	0.0%	TEMPORARY	0.0	
		3	0.1%	3	0.1%	NON-PROFIT	1.0	
POI	0.7%	29	0.7%	24	1.0%	POIs	1.2	non addressable landmarks
Total		4329		2332				

Calendar Year 2015

General Category	General PCT of total calls	Total Calls	Percentage of total calls	Total addresses	Percentage of total addresses	Site Type	Calls per address	Detail
Residential	73.0%	2394	57.7%	1461	69.2%	SINGLE FAMILY	1.6	
		383	9.2%	203	9.6%	MULTI FAMILY	1.9	
		242	5.8%	153	7.3%	MOBILE HOME	1.6	
		7	0.2%	3	0.1%	CAMPGROUND	2.3	KOA
		2	0.0%	2	0.1%	CAMP/BUNGALOW	1.0	KOA
Commercial	13.5%	487	11.7%	131	6.2%	COMMERCIAL	3.7	
		2	0.0%	2	0.1%	COMMERCIAL FARM	1.0	
		63	1.5%	12	0.6%	LODGING	5.3	Hotels
		5	0.1%	3	0.1%	INDUSTRIAL	1.7	
		3	0.1%	2	0.1%	UTILITY	1.5	
Government	2.5%	14	0.3%	6	0.3%	GOVERNMENT - COUNTY	2.3	
		2	0.0%	2	0.1%	GOVERNMENT - CITY	1.0	
		2	0.0%	1	0.0%	GOVERNMENT - STATE	2.0	
		22	0.5%	15	0.7%	GOVERNMENT - FEDERAL	1.5	
		13	0.3%	8	0.4%	PUBLIC GATHERING	1.6	
		9	0.2%	4	0.2%	POLICE	2.3	
		31	0.7%	6	0.3%	FIRE	5.2	
		9	0.2%	1	0.0%	PSAP	9.0	
		2	0.0%	2	0.1%	POST OFFICE	1.0	
Health Care	6.8%	281	6.8%	12	0.6%	HEALTH CARE	23.4	Urgent Care, PCPs, Therapy, Nursing Homes
Educational	2.9%	37	0.9%	10	0.5%	DORMITORY	3.7	SU dorms
		27	0.7%	9	0.4%	UNIVERSITY	3.0	
		50	1.2%	14	0.7%	PUBLIC SCHOOL	3.6	
		5	0.1%	3	0.1%	EDUCATIONAL	1.7	APUS
Non-Profit	0.8%	25	0.6%	17	0.8%	CHURCH	1.5	
		2	0.0%	2	0.1%	CULTURAL	1.0	
		1	0.0%	1	0.0%	TEMPORARY	1.0	
		6	0.1%	3	0.1%	NON-PROFIT	2.0	
POI	0.6%	23	0.6%	22	1.0%	POIs	1.0	non addressable landmarks
Total		4149		2110				

Jefferson County Commission
 FY18 General Fund Revenues and Expenditures
 Expenditures by Funding Source

	FY16 Actual	FY17 Budget	FY18 Budget
STATUTORY REVENUE & RELATED EXPENDITURES			
Statutory Revenues			
Tax Revenue	12,273,866	13,025,919	13,744,400
911 Fee Revenue	1,852,675	1,797,200	2,003,900
Total Statutory Revenues	14,126,541	14,823,119	15,748,300
Statutory Expenditures			
COUNTY COMMISSION	1,687,540	1,781,233	1,835,790
COUNTY CLERK	720,816	739,881	719,326
CIRCUIT CLERK	596,132	596,187	604,626
SHERIFF AND TREASURER	560,242	576,969	571,366
PROSECUTING ATTORNEY	1,776,094	1,802,394	1,810,599
ASSESSOR	511,554	527,389	534,954
STATEWIDE COMPUTER NET	53,302	58,077	51,356
ELECTIONS COUNTY CLERK	379,574	313,742	280,489
MAGISTRATE COURT	2,257	1,700	2,000
COURTHOUSE (MAINTENANCE)	1,171,924	1,116,812	1,033,314
REGIONAL DEVELOPMENT AUTH	19,795	19,795	19,795
SHERIFF LAW ENFORCEMENT	3,637,393	3,781,357	3,960,896
REGIONAL JAIL	1,195,973	1,537,800	1,320,000
HOMELAND SECURITY	229,555	273,360	291,825
911 Center Expenditures			
COMMUNICATIONS CENTER	1,831,615	1,908,251	1,977,650
COMMUNICATIONS CENTER (Est In Other Depts)	100,000	105,000	110,000
Transfers to C/O Fund			
COURTHOUSE (MAINTENANCE)	-	265,601	-
PROSECUTING ATTORNEY	-	908,911	-
ELECTIONS COUNTY CLERK	-	178,488	178,488
SHERIFF'S DEPT	-	-	80,000
COMMUNICATIONS CENTER	-	-	488,712
Total Statutory Expenditures	14,473,766	16,492,947	15,871,186
Subtotal Net Tax Surplus/(Deficit)	(347,225)	(1,669,828)	(122,886)
DEDICATED REVENUE & RELATED EXPENDITURES			
Ambulance Fee Revenue			
AMBULANCE FEES	992,393	880,000	790,000
Ambulance Fee Expenditures			
FIRE DEPARTMENTS	420,000	595,000	665,000
AMBULANCE AUTHORITY	2,439,972	2,223,366	2,662,402
Total Expenditures	2,859,972	2,818,366	3,327,402
Subtotal Net Ambulance Surplus/(Deficit)	(1,867,579)	(1,938,366)	(2,537,402)

Jefferson County Commission
 FY18 General Fund Revenues and Expenditures
 Expenditures by Funding Source

	FY16 Actual	FY17 Budget	FY18 Budget
DEDICATED REVENUE & RELATED EXPENDITURES (continued)			
Hotel Tax Revenue			
HOTEL OCCUPANCY TAX	652,945	764,918	695,787
Hotel Tax Expenditures			
PARKS AND RECREATION	536,892	595,302	561,759
ARTS AND HUMANITIES	12,827	14,749	13,916
HISTORICAL COMMISSION	18,994	22,964	20,606
VISITOR'S BUREAU	320,676	382,457	347,894
Total Hotel Expenditures	889,389	1,015,472	944,175
Subtotal Net Hotel Surplus/(Deficit)	(236,444)	(250,554)	(248,388)
Permit Fee Revenue			
BUILDING PERMIT FEES	241,384	240,000	245,000
Permit Fee Expenditures			
ENGINEERING	1,441,885	1,414,045	1,421,458
Subtotal Net Permit Surplus/(Deficit)	(1,200,501)	(1,174,045)	(1,176,458)
Service of Process Revenue			
SHERIFF'S SRVC OF PROCESS	19,255	19,512	18,700
Service of Process Expenditures			
SHERIFF SVC OF PROCESS	17,564	19,512	18,700
Subtotal Net Process Surplus/(Deficit)	1,691	-	-
Assessor Valuation Fund Revenue			
TRANS/ASSR VAL FUND	436,534	447,551	456,273
Assessor Valuation Fund Expenditures			
ASSESSOR'S VALUATION FUND	436,534	441,008	456,273
Subtotal Net ASV Surplus/(Deficit)	-	6,543	-
Net Surplus/(Deficit) Before Other	(3,650,058)	(5,026,250)	(4,085,134)

NON-DEDICATED REVENUE & EXPENDITURES

Other Revenue

TABLE GAMES	853,011	740,000	617,700
VIDEO LOTTERY	3,263,262	3,140,000	3,020,000
TAX PENALTIES	285,246	296,000	295,000
PROPERTY TRANSFER TAX	664,414	785,228	773,000
GAS & OIL SEVERANCE TAX	95,320	58,800	99,000
HORSE & DOG RACING TAX	12,545	11,000	8,068
WINE & LIQUOR TAX	36,831	43,000	37,000
SHERIFF EARNINGS	21,155	163,727	143,000
SHERIFF'S COMMISSION	11,563	11,498	11,200
JAIL FEES	97,813	69,300	98,000
COUNTY CLERK'S EARNING	201,959	192,375	199,900
CIRCUIT CLERK'S EARNING	64,933	61,000	62,900
PROSECUTING ATTY EARNINGS	1,081	1,134	1,400
LICENSE/DECALS	78	61	65

Jefferson County Commission
 FY18 General Fund Revenues and Expenditures
 Expenditures by Funding Source

	FY16 Actual	FY17 Budget	FY18 Budget
NON-DEDICATED REVENUE & EXPENDITURES (continued)			
Other Revenue (continued)			
MISC. RENTS	142	120	130
FEDERAL GOV GRANTS	177,112	240,000	220,000
FED PYMNT IN LIEU OF TAXS	18,698	11,676	16,000
ACCIDENT REPORTS	4,060	4,900	4,300
MAP SALES	2,685	3,697	3,200
RENT - CONCESSIONS	46,975	44,679	44,200
FRANCHISE FEES	470,701	496,000	533,300
IRP FEES-INTNATL REG PGM	15,496	11,700	15,100
INTEREST EARNED	30,916	33,737	31,770
MISCELLANEOUS REVENUE	15,986	2,583	17,800
FILING FEES	-	10,800	-
GAIN/LOSS SALE-FIX ASSETS	33,750	-	-
REIMBURSEMENT/OTHER REVENUE	406,969	302,520	279,200
GEN SCHOOL FUND REIMB	219,218	264,000	264,000
Total Non-Dedicated Revenues	7,051,919	6,999,535	6,795,233
Other Expenditures			
AGRICULTURAL AGENT	115,880	128,704	127,568
OTHER BUILDINGS	556,735	531,000	534,300
IT DATA PROCESSING	274,039	412,980	403,645
ECONOMIC DEVELOPMENT	413,552	423,249	412,176
CONTINGENCIES		85,000	200,000
ANIMAL CONTROL	319,140	328,947	299,805
CENTRAL GARAGE	239,280	254,396	261,862
SOLID WASTE AUTHORITY	-	15,600	15,600
LIBRARIES	250,000	330,000	330,000
PUBLIC TRANSPORTATION	10,275	20,000	20,000
TRANSFER TO CAPITAL OUTLAY FUND	43,781	1,353,000	747,200
LESS: TRFRS FOR ELECT, COMM CTR & SHERIFF	-	(1,353,000)	(747,200)
LESS: 911 COMM CENTER EST OF OPERATING	(100,000)	(105,000)	(110,000)
Total Non-Dedicated Expenditures	2,122,682	2,424,876	2,494,956
Net Surplus/(Deficit) of Revenues over Expenditures	1,279,179	(451,591)	215,143
GRAND TOTAL REVENUES	23,520,971	24,174,635	24,749,293
GRAND TOTAL EXPENDITURES	22,241,792	24,626,226	24,534,150
Net Surplus/(Deficit) of Revenues over Expenditures	1,279,179	(451,591)	215,143
BEGINNING FUND BALANCE	4,173,897	5,453,076	5,005,763
NET CHANGE INFUND BALANCE	1,279,179	(451,591)	215,143
ENDING FUND BALANCE	5,453,076	5,001,485	5,220,906
FUND BALANCE AS A % OF OPERATING EXP	24.52%	20.31%	21.28%

ATTACHMENT 3

CHAPTER 7. COUNTY COMMISSIONS AND OFFICERS. ARTICLE 15. EMERGENCY AMBULANCE SERVICE ACT OF 1975.

§7-15-1. Short title.

This article shall be known and may be cited as the "Emergency Ambulance Service Act of 1975."

§7-15-2. Legislative findings and declaration of policy.

The Legislature hereby finds and declares:

- (a) That a significant part of the population of this state does not have adequate emergency ambulance service;
- (b) That the establishment and maintenance of adequate emergency ambulance systems for the entire state is necessary to promote the health and welfare of the citizens and residents of this state;
- (c) That emergency ambulance service is not likely to become available to all the citizens and residents of this state unless specific requirements therefor are provided by law;
- (d) That emergency ambulance service is a public purpose and a responsibility of government for which public money may be spent; and
- (e) This article is enacted in view of these findings and shall be liberally construed in the light thereof.

§7-15-3. Definitions.

As used in this article, unless a different meaning appears from the context:

- (a) "Authority" means any emergency ambulance service authority created pursuant to the provisions of this article;
- (b) "Board" means the board of any emergency ambulance service authority;
- (c) "Contiguous counties" means two or more counties which constitute a compact territorial unit within an unbroken boundary wherein one county touches at least one other county, but does not require that each county touch all of the other counties so combining;
- (d) "Facilities and equipment" means all real and personal property of every kind and character owned or held by any emergency ambulance service authority;
- (e) "Participating government" means any municipality or county establishing or participating in an emergency ambulance service authority;
- (f) "Project" means any undertaking of an authority;
- (g) "Revenues" means the gross receipts derived directly or indirectly from or in connection with the operation of an authority and shall include, without limitation, all fees, rates, fares, rentals or other income actually received or receivable by or for the account of an authority from the operation of the authority's facilities and equipment, and any other receipts from whatever source derived;
- (h) "Service area of the authority" means and includes an area commensurate with the territorial boundaries of each participating government and beyond to the extent permitted by any agreement with any county or municipality which is not a participating government in the project;
- (i) "System" means any emergency ambulance service provided pursuant to the provisions of this article; and
- (j) The singular shall include the plural and the plural shall include the singular.

§7-15-4. Duty of county commissions to provide emergency ambulance service; emergency ambulance service authorities authorized; authorities to be public corporations.

Except as hereinafter provided and in addition to all other duties imposed upon it by law, the county commission shall cause emergency ambulance service to be made available to all the residents of the county where such service is not otherwise available: *Provided, however,* That the duty imposed upon county commissions by this article shall not be construed in such manner as to impose a duty to cause such emergency ambulance service to be provided unless the commission shall make an affirmative determination that there are funds available therefor by the inclusion of a projected expenditure for such purpose in the current levy estimate, and in the event that such county commission shall make such determination the commission shall not be under a duty to cause such service to be provided beyond a level commensurate with the amount of funds actually available for such purpose.

The county commission may provide the service directly through its agents, servants and employees; or through private enterprise; or by its designees; or by contracting with individuals, groups, associations, corporations or otherwise; or it may cause such services to be provided by an authority, as provided for in this article; and any municipality or county, or both, or any two or more municipalities within any county or contiguous counties, or any two or more contiguous counties, or any combination thereof, may create an authority. Such authority shall be created upon the adoption, by the governing body of each participating government, acting individually, of an appropriate ordinance or order. Each authority shall constitute a public corporation, and as such, shall have perpetual existence. The authority shall be known by such name as may be established by the board.

§7-15-5. Management of authority vested in board; eligibility, appointment, number and term of members; vote of members; vacancies.

The management and control of any authority, its operations, business and affairs shall be lodged in a board of not less than five nor more than fifteen individuals who shall be known as members of the board and who shall be appointed for terms of three years each by the governing bodies of the participating governments. Prior to making the initial

ATTACHMENT 3

appointments to the board, the governing bodies of the participating governments shall agree to make such initial appointments so that approximately one third of the total number of the members to be so appointed shall be appointed for a term of one year, approximately one third of such total number of the members shall be appointed for a term of two years and approximately one third of such total number of the members shall be appointed for a term of three years. As the term of each such initial appointee expires, the successor to fill the vacancy created by such expired term shall be appointed for a term of three years. The number of members representing each participating government shall be as agreed upon from time to time by the governing bodies of the participating governments. Each member of the board shall have one vote on all matters coming before it. Any individual who is a resident of, or member of the governing body of any participating government is eligible to serve as a member of the board. The governing body of each participating government shall inform the authority of its appointments or reappointments to the board by delivering to the authority a certified copy of the ordinance or order making the appointment or reappointment. If any member of the board dies, resigns or for any other reason ceases to be a member of the board, the governing body of the participating government which such member represented shall appoint another individual to fill the unexpired portion of the term of such member.

§7-15-6. Compensation of members; expenses.

As compensation for his services on the board, each member shall receive from the authority the sum of not more than twenty dollars for each meeting actually attended, as may be determined by the board. The total compensation paid to any member by the authority for any fiscal year shall not exceed in the aggregate the sum of six hundred dollars. Each member shall also be reimbursed by the authority for all reasonable and necessary expenses actually incurred in the discharge of his duties as a member of the board.

§7-15-7. Meetings of authority; officers; employees; official bonds; records of authority public records.

At its first meeting, to be held no later than sixty days from the creation of the authority as provided in this article, the board shall elect from among its membership a president to act during the next ensuing fiscal year, or until his successor is elected and qualified. At that time, the board shall also elect a vice president, a secretary and a treasurer and such other officers as may be required, who need not be members of the board, whose duties shall be defined and whose compensation shall be fixed by the board and paid out of the funds of the authority. The treasurer, and such other officers and employees as the board shall direct, shall furnish bond for the use and benefit of the authority in such penal sum as may be fixed by the board and conditioned upon the faithful discharge by such treasurer and such other officers and employees so directed by the board of the duties of their respective offices or employment, and upon accounting for and paying over all moneys which may come into their possession by virtue of such office or employment. At its first meeting the board shall also fix the time and place for holding regular meetings, but it shall meet at least once in the months of January, April, July and October. Special meetings of the board may be called by the president or by two members upon written request to the secretary. The secretary shall send to all the members, at least two days in advance of a special meeting, a written notice setting forth the time and place of the special meeting and the matters to be considered at such special meeting. Written notice of a special meeting is not required if the time of the special meeting has been fixed in a regular meeting or if all the members are present at the special meeting. All regular meetings shall be general meetings for the consideration of any and all matters which may properly come before an authority. All proceedings of the authority shall be entered in a permanently bound record book, properly indexed, and shall be carefully preserved by the secretary of the authority. All records of the authority shall be public records.

§7-15-8. Quorum; majority vote required.

A majority of the members of the board shall constitute a quorum. The vote of a majority of all members present at any meeting of the board shall be necessary to take any action.

§7-15-9. Budget.

The board shall establish the beginning and ending of its fiscal year, which period shall constitute its budget year, and, at least thirty days prior to the beginning of the first full fiscal year after the creation of the authority and annually thereafter, the treasurer shall prepare and submit to the board a tentative budget. The tentative budget shall be considered by the board, and, subject to any revisions or amendments that may be determined by the board, shall be adopted as the budget for the ensuing fiscal year. No expenditures in excess of the budget shall be made during such fiscal year unless expressly authorized and directed by the board.

§7-15-10. Powers and duties of authorities generally.

Each authority is hereby given the power:

- (a) To sue and be sued, implead and be impleaded;
- (b) To have and use a seal and alter the same at pleasure;
- (c) To make and adopt all rules and regulations and bylaws as may be necessary or desirable to enable it to exercise the powers and perform the duties conferred or imposed upon it by the provisions of this article;

ATTACHMENT 3

- (d) To provide emergency ambulance service, maintain and operate such service, and employ, in its discretion, planning consultants, attorneys, accountants, superintendents, managers and such other employees and agents as may be necessary in its judgment and fix their compensation;
- (e) To acquire by grant, purchase, gift, devise or lease and to hold, use, sell, lease or otherwise dispose of real and personal property of every kind and nature whatsoever, licenses, franchises, rights and interests necessary for the full exercise of its powers pursuant to the provisions of this article or which may be convenient or useful for the carrying out of such powers;
- (f) To enter into contracts and agreements which are necessary, convenient or useful to carry out the purposes of this article with any person, public corporation, state or any agency or political subdivision thereof and the federal government and any department or agency thereof, including, without limitation, contracts and agreements for the joint use of any property and rights by the authority and any person or authority operating any system, whether within or without the service area of the authority, and contracts and agreements with any person or authority for the maintenance, servicing, storage, operation or use of any system or part thereof, facility or equipment on such basis as shall seem proper to its board;
- (g) To enter into contracts and agreements for superintendence and management services with any person, who has executive personnel with experience and skill applicable to the superintendence and management of any system, for the furnishing of its services and the services of experienced and qualified personnel for the superintendence and management of any system or any part thereof, including, without limitation, superintendence over personnel, purchases, properties and operations and all matters relating thereto, and any revenue bond trust indenture may require such contract or agreement, but the personnel whose services are to be so furnished under any such contract or agreement shall not include any member of the board, any member of the immediate family of a member of the board or any agents or employees of the authority;
- (h) To execute security agreements, contracts, leases, equipment trust certificates and any other forms of contract or agreement, granting or creating a lien, security interest, encumbrance or other security in, on or to facilities and equipment, containing such terms and provisions as the board considers necessary;
- (i) To apply for, receive and use grants, grants-in-aid, donations and contributions from any source or sources, including, but not limited to, the federal government and any agency or department thereof, and a state government whose constitution does not prohibit such grants, grants-in-aid, donations and contributions, and any agency or department thereof, and to accept and use bequests, devises, gifts and donations from any person;
- (j) To encumber or mortgage all or any part of its facilities and equipment;
- (k) To render all services permitted pursuant to article four-c, chapter sixteen of this code, including, but not limited to, emergency and nonemergency transportation; and
- (l) To do any and all things necessary or convenient to carry out the powers given in this article unless otherwise forbidden by law.

§7-15-11. Contributions to authorities; funds and accounts of authorities; reports; audit by state tax department.

Contributions may be made to authorities from time to time by the participating governments and by the state of West Virginia, the United States of America, municipalities, counties or persons that shall desire to do so. All such funds and all of the other funds received by any authority shall be deposited in a separate account in such banking institution or institutions as its board may direct and shall be withdrawn therefrom only in such manner as its board may direct. Each authority shall keep strict account of all its receipts and expenditures and shall make a quarterly report to the participating governments which have made contributions to it. The report shall contain an itemized account of the authority's receipts and disbursements during the preceding quarter and shall be made within sixty days after the termination of the quarter. Within ninety days after the end of each fiscal year, each authority shall make an annual report containing an itemized statement of its receipts and disbursements for the preceding fiscal year, and any and all other information which the board may consider pertinent, to all of the participating governments. The books, records and accounts of each authority shall be subject to audit and examination by the state tax department.

§7-15-12. Emergency ambulance service not regulated by public service commission.

Any authority created pursuant to the provisions of this article and any county commission which provides emergency ambulance service hereunder shall not be subject to regulation by the public service commission.

§7-15-13. Exemption from taxation.

It is hereby found, determined and declared that the creation of any authority and the carrying out of its purposes is in all respects for the benefit of the people of this state in general and of the participating governments in particular and is a public purpose; and that the authority will be performing an essential governmental function in the exercise of the powers conferred upon it by the provisions of this article. Accordingly, each authority and, without limitation, its revenues, properties, operations and activities shall be exempt from the payment of any taxes or fees to the state or any of its political subdivisions: *Provided*, That this exemption shall not apply to the tax imposed by section seven, article twenty-seven, chapter eleven of this code on gross receipts derived from transporting patients. Interest on

ATTACHMENT 3

obligations and all evidences of indebtedness of any such authority shall be exempt from taxation, except inheritance and transfer taxes.

§7-15-14. Indebtedness of authorities.

No indebtedness or obligation incurred by any authority shall give any right against any member of the governing body of any participating government or any member of the board of any authority. Any obligation or indebtedness of any nature of any authority shall never constitute an obligation or indebtedness of any participating government or the governing body of any participating government; within the meaning of any constitutional provision or statutory limitation and shall never constitute or give rise to a pecuniary liability of any participating government or the governing body of any participating government or be a charge against the general credit or taxing power of any participating government or the governing body of any participating government. The rights of creditors of any authority shall be solely against the authority as a corporate body and shall be satisfied only out of revenues, moneys or property received or held by it in its corporate capacity.

§7-15-15. Conflict of interest.

No member of any authority, nor any of its officers, employees, agents or consultants, shall have any interest in any firm, partnership, corporation, company, association or joint-stock association engaged in the business of providing ambulance service or in the manufacture, sale or lease of ambulance equipment or facilities. No member of any authority, nor any of its officers, employees, agents or consultants, shall contract with the authority or be interested in, either directly or indirectly, any contract with the authority or in the sale of property, either real or personal, to such authority.

§7-15-16. Competitive bids; publication of solicitation for sealed bids.

A purchase of or contract for all supplies, equipment and materials and a contract for the construction of facilities by any authority, when the expenditure required exceeds the sum of ten thousand dollars, shall be based on competitive sealed bids. Bids shall be obtained by public notice published as a Class II legal advertisement in compliance with the provisions of article three, chapter fifty-nine of this code and the publication area for publication is the service area of the authority. The second publication shall be made at least fourteen days before the final date for submitting bids. In addition to publication, the notice may also be published by any other advertising medium the authority may consider advisable and the authority may also solicit sealed bids by sending requests by mail to prospective suppliers and by posting notice on a bulletin board in the office of the authority.

§7-15-17. Imposition and collection of special emergency ambulance service fee by county commission.

A county commission may, by ordinance, impose upon and collect from the users of emergency ambulance service within the county a special service fee, which shall be known as the "special emergency ambulance service fee." The proceeds from the imposition and collection of any special service fee shall be deposited in a special fund and used only to pay reasonable and necessary expenses actually incurred and the cost of buildings and equipment used in providing emergency ambulance service to residents of the county. The proceeds may be used to pay for, in whole or in part, the establishment, maintenance and operation of an authority, as provided for in this article: *Provided*, That an ambulance company or authority receiving funds from the special emergency ambulance fees collected pursuant to this section may not be precluded from making nonemergency transports.

§7-15-18. Article constitutes complete authority; liberal construction; severability.

This article shall constitute full and complete authority for the provision of emergency ambulance service within a county by a county commission and for the creation of any authority and carrying out the powers and duties of any such authority. The provisions of this article shall be liberally construed to accomplish its purpose and no procedure or proceedings, notices, consents or approvals shall be required in connection therewith except as may be prescribed by this article.

ATTACHMENT 4

Jefferson County Commission
Table Games Revenue

0013700T000

	Act Rev	Est Rev	Budget	Act % Inc/(Dec)	Avg Mo	Decrease from FY12	
						%	Cumulative
FY12	1,596,516	1,596,516	920,000	35.2%	133,043		
FY13	1,556,473	1,556,473	1,800,000	-2.5%	129,706		(40,043)
FY14	1,032,251	1,032,251	1,163,539	-33.7%	86,021		(564,265)
FY15	891,153	891,153	943,444	-13.7%	74,263	-44.2%	(705,363)
FY16	853,009	853,009	790,000	-4.3%	71,084	-46.6%	(743,507)
FY17	736,572	736,572	740,000	-13.2%	61,381	-53.9%	(859,944)
FY18	113,591	632,020	617,700	-16.5%	52,668	-60.4%	(978,816)
			Avg Dec FY13-17	-13.5%			(3,891,938)
			Act Dec FY17-18	-14.2%			

Table Games Revenue
FY18 Projected Revenue

Month	Actual Rev	Estimated Chg/Mo	Estimated Revenue/Mo	Est. FY17 Total Revenue	FY17 Budget	Projected Variance	Decrease Over PY
07/17	53,701						-14.3%
08/17	59,890						-22.5%
09/17	-	0.6%	60,237				
10/17	-	-11.8%	53,148				
11/17	-	-4.6%	50,689				
12/17	-	0.6%	50,968				
01/18	-	1.9%	51,944				
02/18	-	-1.1%	51,391				
03/18	-	-9.6%	46,452				
04/18	-	8.0%	50,158				
05/18	-	-2.4%	48,937				
06/18	-	11.4%	54,505				
Totals	113,591		518,429	632,020	617,700	14,320	

Jefferson County Commission
Video Lottery Revenue

0013730T000 0013730T001

	Actual Rev	Est Rev	Budget	Act % Inc/(Dec)	Avg Mo	Change from FY12	
						%	Cumulative
FY12	4,269,886	4,269,886	4,700,000	3.6%	355,824		
FY13	3,632,491	3,632,491	4,100,000	-14.9%	302,708		(637,395)
FY14	3,365,543	3,365,543	3,303,301	-7.3%	280,462		(904,343)
FY15	3,237,305	3,237,305	3,224,793	-3.8%	269,775	-24.2%	(1,032,581)
FY16	3,263,264	3,263,264	3,114,553	0.8%	271,939	-23.6%	(1,006,622)
FY17	3,183,192	3,183,192	3,140,000	-2.5%	261,667	-26.5%	(1,086,694)
FY18	816,094	1,995,543	3,020,000	-5.1%	251,667	-29.3%	(1,249,886)
			Avg Dec FY13-17	-5.5%			(5,917,521)
			Avg Dec FY12-17	-4.0%			

Video Lottery Revenue
FY18 Projected Revenue

Month	Actual Rev	Estimated Chg/Mo	Estimated Revenue/Mo	Est. FY17 Total Revenue	FY17 Budget	Projected Variance	Decrease Over PY
07/17	393,297						-7.0%
08/17	422,797						-3.0%
09/17	-	-54.4%	222,023				
10/17	-	3.9%	214,922				
11/17	-	-8.7%	191,997				
12/17	-	-10.5%	178,374				
01/18	-	21.3%	218,941				
02/18	-	-20.1%	166,701				
03/18	-	19.5%	198,432				
04/18	-	-0.8%	196,706				
05/18	-	-4.8%	185,968				
06/18	-	17.1%	221,479				
Totals	816,094		1,995,543	2,811,637	3,140,000	(328,363)	

JEFFERSON COUNTY EMERGENCY AMBULANCE SERVICE FEE ORDINANCE

Amendment Effective July 1, 2017

SECTION 1 – LEGISLATIVE AUTHORITY

This Ordinance concerns the imposition and collection of a special emergency ambulance service fee and is adopted under the authority of Chapter 7, Article 15, Section 17, of the Code of West Virginia, as amended.

SECTION 2 – PURPOSE

This Ordinance is enacted by the Jefferson County Commission for the purpose of providing career Fire Fighter/Paramedics and Fire Fighter/EMTs to maintain an adequate emergency ambulance system within the geographic boundaries of Jefferson County, West Virginia. An adequate emergency ambulance system is necessary to promote the health and welfare of the citizens of Jefferson County. Emergency ambulance service is a public purpose and a responsibility of government for which public money may be spent.

SECTION 3 – DEFINITIONS

ACCESSORY STRUCTURE. Any separate structure associated with a residential unit such as a garage, storage shed, workshop or otherwise located on the same parcel shall be included as part of the residential unit and not subject to a separate fee so long as it is not actually used as a residential or commercial unit. If a dispute arises with regard to whether or not a structure qualifies as accessory structure not subject to a separate fee, the burden is upon the owner to demonstrate that the structure is not a commercial or residential unit.

AGRICULTURAL BUILDING – Means structures which directly contribute to the operation of a farm and shall include any processing plant, milking parlor, farm equipment storage building, barn, silo, grain storage building, swinery, and temporary quarters furnished to farm employees without rent to assist in performance of employment duties as part of the terms of their employment. Agricultural buildings shall be exempt from any fee assessed under this Ordinance. However, the agricultural exemption does not apply to any ordinary residential unit located on a farm, such units shall be subject to the standard residential unit fee. In addition, any structure which conducts a retail commercial enterprise open to the general public, including but not limited to a distillery, butcher shop, winery, bed and breakfast, or retail nursery, shall be subject to the standard commercial unit fee even if located on a farm. The warehousing, processing, drying, storage, distribution and marketing of agricultural products for the wholesale marketplace when those activities are conducted in conjunction with, but are secondary to, husbandry or production conducted on the farm shall be exempt from the fee. If a dispute arises with regard to whether or not a structure qualifies as an exempt agricultural building, the burden is upon the owner to demonstrate that the structure contributes to the operation of a farm and is not a commercial or residential unit.

COMMERCIAL UNIT – Means commercial business, industrial activity or non-residential activity conducted for a profit (except those defined as an “Agricultural Unit” herein) including, but not limited to, any store, filling station, hotel, motel, industrial facility, warehouse, flea market, amusement park, camp ground, institutional living arrangement with centralized services such as nursing homes, assisted living or similar arrangement, a bed and breakfast, an entertainment venue, a club, bar or restaurants. In the case of commercial activity that occurs outdoors such as a flea market, camp ground or amusement park, such business shall be assessed a fee as a commercial unit unless a permanent structure associated with the use is already subject to a commercial fee at the same location. In the case of a commercial complex with more than one structure, such as a shopping center or business complex, each separate addressable structure shall be deemed a separate commercial unit and assessed a separate fee.

EMERGENCY AMBULANCE SYSTEM – Any emergency ambulance service provided pursuant to this ordinance.

HOMESTEAD EXEMPTION: shall mean an owner-occupied residential unit used exclusively for residential purposes and occupied by the owner or one of the owners who is a citizen of this state and who is sixty-five years of age or older or is permanently and totally disabled as that term may be defined by the Legislature, and which granted by, and recognized in the records of, the Assessor of Jefferson County as exempt from a portion of the ad valorem property taxation of Jefferson County as prescribed by general law. The burden shall be upon the owner claiming the exemption to present proof of same at the time the fee is paid. If sufficient proof is not provided, the owner shall pay the normal fee.

OWNER – Means the person, firm or corporation listed in the Jefferson County land records and/or records of the Assessor of Jefferson County as the owner of the unit as of July 1st of a given year.

RESIDENTIAL UNIT – Means any habitable structure intended for residential use, whether occupied or unoccupied, including, but not limited to, single-family homes, duplexes, vacation and secondary homes, mobile homes, apartments, condominiums and rental units. In the case of a structure which contains multiple independent addressable dwelling units, such as duplexes and apartments, each addressable unit shall be deemed to be a separate residential unit.

SPECIAL EMERGENCY AMBULANCE SERVICE FEE – Means the fee imposed by the Jefferson County Commission through this Ordinance and collected from the users of emergency ambulance service within Jefferson County.

USER – Means any person, firm or corporation to whom emergency ambulance transport service is made available.

SECTION 4 - RATES

The Emergency Ambulance Service Fee imposed under this Ordinance shall be for emergency ambulance service provided for a Jefferson County Fiscal Year July 1 to June 30.

The Emergency Ambulance Service Fee established by this Ordinance shall be **thirty five dollars (\$35.00) per residential unit** per Fiscal Year.

The Emergency Ambulance Service Fee for Commercial Units shall be **eighty-five dollars (\$85.00) per commercial unit** per Fiscal Year.

All those residents who have been granted a property tax Homestead Exemption by the Assessor in the tax year prior to July 1, 2014, and each year thereafter, shall pay a discounted fee of twenty dollars (\$20.00) on their personal residence.

The Fee imposed under this ordinance shall be the responsibility of the record owner of the unit as of July 1st, each year. The Fee assessed and levied under the provisions of the ordinance shall be a personal obligation of the owner of the unit. The Fee shall be due and payable July 1st of each year for taxable units owned as of July 1st for services to be rendered in the fiscal year. On or before, July 31st of each year, a bill shall be mailed to the owner's mailing address on record with the Assessor of Jefferson County.

For each service year, accounts paid on or after October 1 through December 31 the fee shall increase by \$5. For accounts paid on or after January 1 through March 31 of a given service year, the fee shall increase by an additional \$10, whichever is greater.

Fees delinquent on or after the First day of April the year after they became due and payable shall be forwarded to the County Commission. The County Commission, in its sole discretion, may collect unpaid fees through civil action filed in a court of competent jurisdiction. Such suit need not be brought in the same fiscal year the fee was billed. In any suit for collection of delinquent fees, the Commission is authorized to recover its reasonable costs of collection, including court costs, attorney's fees, service costs and statutory interest.

If any person believes he or she was erroneously charged an emergency service fee, the County Commission shall provide, upon the person's request, an exoneration form. The form shall be completed and returned to the County Commission no later than September 30 of the Fiscal Year for which the fee applies. The County Commission staff shall, within a reasonable time, investigate any request for exoneration. The County Commission shall, at its next regular meeting after completion of the investigation, consider each written request for exoneration and staff's recommendation regarding the exoneration request. If good cause for exoneration is found by the County Commission, the Commission shall exonerate or modify the imposed charges, and shall notify the person in writing of its actions. If the Commission does not exonerate or modify as requested by the applicant, the person requesting exoneration may appeal to the Circuit Court of Jefferson County. The appeal must be filed within 30 days of the Commission decision upon the exoneration. No prior fiscal year fees will be refunded.

SECTION 5 – RATE CHANGES

The service of ambulance protection shall be continued, maintained, and improved by the Jefferson County Emergency Services Agency at the charge and expense of the owners of all residential and commercial units within the county. The fees shall be imposed, assessed and collected as set forth in this Ordinance. In the event the JCESA determines change in the fee imposed by this ordinance is necessary, it shall, by resolution, request the County Commission consider approving the recommended a change. The JCESA shall submit copies of its current budget, the future budget developed under Section 7 and any other documentation supporting the proposed a change in the fee. The County Commission retains sole discretion in approving, denying or modifying any fee change. Procedures set forth in Article 15, Chapter 7, Section 17 of the Code of West Virginia for the initial levy of such a fee shall be followed by the County Commission in the event an increase is sought.

SECTION 6 – EFFECTIVE DATE

The prior Ordinance became effective June 30, 2014. This Amended Ordinance shall become effective on July1, 2017. The fee assessed and levied by this ordinance are for services to be rendered from July 1, 2017 to June 30, 2018, and each fiscal year thereafter.

SECTION 7 – USE AND MANAGEMENT OF FEE PROCEEDS

The proceeds from the imposition and collection of the Emergency Ambulance Service Fee shall be deposited in a special fund for the benefit of the JCESA held by the Treasurer of Jefferson County and shall be used only to pay reasonable and necessary expenses actually incurred, including personnel, training, supplies and equipment used in providing emergency ambulance service to residents of Jefferson County. Proceeds not expended in a given Fiscal Year will be maintained in the special fund and may be used in subsequent Fiscal Years as necessary.

SECTION 8 – BUDGET DEVELOPMENT

The Jefferson County Emergency Services Agency shall hold an annual public hearing for the purpose of receiving written or oral public comments pertaining to the operations of the JCESA within Jefferson County. This public hearing shall be advertised as a Class II legal advertisement in local newspapers within the County.

The required public hearing shall be held no later than the regular December Board of Directors meeting in order to provide JCESA sufficient time to consider any improvements or changes in services and to account for said changes when submitting the annual budget request to the Jefferson County Commission.

As required by the JCESA Ordinance, JCESA shall prepare a financial statement and budget detailing the upcoming Fiscal Year projections for the special emergency ambulance fund. The Board of Directors shall make recommendations to the County Commission regarding the need to change or maintain the rates charged for the upcoming year.

SECTION 9 – DATA USED FOR ASSESSMENT OF FEES

Upon completion of the annual budget for the Fund, County Commission shall request the Assessor to provide it with a list of all residential units, commercial units, and commercial square footage within the meaning of this Ordinance within the county to be utilized as the data base for billing the Special Emergency Ambulance Service Fee commencing the following July 1. In addition, GIS shall provide a list of addressable units within each category to assist in the identification and classification of commercial and residential units within the county. Each residential and commercial unit shall have an account established in the name of the owner of that unit and a bill in the amount of the fee shall be delivered to that unit by US Postal Service on or after July 31st of the Fiscal Year. The Assessor will further provide monthly updates to County Commission so that the database can be maintained on a current basis.

SECTION 10 – COLLECTION OF DELINQUENT ACCOUNTS

On or before November 30 of each year, letters shall be sent to all unpaid accounts as a status reminder including a notice of late fees and charges and a notice that delinquent accounts will be submitted for collection after March 31st. On or about April 1, all delinquent accounts at that point shall be submitted for collection by either internal or external agencies.

SECTION 11 – INITIAL USE OF FUNDS AND POSITIONS

Funds will initially be allocated to train, hire and equip Fire Fighter/Paramedics and Fire Fighter/EMTs assigned based on response time to maximize limited resources.

SECTION 12 – AMENDMENTS AND SEVERABILITY

This Ordinance may, from time to time, be amended by a majority of the members of the County Commission as they deem it necessary and appropriate.

If a court of competent jurisdiction declares any provision of this Ordinance to be void, invalid or ineffective in whole or in part, the effect of such decisions shall be limited to those provisions which are expressly declared to be void, invalid or ineffective, and all other provisions of this Ordinance shall continue to be separately and fully enforceable and effective.

This Ordinance shall become effective upon July1, 2017.

NOW THEREFORE, THIS ORDINANCE IS ENACTED AND ORDAINED BY MAJORITY VOTE OF THE COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA.

Given under my hand and seal this _____ day of _____, 2017.

Peter Onoszko, President

ATTACHMENT 6

ABREVIATED VERSION OF JCESA CURRENT STAFFING MODEL AND FUTURE GOALS AS A PUBLIC SAFETY SYSTEM

The peak time concept is a responsible plan that sets up the volunteer and career service for success. JCESA has listed the number of employees it would take (as a comparison) to place two people in the fire stations 7 days a week, 24 hours a day. Utilizing its' volunteer partners to achieve the goal of 2 staffers as a minimum saves money, reduces risk and liability, promotes the partnership between career and volunteer, and brings JCESA closer to industry standard best practice.

(FTE MEANS FULL TIME EMPLOYEE). PM MEANS Paramedic with advanced life support capabilities. PM Lt. MEANS Paramedic Lieutenant. Currently all on duty Paramedics work 24 hour shifts with the exception of administrative staff. It takes 4 FTE's to fill one Paramedic slot at a station.

	<u>Have now</u>	<u>Peak Time needs</u>	<u>2 People 24 / 7</u>
1. Station 1: Friendship VFD:	1 FTE	+3 FTE	+3 FTE's
2. PM Station 2: Citizens VFD:	* 4 FTE'S (+EMT FROM 11)	0 FTE	+3 FTE's
3. PM Station 3: Shepherdstown VFD	4 FTE's	+ 2 FTE's	+4 FTE's
4. PM Station 4: Independent VFD	**5.7 FTE's	+0.3 FTE	+2.7 FTE's
5. Station 5: Blue Ridge VFD	2 FTE's	+ 2 FTE's	+ 6 FTE's
6. Station 6: Middleway VFD	1 FTE's	+ 3 FTE's	+ 7 FTE's
7. Station 7: Bakerton VFD	1 FTE's	+ 3 FTE's	+ 7 FTE's
8. PM Lt. Station 11: Headquarters	***8 FTE's ****3 Administrative staff		
GRAND TOTALS	29.7	+13.3	+32.3

(Does not include part time staff utilized to fill leave slots for full time staff)

* detailing the EMT from station 11 for the first 10 hours of the shift gives you peak time staffing 7 days a week

** utilizing the money allowed for the ambulance billing officer allows us to hire a part timer to fill 3 shifts completing station 4 peak time staffing 7 days a week accounting for the .4 of the 5.4 listed

*** Headquarters staffing: Director, Deputy Director and QA, Training and HIPPA compliance Officer. Also, a 24 hour Shift Lieutenant and a 24 hour EMT. The shift Lieutenant is utilized manage critical issues such as staffing management (to include accountability of leave and backfill), supplies and logistics, training and certification (soon to be passed to the new training officer), physicals, first level supervisor documentation (daily), management of employee station files. The Captain is the first line supervisor responsible for initial oversight of the shift officers and providers. The Captain also oversees all the initial supervision related to ancillary duties delegated to the shift officers (Safety, Logistics, Controlled substance accountability, training and certification, QA, HIPPA Compliance, community engagement). The Captain is responsible for the oversight of scheduling of personnel as directed by policy and procedure. All officers are also utilized on incidents as first responders when resources are depleted or they happen to be closer to a critical acuity call. In addition, they oversee on boarding of new employees and they are the first

ATTACHMENT 6

line QA officer. The shift officer allows for a 24/7 point of contact for the JCESA. The EMT's are detailed out to station 2 for the day side of their shift to cover peak time needs. They are brought back in the evenings when the staffing is reduced to a minimum in an effort to cover staffing needs in a central location where the bulk of Jefferson County call load exists. The EMT's are given lower level administrative tasks to assist the shift officer in maintaining the day to day needs of the Agency.

****The Director, Deputy Director, Captain and QA, Training and HIPPA compliance Officer are utilized to manage the business and required tasks as an agency leaders responsible for financial records, agency records, human resources, training and certification requirements, state, regional and county meetings, policy and procedure development and enforcement, grant management, strategic planning and other related duties. These individuals should not be considered front line responders however, may act in that capacity during significant events and high call demand when all resources are deployed. Their job is to primarily run the business of the Agency. While JCESA employs an accounting firm on a part time basis, it should be understood that the Director acts as the business manager. Accounts receivable goes through the Director's office first and must be cleared by the Director for payment. The accounting firm writes the checks only after approval from the Directors office. The Directors office also signs the checks with the treasurer of the JCESA Board. The accounting firm maintains the quick books records as well as issues payroll only after approved by the Director and Deputy Director. The payroll hours are sent after review for accuracy to the Directors by the shift officers. The Deputy Director acts as on behalf of the Director in her absence. The Director is the primary representative for the JCESA during any situation when the Emergency Operations Center is activated. The Deputy Director is the primary point of contact for all Operational issues. The Director and Deputy Director may function as Chief Officers within the incident command system if needed.

Mr. Bob Baker is our high level financial advisor and averages a few hours a month reviewing the budget for trends and ensuring the Directors initial forecast for the budget is meeting set bench marks and goals. Mr. Baker also prepares charts to help the JCESA Board understand if the JCESA uniformed administration is managing the budget and \$970,000.00 for the SAFER Grant as forecasted. This method allows for a system of checks and balances and has proven to be cost effective and efficient.

*****Hypothetically staffing all hours with 2 FTE's for 24/7. This was included to show that peak time staffing is more cost effective than hiring career staff for 24/7.

FY17 Revenues and Expenditures
Expenditures by Object Code

	3 Year Actuals			FY17			5 Year Projection				
	Actual FY14	Actual FY15	Actual FY16	Projection	Budget	YTD	TREND FY18	TREND FY19	TREND FY20	TREND FY21	TREND FY22
Wages & Benefits	14,249,427	13,328,212	13,573,319	13,665,875	13,836,002	4,021,164	14,469,909	15,594,842	15,719,042	16,165,942	16,246,542
Contracted Services	2,467,849	2,292,184	2,269,696	2,416,092	2,400,858	753,107	2,213,154	2,356,200	2,379,700	2,403,400	2,427,400
Commodities	2,183,430	2,042,611	1,978,582	2,163,870	2,242,531	421,796	2,117,470	2,312,800	2,335,900	2,359,300	2,383,000
Capital Outlay / Equipment	29,580	-	130,450	140,000	120,000	-	-	-	-	-	-
Contributions	3,117,902	3,808,481	4,289,745	4,427,200	4,426,915	1,754,764	4,986,417	4,827,900	4,874,200	4,921,000	4,968,100
Total Expenditures	22,048,188	21,471,487	22,241,792	22,813,037	23,026,306	6,950,831	23,786,950	25,091,742	25,308,842	25,849,642	26,025,042
Net Surplus / (Deficit)	123,179	866,299	1,279,179	1,046,629	857,661	4,158,483	427,012	(409,677)	91,123	(31,177)	109,783
Transfers to Other Funds											
Trns to Capital Fund (5% Gambling)	-	-	-	194,000	194,000	194,000	377,200	543,800	712,100	882,100	1,053,800
Trns to Capital Fund	-	-	-	1,153,000	1,153,000	400,000	370,000	40,000	368,000	65,000	-
Total Transfers Out of General Fund	-	-	-	1,347,000	1,347,000	594,000	747,200	583,800	1,080,100	947,100	1,053,800
Net Uses of Funds - Surplus / (Deficit)	123,179	866,299	1,279,179	(300,371)	(489,339)	3,564,483	(320,188)	(993,477)	(988,977)	(978,277)	(944,017)
Fund Balance											
Beginning Fund Balance	2,881,166	3,024,468	3,891,396	5,453,076	5,495,102	5,495,102	5,005,763	4,685,575	3,692,098	2,703,121	1,724,844
Prior Period Adjustments	20,123	629	282,501	-	-	-	-	-	-	-	-
Net Change In Fund Balance	123,179	866,299	1,279,179	(300,371)	(489,339)	3,564,483	(320,188)	(993,477)	(988,977)	(978,277)	(944,017)
Ending Fund Balance	3,024,468	3,891,396	5,453,076	5,152,705	5,005,763	9,059,585	4,685,575	3,692,098	2,703,121	1,724,844	780,827
Fund Balance as a % of Operating Exp	13.7%	18.1%	24.5%	22.6%	21.7%	130.3%	19.7%	14.7%	10.7%	6.7%	3.0%

**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 Rankin Properties LLC, designated as Tax District 9, Map 8, Parcel 8.1. Map amendment from Residential Growth to General Commercial as supported by the Envision Jefferson 2035 Comprehensive Plan.

The hearing will be held on Thursday, October 19, 2017, at 1:30 p.m. in the Old Charles Town Library Meeting Room, 200 East Washington Street, Charles Town, WV 25414.

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

**Review of the documents are available at the following website:
www.jeffersoncountywv.org**

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



Ethics and Open Meetings Training

Offered by the Jefferson County Commission

By: Martin J. Wright, Jr., General Counsel
West Virginia State Auditor's Office

Where: Jefferson County Commission Meeting Room
Old Charles Town Library
200 E. Washington Street
Charles Town, WV 25414

When: Wednesday, October 18, 2017

Time: 7:00 p.m.

*Questions regarding the event should be directed to
the Jefferson County Commission: 304-728-3284*



**JEFFERSON COUNTY
COMMISSION OFFICES
WILL BE CLOSED ON
MONDAY, OCTOBER 9,
2017 IN OBSERVANCE OF
COLUMBUS DAY**

Sandra McDonald

From: WebmastervJCC <webmaster@jeffersoncountywv.org>
Sent: Monday, September 25, 2017 6:46 AM
To: JCCInfo
Subject: Jefferson County Commission, WV: Website Form Notification

A new entry to a form/survey has been submitted.

Form Name: County Commission Contact
Date & Time: 09/25/2017 6:45 AM
Response #: 452
Submitter ID: 2995
IP address: 66.87.81.93
Time to complete: 17 min. , 16 sec.

Survey Details

Page 1

1. Name

Brian E. Mason

2. Email

Brilo203@yahoo.com

3. Questions or Concerns

I was just getting ready to praise you commissioners for not giving in to this political correctness crap in reference to the confederate plaque. Then I picked up The newspaper and I see were the commission is reconsidering their decision. Really? You too want to aid in the attempt of these bleeding heart liberal's to erase history. This county has a great history from the Civil War. Sure what went on in that time would not or could not happen now. It was a different time. I don't know anyone that would condone slavery in this day and age and it was absolutely sinful, immoral, criminal and a damn shame it had to happen then. But it did. That was the time they lived in. But there is no one alive today that either owned a slave or was a slave. Why can't we just let these deep seeded dark feelings go? Why do white people have to continuously apologize for something that they weren't even around for, had no part in and no control over. It's been 150 years. Time to let it go. If you commissioners aid in the erasing of history from this county where does it end. Who gets to decide what other parts of history get erased. We should never try to erase history, just learn from it.

4. Would you like to receive email notifications from Jefferson County?

Yes

Thank you,
Jefferson County Commission, WV

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

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

Week Ending Date	FY18 September 16, 2017
To Be Deposited On	September 22, 2017
Amount Played	\$ 52,151,649.82
Amount Won	47,032,885.25
Amount Promo	507,514.00
MWAP Contribution	<u>-</u>
Adjusted Gross Terminal Revenue	<u>\$ 4,611,250.57</u>
Administrative Costs @ 4%	184,450.03
Excess Lottery Fund @ 4%	<u>-</u>
Net Terminal Revenue	<u>\$ 4,426,800.54</u>
Surcharge @ 10%	-
State Share Excess @ 58% & 10% of 42%	-
Track Share of Capital Reinvestment @ 90% of 42%	<u>-</u>
Track Share of Capital Reinvestment @ 98%	-
Track Share of Capital Reinvestment @ 4%	-
Adjusted Net Terminal Revenue	<u>\$ 4,426,800.54</u>
Racetrack @ 46 50% / 42%	2,058,462.25
Lottery Fund @ 30% / 0%	1,328,040.20
Excess Lottery Fund @ 0% / 41%	-
Excess Lottery Fund @ 12.85% / 9.55%	568,843.86
Racetrack Purses @ 90% of 7% / 4%	278,888.43
Employee Pension @ 1% / 0.5%	44,268.00
Grayhound Development @ 90% of 0.75%	29,880.90
Thoroughbred Development @ 90% of 0.75%	29,880.90
County / Municipality @ 2%	<u>88,536.00</u>
	<u>\$ 4,426,800.54</u>

WEST VIRGINIA LOTTERY
Charles Town
County / Municipality Split
Fiscal Year 2018

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

Date	2% of Adj. Net Revenue	Jefferson County	Five Municipalities	Bolivar 7.93%	Charles Town 39.90%	Harpers Ferry 2.17%	Ranson 33.68%	Shepherdstown 16.32%
1 day ending: 7/1/2017	\$ 23,688.48	\$ 23,688.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending: 7/8/2017	125,588.96	125,588.96	-	-	-	-	-	-
7/15/2017	99,148.44	99,148.44	-	-	-	-	-	-
7/22/2017	98,965.20	98,965.20	-	-	-	-	-	-
7/29/2017	108,161.52	108,161.52	-	-	-	-	-	-
8/5/2017	104,979.36	104,979.36	-	-	-	-	-	-
8/12/2017	100,184.16	100,184.16	-	-	-	-	-	-
8/19/2017	101,813.88	101,813.88	-	-	-	-	-	-
8/26/2017	97,669.16	97,669.16	-	-	-	-	-	-
9/2/2017	111,442.08	81,653.20	29,788.88	2,362.26	11,885.76	646.42	10,032.89	4,861.55
9/9/2017	110,669.96	55,334.98	55,334.98	4,388.06	22,078.66	1,200.77	18,636.82	9,030.67
9/16/2017	88,536.00	44,268.00	44,268.00	3,510.45	17,662.93	960.62	14,909.46	7,224.54
Sub Total	\$ 1,170,847.20	\$ 1,041,455.34	\$ 129,391.86	\$ 10,260.77	\$ 51,627.35	\$ 2,807.81	\$ 43,579.17	\$ 21,116.76

Benchmark Goal \$ 912,063.48
Remainder until split \$ -

VIDEO LOTTERY REPORT

FY 2014			FY 2015			FY 2016			FY 2017			FY 2018		
Date	Amount		Date	Amount		Date	Amount		Date	Amount		Date	Amount	
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		7/1/2017	23,688.48	
7/13/2013	128,060.40		7/12/2014	111,792.16		7/11/2015	119,132.68		7/9/2016	125,605.24		7/8/2017	125,588.96	
7/20/2013	115,128.84		7/19/2014	116,320.32		7/18/2015	112,706.24		7/16/2016	107,876.48		7/15/2017	99,148.44	
7/27/2013	123,049.56		7/26/2014	112,502.48		7/25/2015	109,356.88		7/23/2016	107,196.20		7/22/2017	98,965.20	
8/3/2013	116,180.80		8/2/2014	117,145.12		8/1/2015	119,089.60		7/30/2016	111,534.28		7/29/2017	108,161.52	
8/10/2013	120,078.64		8/9/2014	114,374.60		8/8/2015	115,689.52		8/6/2016	110,378.32		8/5/2017	104,979.36	
8/17/2013	124,888.56		8/16/2014	114,105.32		8/15/2015	108,726.48		8/13/2016	101,561.56		8/12/2017	100,184.16	
8/24/2013	89,882.12		8/23/2014	116,097.04		8/22/2015	108,922.12		8/20/2016	115,270.28		8/19/2017	101,813.88	
8/31/2013	58,913.18		8/30/2014	60,280.02		8/29/2015	73,285.10		8/27/2016	96,130.52		8/26/2017	97,669.16	
9/7/2013	67,758.74		9/6/2014	61,420.28		9/5/2015	55,890.76		9/3/2016	60,448.12		9/2/2017	81,653.20	
9/14/2013	53,374.22		9/13/2014	51,364.96		9/12/2015	63,273.30		9/10/2016	61,598.04		9/8/2017	55,334.98	
9/21/2013	54,277.94		9/20/2014	50,664.54		9/19/2015	54,233.06		9/17/2016	50,609.64		9/16/2017	44,268.00	
9/28/2013	54,881.50		9/27/2014	50,127.22		9/26/2015	52,439.60		9/24/2016	51,199.68				
10/5/2013	55,950.74		10/4/2014	53,531.28		10/3/2015	53,104.94		10/1/2016	54,346.34				
10/12/2013	55,837.92		10/11/2014	51,127.00		10/10/2015	50,291.26		10/8/2016	50,896.18				
10/19/2013	61,327.20		10/18/2014	56,414.64		10/17/2015	53,048.80		10/15/2016	51,557.88				
10/26/2013	52,854.00		10/25/2014	49,890.20		10/24/2015	55,418.72		10/22/2016	53,825.90				
11/2/2013	57,543.54		11/1/2014	52,242.34		10/31/2015	57,023.64		10/29/2016	50,853.22				
11/9/2013	54,666.76		11/8/2014	52,819.26		11/7/2015	55,832.08		11/5/2016	55,958.84				
11/16/2013	56,495.96		11/15/2014	51,810.32		11/14/2015	56,012.86		11/12/2016	53,346.18				
11/23/2013	48,628.62		11/22/2014	46,228.62		11/21/2015	50,193.76		11/19/2016	47,174.90				
11/30/2013	59,645.66		11/29/2014	55,593.44		11/28/2015	60,010.98		11/26/2016	56,826.94				
12/7/2013	47,306.24		12/6/2014	46,792.50		12/5/2015	47,767.86		12/3/2016	48,407.86				
12/14/2013	29,229.02		12/13/2014	40,904.98		12/12/2015	42,938.56		12/10/2016	43,743.14				
12/21/2013	44,581.02		12/20/2014	41,600.84		12/19/2015	43,087.16		12/17/2016	33,602.54				
12/28/2013	62,117.14		12/27/2014	58,114.68		12/26/2015	52,835.48		12/24/2016	40,222.46				
1/4/2014	62,963.88		1/3/2015	68,277.28		1/2/2016	74,963.14		12/31/2016	60,653.90				
1/11/2014	37,935.94		1/10/2015	37,099.34		1/9/2016	41,474.24		1/7/2017	42,634.50				
1/18/2014	49,418.64		1/17/2015	43,217.36		1/16/2016	43,455.58		1/14/2017	37,751.18				
1/25/2014	42,720.80		1/24/2015	41,212.80		1/23/2016	25,025.40		1/21/2017	46,870.58				
2/1/2014	47,681.60		1/31/2015	42,783.32		1/30/2016	36,805.26		1/28/2017	40,692.96				
2/8/2014	45,434.52		2/7/2015	47,859.18		2/4/2016	51,695.74		2/4/2017	44,277.10				
2/15/2014	41,076.08		2/14/2015	48,131.08		2/13/2016	44,941.78		2/11/2017	42,514.28				
2/22/2014	61,523.98		2/21/2015	37,610.66		2/20/2016	50,505.40		2/18/2017	48,086.80				
3/1/2014	57,744.78		2/28/2015	56,982.14		2/27/2016	52,426.86		2/25/2017	55,365.02				
3/8/2014	50,439.94		3/7/2015	43,750.42		3/5/2016	53,474.66		3/4/2017	47,881.24				
3/15/2014	54,414.66		3/14/2015	55,096.66		3/12/2016	51,447.02		3/11/2017	46,274.58				
3/22/2014	50,734.62		3/21/2015	53,081.08		3/19/2016	50,356.80		3/18/2017	43,959.78				
3/29/2014	51,174.60		3/28/2015	50,548.88		3/26/2016	52,217.46		3/25/2017	49,130.62				
4/5/2014	55,229.90		4/4/2015	51,713.78		4/2/2016	54,185.88		4/1/2017	48,124.72				
4/12/2014	48,653.18		4/11/2015	51,024.54		4/9/2016	49,690.04		4/8/2017	46,262.60				
4/19/2014	54,469.22		4/18/2015	49,338.10		4/16/2016	49,071.82		4/15/2017	46,768.98				
4/26/2014	51,637.18		4/25/2015	49,656.62		4/23/2016	49,485.78		4/22/2017	45,614.00				

5/3/2014	54,757.72	5/2/2015	54,079.66	4/30/2016	50,872.46	4/29/2017	48,204.34
5/10/2014	51,011.76	5/9/2015	50,062.82	5/7/2016	52,135.22	5/8/2017	46,890.30
5/17/2014	51,148.34	5/16/2015	48,308.08	5/14/2016	51,441.84	5/13/2017	47,648.16
5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48	5/20/2017	43,998.24
5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84	5/27/2017	49,930.94
6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50	6/3/2017	52,503.12
6/14/2014	50,266.50	6/13/2015	50,110.84	6/11/2016	45,053.42	6/10/2017	42,563.08
6/21/2014	48,768.14	6/20/2015	47,109.22	6/18/2016	46,179.18	6/17/2017	47,653.68
6/28/2014	49,250.32	6/27/2015	55,325.14	6/25/2016	47,230.00	6/24/2017	46,628.62
6/30/2014	12,010.70	6/30/2015	16,018.68	6/30/2016	27,584.00	6/30/2017	37,001.52
	3,261,565.02		3,148,372.80		3,167,478.80		3,047,532.94
							1,041,455.34



*West Virginia State
Treasurer's Office*

John D. Perdue
State Treasurer

<u>Political Subdivision</u>	<u>Amount</u>
Huntington	938.66
Hurricane	938.66
Huttonsville	938.66
laeger	938.66
Jackson County	3,736.21
Jane Lew	938.66
Jefferson County	54,309.02
Jefferson County School Board	162,927.06
Junior	938.66
Kanawha County	24,251.07
Kenova	938.66
Kermit	938.66
Keyser	938.66
Keystone	938.66
Kimball	938.66
Kingwood	938.66
Leon	938.66
Lester	938.66
Lewis County	3,736.21

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	Date	Amount
July, 2014	78,639.07	July, 2015	75,674.79	July, 2016	77,234.20	July, 2017	59,809.62
August, 2014	84,726.51	August, 2015	70,064.73	August, 2016	63,158.62	August, 2017	54,309.02
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	55,972.27		
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	May, 2017	55,545.56		
June, 2015	81,569.83	June, 2016	62,572.11	June, 2017	53,609.09		
Total 2014-2015	899,128.89	Total 2015-2016	832,756.78	Total 2016-2017	726,611.13	Total 2017-2018	114,118.64

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, 2017	179,428.86
August, 2015	210,194.19	August, 2017	162,927.06
September, 2015	194,536.32		
October, 2015	205,322.91		
November, 2015	202,465.62		
December, 2015	219,165.15		
January, 2016	202,635.33		
February, 2016	196,555.77		
March, 2016	218,958.69		
April, 2016	204,448.14		
May, 2016	229,247.52		
June, 2016	187,716.33		
Total 2015-2016	2,498,270.34	Total 2016-2017	2,179,833.39
		Total 2017-2018	342,355.92

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

Week Ending Date	FY18 September 23, 2017
To Be Deposited On	September 29, 2017
Amount Played	\$ 52,569,568.58
Amount Won	47,314,815.88
Amount Promo	455,781.00
MWAP Contribution	<u>-</u>
Adjusted Gross Terminal Revenue	\$ <u>4,798,971.70</u>
Administrative Costs @ 4%	191,958.87
Excess Lottery Fund @ 4%	<u>-</u>
Net Terminal Revenue	\$ <u>4,607,012.83</u>
Surcharge @ 10%	-
State Share Excess @ 58% & 10% of 42%	-
Track Share of Capital Reinvestment @ 90% of 42%	<u>-</u>
Track Share of Capital Reinvestment @ 98%	-
Track Share of Capital Reinvestment @ 4%	-
Adjusted Net Terminal Revenue	\$ <u>4,607,012.83</u>
Racetrack @ 46.50% / 42%	2,142,260.97
Lottery Fund @ 30% / 0%	1,382,103.88
Excess Lottery Fund @ 0% / 41%	-
Excess Lottery Fund @ 12.85% / 9.55%	592,001.13
Racetrack Purses @ 90% of 7% / 4%	290,241.81
Employee Pension @ 1% / 0.5%	46,070.12
Greyhound Development @ 90% of 0.75%	31,097.34
Thoroughbred Development @ 90% of 0.75%	31,097.34
County / Municipality @ 2%	<u>92,140.24</u>
	\$ <u>4,607,012.83</u>

WEST VIRGINIA LOTTERY
Charles Town
County / Municipality Split
Fiscal Year 2018

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

Date	2% of Adj. Net Revenue	Jefferson County	Five Municipalities	Bolivar 7.93%	Charles Town 39.90%	Harpers Ferry 2.17%	Ranson 33.68%	Shepherdstown 16.32%
1 day ending: 7/1/2017	\$ 23,688.48	\$ 23,688.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending: 7/8/2017	125,588.96	125,588.96	-	-	-	-	-	-
7/15/2017	99,148.44	99,148.44	-	-	-	-	-	-
7/22/2017	98,965.20	98,965.20	-	-	-	-	-	-
7/29/2017	108,161.52	108,161.52	-	-	-	-	-	-
8/5/2017	104,979.36	104,979.36	-	-	-	-	-	-
8/12/2017	100,184.16	100,184.16	-	-	-	-	-	-
8/19/2017	101,813.88	101,813.88	-	-	-	-	-	-
8/26/2017	97,669.16	97,669.16	-	-	-	-	-	-
9/2/2017	111,442.08	81,653.20	29,788.88	2,362.26	11,885.76	646.42	10,032.89	4,861.55
9/9/2017	110,669.96	55,334.98	55,334.98	4,388.06	22,078.66	1,200.77	18,636.82	9,030.67
9/16/2017	88,536.00	44,268.00	44,268.00	3,510.45	17,662.93	960.62	14,909.46	7,224.54
9/23/2017	92,140.24	46,070.12	46,070.12	3,653.36	18,381.98	999.72	15,516.42	7,518.64
Sub Total	\$ 1,262,987.44	\$ 1,087,525.46	\$ 175,461.98	\$ 13,914.13	\$ 70,009.33	\$ 3,807.53	\$ 59,095.59	\$ 28,635.40

Benchmark Goal \$ 912,063.48
Remainder until split \$ -

VIDEO LOTTERY REPORT

FY 2014			FY 2015			FY 2016			FY 2017			FY 2018		
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	
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	7/1/2017	23,688.48					
7/13/2013	128,060.40	7/12/2014	111,792.16	7/11/2015	119,132.68	7/9/2016	125,605.24	7/8/2017	125,588.96					
7/20/2013	115,128.84	7/19/2014	116,320.32	7/18/2015	112,706.24	7/16/2016	107,876.48	7/15/2017	99,148.44					
7/27/2013	123,049.56	7/26/2014	112,502.48	7/25/2015	109,356.88	7/23/2016	107,196.20	7/22/2017	98,965.20					
8/3/2013	116,180.80	8/2/2014	117,145.12	8/1/2015	119,089.60	7/30/2016	111,534.28	7/29/2017	108,161.52					
8/10/2013	120,078.64	8/9/2014	114,374.60	8/8/2015	115,689.52	8/6/2016	110,378.32	8/5/2017	104,979.36					
8/17/2013	124,888.56	8/16/2014	114,105.32	8/15/2015	108,726.48	8/13/2016	101,561.56	8/12/2017	100,184.16					
8/24/2013	89,882.12	8/23/2014	116,097.04	8/22/2015	108,922.12	8/20/2016	115,270.28	8/19/2017	101,813.88					
8/31/2013	58,913.18	8/30/2014	60,280.02	8/29/2015	73,285.10	8/27/2016	96,130.52	8/26/2017	97,669.16					
9/7/2013	67,758.74	9/6/2014	61,420.28	9/5/2015	55,890.76	9/3/2016	60,448.12	9/2/2017	81,653.20					
9/14/2013	53,374.22	9/13/2014	51,364.96	9/12/2015	63,273.30	9/10/2016	61,598.04	9/8/2017	55,334.98					
9/21/2013	54,277.94	9/20/2014	50,664.54	9/19/2015	54,233.06	9/17/2016	50,609.64	9/16/2017	44,268.00					
9/28/2013	54,881.50	9/27/2014	50,127.22	9/26/2015	52,439.60	9/24/2016	51,199.68	9/23/2017	46,070.12					
10/5/2013	55,950.74	10/4/2014	53,531.28	10/3/2015	53,104.94	10/1/2016	54,346.34							
10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26	10/8/2016	50,896.18							
10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80	10/15/2016	51,557.88							
10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72	10/22/2016	53,825.90							
11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64	10/29/2016	50,853.22							
11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08	11/5/2016	55,958.84							
11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86	11/12/2016	53,346.18							
11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76	11/19/2016	47,174.90							
11/30/2013	59,645.66	11/29/2014	55,593.44	11/28/2015	60,010.98	11/26/2016	56,826.94							
12/7/2013	47,306.24	12/6/2014	46,792.50	12/5/2015	47,767.86	12/3/2016	48,407.86							
12/14/2013	29,229.02	12/13/2014	40,904.98	12/12/2015	42,938.56	12/10/2016	43,743.14							
12/21/2013	44,581.02	12/20/2014	41,600.84	12/19/2015	43,087.16	12/17/2016	33,602.54							
12/28/2013	62,117.14	12/27/2014	58,114.68	12/26/2015	52,835.48	12/24/2016	40,222.46							
1/4/2014	62,963.88	1/3/2015	68,277.28	1/2/2016	74,963.14	12/31/2016	60,653.90							
1/11/2014	37,935.94	1/10/2015	37,099.34	1/9/2016	41,474.24	1/7/2017	42,634.50							
1/18/2014	49,418.64	1/17/2015	43,217.36	1/16/2016	43,455.58	1/14/2017	37,751.18							
1/25/2014	42,720.80	1/24/2015	41,212.80	1/23/2016	25,025.40	1/21/2017	46,870.58							
2/1/2014	47,681.60	1/31/2015	42,783.32	1/30/2016	36,805.26	1/28/2017	40,692.96							
2/8/2014	45,434.52	2/7/2015	47,859.18	2/4/2016	51,695.74	2/4/2017	44,277.10							
2/15/2014	41,076.08	2/14/2015	48,131.08	2/13/2016	44,941.78	2/11/2017	42,514.28							
2/22/2014	61,523.98	2/21/2015	37,610.66	2/20/2016	50,505.40	2/18/2017	48,086.80							
3/1/2014	57,744.78	2/28/2015	56,982.14	2/27/2016	52,426.86	2/25/2017	55,365.02							
3/8/2014	50,439.94	3/7/2015	43,750.42	3/5/2016	53,474.66	3/4/2017	47,881.24							
3/15/2014	54,414.66	3/14/2015	55,096.66	3/12/2016	51,447.02	3/11/2017	46,274.58							
3/22/2014	50,734.62	3/21/2015	53,081.08	3/19/2016	50,356.80	3/18/2017	43,959.78							
3/29/2014	51,174.60	3/28/2015	50,548.88	3/26/2016	52,217.46	3/25/2017	49,130.62							
4/5/2014	55,229.90	4/4/2015	51,713.78	4/2/2016	54,185.88	4/1/2017	48,124.72							
4/12/2014	48,653.18	4/11/2015	51,024.54	4/9/2016	49,690.04	4/8/2017	46,262.60							
4/19/2014	54,469.22	4/18/2015	49,338.10	4/16/2016	49,071.82	4/15/2017	46,768.98							
4/26/2014	51,637.18	4/25/2015	49,656.62	4/23/2016	49,485.78	4/22/2017	45,614.00							

5/3/2014	54,757.72	5/2/2015	54,079.66	4/30/2016	50,872.46	4/29/2017	48,204.34
5/10/2014	51,011.76	5/9/2015	50,062.82	5/7/2016	52,135.22	5/8/2017	46,890.30
5/17/2014	51,148.34	5/16/2015	48,308.08	5/14/2016	51,441.84	5/13/2017	47,648.16
5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48	5/20/2017	43,998.24
5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84	5/27/2017	49,930.94
6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50	6/3/2017	52,503.12
6/14/2014	50,266.50	6/13/2015	50,110.84	6/11/2016	45,053.42	6/10/2017	42,563.08
6/21/2014	48,768.14	6/20/2015	47,109.22	6/18/2016	46,179.18	6/17/2017	47,653.68
6/28/2014	49,250.32	6/27/2015	55,325.14	6/25/2016	47,230.00	6/24/2017	46,628.62
6/30/2014	12,010.70	6/30/2015	16,018.68	6/30/2016	27,584.00	6/30/2017	37,001.52
	3,261,565.02		3,148,372.80		3,167,478.80		3,047,532.94
							1,087,525.46

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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	55,972.27
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	May, 2017	55,545.56
June, 2015	81,569.83	June, 2016	62,572.11	June, 2017	53,609.09
Total 2014-2015	899,128.89	Total 2015-2016	832,756.78	Total 2016-2017	726,611.13
		Total 2017-2018	114,118.64		

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	Date	Amount
July, 2015	227,024.37	July, 2016	231,702.60	July, 2017	179,428.86
August, 2015	210,194.19	August, 2016	189,475.86	August, 2017	162,927.06
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	167,916.81		
April, 2016	204,448.14	April, 2017	162,258.15		
May, 2016	229,247.52	May, 2017	166,636.68		
June, 2016	187,716.33	June, 2017	160,827.27		
Total 2015-2016	2,498,270.34	Total 2016-2017	2,179,833.39	Total 2017-2018	342,355.92