

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2017
THURSDAY, NOVEMBER 30, 2017
7:00 P.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

- November 16, 2017

APPROVAL OF PURCHASE ORDERS

- November 30, 2017

APPROVAL OF ACCOUNTS PAYABLE

- November 30, 2017

APPROVAL OF MANUAL CHECKS

- November 30, 2017

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

- 1. 7:15 p.m. Jennifer Myers, Jefferson County Parks and Recreation**
- The Jefferson County Parks and Recreation Commission received the Austin C. Palmer Outstanding Facility Award and the Eugene M Fuller Program Award at the 2017 West Virginia Recreation and Parks Association annual conference in October
- Request approval of the acceptance of the WV Culture and History Cultural Facilities grant for Jefferson County Parks and Recreation in the amount of \$68,762 - Discussion/Action
- Requesting a waiver from bonding and building permit fees for the construction of three 20x30 pavilions to be constructed at James Hite Park - Discussion/Action
- 2. 7:30 p.m. Jennifer Brockman, County Planner**
- Request to schedule a public hearing to receive input on the proposed amendments to the Jefferson County Subdivision and Land Development Regulations (File #STA16-01) which includes revisions to Section 20.202, Major Subdivisions; Section 20.203, Minor Site Development; and Appendix A, Section 1.4, Final Plat; and Section 1.5, Recordation of Final Plats for Minor and Major Subdivision - Discussion/Action
- 3. 7:45 p.m. Interviews and appointment to the Public Service District - One 6-year term ending December 1, 2023 - Discussion/Action**
- 4. 8:00 p.m. Interviews and appointments to the Summit Point Library Committee - Two unexpired terms ending June 30, 2019 and June 30, 2021 - Discussion/Action**
- 5. 8:15 p.m. Nathan Cochran, Assistant Prosecuting Attorney**
- Discussion of PSD Dissolution, Appeal/Intervention of the PSC decision, acquisition of PSD assets, and related issues - Discussion/Action - Possible Executive Session
- Discussion of EEOC Claim #533-2017-00706 - Discussion/Action - Possible Executive Session
- Discussion of US Supreme Court case, No. 17-7 re: WV Supreme Court of Appeals Case #15-1155 - Discussion/Action - Possible Executive Session
- Discussion regarding request for Attorney General Opinion re: PSD Board Member's request for attorney fee reimbursement - Discussion/Action - Possible Executive Session
- Discussion of the City of Charles Town's notice of action related to the annexation proposal that was presented to the County Commission in March 2017 - Discussion/Action - Possible Executive Session

NEW BUSINESS

6. Set date, time, and location for the first Regular Meeting of 2018 - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Discuss December 21, 2017 Commission meeting - Discussion/Action

COUNTY COMMISSION REPORTS

7. **ADJOURN**

CORRESPONDENCE/INFORMATION

Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment received.

JCPSD October 11, 2017 Regular Board Meeting Minutes

Bolivar-Harpers Ferry Public Library Audit Report for FY17.

South Jefferson Public Library Audit Report for FY17.

Shepherdstown Public Library Audit Report for FY17.

Correspondence received from Comcast regarding price changes.

WV Lottery Weekly Settlement for Charles Town - week ending November 11, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending November 18, 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, November 16, 2017

A meeting of the Jefferson County Commission was held on Thursday, November 16, 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 Caleb Hudson, Patricia Noland, Peter Onoszko and Jane Tabb. Commissioner Josh Compton appeared via phone. Also present were Stephanie Grove, County Administrator, Jacqueline Shadle, County Clerk, Jessica Carroll, Executive Administrative Assistant and Jim Eddy, Bailiff. (An audio tape of the Thursday, November 16, 2017 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Noland led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Ms. Noland to approve the November 2, 2017 Regular Meeting Minutes as presented. Motion seconded and unanimously approved.

APPROVAL OF PURCHASE ORDERS

Motion by Ms. Tabb to approve the November 2, 2017 Purchase Order in the amount of \$10,932.40 to include Purchase Order No. 52824. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
079237	712	AT&T/GA		\$ -	\$ 185.90	\$ 185.90
079238	428	ADVANTAGE TECHNOLOGY LLC		\$ -	\$ 4,200.00	\$ 4,200.00
079239	700	APTEAN SOFTWARE LLC		\$ -	\$ 482.50	\$ 482.50
079240	428	CREATIVE FORMS & CONCEPT		\$ -	\$ 415.09	\$ 415.09
079241	425	J.C.EHRLICH		\$ -	\$ 2,200.00	\$ 2,200.00
079242	425	FIRE SAFETY EQUIP		\$ -	\$ 1,700.00	\$ 1,700.00
079243	428	GLOBAL SCIENCE & TECH		\$ -	\$ 1,800.00	\$ 1,800.00
079244	424	GES PROPERTY PROS LLC		\$ -	\$ 425.00	\$ 425.00
079244	425	GES PROPERTY PROS LLC		\$ -	\$ 800.00	\$ 800.00
079244	425	GES PROPERTY PROS LLC		\$ -	\$ 425.00	\$ 425.00
079244	425	GES PROPERTY PROS LLC		\$ -	\$ 425.00	\$ 425.00
079244	425	GES PROPERTY PROS LLC		\$ -	\$ 425.00	\$ 425.00
079245	700	EARL GILL		\$ -	\$ 12.11	\$ 12.11
079246	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 30,368.85	\$ 30,368.85
079247	403	MATTHEW BENDER & CO		\$ -	\$ 142.43	\$ 142.43
079248	717	MILLER'S CHRYSLER JEEP		\$ -	\$ 52.98	\$ 52.98
079249	700	ROBERT L. PETERSON SR		\$ -	\$ 12.44	\$ 12.44
079250	P/R DED	MARK RENNER		\$ -	\$ 787.19	\$ 787.19
079251	P/R DED	RETIREE HLTH BENEFIT TRS		\$ -	\$ 6,126.00	\$ 6,126.00
079252	P/R DED	RANDALL RODRIGUEZ		\$ -	\$ 2,250.00	\$ 2,250.00
079253	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 149.00	\$ 149.00
079253	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 727.00	\$ 727.00
079253	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 52.00	\$ 52.00
079253	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 219.00	\$ 219.00
079254	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 113.25	\$ 113.25
079255	425	CAPITAL TRISTATE		\$ -	\$ 66.11	\$ 66.11
079255	425	CAPITAL TRISTATE		\$ -	\$ 125.71	\$ 125.71
079255	425	CAPITAL TRISTATE		\$ -	\$ 28.53	\$ 28.53
079256	425	TRENNY SERVICE CO		\$ -	\$ 385.00	\$ 385.00
079257	711	WV EMER MANAGMENT COUNCI		\$ -	\$ 50.00	\$ 50.00
079258	717	WHOLESALE TIRES, INC.		\$ -	\$ 63.90	\$ 63.90
079259	P/R DED	RUSSELL WILLIAMS		\$ -	\$ 2,250.00	\$ 2,250.00
079260	401	XEROX CORPORATION		\$ -	\$ 186.32	\$ 186.32
079260	402	XEROX CORPORATION		\$ -	\$ 377.15	\$ 377.15
079260	402	XEROX CORPORATION		\$ -	\$ 376.43	\$ 376.43
079260	402	XEROX CORPORATION		\$ -	\$ 418.83	\$ 418.83

079260	402	XEROX CORPORATION		\$ -	\$ 106.53	\$ 106.53
079260	403	XEROX CORPORATION		\$ -	\$ 227.22	\$ 227.22
079260	404	XEROX CORPORATION		\$ -	\$ 71.10	\$ 71.10
079260	405	XEROX CORPORATION		\$ -	\$ 380.80	\$ 380.80
079260	406	XEROX CORPORATION		\$ -	\$ 71.10	\$ 71.10
079260	425	XEROX CORPORATION		\$ -	\$ 106.53	\$ 106.53
079260	440	XEROX CORPORATION		\$ -	\$ 203.87	\$ 203.87
079260	440	XEROX CORPORATION		\$ -	\$ 126.42	\$ 126.42
079260	440	XEROX CORPORATION		\$ -	\$ 484.77	\$ 484.77
079260	700	XEROX CORPORATION		\$ -	\$ 337.22	\$ 337.22
079260	712	XEROX CORPORATION		\$ -	\$ 367.62	\$ 367.62
079260	716	XEROX CORPORATION		\$ -	\$ 120.57	\$ 120.57
TOTAL					\$ 61,427.47	\$ 61,427.47

Motion by Ms. Noland to approve the Accounts Payable for November 9, 2017 in the amount of \$61,427.47. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
079263	ALLOC	AHA/ART&HUMANITIES ALLNC		\$ -	\$ 1,421.32	\$ 1,421.32
079264	P/R DED	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
079265	P/R DED	BUREAU F/CHILD SPPRT ENF		\$ -	\$ 212.31	\$ 212.31
079266	P/R DED	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
079267	P/R DED	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
079268	717	FLEETPRIDE		\$ -	\$ 29.81	\$ 29.81
079269	717	GUTTMAN OIL CO		\$ -	\$ 3,614.92	\$ 3,614.92
079269	717	GUTTMAN OIL CO		\$ -	\$ 3,240.01	\$ 3,240.01
079269	717	GUTTMAN OIL CO		\$ -	\$ 3,364.33	\$ 3,364.33
079269	717	GUTTMAN OIL CO		\$ -	\$ 3,126.20	\$ 3,126.20
079270	ALLOC	JEFFERSON COUNTY HISTORI		\$ -	\$ 2,104.62	\$ 2,104.62
079271	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 13,114.93	\$ 13,114.93
079272	P/R DED	JEFFERSON SECURITY BANK		\$ -	\$ 5,915.00	\$ 5,915.00
079273	ALLOC	*JEFFERSON CO EMERGENCY		\$ -	\$ 225,000.00	\$ 225,000.00
079274	712	MOTOROLA INC		\$ -	\$ 458.00	\$ 458.00
079275	401	MENARD CONSULTING, INC.		\$ -	\$ 1,300.00	\$ 1,300.00
079276	P/R DED	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 543.86	\$ 543.86
079277	425	McCALL HANDLING CO	52666	\$ 5,395.25	\$ -	\$ 5,395.25
079278	P/R DED	NATIONWIDE RETIREMENT		\$ -	\$ 849.00	\$ 849.00
079279	ALLOC	JEFF CO PARKS &		\$ -	\$ 32,007.02	\$ 32,007.02
079280	402	RECORD MANAGEMENT SOLUTN		\$ -	\$ 35.00	\$ 35.00

079281	717	RICE TIRES CO		\$ -	\$ 372.88	\$ 372.88
079281	717	RICE TIRES CO		\$ -	\$ 413.12	\$ 413.12
079281	717	RICE TIRES CO		\$ -	\$ 477.84	\$ 477.84
079282	408	STATE TAX DEPARTMENT		\$ -	\$ 13,445.03	\$ 13,445.03
079283	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 11,122.22	\$ 11,122.22
079283	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 47,556.78	\$ 47,556.78
079283	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 47,013.81	\$ 47,013.81
079284	P/R DED	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 6,644.81	\$ 6,644.81
079284	P/R DED	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 9,380.92	\$ 9,380.92
079285	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 2,340.00	\$ 2,340.00
079285	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 315.00	\$ 315.00
079286	P/R DED	TRAVIS STELY		\$ -	\$ 352.13	\$ 352.13
079289	401	AMAZON		\$ -	\$ 214.98	\$ 214.98
079289	401	GOF GOVERNMENT FINANCE		\$ -	\$ 595.00	\$ 595.00
079289	401	NEOPOST MID ATLANTIC		\$ -	\$ 43.99	\$ 43.99
079289	401	SPIRIT OF JEFFERSON		\$ -	\$ 109.58	\$ 109.58
079289	402	ACORN SALES CO		\$ -	\$ 34.65	\$ 34.65
079289	402	SHOPLET		\$ -	\$ 67.80	\$ 67.80
079289	402	SPIRIT OF JEFFERSON		\$ -	\$ 179.70	\$ 179.70
079289	402	W.B. MASON		\$ -	\$ 234.04	\$ 234.04
079289	403	SHOPLET		\$ -	\$ 309.51	\$ 309.51
079289	405	EMBASSY SUITES		\$ -	\$ 110.00	\$ 110.00
079289	405	MILLERS OFFICE PRODUCTS		\$ -	\$ 104.03	\$ 104.03
079289	405	NAMEBADGE COM		\$ -	\$ 14.24	\$ 14.24
079289	405	NATIONAL DISTRICT ATTORN		\$ -	\$ 835.00	\$ 835.00
079289	405	SOUTHWEST AIRLINES		\$ -	\$ 490.46	\$ 490.46
079289	405	SPECIALTY BUSINESS SUPPL		\$ -	\$ 39.99	\$ 39.99
079289	406	NADA APPRAISAL GUIDES		\$ -	\$ 36.98	\$ 36.98
079289	406	THE OBSERVER		\$ -	\$ 95.00	\$ 95.00
079289	406	WV NET		\$ -	\$ 4.00	\$ 4.00
079289	412	COMCAST		\$ -	\$ 105.75	\$ 105.75
079289	412	DOING BETTER BUSINESS IN		\$ -	\$ 528.00	\$ 528.00
079289	412	STAPLES		\$ -	\$ 99.77	\$ 99.77
079289	412	WAL-MART		\$ -	\$ 397.99	\$ 397.99
079289	413	PANHANDLE PRINTING AND D		\$ -	\$ 521.24	\$ 521.24
079289	413	SPIRIT OF JEFFERSON		\$ -	\$ 209.40	\$ 209.40
079289	415	FRONTIER		\$ -	\$ 85.95	\$ 85.95
079289	424	CHARLES TOWN UTILITIES		\$ -	\$ 163.33	\$ 163.33
079289	424	FRONTIER		\$ -	\$ 9,992.01	\$ 9,992.01
079289	424	POTOMAC EDISON		\$ -	\$ 2,525.93	\$ 2,525.93

079289	424	84 LUMBER		\$ -	\$ 8.49	\$ 8.49
079289	425	AMAZON		\$ -	\$ 114.27	\$ 114.27
079289	425	CAPITAL TRISTATE		\$ -	\$ 1,078.17	\$ 1,078.17
079289	425	CHARLES TOWN UTILITIES		\$ -	\$ 1,455.31	\$ 1,455.31
079289	425	COMCAST		\$ -	\$ 1,024.31	\$ 1,024.31
079289	425	CRYSTAL SPRINGS		\$ -	\$ 714.29	\$ 714.29
079289	425	GRAINGER		\$ -	\$ 168.08	\$ 168.08
079289	425	INTERSTATE ALL BATTERY		\$ -	\$ 2,359.60	\$ 2,359.60
079289	425	JEFFERSON COUNTY P.S.D		\$ -	\$ 373.40	\$ 373.40
079289	425	JEFFERSON UTILITIES, INC		\$ -	\$ 860.77	\$ 860.77
079289	425	LOWES		\$ -	\$ 70.00	\$ 70.00
079289	425	MILLERS OFFICE PRODUCTS		\$ -	\$ 1,355.63	\$ 1,355.63
079289	425	PATRIOR FIRE AND SECURIT		\$ -	\$ 1,096.95	\$ 1,096.95
079289	425	POTOMAC EDISON		\$ -	\$ 25,124.97	\$ 25,124.97
079289	425	RCS SECURITY INC		\$ -	\$ 564.00	\$ 564.00
079289	425	RCS SECURITY INC		\$ -	\$ 85.00	\$ 85.00
079289	425	THE HOME DEPOT		\$ -	\$ 59.41	\$ 59.41
079289	425	THE HOME DEPOT		\$ -	\$ 77.59	\$ 77.59
079289	425	THE HOME DEPOT		\$ -	\$ 19.26	\$ 19.26
079289	425	THE HOME DEPOT		\$ -	\$ 81.88	\$ 81.88
079289	425	THOS SOMERVILLE		\$ -	\$ 29.01	\$ 29.01
079289	425	TRENARY HVAC GROUP		\$ -	\$ 7,458.00	\$ 7,458.00
079289	425	WEISS BROS OF HAGERSTOWN		\$ -	\$ 2,263.44	\$ 2,263.44
079289	425	WM WASTE MGNT		\$ -	\$ 734.49	\$ 734.49
079289	425	84 LUMBER		\$ -	\$ 17.99	\$ 17.99
079289	428	AMAZON		\$ -	\$ 741.98	\$ 741.98
079289	428	AMAZON		\$ -	\$ 25.55	\$ 25.55
079289	428	AMAZON		\$ -	\$ 199.37	\$ 199.37
079289	428	CLEVERBRIDGE INC		\$ -	\$ 99.95	\$ 99.95
079289	428	DELL		\$ -	\$ 5,258.88	\$ 5,258.88
079289	428	OFFICE DEPOT		\$ -	\$ 854.87	\$ 854.87
079289	428	OFFICE DEPOT		\$ -	\$ 34.13	\$ 34.13
079289	428	OFFICE DEPOT		\$ -	\$ 212.34	\$ 212.34
079289	428	OFFICE DEPOT		\$ -	\$ 361.98	\$ 361.98
079289	428	TEXTEDLY COM		\$ -	\$ 20.00	\$ 20.00
079289	428	WWW.NEWEGG.COM		\$ -	\$ 299.98	\$ 299.98
079289	440	AMERICAN SOC CIVIL ENGIN		\$ -	\$ 99.00	\$ 99.00
079289	440	INTL CODE COUNCIL INC		\$ -	\$ 339.00	\$ 339.00
079289	440	SPIRIT OF JEFFERSON		\$ -	\$ 130.90	\$ 130.90
079289	440	THE BUSINESS CENTER		\$ -	\$ 17.98	\$ 17.98

079289	440	THE HOME DEPOT		\$ -	\$ 41.25	\$ 41.25
079289	700	AMAZON		\$ -	\$ 345.54	\$ 345.54
079289	700	COMFORT INN		\$ -	\$ 750.60	\$ 750.60
079289	700	HARPERS FERRY ARMORY		\$ -	\$ 100.00	\$ 100.00
079289	700	JEFFERSON URGENT CARE		\$ -	\$ 600.00	\$ 600.00
079289	700	MORGANTOWN PRINTING		\$ -	\$ 173.00	\$ 173.00
079289	700	RAY ALLEN MANUFACTURING		\$ -	\$ 22.59	\$ 22.59
079289	700	SLEEP INN		\$ -	\$ 98.10	\$ 98.10
079289	700	TRIJICON, INC		\$ -	\$ 192.50	\$ 192.50
079289	700	USPS US POSTAL SERVICE		\$ -	\$ 23.68	\$ 23.68
079289	701	SMART SIGN		\$ -	\$ 45.93	\$ 45.93
079289	711	CAMP DAWSON MWR		\$ -	\$ 165.00	\$ 165.00
079289	712	CAMP DAWSON MWR		\$ -	\$ 165.00	\$ 165.00
079289	712	DOLLAR TREE		\$ -	\$ 18.00	\$ 18.00
079289	712	FRONTIER		\$ -	\$ 5,099.85	\$ 5,099.85
079289	712	MEDICAL PRIORITY CONSULT		\$ -	\$ 730.00	\$ 730.00
079289	712	NENA		\$ -	\$ 137.00	\$ 137.00
079289	716	DAYS END FARM HORSE RESC		\$ -	\$ 20.00	\$ 20.00
079289	716	SIR SPEEDY PRINTING		\$ -	\$ 11.18	\$ 11.18
079289	716	VALLEY EQUINE ASSOC.		\$ -	\$ 92.00	\$ 92.00
079289	716	WV BOARD OF VETERINARY M		\$ -	\$ 50.00	\$ 50.00
079289	716	WV BOARD OF VETERINARY M		\$ -	\$ 50.00	\$ 50.00
079289	716	WV BOARD OF VETERINARY M		\$ -	\$ 50.00	\$ 50.00
079289	717	FISHER AUTO PARTS		\$ -	\$ 893.57	\$ 893.57
079289	717	HAGERSTOWN FORD		\$ -	\$ 250.77	\$ 250.77
079289	717	INTERSTATE ALL BATTERY		\$ -	\$ 483.90	\$ 483.90
079289	717	S&S MOTORS - NAPA PARTS		\$ -	\$ 1,325.04	\$ 1,325.04
079289	717	THE HOME DEPOT		\$ -	\$ 43.49	\$ 43.49
079289	717	VITAL SIGNS PLUS		\$ -	\$ 65.00	\$ 65.00
079290	ALLOC	JEFFERSON CO CONVENTION		\$ -	\$ 35,532.96	\$ 35,532.96
079291	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 28,787.02	\$ 28,787.02
079291	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 11,776.56	\$ 11,776.56
079291	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 4,431.51	\$ 4,431.51
079291	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 2,417.17	\$ 2,417.17
079292	412	EMILY WELLS		\$ -	\$ 369.83	\$ 369.83
079293	P/R DED	CONNIE WEISS		\$ -	\$ 2,250.00	\$ 2,250.00
TOTAL						\$ 613,443.63
TOTAL				\$ 5,395.25	\$ 608,048.38	\$ 613,443.63

Motion by Ms. Tabb to approve the Accounts Payable for November 16, 2017 in the amount of \$613,443.63. Motion seconded and unanimously approved.

MANUAL CHECKS

Motion by Ms. Tabb to approve the Manual Checks for November 10, 2017 in the amount of \$214,022.02. Motion seconded and unanimously approved.

HOME DETETION			
008			
Date	Check #	VENDOR	Amount
11/17/17	585	SHERIFF OF JEFF CO	\$ 1,275.00
ASSESSOR VALUATION			
056			
Date	Check #	VENDOR	Amount
11/17/17	655	WV SOCIETY OF PROF SURVEYORS	\$ 25.00
11/17/17	656	NADA GUIDES	\$ 1,620.00
SHERIFF C/O			
246			
Date	Check #	VENDOR	Amount
11/17/2017	1654	ELECTRONIC COMM OF WV	\$ 11,092.90
TOTAL			\$ 14,012.90

Motion by Ms. Noland to approve the Manual Checks for November 17, 2017 in the amount of \$14,012.90. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Bill Kerrigan, resident – voiced concern over the Commission’s process of decision making regarding the Confederate plaque on the Courthouse and stated it’s the Commission’s responsibility to listen, seek compromise, and mediate conflict within the community.

Linda Ballard, Martinsburg resident and concerned citizen – expressed her concern over the Ordinance to “preserve and protect” the historical monuments and markers in Jefferson County, stating the Commission has exposed its own “hatred and racism” with the passing of such an ordinance.

David Tabb, resident – stated again that he is “enslaved” by the government, particularly the County Commission, because he believes he has not had his day in court.

Jane Wagner, resident – stated she was disappointed to witness a “lack of attention to serious thought and comments” made by citizens during the November 2, 2017 County Commission in regards to the Confederate plaque outside of the Courthouse.

PRESENTATIONS

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

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Thomas Clatterbuck	PP	Middleway	311548	\$61.08

- **Motion by Ms. Tabb to approve the Exoneration for Ticket #311548 as presented by the Assessor. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Charles W. Redmond	PP	Middleway	312732	\$122.16

- **Motion by Ms. Noland to approve the Exoneration for Ticket #312732 as presented by the Assessor. Motion seconded and unanimously approved.**
2. Sheena R. Moore, West Virginia Department of Environmental Protection – requested the Commission to enact an enforceable groundwater use restriction ordinance.
 - Ms. Moore was informed by the Commission and counsel that she needed to approve the cities of Charles Town and Ranson regarding her request for an enforceable groundwater use restriction ordinance since her areas of concern were located within the city limits of those municipalities.
 3. Jada Bennett, West Virginia University Extension Service – requested approval to hire a secretary for the Extension Service.
 - **Motion by Ms. Tabb to approve the hire of Amanda Masters as secretary for the WVU Extension Service at a Step II, Grade A. Motion seconded and unanimously approved.**
 4. Annette Gavin, Director, Jefferson County Convention and Visitor’s Bureau – requested a waiver of all anticipated fees and bonding associated with the expansion of the Visitor Center in Harpers Ferry.
 - **Motion by Noland to approve the waiver of any fees and bonding associated with the build out of the Visitor Center in Harpers Ferry. Motion seconded and unanimously approved.**
 5. The Commission recessed for break at 10:45 am.
The Commission reconvened at 11:00 am.
 6. Lynn Fields, Probate
 - a. Objection to Disbursement for Settlement and Petition to Remove the Administrator, Estate of Marcel Richard Tessier, deceased.
 - **Motion by Mr. Onoszko to refer the matter to David DeJarnett, Fiduciary Commission, for a hearing. Motion seconded and unanimously approved.**
 - b. Approval of Findings and Recommendations Upon Claims by Martin E. Durst and Michael H. Durst

- **Motion by Noland to approve and admit to record the Findings and Recommendations Upon Claims by Martin E. Durst and Michael H. Durst. Motion seconded and unanimously approved.**
7. Danny Lutz, Eastern Panhandle Conservation District Supervisor
 - a. Budget request for FY19 funding - \$15,000
 - It was the consensus of the Commission to forward Mr. Lutz' FY19 funding request to Michelle Gordon, Finance Director, to discuss during budget deliberations.
 - b. Discuss contract with Apple Valley Waste and recommend that they be ordered to collect recyclables all the time, not just when profitable.
 - The Commission advised Mr. Lutz to discuss this matter with the Jefferson County Solid Waste Authority for their input and suggestions.
 8. Barbara Miller, Director, Jefferson County Homeland Security and Emergency Management – requested approval of the 2017 Emergency Management Performance Grant Application
 - **Motion by Ms. Noland to approve the 2017 Emergency Management Performance Grant application and authorize the President of the Commission to sign the associated documents. Motion seconded and unanimously approved.**
 9. Jeffrey Polczynski, Director, Jefferson County Emergency Communications
 - a. Request Grade/Status Change – Full-Time Public Safety Dispatcher
 - **Motion by Ms. Noland to approve and reinstate Public Safety Dispatcher Brooke Hess from part-time to full-time employment, effective December 31, 2017. Motion seconded and unanimously approved.**
 - b. Approval of Hire – two Full-Time Public Safety Dispatcher IIs
 - **Motion by Ms. Noland to approve the full time employment of Aisha Hite and Julianne Wiegand as Full-Time Public Safety Dispatchers with subsequent step increases after completion of training. Motion seconded and unanimously approved.**
 10. Roger Goodwin, Chief County Engineer

- a. Complete release of Irrevocable Letter of Credit #680099142 with Bank of America, N.A., Scranton, PA construction bond security for DR Acquisitions, LLC – Sheridan Estates Subdivision, Phase 1 & 2 (Files #00-33 & #05-26) which has been re-secured with Irrevocable Letter of Credit #70002746 with Sun Trust Bank, Vienna, VA
 - **Motion by Ms. Tabb to authorize a complete release of Irrevocable Letter of Credit #680099142 with Bank of America in the amount of \$747,264.00 construction bond amount for DR Acquisitions, LLC – Sheridan Estates Subdivision, Phases 1 & 2 (Files #00-33 & #05-26). Motion seconded and unanimously approved.**
 - b. Partial release of Irrevocable Letter of Credit #7000276 with Sun Trust Bank, Vienna, VA construction bond security for DR Acquisitions, LLC – Sheridan Estates Subdivision, Phases 1 & 2 (Files #00-33 & #05-26)
 - **Motion by Ms. Tabb to authorize a partial release of \$445,344.00 from the construction bond agreement with SunTrust Bank for DR Acquisitions, LLC – Sheridan Estates Subdivision, Phases 1 & 2 (Files #00-33 & #05-26). Motion seconded and unanimously approved.**
11. Jefferson County Development Authority Board of Directors – approval of Resolution for the Local Economic Development Grant Program
- **Motion by Mr. Onoszko to approve the Resolution of Support for the Jefferson County Development Authority’s applications for the Local Economic Development (LED) grant of \$21,185.00 from the WV Development Office. Motion seconded and unanimously approved.**
12. The Commission recessed for lunch at 12:30 pm.
The Commission reconvened at 1:30 pm.
13. Decision on the proposed Zoning Map Amendment for Rankin Properties, LLC, designated as Tax District Shepherdstown (9), Map 8, Parcel 8.1 – Rankin Properties, LLC. The property is currently zoned residential growth and a request has been made by the property owner to change to General Commercial zoning category as supported by the Envision Jefferson 2035 Comprehensive Plan – Public Hearing was held on November 2, 2017
- Paul J. Raco, land use consultant for Rankin Properties, LLC, provided a rebuttal to the public comment received in opposition to the rezoning request, noting that the request is consistent and compatible with the Envision Jefferson 2035 Comprehensive Plan.

- **Motion by Ms. Noland to approve the rezoning request for Rankin Properties, LLC as presented as the request to rezone the property from “Residential Growth” to “General Commercial” is consistent and compatible with the Envision Jefferson Comprehensive Plan. Motion seconded and unanimously approved.**

14. Acknowledgement of the “Assessor’s Additional Duties: as delineated in WV Code 7-7-6a in the amount of \$15,000.

- **Motion by Ms. Noland to acknowledge the satisfactory completion of the “Assessor’s Additional Duties as delineated in WV Code 7-7-6a in the amount of \$15,000. Motion seconded and unanimously approved.**

15. Approval of the 2018 Holiday Schedule

- **Motion by Mr. Onoszko to approve the 2018 Holiday Schedule as presented. Motion seconded and unanimously approved.**

16. Nathan Cochran, Assistant Prosecuting Attorney

-Discussion of PSD Dissolution, Appeal/Intervention of the PSC decision, acquisition of PSD assets, and related issues

- Discussion of EEOC Claim #553-2017-00706

- Discussion of US Supreme Court Case No. 17M63 re: WV Supreme Court of Appeals Case #16-0533

- **Motion by Mr. Onoszko to enter into Executive Session to receive legal advice and discuss pending litigation. Motion seconded and unanimously approved.**
- **Motion by Mr. Onoszko to come out of Executive Session. Motion seconded and unanimously approved.**
- **Motion by Mr. Onoszko to direct Mr. Cochran, Assistant Prosecuting Attorney, to file the appropriate documents regarding EEOC Claim #533-2017-00706 and authorize the signature of the documents. Motion seconded and unanimously approve.**
- **Motion by Mr. Onoszko to file a waiver with the Supreme Court of the United States regarding WV Supreme Court of Appeals Case No. 16-0533. Motion seconded and unanimously approved.**

- Discussion regarding opioid litigation and related issues
- Review Resolution on Opioid Epidemic
 - **Motion by Mr. Onoszko to enter into Executive Session to discuss potential litigation. Motion seconded and unanimously approved.**
 - **Motion by Mr. Noland to come out of Executive Session. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to adopt the Resolution on the Opioid epidemic. Motion seconded and unanimously approved.**

COUNTY ADMINISTRATOR REPORTS

- Update on Communications Center Outage - Ms. Grove stated she was working with the Communications, IT, and Maintenance department heads to draft a report on the Communications Center outage which she would be sharing with Commission at a later date and stated that \$26,000.00 was needed to rectify the situation, \$10,932.40 of which had been approved in the morning's purchase orders for batteries, fans, and a capacitor to ensure proper operation of Communications center.
- Discussion of Hunter House Security
 - **Motion by Ms. Noland to enter into Executive Session to discuss matter of county security. Motion seconded and unanimously approved.**
 - **Motion by Mr. Onoszko to come out of Executive Session. Motion seconded and unanimously approved.**

Upcoming Dates – Ms. Grove reminded the Commission of two upcoming dates in December, stating Barbara Miller's retirement party would take place on Wednesday, December 13 and the Employee Holiday Luncheon would be taking place on Tuesday, December 19.

17. There being no further business, motion by Ms. Noland to adjourn at 2:58 pm. Motion seconded and unanimously approved.

PETER ONOSZKO, PRESIDENT

Respectfully Submitted
Jessica D. Carroll
Administrative Assistant

PURCHASE ORDERS TO BE APPROVED

November 30, 2017

DEPARTMENT	P.O. NUMBER	AMOUNT	VENDOR	DESCRIPTION
SHERIFF'S DEPARTMENT	48578	\$ 29,880.00	Guys Buick GMC Truck	2018 GMC Canyon - Animal Control
SHERIFF'S DEPARTMENT	48576	\$ 93,201.60	Motorola Solutions	40 Portable Radios - Grant
SHERIFF'S DEPARTMENT	48577	\$ 59,820.00	Selex ES Inc.	3 License Plate Readers - Grant
GRAND TOTAL		\$ 182,901.60		



THE COUNTY COMMISSION OF JEFFERSON COUNTY

Charles Town, West Virginia 25414

REQUISITION

No. 48578

VENDOR:

DELIVER TO:

Guy's Buick GMC Truck
1316 N Mildred St
Ranson WV 25438

JCSO

QUANTITY	DESCRIPTION - BUDGET LINE - ITEM NUMBER	PRICE	UNIT	AMOUNT
	2018 GMC Canyon Animal Control Vehicle			29,880.00
	A/C Capital Outlay 246-993-04-459			29,880.00

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 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.

Peter H. Dunghady
Signature

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. 48576

VENDOR:

DELIVER TO:

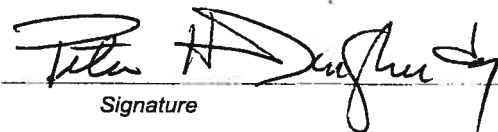
Motorola Solutions
P O Box 404059
Atlanta GA 30384

JCSO **GRANT**

QUANTITY	DESCRIPTION - BUDGET LINE - ITEM NUMBER	PRICE	UNIT	AMOUNT
40	Portable Radios (nomies) and Batteries			93201 60
	GRANT 700-03-341001			70656 13
	24.19% County Match 700-03-341			22545 47

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.


Signature _____ 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. 48577

VENDOR:

DELIVER TO:

Selex ES Inc
4221 Tudor Ln
Greensboro NC 27410

JCSO
GRANT

QUANTITY	DESCRIPTION - BUDGET LINE - ITEM NUMBER	PRICE	UNIT	AMOUNT
3	License Plate Readers and their associated hardware and equipment			59,820 00
	GRANT 700-03-341-001			49,300 00
	County match 700-03-341			10,520 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 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.

Peter H. Dugan
Signature _____ Date _____

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

Signature _____

Date _____



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jennifer Myers

Department or Organization: **Jefferson County Parks and Recreation Commission**

Estimation of amount of time needed for appointment: 15 min

Date Requested – 1st Choice: **11/30/17**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Jefferson County Parks and Recreation presentation of state recreation awards, acceptance of WV Culture and History Grant and request to waive building permit fees for construction at James Hite Park.

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

- The Jefferson County Parks and Recreation Commission received the Austin C. Palmer Outstanding Facility Award and the Eugene M. Fuller Program Award at the 2017 West Virginia Recreation and Park Association annual conference in October.
- The Jefferson County Parks and Recreation Commission has been awarded a grant in the amount of \$68,762 through the West Virginia Division of Culture and History to begin construction on Phase I of the amphitheater project at Sam Michael's Park. The JCPRC accepted the grant at their regular meeting on November 15, 2017 and have pledged the match of \$68,762 for the project to begin. The Commission previously approved the application for the grant.
- The Jefferson County Parks and Recreation Commission is seeking a waiver from bonding and building permit fees for the construction of three 20x30 pavilions to be constructed at James Hite Park. The Commission has waived the bonding process and fees for past projects that include construction of Phase I at James Hite Park and the concession stand and Jefferson County Community Center at Sam Michael's Park.

Is this a funding request? Y/N NO

If so, how much? \$ n/A

Provide exact financial impact/request:

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

- I authorize the acceptance of the WV Culture and History Cultural Facilities grant for Jefferson County Parks and Recreation in the amount of \$68,762.
- I authorize the bonding process and permit fees for James Hite Pavilion Construction is waived.

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: Jennifer Myers

Email address: jmyers@jcprc.org

Phone Number: 3047283207



Eugene M. Fuller Program Award

Qualifications: Nominees must provide evidence of outstanding programming of superior quality in promoting activities that are traditionally associated with park, recreation, and leisure services or in developing innovative programming ideas.

Jefferson County Parks and Recreation has a long-standing tradition of offering high quality, affordable summer camps and year round activities to people of all ages in Jefferson County, as well as surrounding areas.

This past summer season, Jefferson County Parks and Recreation experienced a banner year of day camps, serving 2,862 children in Jefferson County.

Kids were able to experience field trips, planned and free activities exposing them to the opportunity for art, nature, innovation and creativity, athletics and socialization.



While we were able to serve more children this year than any year before, and we are proud of our record, we would like to highlight a new nature-based camp that was added this year. This summer, Jefferson County Parks and Recreation offered kids a camp called, "Little Explorers". The description of the camp was as follows:

"Enjoy a fun-filled week of nature hikes, exploring the park grounds at Sam Michael's, and catching nature at its finest. This week-long camp will include stories, games, crafts, and other nature and ecology based activities."

While the idea of offering a nature camp in a park to kids ages 4-7 doesn't necessarily seem particularly innovative, the success of this program and the learning outcomes achieved are something that could and should be duplicated for kids of all ages.

Jefferson County Parks and Recreation offers camps and activities of all types to kids in our areas. STEM camps have become very popular, including the nationally recognized Camp Invention, Lego Engineering, Animation Camps and more. As the popularity of this type of "technical creativity" has taken a huge jump, kids are less and less inclined to enjoy the outdoors as a learning tool. a fantastic community center filled with equipment, councilors and air conditioning.

Camp met each day in the lobby of the Community Center where parents could apply sunscreen, bug spray, hugs and kisses before setting their Little Explorers free into the wilds of the 132 available acres of Sam Michael's Park. Ms. Heidi Citro, our lead camp counselor took them on 100% nature based adventures. Classes included daily hiking on trails, exploration of nature, age appropriate problem solving activities as well as nature-based art activities. Lego classes were indoors using bricks to build catapults and their own inventions, kids in the Little Explorers program had opportunity to do the same using only found materials. While both opportunities have merit, the opportunity for problem-solving with found materials pushes kids to a higher level of creativity in a space that seems simple, but in many cases is more rare for kids to experience in current social norms.

Not only was the Little Explorers camp innovative in it's seemingly simplistic design, it was extremely popular. We offered a limited availability for this class, since it was new to the summer camp line-up we offer. Ms. Citro had an over-abundance of kids participate, and while we added additional help to accommodate an over-enrollment, we did not want to sacrifice quality for quantity, so a waiting list was also necessary. It will be our intention to offer additional opportunities for this camp in upcoming summer camps, as well as incorporating some of the lessons and models from this camp into our other activities including after school activities. Connecting kids back to nature, we believe, creates more creative, ecologically-minded citizens of the earth.

Jefferson County Parks and Recreation is a perfect place to grow.



Jefferson County Parks and Recreation is a component unit of the Jefferson County Commission and provides recreational activities and spaces in the Eastern Panhandle of West Virginia.



Austin C. Palmer Outstanding Facility Award

Qualifications: Outstanding facilities serving a large segment of a geographic area that are aesthetically pleasing, show evidence of sound design, are programmed to maximum potential and are in operation for at least one year.



The Jefferson County Community Center was built in 2006 and serves the citizens of Jefferson County, WV, as well as numerous visitors from neighboring counties and states. The 19,572 square foot facility encompasses a full gymnasium, dance room, two classrooms, exercise room, commercial kitchen, community space, and park offices.

The gymnasium was designed to be convertible, so various sports and activities can take place with appropriate equipment and space. Amenities include a full basketball court, indoor tennis courts, pickleball courts, volleyball courts with regulation nets, indoor soccer, gymnastics and community activities.

During the 2017 summer season alone, the Community Center was host to nearly 3000 program participants. In addition, the Center hosted birthday parties, community events, meetings, and everyday business.

The building and surrounding park, have become a staple in our community. Each year the Jefferson County Parks and Recreation Commission hosts community events around each major holiday. Two hundred or more families join the Parks and Recreation staff for crafts, activities, moon bouncing, fellowship, and more. The facility is a perfect space to hold large numbers of people, who can move freely to various activities without impeding each other's family-time.

In the same respect, middle schoolers from Jefferson County are invited each month for a Teen Night event. Approximately 300 kids enjoy a DJ hosted dance, basketball, games, food and loads and loads of smiles.

The building was positioned for expansion. While the building has possibilities and community support for physical growth, it has also supported park growth. A playground and Veterans Pavilion has been added within site of the Community Center. A 5K course was added with the start and finish directly to the rear of the building. This allows for large-scale race events to have opportunity to expand to include health fair type activities and the option to piggy-back one event upon another. For example, a kids' free obstacle run is offered on the grounds on the same date as a yearly craft fair. People of all ages are able to enjoy the park and the Community Center facilities and event comfortably and in support of each other.

The lighting in the building was converted to LED in recent years to make the space more economical and environmentally friendly. Windows near the ceiling in the gym offer natural lighting.

The residents and near-by citizens of Jefferson County have grown to depend on the Jefferson County Community Center for activities, social opportunities, meeting space, and so much more. Thanks to our Community Center, Jefferson County Parks and Recreation is a perfect place to grow.



Participants waiting for their class to begin in the Community Center Lobby!



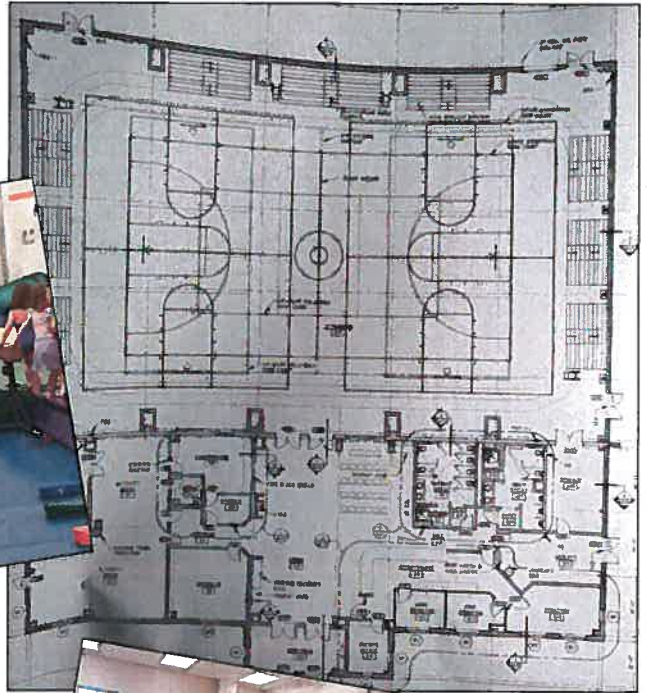
Basketball Camp participants in the full-gym.



One of two classroom spaces.

The Jefferson County Community Center in Sam Michael's Park was designed to maximize program and event offering to the citizens and surrounding area residents in Jefferson County, WV. Events and classes have become a signature of the Jefferson County Parks and Recreation system, many of which would not be possible without the wonderful Community Center Space.

The "Convertible" spaces within the Jefferson County Community Center have made more programming opportunities possible in Jefferson County. We are happy to share over 60,000 people have participated in programming in the Community Center to date. We look forward to continued growth!



The gym, converted into a gymnastics space.

Preschool Classroom converted into an art space.



Full Gym



Business Offices



Lobby/Community Space



Classrooms



September 28, 2017

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

Randall Reid-Smith, Commissioner

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

EEO/AA Employer

Jennifer Myers
Jefferson County Commission
PO Box 250
Charles Town, WV 25414

Dear Ms. Myers:

The West Virginia Division of Culture and History and the West Virginia Commission on the Arts are pleased to inform you that your application to the Cultural Facilities program has been approved. Jefferson County Commission, was awarded \$68,762 through grant AH18-8012 for the purpose of assisting with a FY18 Cultural Facilities project.

Enclosed is an agreement (contract) stipulating the terms and conditions of the grant, invoice(s) and an audit certification form required by the WV State Auditor's office.

To receive this grant money, you must:

- Follow program-specific instructions enclosed in this packet. Please contact Debbie Haught, Cultural Facilities and Accessibility Coordinator with questions at Debbie.r.haught@wv.gov

These grants are made possible through funding provided by the National Endowment for the Arts and the West Virginia Legislature. These funding sources have requirements (required assurances) to which all grantees must adhere. A copy of the required assurances is included. Please become familiar with them and keep for future reference.

If, for any reason, you should decide NOT to accept this grant, please notify us immediately so we can make these funds available to others.

We wish you every success with your project, and if we can be of further assistance, please let us know.

Sincerely,


Randall Reid-Smith
Commissioner

INVOICE

FOR OFFICE USE ONLY!!!!

Account#: 3537-2018-3201-09900-3256

Date of Service: _____

Amount: _____

Application: AH18-8012

To: Division of Culture and History
Arts Section
1900 Kanawha Blvd. East
Charleston, WV 25305

Purpose: To assist with a FY18 Cultural Facilities project.

Make check payable to: Jefferson County Commission
Address: PO Box 250
Charles Town, WV 25414
FEIN 55-6000333

Grantee Signature: _____

Title: _____

Date: _____

I certify that the attached invoice for which payment has been requested has been audited against, and conforms to, the terms and conditions of the referenced grant agreement.

I hereby certify that the items listed hereon have been received and approved for payment.

Debbie Haught, Cultural Facilities Coord.

Date

Barbie Smoot, Budget Manager

Date

INVOICE

FOR OFFICE USE ONLY!!!!

Account#: 3537-2018-3201-09900-3256

Date of Service: _____

Amount: _____

Application: AH18-8012

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Arts Section
1900 Kanawha Blvd. East
Charleston, WV 25305

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FOR OFFICE USE ONLY!!!!

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Date

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Date

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I hereby certify that the items listed hereon have been received and approved for payment.

Debbie Haught, Cultural Facilities Coord.

Date

Barbie Smoot, Budget Manager

Date

Jefferson County Commission

Score: 85.75

Funding Recommended: \$68,762

Strengths: proposal reflects changes and responds to concerns from previous application & peer assistance session; plan for providing busing addresses the previous panel's concern about access for underserved and people who don't have transportation; strong plan for programming; phased plan is in place, but does not include anticipated expenses for future phases; the division of the project into 1A and 1B offers flexibility; good potential for NEA grant supporting relationship with VA;

Challenges: match not yet fully in place; narrative includes a paragraph about previous funding, and mentions an organization and lost funding from a long time ago – not relevant to this application; is Dave Hill a volunteer, or a board member? If he's a volunteer, he may be the project manager, but that's not the case if he's on the board; panelists expressed concern about fee for service model and Public Private partnership within the public parks system – additional explanation would be helpful; typo in subtotal line / Project Budget;

Notes: is there an estimate of the total cost of the overall project, and is cost escalation over time being taken into account?

Stipulations: With this funding the WVCA Commission voted to fund Phase 1A minus the cost of the fabric stage cover and supports.

INSTRUCTIONS

WV Division of Culture and History (WVDCH) /WV Commission on the Arts Cultural Facilities and Capital Resources Invoicing

STEP ONE: Complete and return appropriate paperwork

Return the following items within two weeks of receiving this letter

1. The enclosed contract – Must be signed, dated and notarized
2. A completed Audit Certification Form
3. One copy of the enclosed Invoice Form – signed and dated.

STEP TWO: Drawing down your funds

Submitting your invoices

1. You will need to satisfy all stipulations found on your grant item sheet before any funds can be released.
2. Enclosed you will find 4 copies of the WVDCH invoice. You may draw down funds as reimbursement for costs for this grant up to 4 times during the grant cycle. You will sign and date one WVDCH invoice and attach it to your documentation of expense and match before submitting for payment. Simply use the WVDCH invoice as your cover sheet. Keep a copy for your own records. DO NOT return internal invoices with the signed contract unless you are submitting expense/match documentation for payment.
3. Expenses that you present must be dated from July 1, 2017, beginning of the grant year, or after.
4. You must document **both match and expense** before funds are released.
5. There are two ways of demonstrating your match and expense:
 - a. You may submit invoices for grant-approved purchases or completed work and 50% can be claimed as match/expense.Or
 - b. You may send documentation of your retroactive match as described in the guidelines; example if you had \$20,000 worth of work done on this project before the grant year and claim it as match in your application and it is approved, then we can pay \$20,000 of new invoices that you present.
6. Once your information is received, it takes 1-2 weeks for processing at the Division of Culture and History.
7. The next stop is the Auditor's office where processing can take as long as 4-6 weeks.



The Culture Center
1900 Kanawha Blvd., E.
Charleston, WV 25305-0300
Randall Reid-Smith, Commissioner
Phone 304.558.0220 • www.wvculture.org
Fax 304.558.2779 • TDD 304.558.3562
EEC/AA Employer

AUDIT CERTIFICATION

Name: _____

Organization: _____

Mailing Address: _____

____ No, I/We did not receive more than \$50,000 in federal and state grant money from all sources in FY2017.

____ Yes, I/We received more than \$50,000 in federal and state grant monies from all sources in FY2017.

__ Our audit is enclosed OR __ Our audit will be sent by this date: _____

Signature

Date

CONTRACT for Arts Grant Funding

This Agreement made this the ____ day of _____, 20__ , by and between Jefferson County Commission and the STATE OF WEST VIRGINIA, on behalf of the Division of Culture and History.

WITNESSETH THAT, WHEREAS, the State of West Virginia has received funds for the purpose of assisting organizations and individuals in conducting activities for the development of the arts in West Virginia, and

WHEREAS, the Division of Culture and History of the State of West Virginia is expressly authorized by Article 1, Chapter 29 of the Code of West Virginia, 1931, as amended, to participate in the Federal grant program of the National Endowment Foundation on the Arts and Humanities Act of 1965, and to make grants to organizations and individuals whose objects and purposes are the encouragement and development of the arts, and

WHEREAS, Jefferson County Commission made application to the Arts Section, and

WHEREAS, the WV Commission on the Arts, on September 28, 2017, approved Grant AH18-8012 in the amount of \$68762. to Jefferson County Commission for the purpose of assisting with a FY18 Cultural Facilities project.

NOW, THEREFORE, in consideration of the foregoing, the parties agree as follows:

1. The Division of Culture and History hereby agrees to pay Jefferson County Commission the sum of Sixty-Eight Thousand Seven Hundred Sixty-Two and 00/100 toward the total cost of \$401345 for said project

(a) To be eligible for payment of the grant, Jefferson County Commission shall submit an invoice describing the project and showing the total amount of the grant.

2. Jefferson County Commission agrees to carry out said Arts program(s) as described in application AH18-8012 as follows:

(a) That it will furnish its share of the total cost of the program.

(b) That it will disburse such funds only for an authorized purpose in connection with said Arts program.

(c) That it will maintain accurate records for a period of at least four (4) years in accordance with generally accepted accounting principles and procedures, so as to reflect all receipts and allowable expenditures in connection with said Arts program.

(d) That it will furnish to the Division of Culture and History a completed final report no later than thirty (30) days from the completion of the project.

(e) That it will refund to the Division of Culture and History of the State of West Virginia any expenditure determined to be made for an ineligible purpose.

(f) That unspent grant funds shall be returned within thirty (30) days after the final report is filed.

(g) That all such receipts and disbursements shall be subject to audit at the expense of Jefferson County Commission and such receipts shall be subject to audit by the proper State and Federal authority.

(h) That (1) it will conform to labor standards established by the U.S. Department of Labor if professional performers and related or supporting professional personnel are employed on projects or productions which are financed in whole or in part by grant without subsequent deduction or rebate on any account, and (2) no part of any project or production which is financed in whole or part under Section 5 of the National Endowment Foundation on the Arts and the Humanities Act of 1965 will be performed or engaged in under working conditions which are unsanitary or hazardous or dangerous to the health and safety of the employees engaged in such project of production, including particularly, no work which is prohibited for safety or sanitary reasons by any of the contracts with labor organizations.

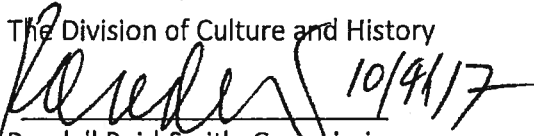
(i) That arts program(s) must be executed within the dates projected on grant application.
(j) That notification will be made to the Director of the Arts Section of any change in the projects or budgets described in the grant application. These changes must be approved in writing from the Director of the Arts Section prior to the change being made.

(k) That it agrees to publicize the project and credit will be given in any publicity, printed material, programs or press releases as follows: "This program is being presented with financial assistance from the West Virginia Division of Culture and History and the National Endowment for the Arts, with approval from the WV Commission on the Arts."

(l) That it hereby agrees to comply with regulatory guidelines which prohibit any unlawful discrimination and that it will comply with standard policies and regulations which insure that all persons have easy access to the services and program(s) supported with these funds. The regulations governing these responsibilities are: Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and Age Discrimination Act of 1975; and shall insert a similar provision in all subcontract for activities covered by the contract. (Information about these regulations may be obtained by contacting the Division of Culture and History.)

3. It is the understanding of all parties to this contract that the Division of Culture and History, by joining in this contract, does not pledge or promise to pledge the assets of the State of West Virginia, nor does it promise to pay any part of the contract sum provided for in this agreement from monies of the Treasury of the State of West Virginia except such monies as shall be appropriated by the West Virginia Legislature specifically for this purpose and except such monies as shall be granted and paid to the State for this project by the National Endowment for the Arts, and such monies as shall be paid to the State by foundations, individuals, or by any other source.
4. WHEREAS Under penalty of law for false swearing (WV Code §61-5-3), applicant certifies that by signing this grant agreement, all related parties have filed all reports for state grants received as required under WV Code §14-4-14 (SAGA)

IN WITNESS WHEREOF, Jefferson County Commission and the Division of Culture and History have caused this instrument to be executed by their duly authorized representatives.

The Division of Culture and History

Randall Reid-Smith, Commissioner

ORGANIZATION: JEFFERSON COUNTY COMMISSION

STATE OF WEST VIRGINIA COUNTY OF _____ TO-WIT I, _____, a Notary Public in and for said County and State, do certify that _____, whose name is signed to the writing hereto annexed, bearing the date the _____ day of _____, 20____ has this day acknowledged the same before me in my said County, to be his act and deed. Given under my hand this _____ day of _____ 20____ My commission expires _____ _____ Notary Public
--

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jennifer Brockman, County Planner

Department or Organization: Office of Planning and Zoning

Estimation of amount of time needed for appointment: 15 Minutes

Date Requested – 1st Choice: November 30, 2017

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

Date Requested – 2nd Choice: December 7, 2017

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

On November 14, 2017, the Jefferson County Planning Commission voted to recommend to the County Commission the attached proposed text amendment to the Jefferson County Subdivision and Land Development Regulations referred to as File# STA16-01. The purpose of this request is to provide an overview of the recommended amendment and to request scheduling the required Public Hearing to be held by the County Commission. The text amendment, in accordance with WV Code § 8A-4-5, proposes revisions and additions to multiple sections of the Subdivision and Land Development Regulations including Section 20.106, Adjustment of Lot Boundaries; Division 20.200, types of development; Section 20.201, Minor Subdivisions; Section 20.202, Major Subdivisions; Section 20.203, Minor Site Development; and Appendix A, Section 1.4, Final Plat; and Section 1.5, Recordation of Final Plats for Minor and Major Subdivisions.

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

At the direction of the Planning Commission, the planning and engineering staff initiated a text amendment in early 2017 to address various sections of the Subdivision and Land Development Regulations which require frequent interpretations and discussions and which included, but were not limited to, processing mergers/lot line adjustments and the contents of minor subdivisions. This effort was the Planning Commission's first step in implementing the concept in the Envision Jefferson 2035 Comprehensive Plan which states "work with key stakeholders to effectively streamline Jefferson County's permitting and development review processes in a manner that balances the protection of the public health, safety, and welfare of the community with economic development priorities."

The draft developed by the staff was discussed at a workshop with the local surveying community in July 2017 to request their review and input, which resulted in various revisions. The Planning Commission held work sessions on the revised amendments at their September and October meetings and made further revisions. Subsequently, the Planning Commission held a Public hearing on November 14, 2017 and received no additional input. It should be noted that a more comprehensive amendment to the Subdivision Regulations is also underway, however the items in this amendment needed to move forward more quickly.

Is this a funding request? Y/N **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*):

I move to schedule a public hearing on _____, 2017 at ___ a.m./p.m. to receive input on the proposed amendments to the Jefferson County Subdivision and Land Development Regulations (File #STA16-01) which includes revisions to Section 20.106, Adjustment of Lot Boundaries; Division 20.200, types of development; Section 20.201, Minor Subdivisions; Section 20.202, Major Subdivisions; Section 20.203, Minor Site Development; and Appendix A, Section 1.4, Final Plat; and Section 1.5, Recordation of Final Plats for Minor and Major Subdivisions.

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

- Proposed draft amendment to the Subdivision and Land Development Regulations (STA16-01) recommended for approval to the County Commission by the Planning Commission on November 14, 2017.

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: planningdepartment@jeffersoncountywv.org Phone Number: 304-728-3228

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

amendment to a zoning ordinance or action by the Planning Commission when the landowner:

- a. Obtains or is the beneficiary of a significant affirmative governmental act, which remains in effect allowing development of a specific project;
- b. Relies in good faith on the significant affirmative governmental act; and
- c. Incurs extensive obligations or substantial expenses in diligent pursuit of the specific project in reliance on the significant affirmative governmental act.

E-D. **Automatic Extension.**

1. All requirements, for the vesting of property rights contained in an ordinance enacted pursuant to WV Code Section 8A-4-2 that require the performance of any action within a certain time period for any subdivision or land development plan or plat valid under West Virginia law and outstanding as of January 1, 2010, shall be extended as provided in a resolution passed by the County Commission until July 1, 2012, or longer as agreed to by the municipality, county commission or planning commission. The provisions of this subsection also apply to any requirement that a use authorized pursuant to a special exception, special use permit, conditional use permit or other agreement or zoning action be terminated or ended by a certain date or within a certain number of years.
2. Any subdivision or land development plan or plat, whether recorded or not yet recorded, valid under West Virginia law and outstanding as of January 1, 2010, shall remain valid as provided in a resolution passed by the County Commission until July 1, 2012, or such later date provided for by the terms of the Planning Commission or County Commission's local ordinance or for a longer period as agreed to by the Planning Commission or County Commission. Any other plan or permit associated with the subdivision or land development plan or plat shall also be extended for the same time period. *Provided, that* the land development plan or plat has received at least preliminary approval by the Planning Commission or County Commission by March 1, 2010.

Sec. 20.106 Adjustment of Lot Boundaries (Merger Plats)

Elimination of a lot line between two or more contiguous lots under the same ownership may process via a Deed only.

All other adjustments of boundary lines require submission and approval of a Merger Plat and shall be subject to the requirements of Appendix A Section 1.4 of these Regulations. Subsections 1- 9, 12, 15, 16, 17, 27, 28 and 33 and shall be prepared on either a Legal Size sheet or an 18" x 24" sheet.

Boundary line adjustments shall only require field surveying of any newly created line. If the entirety of both lots cannot be shown at the scale of the plat, provide an inset map that depicts the total boundary of both parcels at a scale acceptable to staff. Source documentation for the unsurveyed lines shall be noted on the plat; provided, however, that any provisions of the WV Code shall prevail. Any newly created line shall be referenced by a tie line into an existing monument of the parent tract or parcel stated in the deed of reference that is being used. The

adjustment of boundary lines or the consolidation of lots or portions of lots for the exclusive purpose of increasing land area or adjusting shape shall be approved, provided that the following criteria are met:

- A. that a Access to all lots included on this plat is not adversely affected and is depicted on the plat;
- B. provided n No new lot is created;
- C. and t The remaining area of the lot from which the land is taken satisfies requirements for minimum lot size in the zone district in which it is located. Lot boundary adjustments between non-conforming lots shall be exempt from the minimum lot size criteria unless the lot(s) from which the land is taken is(are) rendered unbuildable.

A.D. The following note shall be included on this plat and in the deed: Properties so merged must clearly state in the deed the following, unless otherwise approved by the County Planner:

“The land(s) hereby conveyed is (are) adjacent to and contiguous with that certain parcel of land which is owned by the grantees herein, having been conveyed to them by deed of record in the Clerk’s Office of Jefferson said County in Deed Book _____, Page _____, and this conveyance is made for the purpose of adjusting the boundary line(s) of said presently owned land(s) of the grantees.”

E. Provide acreage table on plat showing beginning acreages, the merged acreages and the final net acreages for each lot in the following format:

<u>Acreage Table</u>		
	<u>Parcel A</u>	<u>Parcel B</u>
<u>Existing</u>	<u>— AC</u>	<u>— AC</u>
<u>Merge</u>	<u>+ — AC</u>	<u>— AC</u>
<u>Final Area</u>	<u>— AC</u>	<u>— AC</u>

F. If the merge is occurring within a previously approved subdivision, a note which references the original plat stating “See PB _____ (Plat Book) PG _____ (Page Number), for subdivision notes and restrictions” shall be added.

B.G. New lot lines do not create any setback violations. A note shall be added to the plat to this effect or front, rear and side setbacks shall be designated on the Plat along with any existing structures.

A deed plat shall be required to be recorded with the plat deed and shall include the Plat Book and Page Number of the recorded plat and the note from 20.106 (D) above, clearly label the proposed merged land area.

Sec. 20.107 Conservation Easements

All easements created and approved by the Jefferson County Farmland Protection Board, or any other land, watershed, wildlife, water, or historic conservation agency or group, for the purpose of preservation shall process a deed with a corresponding exhibit detailing the boundary of the conservation area through the Office of Planning and Zoning prior to recordation. The

extinguishment and retention of any development rights shall be detailed in the deed and on the exhibit.

Division 20.200 Types of Development

Unless explicitly stated within the individual sections listed in this Division, all requirements of these Regulations apply to each of the types of development listed below. Appendix A and Appendix B are included as requirements. Each development type shall comply with the requirements of the zone district in which it is located and may be limited by that zone's restrictions. Any subdivision in the Rural District since October 5, 1988, shall designate maximum density calculations on every plat. (See Zoning Ordinance) Residue parcels from which development rights have been utilized prior to the effective date of these Regulations shall remain as residue parcels. Such parcels shall be limited to the number of development rights to which the parcel was entitled prior to the effective date of these Regulations. Excluded are developments for the purpose of extraction or harvesting of resources and for roads on agricultural land for the purpose of conducting the agricultural operation.

Sec. 20.201 Minor Subdivisions

Minor subdivisions are those that do not require the development of new off-tract infrastructure, the extension of existing off-tract infrastructure, or the creation of common areas, and result in the creation of five (5) residential lots or less, or two (2) nonresidential lots or less, including the parent parcel or residue, from contiguously owned parcels of record. Such subdivisions are approved by the staff. Standards for approval of a minor subdivision shall be as established in this section. Further subdivision of a parent parcel beyond the maximum five (5) lots allowed to be created via the minor process after October 5, 1988 shall be classified as a Major Subdivision and processed accordingly, unless a waiver is applied for and approved by the Planning Commission. A list of all deed transfers since October 5, 1988 shall be submitted with each plat.

A. Residential.

All minor residential subdivisions shall contain, but are not limited to, conform with the following criteria:

1. Lots and Residue Parcel. A minor residential subdivision divides the property into lots and a residue parcel. The subdivision of the lots creates the residue parcel out of the original parcel.
2. Access. In the Rural District, lots having a minimum road frontage of 200 feet may front on an existing road right of way having a width of 50 feet. Shared driveway access may be required. All other lots, regardless of the zoning district, shall have motor vehicle access, via a 50' access easement, provided that the access easement serves no more than five (5) lots, to either:
 - a) A ~~WV~~ DOH road-right-of-way or easement; or
 - b) A road in a major subdivision that meets county roadway design standards (Table 2.2-1),
via a 50' access easement which extends from the subdivided lots to the existing road right of way and the access easement serves no more than

five (5) lots. Said access easement shall not be permitted along any existing property lines.

However, in the Rural District, lots having a minimum road frontage of 200 feet may have a single access onto an existing WV DOH right-of-way or easement or a road in a major subdivision that meets county roadway design standards (Table 2.2-1). Shared driveway access on the adjoining property lines may be required if the distance between the driveways is less than 200 feet.

- 2.3. ~~Water/Well or Sewer/Septic.~~ Potable water and sanitary sewer service shall be provided according to the requirements of Appendix B, *Engineering Standards*. All submissions shall provide a plat approved by the Department of Health or letters of water and sewer availability, as applicable.

B. Family Transfers.

When ~~parent to child or child to parent~~ family transfers are provided for in a specific zoning district, such transfers shall conform with the following: abide by the requirements and standards of minor residential subdivision provisions and the following criteria:

- 3.1. ~~The deed shall identify the relationship between the grantor and grantee and document that the recipient has not received a previous family transfer; and~~
- 4.2. ~~State in the deed and on the plat:~~

“The lot transferred is to be used for a single-family residence only as long as the lot is not further subdivided. Any further subdivision of the lot shall dissolve the single-family restriction and will place development of the lot under the County land development laws in effect at that time. This lot cannot be transferred again for at least five (5) years; except as another ~~parent to child or child to parent~~ family transfer of land. Any transfer of this lot within the five (5) year period shall place this lot in violation of the Jefferson County Subdivision and Land Development Regulations.”

3. All lots shall have motor vehicle access, via a 50' access easement, provided that the access easement ~~which~~ serves no more than twelve (12) family transfer lots, to either:

- a) A WV DOH right-of-way or easement; or
- b) A road in a major subdivision that meets county roadway design standards (Table 2.2-1).

However, lots having a minimum road frontage of 200 feet may have a single access on an existing WV DOH right-of-way or easement or a road in a major subdivision that meets county roadway design standards (Table 2.2-1). Shared driveway access on the adjoining property lines may be required if the distance between the driveways is less than 200 feet.

4. Potable water and sanitary sewer service shall be provided according to the requirements of Appendix B, *Engineering Standards*. All submissions shall provide a plat approved by the Department of Health or letters of water and sewer availability, as applicable.
5. As used in this subsection, the word "transfer", as it relates to the five year provision, shall not include:
 - a. Deeds to Trustees to secure a debt, except that no foreclosure can be had thereunder except at public auction and this provision must appear in the deed of trust;
 - b. Judicial sales or tax sales;
 - c. Mortgages;
 - d. Deeds of partition under or pursuant to an order of Court;
 - e. Real estate transferred by will or intestacy.
6. Each individual eligible to receive a family transfer as defined in the Jefferson County Zoning and Land Development Ordinance shall ~~A parent or a child may receive only one such exempt lot within the County after July 19, 1979.~~
7. Parents who are married are entitled to only one such family transfer parcel.

B-C. Non-Residential.

The re-subdividing of a lot located in an approved industrial park or existing major non-residential subdivision shall be permitted to follow the minor non-residential subdivision process. When a non-residential land use ~~subdivision is permitted~~ provided for in the Rural Zoning District, such site development may utilize the minor non-residential subdivision provisions provided only one parcel is being subdivided off and only one use will be established on the lot. Additionally, any commercially zoned property may have a one-time exemption to divide off one lot utilizing the minor non-residential provisions providing that no off-site utilities are required and future connections to adjacent lots are provided. All minor non-residential subdivisions shall contain, but are not limited to, the following criteria:

1. **Lots.** A minor non-residential subdivision divides the property into more than one lot.
2. **Access.** All lots shall front on an existing internal subdivision road built to county grade road standards and having a minimum right-of-way width of 50 feet. Lots having direct access to a state road are not permitted to process as a minor, except for those proposals utilizing the non-residential permitted uses in the Rural District.
3. **Water/Well or Sewer/Septic.** Potable water and sewer shall be provided according to the requirements of Appendix B, *Engineering Standards*. All submissions shall provide a plat approved by the Department of Health.

Where, in the judgment of staff, a residential or non-residential proposal does not comply with the minor subdivision requirements and/or the intent of these Regulations, the

proposed subdivision shall be classified as a major subdivision. The reason for such a determination shall be provided to the applicant in writing. The determination may be appealed to the Planning Commission for consideration and classification.

Sec. 20.202 Major Subdivision

A major subdivision, whether residential or non-residential, is any subdivision of land that requires the development of streets (public or private) or easements of access to the lots, or common area and/or includes the creation of more than five residential lots or more than two non-residential lots, that take access to an existing public street and/or requires the development of new off-tract infrastructure or the extension of existing off-tract infrastructure. (See definition of "Major Subdivision.") A subdivision may be classified as major if in the judgment of staff, a proposal does not comply with the minor subdivision requirements and/or the intent of these Regulations. The reason for such a determination shall be provided to the applicant in writing. The determination may be appealed to the Planning Commission for consideration and classification.

Sec. 20.203 Minor Site Development^{1, 3, 4, & 6}

Minor Site Developments are those proposals that do not require the development of new off-tract infrastructure or the extension of existing off-tract infrastructure.

If the development requires easements for drainage or other purposes, private roads, or parking, and access to public roads is involved that serve one or more land uses, it is a site development.

A. Minor Site Development Determination

Minor Site Developments are determined using the criteria defined in this Section. Existing single family structures used as a single family residence structures and existing agricultural structures are not included in the square footage computations below unless, development/redevelopment activity at the site triggers stormwater management policy as described in the Jefferson County Stormwater Management Ordinance.

1. Building(s), both new and additions to existing, where new structures or new additions to structures located on the parcel total less than 5,000 square feet gross floor area (GFA) on any site shall process administratively.
2. Building(s), both new and additions to existing, where all new structures or new additions to structures located on the parcel total more than 5,000 and less than 250,000 square feet gross floor area (GFA) on any site shall:
 - Process a concept plan with a public workshop and all remaining site plan review processes shall be administratively approved.
 - In the event that any condition(s) placed upon a site plan during the concept plan public workshop that cannot be addressed or resolved administratively, such condition(s) placed upon the concept plan at the public workshop shall return to the Planning Commission for resolution.
3. Building(s), both new and additions to existing, regardless of size, when located in a business and/or industrial park on a lot within an approved major non-residential subdivision with master planned roads and stormwater. Section 20.203 Sub-Section (2) does not apply to this provision;

4. Apartment or multi-family development.

- If apartment or multi-family development project proposes 10 units or more, applicant shall process a concept plan with a public workshop and all remaining site plan review processes shall be administratively approved.
- In the event that any condition(s) placed upon a site plan during the concept plan public workshop that cannot be addressed or resolved administratively, such condition(s) placed upon the concept plan at the public workshop shall return to the Planning Commission for resolution.

5. New Wireless Telecommunications Facilities (Cell Towers) shall:

- Process a concept plan with a public workshop in accordance with Article 4B of the Jefferson County Zoning and Land Development Ordinance and all remaining site plan review processes shall be administratively approved.

6. Campgrounds (see Appendix B, Division 8) shall process as a Minor Site Development, except that:

- Campgrounds proposing more than 10 sites shall process a concept plan with a public workshop in accordance with Article 4B of the Jefferson County Zoning and Land Development Ordinance and all remaining site plan review processes shall be administratively approved.

B. Site Plan Classifications

All Minor Site Developments shall be processed utilizing one of the following Site Plan Classifications. Unless explicitly stated within this Section, all requirements of these Regulations apply to each of the classifications listed below, including the requirements of Appendix A and Appendix B. Minor Site Development ~~may require~~ Stormwater Management Plans and stormwater management activities per the Jefferson County Stormwater Management Ordinance, ~~as identified in A, B, C, and D within this Section.~~

~~Existing single family structures used as single family structures and existing agricultural structures are not included in the square footage computations noted in this section, unless development/redevelopment activity at the site triggers stormwater management policy as described in the Jefferson County Stormwater Management Ordinance.~~

1. ~~No Site Plan or Stormwater Management Plan Required.~~

No site plan is required for additions to existing structures or structures ancillary to existing uses on a property, when:

- a. The footprint of the addition or the new structure is less than ~~250-1,200~~ square feet; and
- b. No additional parking is required per Zoning Ordinance standards; and
- c. The disturbed area is no more than ~~5,000 3000~~ square feet.

Note: Once the total of any additions or new structures processed under this provision since October 5, 1988 exceeds 1,200 square feet, it shall process as a Limited Site Plan or Full Site Plan, as appropriate.

2. Limited Site Plan and Stormwater Management Plan Addressing Quantity Only Required.

A site plan limited to basic information needed to address (a) erosion and sediment control, (b) parking requirements for the expanded use, (c) stormwater management (quantity and quality) for the additional impervious area only, (d) handicapped access to the existing and proposed structures and (e) compliance with the Zoning Ordinance, may be used on sites where the structure is:

- e-a. An addition to an existing structure, or, ancillary to an existing use; and
- e-b. The footprint does not exceed ~~1600~~ 3,000 square feet or 35% of the existing structure, whichever is smaller.
- e-c. For a home occupation or cottage industry, the limited site plan standards are applicable if a site plan is required pursuant to the Zoning Ordinance.²

3. Full Site Plan Required.

Any development which does not meet all of the criteria for a limited or rural site plan shall meet all the requirements of these Regulations and the appendices.

C. Site Plan Exception.

For site plans located in the rural zone, Rural Site Plan Required Standards may be utilized.⁴ A primary function of the Rural/Agricultural zoning district is to preserve the rural character of the County and the agricultural community. The definition of agricultural allows a number of types of non-residential farming operations to occur in the Rural District. This creates a need to define the manner in which these uses can be permitted in the Rural/Agricultural zone without negatively impacting the rural character area of the land on which it is proposed to be located. While these uses are defined as agricultural, they may have an impact on the farm uses and neighborhoods in which they are located. For this reason,

All non-residential agricultural uses or principal permitted uses in the Rural District Zone that require the construction of a structure other than a residence or other than a structure for private agricultural use that is not intended for public use may utilize this ~~e-Rural Site Plan Exception Standards~~. All ~~Minor Site Developments in the Rural District shall be classified per Section 20.203.B,⁴ and Such Rural Site Plan Standards shall shall meet all the requirements of the Site Plan Classification except for the following:~~ follow the submittal and review requirements of a minor site plan with the following exceptions to the submission. The following provisions apply:

- f.a. **Parking Areas and Access Drives.** Parking areas and access drive aisles (except for the concrete apron) are not required to be asphalt or concrete paved but shall have at least 6" of stone/gravel and be graded in a manner that ensures water will not pool on the primary parking area. No curbs and gutters will be required provided the development conforms to the requirement of Section 2.

If the development is of a size or nature that requires the provision of handicapped parking spaces, such spaces shall be paved with asphalt or concrete and a similar paved surface accessing the front of the structure from the parking pad shall be required as detailed in Appendix B, Sec. 2.5(G), *Off Street Parking Standards*.

~~g.b. Rural Storm Drainage and Management. Development which is proposed in the Rural/Agricultural zoning district which wishes to take advantage of this Exception Rural Site Plan Standards are is required to utilize Low Impact Development (LID) techniques and provide stormwater management (quantity and quality) for the additional impervious area only, to minimize the impact of impervious surfaces and retain the rural character of the area. These techniques are identified in the Jefferson County Stormwater Management Ordinance. Total square footage will be applied and calculated for the non-residential structure(s) that will be open for public use.~~

Where, in the judgment of staff, a proposal does not meet the intent of this Exception rural site plan provision or the intent of these Regulations, this exception may not be utilized proposal shall be classified as a limited or full site plan. The reason for such a determination shall be provided to the applicant in writing. The determination may be appealed to the Planning Commission for consideration and classification.

Sec. 20.204 Major Site Development

Major site developments are those proposals that require the development of new infrastructure or the extension of off-tract infrastructure or where the proposal does not meet the definition of a minor site development. This covers the development of one or more parcels of land where there is no subdivision into separate lots. If the development requires easements for drainage or other purposes, private roads, or parking, and access to public roads is involved that serve one or more land uses, it is a site development. Excluded are developments for the purpose of extraction or harvesting of resources and for roads on agricultural land for the purpose of conducting the agricultural operation. Re-subdivision or adjustments of lot lines are also excluded. Major site development shall adhere to Full Site Plan requirements in all proposals.³

Division 20.300 General Review Standards

Two types of review occur when a subdivision plat or site plan is proposed, a zoning review and a review of the actual subdivision plat or site plan. Section 20.301 covers the zoning review. Sections 20.302 and 20.303 cover the subdivision plat and site plan review.

Sec. 20.301 Zoning Review

- A. **General.** A zoning review shall be conducted concurrently with the review of an application for a subdivision plat or site plan. A review shall be provided at each phase of the process. Subdivision plats or site plans that do not meet the zoning standards shall not be approved. Conversely, no subdivision plat shall be denied on the basis of zoning if the Zoning Administrator has decided (or the Board of Zoning Appeals has decided on appeal) that the proposed development complies with the Zoning Ordinance.
- B. **Responsibility.** The zoning review is a function of Staff under provisions of the Zoning Ordinance. Any appeal of Staff's decision shall be heard by the Board of Zoning Appeals.
- C. **Report to Planning Commission.** Staff shall submit a report to the Planning Commission along with the agenda for each meeting at which a subdivision plat or site plan is to be discussed. The report shall contain a final decision as to whether the subdivision plat or site plan meets the standards of the Zoning Ordinance.

[redline would affect the Final Plat, refer to Section 24.202A regarding the Plat Amendment process.](#)

Sec. 1.4 Final Plat⁴

The Final Plat shall be drawn or reproduced on Mylar for recordation. The plat shall be drawn at a scale of one inch (1") equals one hundred feet (100') or larger and shall be eighteen inches (18") by twenty-four (24") in size. More than one sheet may be used provided all sheets are indexed on the cover sheet.

The Final Plat is the plat for recordation of the lots created by the subdivision. The Final Plat shall show or be accompanied by:

1. A ½ inch border along all sides except the left side (an 18" side) which shall have a 1-3/4 inch border for binding; [however, a 1/2" border can be used for the cover page.](#) All text and symbols shall be a minimum of 1/10 of an inch tall on paper.
2. A title block in the lower right corner to include:
 - a. The Official name of the subdivision by which it is to be recorded.
 - b. The names: "Jefferson County, West Virginia."
 - c. Tax District, Tax Map Number and Parcel Number.
 - d. Deed book number and page number.
 - e. Property Owner's name, address and telephone number.
 - f. Developer's name, address and telephone number.
 - g. Engineer and Surveyor of record's name, address and telephone number.
 - h. Sheet index on cover sheet if more than one sheet.
 - i. [State the year of the Zoning Ordinance and Subdivision Regulations and the amendment date that applies to the project.](#)
3. Tic Marks/SPCS WV North NAD83
4. North arrow, graphic scale and date.
- [54.](#) A small scale inset map showing the location of the subdivision in the County. The map shall be 1" = 2,000' scale, or other scale approved by the County Engineer.
- [65.](#) If applicable, a small scale inset map showing the general location of the subdivision section relative to other sections of the same subdivision.
- [76.](#) For the Final Plat, the subdivision perimeter boundary described by bearings and distances. The perimeter boundary shall be established by a network of traverse control having a relative error of closure of 1:7500 or better [and a note to this effect shall be placed on the plat.](#) All perimeter corners shall be permanently marked and in place.

If the survey is based on global positioning system measurements, the relative positional accuracy of the survey measurements shall not be less than that which is specified above.
- ~~8.~~ [Lot boundary lines drawn to scale and dimensioned.](#)
- [89.](#) Lot boundary lines [drawn to scale, dimensioned, and](#) described by bearings and distances. Lot boundaries shall be established by a network of traverse control

having a relative error of closure of 1:7500 or better.

940. Show the location and description lot markers and permanent concrete control monuments. The lot markers and permanent concrete control monuments shall be in accordance with state law. Where possible, permanent concrete monuments should be intervisible; at least 750 feet apart; away from future roadwork; and at least 2 per section or block.
104. Show and label the building setback lines and note the building setbacks on the plat.
112. A number to identify each lot and numbered in logical order.
123. A key to all symbols. (Identify monuments and markers according to type and whether "found", "set", or "to be set").
134. Existing easements and right-of-ways accurately identified, located, dimensioned and drawn to scale. Provide reference to deed book and page and/or plat book and page whichever applies.
145. Proposed easements and right-of-ways (roads, sidewalks, drainage, utilities, etc.) identified, located, dimensioned and drawn to scale. Roads shall be named. Road names shall be approved by the Jefferson County GIS/Addressing Office.
156. Future easements and right-of-ways that may serve at a future date to connect with adjoining properties.
167. Identification of all current adjoining properties (including properties across any road, right-of-way, or easement) by ownership, tax district, tax map number, parcel number, and deed book and page reference. Departure lines for adjoining properties shall be shown on the plat.
178. Show and identify reservations of land for public or semi-public use, if required.
189. Label and Show existing adjoining roads including the right-of-ways widths, road names and route numbers.
1920. Delineate the approximate 100-Year Floodplain and state flood plain zone and firm map number. Show any delineated wetlands that are located on or adjacent to the subdivision or site plan and reference the source of wetland degradation.
204. Area of each lot to the nearest 0.01 acre or to the nearest 100 square feet.
212. Curve data – radius, delta, arc, tangent, chord and chord bearing.
223. A computation of the total tract area and a computation of the land area included in the right-of-ways.
234. Descriptive lines inside the tract boundary- existing:
 - Tract boundary - heavy dashed and two dotted lines
 - ~~Lot boundaries - medium solid lines~~
 - Property lines of adjacent tracts - light dashed and two dotted lines
 - Right-of-ways - heavy-light solid lines and two dash lines
 - Restriction lines - medium-light dashed lines
 - Easements and other reserved areas - medium-light dotted lines

Descriptive lines are to be clearly defined in the legend.

2524. Descriptive lines ~~outside the tract boundary~~ proposed:

~~Property lines of adjacent tracts - medium dashed and two dotted lines~~

Lot boundaries - ~~light heavy~~ solid lines

Right-of-ways - ~~medium heavy~~ solid lines ~~and two dash lines~~

Restriction lines - ~~light heavy~~ dashed lines

Easements and other reserved areas - ~~light heavy~~ dotted lines

Descriptive lines are to be clearly defined in the legend.

(NOTE: Descriptive lines outside the tract boundary are useful for purposes of tract location and orientation. However, such outside lines are not within the scope of the subdivision being platted and should not be given dimensions which might confuse existing descriptions on record).

256. A notation that states:

“The Seller of any lot within this subdivision shall provide the Buyer with a reasonable opportunity, before settlement, to determine that the lot is suitable for the construction of a septic disposal system. If, before settlement, the Buyer is denied a septic system construction permit by the Jefferson County Health Department, the Buyer may refuse to purchase the lot without penalty.”

267. For major subdivisions, a Statement of Acceptance placed on the plat cover sheet signed and dated by the developer/subdivider. The Statement shall read:

“The developer, in signing this plat, agrees to abide by all conditions, terms and specifications provided hereon; and to complete all the improvements required by the preliminary plat.”

For minor subdivisions, a Statement of Acceptance placed on the plat cover sheet signed and dated by the developer/subdivider/owner. The Statement shall read:

“The developer, in signing this plat, agrees to abide by all conditions, terms and specifications provided hereon.”

278. Certification of the Surveyor of Record as to the preparation and accuracy of the plat, along with the Surveyor of Record's professional seal and signature.

289. Note on the plat, the West Virginia Division of Highways (WV DOH) entrance permit number and provide a copy of the approved entrance permit. If a previously approved WV DOH permit exists, provide a copy of the updated WV DOH approval letter and the existing permit and state on the cover sheet the existing permit number and the date of the approval letter.

2930. Note on the plat, the West Virginia Bureau of Health and/or Jefferson County Health Department permit numbers for water/well and septic/sanitary sewer systems; and provide a copy of the approved plans and permits.

3034. Such other conditions, certificates, affidavits, endorsements, dedications or agreements as may be deemed necessary by the Planning Commission.

312. A final list of restrictive covenants and/or the declaration in accordance with the West Virginia Uniform Common Interest Ownership Act shall be submitted with the Final Plat. However, they shall not become part of the Final Plat.
323. Signature block placed on the plat cover sheet for the signature of the County Planner and the affixing of the Planning Commission's seal.
334. Provide a list of waivers on the Final Plat cover sheet in accordance with Appendix A, Section 1.2.A. 341.3.A.32.
35. In the Rural District, all plats shall provide a density calculation and a notation that states one of the following statements:
- A. ~~"This subdivision, together with past subdivision of this property, has utilized all development potential or lots to which the _____ acre parent parcel is entitled under the terms of the Jefferson County Subdivision Regulations. No additional lots will be permitted subsequent to the approval of this plat of subdivision unless or until such time as the property may be rezoned or amendments to the County development regulations may permit additional subdivision."~~
- B-A. ~~"To date, this subdivision, together with all past subdivisions of this property, has utilized _____ development rights to which the _____ acre parent parcel is entitled to _____ under the terms of the Jefferson County Subdivision Regulations. _____ additional lots will be permitted subsequent to the approval of this plat of subdivision unless or until such time as the property may be rezoned or amendments to the County development regulations may permit additional subdivision."~~
346. Where the adjoining State Road has a right-of-way of less than 50 feet wide, either a fee simple dedication or a road improvement easement will be provided which is a minimum of 25 feet wide measured from the existing centerline of the State road right-of-way.
35. A note shall be added to the plat detailing the road and common land maintenance agreement for the proposed subdivision. Such note shall state that the road and common land is privately held and shall detail the manner in which the cost and expense of maintaining the private road easement, including snow removal, shall be shared among the lot owners, and shall note that this is not a public responsibility nor the responsibility of Jefferson County WV.
36. Please add the following note to Minor Plats: The Jefferson County E911 Addressing Ordinance states that any easement or right-of-way legally accessed by 3 or more addressable structures (not lots) shall be named. The GIS/Addressing Office shall coordinate and oversee the naming of the common easement or right-of-way upon construction of the 3rd addressable structure that accesses the previously unnamed easement or right-of-way.
37. Add a note that states: "All residential and non-residential building lots shall have stabilized construction entrances installed prior to beginning construction on the lot.

Sec. 1.5 Recordation of Final Plats for Minor or Major Subdivisions

The applicant shall have 180 days after approval to file and record the Final Plat in accordance with W.Va. Code § 39-1-13 and Section 24.104 of these Regulations for Minor Subdivisions and 24.118 of these Regulations for Major Subdivisions. The approval shall be become void if the time frames in these Sections are not complied with.

— it is not filed within the 180 day period. The following documents shall be submitted to the Office of Planning and Zoning:

1. — One (1) Mylar copy of the Final Plat suitable for recordation and acceptable to the Clerk of Jefferson County;
2. — Three (3) paper copies of the Final Plat;
3. — One (1) digital copy of the Final Plat compatible with the Jefferson County GIS, as specified by the Jefferson County GIS Office requirements; and
4. — One (1) digital and one (1) paper copy of any deed restrictions/covenants in a form suitable to the Department.

(For recordation requirements for Minor Subdivision Final Plats, see Section 24.104(E), Recordation.)

Sec. 1.6 Bonding

All bonding and securities for such bonding (bonding shall be a minimum amount of 115% of the cost of all improvements) shall be submitted and approved during this time period.

Satisfactory bonding and surety shall be submitted, approved and in place prior to recordation of the final plat. Bonding shall be provided in accordance with the County Commission of Jefferson County's bonding policy.

The developer/subdivider shall submit an itemized estimate of the costs for completing all improvements shown on the Preliminary Plat/Plan and/or Site Plan. The estimate shall be prepared by the engineer of record. The estimate shall be in a format specified by the Chief County Engineer.

For additional site work required due to plat or plan changes approved under Appendix A, Section 1.32.B, *Plat/Plan Changes*, additional bonding shall be provided as determined by the County Engineer.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: **November 30, 2017**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Interviews and Appointments to the Jefferson County Public Service District – one six year term ending December 1, 2023 – 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, November 30, 2017, or as soon thereafter as the Commission may decide:

Public Service District - One six year term ending December 1, 2023.

Appointee must be willing to attend monthly meetings at the Public Service District offices and travel to Charleston or another area in the State normally a few hours from Jefferson County for a two day Board Member Training class.

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

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

SPIRIT OF JEFFERSON:

PLEASE ADVERTISE ON:

November 15 and November 22

THANKS - JEFFERSON COUNTY COMMISSION

Gagan Batra
60 Hanoverian Drive, Charles Town, WV – 25414-4409
+1-240-357-7023(m) / +1-304-728-2713(h)
gaganbatra76@gmail.com

November 22, 2017

Jefferson County Commission
P. O. Box 250
Charles Town, WV – 25414

Honorable Commissioners:

Please accept this letter of interest for your consideration in response to the Jefferson County Commission's Notice of Intent, published in Spirit of Jefferson, to appoint a director to the Board of the Jefferson County Public Service District (JCPSD). I am currently a customer of the District and have been since 2004. A copy of my resume is also enclosed.

I have been closely following the activities of the JCPSD over the past few years and I understand the issues and challenges faced by the District. Generally, I am aware of the condition of the water, wastewater and storm water infrastructure in Jefferson County. While some of this infrastructure is new, much of it is in need of repair, replacement or expansion. The repair, replacement, upgrade or expansion of this infrastructure is required to continue providing quality service to existing customers, to meet the updated environmental standards and to continue to meet the capacity required to keep pace with the anticipated growth in Jefferson County.

A unique characteristic of the District is its lack of wastewater treatment facilities. This requires the JCPSD to rely on the Charles Town wastewater treatment facilities. The Charles Town facilities are currently being upgraded to meet unfunded Chesapeake Bay watershed mandates dictated by the US Environmental Protection Agency. Another distinctive aspect of the District is its two small isolated water systems Glen Haven and Cavaland, which have recently been approved for a major upgrade by the Public Service Commission of West Virginia and the Infrastructure Jobs Development Council (IJDC). While the WV Legislature has provided substantial financial assistance to achieve the Chesapeake Bay watershed mandates and the IJDC has provided very favorable financing to defray the cost of the water system upgrades, future financial support may become more problematic. This is mainly due to uncertainties associated with the federally assisted State Revolving Fund programs. Another factor affecting funding is the scheduled increase in median household income (MHI) used by the IJDC when establishing funding for infrastructure needs. The MHI for Jefferson County is the highest in the state and has increased from \$44,374 in 2000 to \$66,677 in 2015, an increase of 50.3%. While this is economically favorable, it will result in less favorable funding for future infrastructure from the IJDC. Understanding of the regulatory, engineering and economic relationships is paramount to successfully continue to meet the wastewater treatment requirements of Jefferson County. This is especially relevant to the County's continued growth.

I have always been motivated to make rational informed decisions. My many years managing engineering & construction projects ranging from \$200 million to \$1 billion along with my engineering background illustrate that rationale. My experience also provides me with the knowledge necessary to successfully undertake these challenges and understand the regulatory, engineering and economic relationships. Another motivational factor is that the decisions I make will directly affect me, my family, my neighbors and my surrounding community.

I would appreciate the opportunity to interview for this vacancy to answer any questions you may have relative to my interest in this position.



Gagan Batra

Enclosure(s): 1 copy of the resume

Gagan Batra

Project Controls Manager

Bechtel Power Corporation

EXPERIENCE SUMMARY

2015-Present	Project Controls Manager, Carroll County Energy Facility LSTK Project (Green Field)
2014-2012	Estimating Manager, Nuclear, Thermal and Communications, Renewable and Transmission Business Line
2010-2012	Project Controls Manager and Outage Manager, Point Beach EPU Target Price Project
2007-2010	Lead Planner, Trimble County Unit 2 LSTK Project
2005-2006	Lead Planner and Project Estimator, Fort Calhoun NSSS Refurbishment Target Price Project
2004-2004	Contracts Administrator, PVU 1&3 Target Price SGRP
2004-2004	Cost Engineer, PVU 1&3 Target Price SGRP
2002-2002	Field Planner/Scheduler, South Texas Unit 2 LSTK SGRP
2001-2001	Arizona Public Service - PVU2 - Maintenance Outage Planning Engineer
2000-2003	Planner/Scheduler, Palo Verde Unit (PVU) 2 LSTK Steam Generator Replacement Project (SGRP)

STRENGTHS AND REASONS FOR SELECTION

- ▶ Over 16 years of experience in Capital Engineering, Procurement, Construction projects (US\$200 million - \$1billion) in Power Industry.
- ▶ Well rounded experience in Operations, Project Controls and Contracts built on a strong foundation of Mechanical and Industrial Engineering Degrees.

TECHNICAL QUALIFICATIONS

- ▶ Bechtel Certification - PCM
- ▶ Engineer-In-Training
- ▶ Green Belt, Six Sigma

EDUCATION

- ▶ M.S., Industrial & Systems Engineering, Virginia Tech
- ▶ B.S., Mechanical Engineering, College of Engineering & Technology, JMI

Gagan Batra has over 16 years of Power Industry experience in Capital Construction Projects in Nuclear, Thermal, CR&T Technology managing day to day Operations as a Outage Manager and as a Project Controls Engineer with a well rounded experience in planning, cost, estimating / proposal development and contracts.



DETAILED CONTRIBUTIONS ON RELEVANT PROJECTS

- ▶ Project Controls Manager, CCEF 2x2x1 Combined Cycle 700 MW green field LSTK project, responsible for setup and implementation of the Project Controls (PC) in accordance with the PC Execution Plan for a lump sum turn-key (LSTK) US\$ 700M project in accordance with Bechtel Procedures.
- ▶ Estimating Manager Power Business Line, responsible for conceptual estimating, cost analysis and planning, coordination and consolidation of project cost estimates. Direct cost estimate development effort for Engineering, Procurement & Construction (EPC) prospects on all Power (Thermal, Nuclear, Communications, Renewable and Transmission) EPC projects. Provide technical guidance, training, auditing and staffing support to the Estimating organization. Develop and implement estimating policies, standards, procedures and training programs.
- ▶ Outage Manager (2011) / Project Controls Manager (2010-2011), Point Beach Extended Power Uprate (EPU) project, responsible for execution, daily priorities for Construction Organization of +600 Manuals and +200 Non-manuals, mitigating schedule risk and implementing the project controls (schedule, cost & trending) tools in accordance with the project controls execution plan (PCEP) for the plus US \$900 million project.
- ▶ Lead Planner/Scheduler, Trimble County Unit 2 project of erecting a LSTK US \$1 billion 760 MW Super-Critical Coal Fired Fossil Plant, responsible for project planning / coordination of over 250 Non-Manuals and +3,000 Manuals to achieve an aggressive 44 month project schedule.
- ▶ Lead Planner, Fort Calhoun Nuclear Steam Supply System (NSSS) Refurbishment project, replacing Condenser, Steam Generators, Reactor Head and RCS Pressurizer, responsible for integrated (EPC) project schedule management for US \$450 million project.
- ▶ Nuclear SGR Proposal Estimator for a US \$250 million Engineering, Procurement & Construction (EPC) Project, responsible for developing the estimating model, craft wage rate from labor survey and proposal milestone summary schedule working with business development team to meet yearly new work book revenue goals.
- ▶ Contracts Administrator, Palo Verde Unit (PVU) 1&3 EPC project, responsible for formation/administration/close-out of several engineering subcontracts ranging from US \$5 to US \$15 million.
- ▶ Cost and Trend Engineer, PVU 1&3 project (EPC), responsible for establishing and implementing the Cost tools, in accordance with the project PCEP, for a US \$400 million project.
- ▶ Field Planning Engineer, South Texas Unit 2 SGR Outage (EPC), responsible for developing, implementing the Earned Craft Jobhour Tracking Instruction, progress/analysis reporting and supporting schedule management for a US \$200 million project.
- ▶ Field Planning Engineer, PVU 2 project (N-1 and SGR Outage), responsible for pre-outage and outage schedule management and progress/analysis reporting for a US \$200 million project.

November 26, 2017

Dear Jefferson County Commission,

My career in the public sector began over twenty years ago where I was either solving a problem or serving need. I hope to continue this service by serving at the behest of the Jefferson County Commission in a community I've been a part of for over fifteen years.

As an entrepreneur I found the time to start several businesses, most recently a gas station / convenience store, and a tech company that develops television apps for Apple TV and Roku. Serving on the Public Service District Board allows me to draw from my board knowledge of what the customers and businesses of Jefferson County want for their communities.

Having worked in high stressed environments like the White House Complex as a uniformed member of the United States Secret Service, and now the Department of Homeland Security, I understand the report writing style, culture, and attention to detail this assignment requires. It is against this background and the supporting documentation in my attached resume, I would like my candidacy to be considered.

Regards,

A handwritten signature in black ink, appearing to read 'L. Nard Bradley', with a long, sweeping horizontal line extending to the right.

La Nard Bradley

La Nard Bradley

59 Belgian Way Charles Town, WV. 25414

Work: 571.423.9776

Email: lanard.bradley@dhs.gov

Cellular: 646.391.7389

OBJECTIVE

Seeking a Board Member position on the Public Service District in the Jefferson County Commission.

WORK SUMMARY

<i>Senior Federal Air Marshal, Washington Field Office</i>	09/2005 - Present
<i>PriceScaler.com, LLC</i>	01/2011 - 12/2014
<i>SPE Dive School, LLC</i>	07/2013 - 12/2013
<i>Federal Air Marshal, Liaison Division - FAMS HQ</i>	05/2003 - 09/2005
<i>Controller, Systems Operation Control Division (M.O.C.)</i>	11/2002 - 05/2003
<i>Federal Air Marshal, Washington Field Office</i>	11/2001 - 11/2002

Desired Knowledge, Skills, and Abilities:

1. Knowledge to articulate agency policies and initiatives.

I participated in informal hearings with Federal Air Marshal Service (FAMS) legal advisors, Aircraft Operators (AO) and their attorneys while assigned to Flight Operations Liaison Division. Such hearings were the results of the complaint process in which a regulatory violation by an AO and/or an employee of an AO were in question. I drew on my knowledge of agency policies and procedures during these hearings to forge a positive resolution.

I also fielded questions and expounded on the FAMS standard operation procedures during official briefings with the General Accountability Office where I had a broad knowledge of TSA initiatives within the Air Carrier Section. I served as a conduit between corporate security and the FAMS Office of Field Operation underscoring the agencies policies as appropriate.

Understanding the agencies policies and initiatives, I took an early ground base assignment at the transportation Security Operations Center (TSOC) as a FAMS Mission Operations Controller (MOC) assisting Air Marshals with flight scheduling, delays, cancelations, and agency crisis deployments. I used my knowledge and expertise of airline software such as Sabre Aircrews, to build flight schedules and reservations to include entering and building new flight information for special mission coverage.

2. Knowledge of the Associated Press stylebook and plain language.

I served as technical writer for PriceScaler.com and executed the wireframe which was used as a go-by to design the website and script writing. My strong background in associated press stylebook afforded me the opportunity to fill the position as social media manager until a viable candidate could be identified. I edited and provided daily social mentions for PriceScaler's Blogger, Twitter, Facebook, Tumblr, Flickr, YouTube, LinkedIn, and Pinterest accounts to include an RSS feeds. I also stood up accounts and was lead project manager for web development team when the site was redesigned.

I came on as strategic advisor for SPE Dive School, LLC when the director decided a website overhaul was needed (<http://scubaedu.com>). Formally serving as social media manager I created and maintained all social media platforms and created web content using associated press stylebook and plain language. I ran Facebook ad campaigns, assisted in the launch of the new website, and blogged about dive trips with supporting photographs and verbiage for my daily social mentions across multiple platforms using AP stylebook. Upon completion of my contract, I transferred all intellectual property to the director using plain language communication.

3. *Ability to demonstrate strong verbal and writing skills.*

During my career as a FAM I've exhibited verbal/written communications to assist key officials at FAMS-HQ and crafted responses for congressional inquiries which were prepared in associated press stylebook. My duties and intricate knowledge while assigned to the Liaison Division allowed me to offer guidance to corporate security representatives and attendees at various Aviation Industry Conferences. I fielded questions and articulated the workflow process in following up on actionable items, as appropriate.

I also performed the site survey for arrival/departure procedures in Ho Chi Minh City, Vietnam. This included conducting briefings with the U.S. Embassy personnel, TSA Vietnam representative or TSAR, U.S. Embassy RSO, and the Vietnam delegation regarding specific security requirements on behalf of DHS. In each meeting, I was responsible for composing executive briefing notes, speaking / presentations, and oral briefs to TSA and FAM leadership.

Additionally, I produced, directed and edited several underwater video for SPE Dive School, LLC that I used to improve brand awareness and Search Engine Optimization on Google and YouTube as a technical writer. Each video contains a written narrative on the confined open water skills demonstrated by the instructor and students during the dive course.

4. *Ability to build effective working interdepartmental relationships.*

I was able to identify a cost saving opportunity for the Office of Law Enforcement during a casual conversation with one of the Assistant Directors of Customs and Border Protection (CBP) at the Harper Ferry, West Virginia facility. During a tour of the shooting range, classrooms and other venues on the compound, I took pictures and made notes of the training environment. I immediately saw the crossover potential and savings TSA/OLE could have by establishing an interagency relationship. I communicated with my immediate supervisor and advised of my findings then followed up with a written proposal to our training staff, complete with point of contacts for a follow phone call and visit, to work out the minutia's. This initiative lead to an effective working interdepartmental relationship in that it got FAMS and TSA attorneys talking, which ultimately led to discussions with CBP attorneys about training protocols.

Patrick Wiltshire

Briefly about me

I am looking for future opportunities full time after September 1, 2019. My family has been active in the communities have residency in the eastern panhandle for almost 200 years beginning with Wiltshire Road. I will have 30 years of diverse experience working in the electric utility industry in multiple disciplines further detailed in my resume. I can offer many facets to assist in guiding counties and municipalities toward smart growth and use of funds based on 30 years of working in growth areas like Frederick and Montgomery County Maryland, and Frederick County Virginia. Many of these projects included evaluation of roads and infrastructure to support, attract and retain residential growth as well as commercial growth. that I can serve on County Boards till the date mentioned above to assist where I can till the opportunity presents itself for me leave my current position. My education consists of Electrical Engineering/Finance B.S. and I have a personal interest to preserve and assist in developing the growth of the communities for the betterment of the generations to come.

Patrick Wiltshire
572 Ira Way, Kearneysville, West Virginia 25430
Home 304-725-3621, Cell 304-671-4308

Project Management

- Oversee all contractor bids under a \$2.3million dollar cable replacement budget as well as a \$750,000 underground street light budget from the bid process to completion.
- Addressing contractor issues to ensure safety compliance and accountability issues for the bids awarded to ensure quality control.
- Continuous evaluation over 70 project employees on a 2.1 billion dollar project.
- Successfully completed all goals set by Senior Management no matter how challenging.
- Managed several large electrical construction projects in excess of 20 million dollars from material procurement to scheduling the completion of construction.
- Responsible party for forecasting, benchmarking, budgeting, and monitoring annual expenditures exceeding \$20,000,000 for the PATH project.
- Produced code of conduct documents, Bid Request, and final contracts with continued oversight enforcement.
- Produced interrogative documents for state and federal hearings.
- Part of a small team that provided project management for the TrAIL project forecasting expenditures, producing budgets, resolving issues, and monitoring contracts.
- Responsible for creating, evaluating and completing revisions to company policies and business practices effecting over 3000 personnel.
- Counseled teams on legal aspects to Maryland Tariff revisions for distribution billing to the Public Service Commission.
- Managed and engineered several construction projects in my 18 years exceeding \$3,000,000 in material and labor cost ensuring customer expectations were met for commercial and industrial installations.
- Comptroller for change orders reviewing necessity and cost negotiation of change orders.
- Established an emergency restoration process for large power outages by managing restoration efforts by splitting the area responsibilities into smaller regions.

Personnel Management

- Experienced in interviewing, hiring, assessment, coaching for improvement, and the release of employees.
- Successfully coached 5 below standard employees with 2 seeking promotion to supervision.
- Mentored a team of employees that successfully transitioned to a new process and was the first in the legacy Allegheny Power to do so.
- Developed several processes adapting Allegheny to First Energy process.
- Experienced instructor for engineering design at Allegheny Power's Corporate Training Center.
- Evaluated, prioritized and scheduled work for utility construction crews for daily work and major restoration efforts.
- Experienced in personnel management resolving union and non-union personnel issues including conflict resolution and contract negotiations for bargaining groups.
- Supervised over 23 employees in an assembly line work environment given build quota and led crew of 18 personnel maintaining safety and quality.

- Developed a team to review OSHA standards and recommending revisions to company policies with positive changes continuing solid safety practices
- Part of a team that developed a management process system handling over 50,000 power outages in emergency restoration efforts.
- Experienced in Coordination of more than 200 crews in emergency power restoration efforts.
- Evaluated poor safety records in 2 service centers as Safety Chairman resulting in Presidential Safety award in both Centers, achieving this goal by empowering personnel to achieve specific tasks assigned to them to improve safety.

Legal/Public Relations

- Liaison to Federal, state and local government officials in several capacities including special projects, tariff interpretation proceedings, and government sensitive projects.
- Responsible for resolving executive level and sensitive customer complaints.
- Experienced with matters requiring mediation, and providing testimony in court resolution.
- Participated in several difficult public presentations for transmission and distribution projects.
- Participated in a team to present outage explanations to distribution customers.
- Experienced in encroachment resolution of existing right of way facilities.
- Gained the confidence of the Senior Attorney providing as a solid accurate resource to assist in resolution of corporate issues.

Financial

- Consistently have the highest capitalization rate in Potomac Edison.
- Oversee the financials and budget forecast for the Frederick Region with up to \$3,000,000 in contractor cost annually as well as ensure the proper capitalization rate is followed.
- Placed marketing street lights into inventory to ensure increased sales revenue to continue while reducing First Energy's operating cost to procure the lights.
- Responsible for inventory procurement for marketing street lighting requesting bids from vendors to processing and tracking purchase orders, to receiving.
- Responsible for the financial goals for the Frederick Region setting up and tracking Purchase orders and annual budgets for the Frederick Region.
- Responsible for contractor procurement, requesting bidders and evaluating contractors for electrical distribution construction projects.
- Experienced in electrical construction procurement budgets in excess of \$10,000,000 annually determining the most efficient ways of expenditure and prioritizing the most critical requiring attention first.
- Responsible for bid evaluation for off site facilities establishing a 10,000 square foot office setting up the network, furnishing, and establishing services completing the task in 30 days.
- Evaluated several buildings determining the most cost effective location for a project office and prepared the contracts for procurement.
- Evaluated several transmission contractors and vendor sources providing successful selection of those resources.

Technology

- Experienced in several software applications; Auto Cad, People Soft, C++, GNU, Micro station, Citrix, Unix, Data Structures, SAP, Power Point, Word, Excel, Access, CREWS, Power On, and Quantitative Analysis for project management.
- Evaluated software on several teams for company specific applications for facilities design, inventory control, and power outage applications.
- Implemented and surveyed software and network options, implementing annual savings with network costs in one service center exceeding \$80,000 in annual revenue. The network enhancements increased efficiency in network response time in excess of 40% adding savings in labor involved in slow network response times.
- Adapt easily to new technologies and can reasonably determine potential problems and benefits to applications Worked with software vendors in the reconfiguration or enhancement of various programs in the way they process the information to increase efficiency by reducing hour glass time
- Evaluated several software vendors for a 'best fit' scenario performing a cost evaluation analysis determining feasibility and R.O.I.
- Provided oversight of network options for new offices determining the best return on investment and overseeing the installation of these networks provided built in redundancy.

Education/Training

Bachelor of Science Finance, Mount St. Mary's University, May 2005

*Inducted into the National Honor Society, Delta Mu Delta, 3.6 G.P.A., Cum Laude,

Studied Computer Science at Hood College in several software disciplines maintaining a 3.6 GPA

Associate of Science in Electrical Engineering, Hagerstown Community College, 3.65 G.P.A. acquired 86 credits in Electrical Engineering with 3 full time evening semesters making the "Deans List", graduated May 1997.

Certificate computer programming, 4.0 G.P.A., Computer Learning Center, March 1987

**All of my education was obtained while working full time and in many cases working overtime. Some of my semesters were full time semesters maintaining a minimum grade point average of 3.5.

Employment History

Allegheny Energy, Project Management/ROW Manager March 2007 to present, currently performing 2 positions as ROW Manager and Project Manager until a candidate can be selected. Serving as Project Manager on 2 major projects and pride myself as an assertive autonomous self-starter that completes any task assigned.

Allegheny Power Inc., Lines Engineering Designer/Person on Duty, March 2006 to March 2007.

I was on call for 2 years covering for all of the Winchester employees. POD was first response for any restoration effort and provided crew oversight. Determined best utilization of crews and the use of assessors, mentored several designers including seasoned designers in Winchester.

MEC, Inc., Project Manager/Owner, October 2005 to March 2006, Responsible for personnel evaluations, determining daily manpower requirements for a job, budgeting, bid evaluations, tracking job cost, work flow analysis, personnel assessments. My intent of going to MEC was to purchase the company. More details can be provided.

Allegheny Power Inc., Lines Engineering Designer, March 1990 to October 2005,

*other assignments in my 15 years of service were; Electric Operations Manager for more than 2 years, Person on Duty for 10 years, and Team Leader 1 year.

Dixie Narco, Inc., First line supervisor, 1983 to 1990

Jefferson County Commission:

I am applying for a position on the Jefferson County Public Service District (JCPSD) board. As someone who has grown up in Jefferson County, and a current resident, I understand the tremendous growth that has impacted the area. With this growth, it is important that public infrastructure continues to match the needs of the communities and their respective residents. To that end, I feel that I can benefit my fellow residents in helping to address the issues currently facing our county ratepayers and future developments.

Respectfully,



//Tara D. Ashley

Received

NOV 17 2017

Jefferson County Commission

Tara D. Ashley

48 Sinker Dr
Inwood, WV 25428
(H) 304.820.9620 (W) 540.324.3025
E-mail: tara.d.ashley@gmail.com

U.S. Citizen
Information Technology, 2002 – Present
Military Status: United States Air Force, 2002-2008

Objective A positive team environment with long term career and advancement opportunities.

Summary of Qualifications Over 10 years of experience in the Information Technology and Customer Support fields. Extensive knowledge and skill supporting applications, hardware, troubleshooting, as well as administration of Microsoft Windows and Linux platforms. Expertise in documentation, analysis, procedures and policies. Highly motivated team player as well as quick learner.

Skill Summary

- Network Administration
- Network Security
- Computer Security
- Research & Analysis
- Active Directory
- Group Policy
- Infrastructure
- Help Desk
- Troubleshooting
- Applications

Professional Experience **PNC Financial Services, Remote, WV**
Supervisor: Scott Mastny Telephone: 216.257.5233

Technical Platform Specialist, Senior, 04/2014 - Present

Firewall rule management in complex environments requiring intimate knowledge of PNC architecture. Manage different elements of the following firewall platforms; CISCO ASAs, Checkpoint, Stonesoft, Fortinet. Troubleshooting different protocols and platform issues – HTTP(S), FTP(S), SFTP, SSH, SMTP, Telnet, Syslog. Proxy management and troubleshooting of Bluecoat platform involving different proxy OS versions. Tufin application management (SecureTrack, SecureChange), troubleshooting errors, and vendor interaction for support issues. ArcSight logging administration, assisting individuals with usage of tool, using Archsight application to troubleshoot connectivity issues within the enterprise. VPN configuration, troubleshooting and management on CISCO ASA platform, Checkpoint, Stonegate, Fortinet. Project support - troubleshooting, process creation, documentation, implementation tasks, meeting deadlines. Documentation of business processes and security policies. Training new members of the team, and actively participate in inter-team functionality to research, collaborate, and develop solutions for connectivity.

Provide quality support for over 30+ applications used by the USCG, DHS, contractor, and civilian employees in accordance with Coast Guard policies. Supporting these applications includes general inquiries, connectivity (including from remote locations), policy, troubleshooting, account management, data-entry and more. Track trouble-tickets using Remedy ticketing system. Performed as primary POC for a 24hr supported VPN that required Nortel VPN, CAC, and Verisign VIP access credentials. Create and review documentation and installation guides for users and coworkers.

Unisys, United States Coast Guard Operation Systems Center

408 Coast Guard Dr, Kearneysville, WV 25430

Supervisor: Douglas Stemper

Telephone: 204.398.9263

Consultant 02/2007-07/2008

Created documentation for the Classified Data Floor, Data Floor, and Facilities in accordance with Coast Guard and OSC policies. Documentation included user guides, Standard Operating Procedures, meeting minutes, spread sheets, and entry access controls. Maintained documentation for the safe space, escorted maintenance personnel into restricted areas.

Air National Guard

222 Sabre Jet Blvd. Rm. 107, Martinsburg, WV 25401

Supervisor: Andrew S. Beveridge (Ret)

Telephone: 304.616.5122

Grade: E-4

Honorably Discharged

Communications Systems Controller, SrA 02/2002 – 02/2008

Installed, configured, monitored, and trouble-shot system hardware, software, and peripheral equipment in accordance with policy from DISA, AFIs, and local policies. Technical support including customer service and user instruction. Network administration including shared/networked printers/scanners/copiers. Document tracking and trouble tickets. Assisted with secure encryption to include KIV and STU devices. Assisted with Cisco routers and switches including TCP/IP configurations. Installed, configured, documented, and trouble-shot Common Access Card Readers. Extensive administration of computer and user accounts using the Active Directory Users and Computers tool. Extensive administration of email accounts using Microsoft Exchange Server.

**Education &
Certifications**

CISSP, 12/2013

Sociology with Emphasis in Crime and Social Control, Bachelors Degree, West Virginia University, 5/2006

Communications Systems Control, Community College of the Air Force 7/2003

USMAX, United States Coast Guard Operation Systems Center

408 Coast Guard Dr, Kearneysville, WV 25430

Supervisor: Susan Cole

Telephone: 304.264.7985

IT Security Specialist III, Information Assurance Team, 07/2013 – 04/2014

Implement and administer McAfee HBSS and HIPS module for two sites, one of which is remote. This includes building task policy, exceptions, troubleshooting, building queries and reports, as well as briefing management of implementation schedules.

Provide certification and accreditation support for the USCG Financial Center including but not limited to, documentation, POA&M tracking, and assess technical requirements mandated by DHS and DoD.

Dell, Inc., United States Coast Guard Operation Systems Center

408 Coast Guard Dr, Kearneysville, WV 25430

Supervisor: Nicholas Langevin

Telephone: 304.264.2528

Security Systems Administrator, Point of Presence Team, 10/2011 – 07/2013

Perform as the main POC for DoD Security Technical Implementation Guides (STIGs) and DHS Policy for the purposes of maintaining and deploying security posture as well as auditing and C&A documentation. Performed duties for the DoD Whitelist process including submitting servers for NIPRNet inclusion, training on process, and attending DoD-wide information meetings. Implement, configure, upgrade, and support network monitoring architecture including VSS taps, Netscouts, and NetVCRs, and Symantec DLP. Provide user support, account management, and training for the aforementioned devices. Created policy for access enforcement using security zones and presented training for USCG personnel on the same. Provide centralized authentication support for the TACACS+/RADIUS SSO technologies.

Wyle IS, Veteran Affairs Medical Center

221 Butler Avenue, Martinsburg, WV 25405

Supervisor: David Bucher

Telephone: 304.262.5201

Helpdesk Analyst, Tier 2 5/2011 – 9/2011

Provide support to remote end-users experiencing issues related to networking and remote connections via IPsec and enhanced SSL VPN solutions. Provide support to Information Security Officers (ISOs), assisting with VPN account and systems management. Triage and escalate problems appropriately. Assist with communication notifications to the end user communities. Thorough and accurate tracking all issues using Remedy tracking system. Active monitoring and incident response and management of critical infrastructure systems using industry standard monitoring tools and systems.

STG, Inc., United States Coast Guard Operation Systems Center

408 Coast Guard Dr, Kearneysville, WV 25430

Supervisor: April Funkhouser

Telephone: 304.264.7985

User Support Specialist 3 7/2008 – 05/2011

Received

NOV 17 2017

Jefferson County Commission
Application for Boards, Committees or Commissions in County Commission

Please type or print information

Name: TODD M MILLIRON

Home Telephone Number: 304 725-1748

Work Address: 430 MARKET ST WINCHESTER, VA 22604

Work Phone Number: 540-686-38

Mobile Phone Number: 304-582-5748

E-mail Address: fmillironwv@gmail.com

Party Affiliation: (Building Commission and Health Department applicants)

Occupation: DHS/FEMA PROGRAM SPECIALIST

Education: High School GRADUATED 1982

College BA - WV. 2015

Trade/Business School GRADUATED 1982

Are you a United States citizen? Yes No

Are you a West Virginia resident? Yes No

Are you a resident of Jefferson County? Yes No

Are you able to produce verification of residency? Yes No

(Proof of paying personal property tax, voter registration, etc.)

Address:
20 PIELHAM LANE
CHARLES TOWN - WV 25414

Magisterial District: 04B

List Qualifications for this Position and/or include a resume and cover letter that expresses your interest in serving:

RESUME ENCLOSED

Organization Memberships and Positions Held : _____

SEE RESUME

Have you even been convicted of any felonies? If yes, please list.

Date:	Offense:
	<u>NONE</u>

Statement: _____

I hereby certify that the facts set forth in the above are true and complete to the best of my knowledge and authorize the Jefferson County Commission to verify their accuracy and to obtain reference information. I hereby release Jefferson County Commission from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an appointment decision based on such information.

I understand that falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for removal.

I understand that I will fully adhere to the policies, rules and regulations of this appointment, including reading, adhering and signing the County's Ethics Statement and adhering to Robert's Rules as provided in a packet to me when obtaining my Oath of Office or on the County's website. I understand I may also attend a free annual Board Training and Ethics Training meeting established by the Jefferson County Commission.

Signature: [Signature] Date: 11/17/2017

This application is good for and will be retained for two (2) years in accordance with the Administrative Policies and Procedures Policy. In order to be considered for appointment, a new application must be submitted.

November 17, 2017

Jefferson County Commission
P.O. Box 250
Charles Town, WV 25414

Dear Commissioners,

The recent announcement to appoint a board member to the Jefferson County Public Service District (JCPSD) caught my attention since attending monthly meetings and becoming acquainted with situations discussed in open session. As a current JCPSD customer, I am willing to continue my monthly attendance and available for a two-day training class, if appointed to the Board of Directors.

Over the past 9-years, I have attended several special sessions conducted by and for the JCPSD to include rate adjustment and sewer project hearings both locally and in Charleston. Recently, I submitted a letter supporting the Jefferson County Commission's (JCC) resolution for dissolution of the JCPSD to the Public Service Commission of West Virginia. If appointed to the Board, I will continue JCC's vision for the consolidation of sewer utilities with Charles Town while favoring JCPSD employee statuses and consumer rate equality.

I have enclosed my resume outlining nearly 20 years of federal service as a program analyst and contract specialist for DHS - FEMA, and 18 years of construction experience building structures throughout our nation. While living in Northern California, I witnessed a 300,000-population growth in Sacramento from 1984 to 1994, and participated in the build-out of several residential subdivisions. When facilitating construction projects, I became accustomed to meeting with planning officials and acquiring residential permits while working with local utilities. After a move east, I worked for several commercial builders completing projects to include an equipment facility for the Loudoun County, VA Waste Authority, and pumping stations for use along I-81 rest areas located in VA.

Since living in Charles Town, WV for the past 19 years, and as a founding homeowner of the Breckenridge subdivision, I observed the installation of sewer mains and lateral lines, plus the operation of the current pumping station and understand the importance of the community's health and safety while maintaining reasonable utility rates.

My anticipation is that after reading the enclosed résumé, the qualifications listed meet current appointment prerequisites. I look forward to answering any questions regarding my experiences on November 30th, and may be contacted through the telephone number (304) 725-1748 or by e-mail tmillironwv@gmail.com.

Please accept this letter of interest to the JCPSD Board of Directors to work along side existing members and staff.

Sincerely,



Todd M. Milliron

Todd M. Milliron

26 Pelham Lane Charles Town, WV 25414

Ph. 304.725.1748, tmillironwv@gmail.com

Qualifications

- 18 years of experience constructing residential and commercial structures throughout the U.S.
- Twelve years experience monitoring a multi-million dollar federal service contract
- Proficient analyzing data confirming contractual milestones, trends, and compliances.
- Five years of supervisory experience in the federal sector; and eight years managing construction projects
- As a level III Federal Acquisition Specialist (COR), I submit annual financial confidentiality statements
- 30 semester hours in accounting, business management, government law, economics, marketing, and finance

Experience

DHS/Federal Emergency Management Agency: 1998 to Present – Hyattsville, MD, Bluemont and Winchester, VA

Program Analyst / Contracts

- Twelve years experience reviewing contract proposals outlining methods to overcome unique challenges when conducting residential inspections in response to Federal disaster declarations. Through ad-hoc reporting methods, confirm vendor compliance and when necessary measure corrective action.
- Conduct briefings with federal and state representatives outlining contractual and Agency requirements specific to disaster recovery while understanding regional concerns to facilitate open communication through project completion. During this past fall hurricane and fire activity, monitored contractor utilization of nearly 8,000 inspectors documenting their responsiveness and customer service.
- Established contractual requirements for the 2012 and subsequent DHS/FEMA Recovery housing inspection re-competition.

Supervisor

- During Hurricane Katrina, supervised a 10-member data-analysis team providing timely reports while facilitating additional caller-services functions. Maintained morale through a “lead by example” approach when working 12+ hour days for weeks on end. (2005-2006)
- In responding to the numerous Florida hurricanes of 2003, I led a crew of five program specialists providing written / verbal guidance to maintain transparency from HQ directives and centralized authority.
- Immediately following Hurricane Floyd (13-state event – 1999), I was commissioned to a group to provide written guidance for the Agency’s recovery teams across the nation. We later responded to the tragic events of September 11, 2001; where at many times, I was the acting supervisor.

Construction: 1982 to 1998 - California, Ohio, Virginia, and Connecticut

Commercial Utility Experience - C.A. Webb & Sons – VA

- As a lead carpenter for this No. VA construction firm specializing in light commercial and utility work, I assisted in the completion of a generator switching facility for the Loudoun County, Virginia Waste Water Treatment Facility in Leesburg, VA. Built a pumping station and other structures for the Virginia Department of Transportation along I-81. Completed several improvements to salt containment structures in Loudoun and Fairfax Counties - VA. (1994 – 1995)

Todd M. Milliron

26 Pelham Lane Charles Town, WV 25414

Ph. 304.725.1748, tmillironwv@gmail.com

Commercial and Residential Building Experience

- Residential builder: As with many young tradesman, I was educated through a high school vocational program learning to build residential structures from foundation to roofs, and all housing components to include plumbing, electrical and HVAC installations. From 1982 through 1998, as both a licensed builder and tradesman, I built new and remodeled residential dwellings in the States of California, Ohio, Virginia, West Virginia, and Connecticut.
- Commercial work: Built a series of strip-malls in Southern and Northern California (1985-1986). As journeyman carpenter in the states of Virginia, Ohio, and Connecticut, I completed interior improvements for universities, public schools, correctional facilities and the construction of several retail stores (1994-1998).

Education and Certificates

- Graduated from West Virginia University completing over 30 semester hours in business, accounting, contracts, governmental law, management, and economics while maintaining a 3.80 GPA in May 2015.
- Construction Management AS Degree from Consumnes River College, Sacramento, CA: 1987 GPA 3.82
- State of California Class B general contractor's license (1987)
- ISO 2008-9001 Auditor Certificate – June 2007
- Federal Contracting Officer Representative Level III Certificate – June 2017

Personal

- Current Board Member for the Breckenridge HOA located in Charles Town, WV. In addition, participated as a voting member of the HOA's architectural review committee for seven years.
- Enjoy running, camping and learning about U.S. history

Jefferson County Commission
P.O. Box 250
Charles Town, WV 25414

Received

NOV 15 2017

Jefferson County Commission

November 11, 2017

Dear Commissioners:

I am applying to fill the board position at the Jefferson County Public Service District and my resume is enclosed for review.

I have voluntarily served as an advocate for over-burdened rate payers in this County for 10 years and have often worked against the current board. This is because I saw waste and corruption on that board and the needs of the ratepayers not only ignored, but legally fought against, at unnecessary expense to the ratepayers. It is my belief, however, that the board is to make sewer services affordable and safe, and follow the law regarding any growth so that current ratepayers do not become the sole source of funding for future growth, WV 24-2-2(b):

(b) Notwithstanding any other provision of this code to the contrary, rates are not discriminatory if, when considering the debt costs associated with a future water or sewer project which would not benefit existing customers, the commission establishes rates which ensure that the *future customers to be served by the new project are solely responsible for the debt costs associated with the project.* (Italics added)

To make this possible, I believe that the board should be working towards consolidating services with Charles Town Utility Board.

Thank you for your consideration.

Sincerely,



Heidi Parker

32 Buckskin Court, Charles Town, WV 25414
heidiparker.1@gmail.com
304-579-4717

Heidi Parker
32 Buckskin Court, Charles Town, WV 25414
304-579-4717 home, heidiparker.1@gmail.com

OBJECTIVE:

To fill the board position at the Jefferson County Public Service District

SKILLS PROFILE:

Effective teacher, communicator, and coach - Works well with children, youth, and adults - Manage a home with 7 children the past 22 years, while attending school, working and volunteering in my community and church - Previously licensed as a Clinical Social Worker in the State of Utah, but let license go to raise my family.

EDUCATION HISTORY:

Master of Social Work, University of Utah, 1995— 1997, Salt Lake City, Utah

Bachelor of Family Science, Brigham Young University, 1988 — 1994, Provo, Utah

Graduate of Elk Grove High School, 1984— 1988, Elk Grove, California

EMPLOYMENT HISTORY:

Substitute Teacher, Jefferson County Schools 2/2016-Present

Domestic Violent Worker, Department of Child and Family Services, State of Utah, 1997-1999, Provo, Utah--Organized, planned curriculum, and moderated a domestic violence group - Advocated for the legal rights of domestic violence victims - Coordinated with the women's shelter to offer services to victims - Provided individual therapy for victims of domestic violence

Utah State Hospital Children's Unit, 1996 — 1997, Provo, Utah - Interned as a therapist, Co-lead social skills group - Recreational and play therapy with children

Family Support and Treatment Center, 1995 — 1996, Orem, Utah — Interned as a therapist providing individual therapy for adults, play therapy with children

Missionary Training Center, Teacher, 1993 — 1994 Provo, Utah - Taught communication and problem solving skills to missionaries

VOLUNTEER ACTIVITIES:

Experienced teacher and leader of children, youth, and adults at church, 1993-present

Girls Youth Harpers Ferry Ward Camp Director, 2015

Basketball coach, 2011, 12, 14-15, *Upward*

Soccer coach for Jefferson County Youth Soccer League (AYSO), 2009-2013

**Cub Master 2010-2013, Shenandoah Area Council, Awarded the Mannahoac Cub Scout District
Volunteer of the Year 2013**

Missionary: Served 18 months to Tulsa, Oklahoma, 1991-1992

****References available upon request***



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: **Jefferson County Commission**

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: **November 30, 2017**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Interviews and Appointments to the Summit Point Library Committee – two unexpired terms ending June 30, 2019 and June 30, 2021 – 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, November 30, 2017, or as soon thereafter as the Commission may decide:

Summit Point Library Committee: two unexpired terms ending June 30, 2019 and June 30, 2021

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

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

SPIRIT OF JEFFERSON - PLEASE ADVERTISE ON:

November 15 and November 22

THANKS - JEFFERSON COUNTY COMMISSION

Geoff Koch

266 Fairview Drive, Charles Town, WV 25414 | 304-886-1553 | geopkoch@gmail.com

November 14, 2017

Jessica Carroll
Executive Administrative Assistant
Jefferson County Commission
P.O. Box 250
Charles Town, WV 25414

Received

NOV 21 2017

Jefferson County Commission

Dear Ms. Carroll:

I am writing to submit my name for nomination to the Summit Point Library Committee on November 30, 2017. It would be an honor to serve on the board that governs the South Jefferson Public Library as it strives to provide diverse educational experiences to adults and children alike. Attached, you will find my resume. My resume describes the successes I have had in my professional career, but I would like to explain my interest in this position further.

While attending Shepherd University, I worked at the South Jefferson Public Library shortly after the beginning of The Great Recession of 2008. During this time, I bore witness to many adults applying online for jobs for the first time in their life. These working class citizens displayed their vulnerabilities to me and I was touched; these circumstances have lingered in my mind for the past decade. In addition to my interactions with adults, I had the opportunity to assist children with homework assignments that could not be completed at home. The children's homework assignments could not be completed at their homes because they did not own a computer; they had no other option. The two experiences described above are but two examples of many describing why I feel emotionally connected to this library. I moved to this county with my parents when I was nine years old and have lived here ever since. In fact, my wife and I moved into our "forever home" with our son in October of 2016 and plan to stay in Jefferson County for the rest of our lives. I am fully invested in this county and would love the opportunity to serve it in this manner; I believe in what the South Jefferson Public Library strives to accomplish and what it represents to our county.




I would love to leverage my experience in Leadership Jefferson, the knowledge gained from my recently-completed MBA, the experience I have gained through my unique background focused on analytics, and, first and foremost, the passion I have toward the betterment of our county. Thank you for your consideration.

Sincerely,



Geoff Koch

Geoffrey Koch

 266 Fairview Drive Charles Town, WV 25414  (304) 886-1553  geopkoch@gmail.com

Profile

Analytics professional and Leadership Jefferson graduate skilled in storytelling through the use of data visualization and statistical analysis with multiple years of experience in various tools and languages, including Tableau, R, SQL, and Excel. I subscribe to a transformational leadership style and am driven to succeed and innovate; thus, I aim to learn something new every day while inspiring others to do the same.

Education and Certifications

AMERICAN PUBLIC UNIVERSITY – Charles Town, WV

Master of Science, Business Administration - Analytics August, 2017

SHEPHERD UNIVERSITY – Shepherdstown, WV

Bachelor of Science, Economics and Business Administration December, 2009

MOS Excel Expert

Microsoft License: 10285006

Skills

- | | | |
|-----------------------|----------------------|------------------------|
| ✓ Analytics | ✓ Excel | ✓ SQL |
| ✓ Coaching | ✓ R | ✓ Statistical Analysis |
| ✓ Database Management | ✓ Research | ✓ Tableau |
| ✓ Data Visualization | ✓ Report Development | ✓ Text Mining |

Professional Experience

AMERICAN PUBLIC UNIVERSITY SYSTEM – Charles Town, WV

Senior Research Analyst, April 2017 to Present

As a Senior Research Analyst, I am responsible for the mentoring and coaching of Research and Reporting Analysts in the Institutional Research department regarding advanced techniques in Tableau, R, and SQL, presenting on behalf of American Public Education Incorporated, and leading analytics projects in adherence to CRISP-DM. Here are some of the things I've accomplished in this role:

- Developed over seventy institutional reporting dashboards in Tableau to efficiently track strategic initiatives, strategic partner performance, lead throughput, student path efficiencies, and nearly every other metric related to Higher Education.
- Authored written reports via R Markdown on findings leading to policy changes; including an analysis on similarity scoring, student drops, faculty workload, and others.
- Optimized topic modeling approach for End of Course surveys resulting in exponential time savings and data mining potential.
- Created an integration technique to embed institutional metrics into dashboards to allow for an increase in data literacy for end users.
- Automated data submission and wrangling processes with R, including submitting and retrieving data files from the National Student Clearinghouse.
- Presented at internal Data Summits and external conferences on topics including Appreciative Inquiry, Data Cookbook integration with Tableau, Text Analytics in R, and Student Enrollment Patterns.

AMERICAN PUBLIC UNIVERSITY SYSTEM – Charles Town, WV

Research Analyst, January 2016 to April 2017

- Create interactive dashboards with Tableau displaying data analyses related to student behavioral patterns, surveys, and financial information from our Microsoft Dynamics Great Plains database.
- Utilize R to automate lexical analysis for institutional surveys.
- Accountable for the development of the institution's end of course survey analysis conveying vital faculty and course level metrics.
- Suggest plans of action based on thorough data analysis and decision models.
- Evangelize institutional metrics in an effort to advance data governance. This stuff matters!

- Host Excel training sessions for various teams across the University.
- Deliver insight to high-level staff members, including executives, in the form of written reports or dashboards.

AMERICAN PUBLIC UNIVERSITY SYSTEM – Charles Town, WV
Data Research Associate, January 2014 to January 2016

- Fulfilled ad-hoc data requests from various departments and constituents within the University through complex SQL queries.
- Collaborated with an internal team of Directors on a comprehensive study focused on faculty workload. I was the sole member with the ability to analyze and extract the vast amount of information needed.
- Fostered and maintained collaborative relationships with stakeholders throughout the institution.
- Developed automated reporting solutions to routine operational processes, utilizing our LMS, ERP or other APUS databases and reporting platforms.
- Demonstrated knowledge of database concepts and data visualization techniques through the use of Tableau dashboards.
- Constructed usability testing for users of deployed dashboards.
- Developed decision model focusing on possible pay rate changes to determine optimal solution.

AMERICAN PUBLIC UNIVERSITY SYSTEM – Charles Town, WV
Data Research Assistant, January 2013 to January 2014

- Automated daily and weekly processes using macros developed in Microsoft Excel.
- Assisted in multiple initiatives related to strategic planning, focusing on salary benchmarking.
- Monitored performance management system inbox.
- Assisted with developing and maintaining the faculty information management system, Activity Insight.
- Prepared tables, graphs, and fact sheets summarizing research results.
- Assisted in data retrieval from the Enterprise Resource Planning (ERP) database via SQL.

MARTIN & SEIBERT, L.C. – Martinsburg, WV
Business Analyst, February 2012 to December 2013

- Authored professional correspondence to clients relating to highly sensitive financial and medical information.
- Designed and developed an Excel dashboard calculating financial and performance data for the entire department, allowing an instant look at department efficiency.
- Prepared daily reports featuring periodic outlooks for department revenue and feats.
- Rapidly learned and mastered varied computer programs.
- Trained QA Analysts on identifying solutions to firm processes.
- Evaluated and determined collection inefficiencies based on scoring models and portfolio performance.
- Communicated financial data to the managing shareholder as well as company management and clients.
- Responsible for recognizing new processes and producing stopgaps in current processes.

MARTIN & SEIBERT, L.C. – Martinsburg, WV
Collection Department Supervisor, July 2011 to February 2012

- Accountable for the performance of the entire Collection Department.
- Successfully trained numerous employees during lateral shifts of responsibilities within the department including documentation specialists and database management positions.
- Trained every new employee to comply with federal and state laws as well as firm processes and procedures
- Negotiated possible financial solutions to consumers both on the phone and in person.
- Worked cooperatively with the Accounts Receivable and Accounts Payable departments to achieve various goals including the recovery of overdue funds and the disbursement of court costs from a general trust account.

MARTIN & SEIBERT, L.C. – Martinsburg, WV
Systems Specialist & Management Support, January 2010 to July 2011

- Maintained various statistical databases related to company performance.
- Communicated with software developer in order to update and maintain systems.
- Ensured compliance to federal laws by reviewing communication between employees and consumers.
- Monitored daily recoveries on a client-by-client basis.
- Performed a variety of inventory reconciliations for clients.

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: **November 30, 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 Claim #533-2017-00706. Discussion/Action. Possible Executive Session.**
- 3. Discussion of US Supreme Court case, No. 17-7 re: WV Supreme Court of Appeals Case #15-1155. Discussion/Action. Possible Executive Session.**
- 4. Discussion regarding request for Attorney General Opinion re: PSD Board Member's request for attorney fee reimbursement. Discussion/Action. Possible Executive Session.**
- 5. Discussion of the City of Charles Town's notice of action related to the annexation proposal that was presented to the County Commission in March 2017 – Discussion/Action – Possible Executive Session**

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: **Sandy McDonald, Deputy County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **November 30, 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*): **Set date, time and location for the first regular meeting of 2018**

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*):

Motion to set the first Regular County Commission meeting for Thursday, January 4, 2018 at 9:30 a.m. in the Jefferson County Commission meeting room located at the Old Charles Town Library 200 E Washington Street Charles Town, WV

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.](#)

**STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021
PROGRAM AMENDMENT**

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERALCOST CHANGE
PROJECT COMMENTS														
BARBOUR	2018	7		4/28/2018	STP	CON	NA999	BARBOUR CO ADA	DESIGN BUILD ADA RAMPS	S301 ADA 1 00	STP2017144D	\$260,400	\$325,500	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BARBOUR	2018	7		3/28/2018	STP	CON	US250	BELINGTON PHILIPPI RD	RESURFACE	S301 250 00486 00	STP0250257D	\$264,000	\$330,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BARBOUR	2018	7		1/28/2018	OTHER	CON	CO056	JUNIOR BR (GARVEE 2)	REPLACE BRIDGE	S301 056 00001 00	NFA2217050D	\$0	\$4,160,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BERKELEY	2018	5	MPO	2/28/2018	CMAQ	ROW	CO011/60	CAMPUS DRIVE RTL	CONST RT TN LN	U302 1160 00000 00	CMAQ1160002D	\$16,000	\$20,000	\$0
2016-2021 AMD 15 - DELETE PER DISTRICT, PHASE NOT NEEDED														
BERKELEY	2018	5	MPO	1/28/2018	OTHER	CON	WV009	JOHNSONTOWN BR (GARVEE 2)	REPLACE BRIDGE	S302 009 00254 00	NFA2217042D	\$0	\$856,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BERKELEY	2018	5	MPO	12/28/2017	STP	ENG	WV051	MIDDLEWAY BRIDGE	ARCH SURVEY	T602 051 00934 00	STP0051047D	\$56,000	\$70,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BERKELEY	2018	5	MPO	1/28/2018	OTHER	ROW	I081	MILL CREEK O/P NB & SB	REPLACE BRIDGE	S302 81 00300 00	NHPP0081033D	\$4,000	\$5,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BERKELEY	2018	5	MPO	1/28/2018	OTHER	ENG	I081	MILL CREEK O/P NB & SB	REPLACE BRIDGE	S302 81 00300 00	NHPP0081032D	\$315,000	\$350,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BERKELEY	2018	5	MPO	6/28/2018	OTHER	CON	I081	MILL CREEK O/P NB & SB	REPLACE BRIDGE	S302 81 00300 00	NHPP0081034D	\$3,510,000	\$3,900,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BERKELEY	2018	5	MPO	1/28/2018	OTHER	CON	CO010	ROCK CLIFF DR BR (GARVEE 2)	REPLACE BRIDGE	S302 10 00284 00	NFA2217033D	\$0	\$4,536,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BERKELEY	2018	5	MPO	12/28/2017	OTHER	CON	I081	TABLER STA - APPLE HARVEST DR (GO BOND)	UPGRADE TO 6 LANE	U302 81 00775 00	NFA2317001	\$0	\$75,000,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BRAXTON	2018	7		4/28/2018	STP	CON	NA999	BRAXTON CO ADA	DESIGN BUILD ADA RAMPS	S304 ADA 1 00	STP2017145D	\$161,200	\$201,500	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BRAXTON	2018	7		1/28/2018	OTHER	CON	CO009	MATCH LINE BR (GARVEE 2)	REPLACE BRIDGE	S304 009 00852 00	NFA2217052D	\$0	\$1,740,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														

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PROJECT COMMENTS														
BRAXTON	2018	7		4/28/2018	OTHER	CON	WV015	MORRISON RIDGE (GARVEE 2)	SLIDE REPAIR	S304 015 00570 00	NFA2217064D	\$0	\$900,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BRAXTON	2018	7		1/28/2018	OTHER	CON	CO009	TAGUE BR +1 (GARVEE 2)	REPLACE BRIDGE	S304 009 00787 00	NFA2217051D	\$0	\$3,684,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
BROOKE	2018	6	MPD	11/28/2017	NHPP	CON	WV002	WELLSBURG ADA +2	DESIGN BUILD ADA RAMPS	S305 002 00700 00	NHPP0002585D	\$384,400	\$480,500	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
CABELL	2018	2	MPD	1/28/2018	OTHER	CON	US052	US 52 SLIP LINE (GARVEE 2)	SLIP LINE PIPE	S306 052 00025 00	NFA2217008D	\$0	\$100,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
FAYETTE	2018	9	MPD	11/28/2017	STP-OFF	ENG	CO021/04	2ND AVE BRIDGE	CONSTR NEW BRIDGE	J310 02104 00180 00	STBG0214025D	\$36,000	\$45,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
FAYETTE	2018	9	MPD	2/28/2018	STP-OFF	ROW	CO021/04	2ND AVE BRIDGE	CONSTR NEW BRIDGE	J310 02104 00180 00	STBG0214026D	\$4,000	\$5,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
FAYETTE	2019	9	MPD	1/28/2019	STP-OFF	CON	CO021/04	2ND AVE BRIDGE	CONSTR NEW BRIDGE	J310 02104 00180 00	STBG0214027D	\$560,000	\$700,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
FAYETTE	2019	9	MPD	10/28/2018	STP	CON	WV006	EARL M VICKERS BR	DECK REHAB	S310 006 00012 00	STP0006049D	\$7,431,200	\$9,289,000	\$3,911,200
2016-2021 AMD 15 - 111% COST INCREASE (>\$2M)														
FAYETTE	2018	9	MPD	11/28/2017	STP	CON	WV061	FAYETTE PIKE	DESIGN BUILD ADA RAMPS	S310 061 03092 00	STP0061087D	\$59,520	\$74,400	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
FAYETTE	2020	9	MPD	8/28/2020	STP-OFF	CON	CO013	KANAWHA FALLS BR (AC PAYBACK)	REPLACE BRIDGE	S310 13 00002 00	STP0013030D	\$3,984,000	\$4,980,000	\$3,492,240
2016-2021 AMD 15 - MOVE PROJECT TO FFY 2020, PROJECT BEING RE-SCOPED TO REPLACEMENT														
FAYETTE	2021	9	MPD	8/28/2021	STP-OFF	CON	CO013	KANAWHA FALLS BR (AC PAYBACK)	REPLACE BRIDGE	S310 13 00002 00	STP0013030D	\$3,984,000	\$4,980,000	\$1,033,400
2016-2021 AMD 15 - MOVE PROJECT TO FFY 2021, PROJECT BEING RE-SCOPED TO REPLACEMENT														
FAYETTE	2022	9	MPD	8/28/2022	STP-OFF	CON	CO013	KANAWHA FALLS BR (AC PAYBACK)	REPLACE BRIDGE	S310 13 00002 00	STP0013030D	\$3,984,000	\$4,980,000	\$3,246,360
2016-2021 AMD 15 - MOVE PROJECT TO FFY 2022, PROJECT BEING RE-SCOPED TO REPLACEMENT														
FAYETTE	2019	9	MPD	8/28/2019	AUG REDIST	CON	CO013	KANAWHA FALLS BR (AUTH AC PROJECT)	REPLACE BRIDGE	S310 13 00002 00	STP0013030D	\$1,328,000	\$1,660,000	(\$7,772,000)
2016-2021 AMD 15 - MOVE PROJECT TO FFY 2019, PROJECT BEING RE-SCOPED TO REPLACEMENT														

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COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERALCOST CHANGE
PROJECT COMMENTS														
FAYETTE	2018	9	MPO	11/28/2017	STP	CON	WV018	MAIN ST +2	DESIGN BUILD ADA RAMPS	S310 016 00788 00	STP0016280D	\$352,160	\$440,200	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
FAYETTE	2022	9	MPO	10/28/2021	STP	ROW	CO015	MILBURN BRIDGE	REPLACE BRIDGE	S310 015 01361 00	STP0015106D	\$83,280	\$104,100	\$0
2016-2021 AMD 15 - MOVE PROJECT TO FFY 2022														
FAYETTE	2020	9	MPO	10/28/2019	TAP	CON	NA999	OAK HILL VIRGINIA STREET SIDEWALKS 2012	CONST SW	U310 OAKHI 5 03	TEA2012616D	\$215,864	\$215,864	\$161,464
2016-2021 AMD 15 - MOVE PROJECT TO FFY 2020														
GILMER	2018	7		5/28/2018	TAP	ENG	NA999	GLENVILLE SIDEWALK REHAB	DESIGN SIDEWALK	U311 GLENV 2 00	TAP2017154DTC	\$60,000	\$60,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
GRANT	2018	9		12/28/2017	STP	CON	US220	PETERSBURG ADA RAMPS +1	UPGRADE ADA RAMPS	U312 220 01000 00	STPQ0220202D	\$176,000	\$200,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
GREENBRIER	2018	9		1/28/2018	OTHER	CON	WV092	ANTHONY CREEK BR (GARVEE 2)	REPLACE BRIDGE	S313 092 01687 00	NFA2217062D	\$0	\$1,366,200	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
GREENBRIER	2018	9		1/28/2018	OTHER	CON	CO017	CULVERSON CREEK BR (GARVEE 2)	REPLACE BRIDGE	S313 017 00181 00	NFA2217053D	\$0	\$1,425,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
GREENBRIER	2018	9		11/28/2017	STP	CON	WV012	RIVERVIEW AVE +4	DESIGN BUILD ADA RAMPS	S313 012 00090 00	STP0012059D	\$300,080	\$375,100	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
HAMPSHIRE	2018	5		1/28/2018	OTHER	CON	WV029	SEDAN BRIDGE (GARVEE 2)	REPLACE BRIDGE	S314 029 00673 00	NFA2217028D	\$0	\$3,470,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
HARDY	2018	5		12/28/2017	STP	CON	US220	MOOREFIELD ADA RAMPS +1	UPGRADE ADA RAMPS	U316 220 00935 00	STP0220203D	\$200,000	\$250,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
HARDY	2018	5		1/28/2018	OTHER	CON	CO007	TRUMBO FORD BR (GARVEE 2)	REPLACE BRIDGE	S316 007 00015 00	NFA2217054D	\$0	\$4,538,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
HARRISON	2018	4		1/28/2018	OTHER	CON	CO025/99	CAMDEN STREET BR (GARVEE 2)	REPLACE BRIDGE	S317 02599 00034 00	NFA2217055D	\$0	\$1,209,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
HARRISON	2018	4		12/28/2017	STP	CON	CO050/28	EAST MAIN ST +1	DESIGN BUILD ADA RAMPS	S317 05028 00186 00	STP5028001D	\$52,080	\$65,100	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														

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PROJECT COMMENTS														
HARRISON	2018	4		1/28/2018	OTHER	CON	WW131	US NAVY PO 1ST CLASS KEVIN S. RUX MEM	REPLACE BRIDGE	S317 131 00399 00	NFA2217056D	\$0	\$5,155,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
JACKSON	2018	18		3/28/2018	OTHER	CON	1077	MEDINA EXPRESSWAY DRAINAGE (GARVEE 2)	REPL DRAINAGE STRUCT	S318 77 15075 00	NFA2217085D	\$0	\$250,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
JACKSON	2018	3		6/28/2018	NHPP	ROW	1077	MILL CREEK BR	REN BR	S318 77 13774 00	NHPP0773464D	\$12,000	\$15,000	\$0
2016-2021 AMD 15 - DELETE, PHASE NOT NEEDED														
JACKSON	2018	18		3/28/2018	OTHER	CON	1077	WILDING EXPRESSWAY DRAINAGE (GARVEE 2)	REPL DRAINAGE STRUCT	S318 77 14965 00	NFA2217068D	\$0	\$350,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
JEFFERSON	2017	5	IN OBL	9/28/2017	OTHER	CON	US340	US 340 EXPRESSWAY DRAINAGE (GARVEE 2)	REPLACE CULVERTS	S319 340 01440 00	NFA2217002D	\$0	\$300,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
KANAWHA	2018	1	IN OBL	11/28/2017	TAP	ENG	NA999	DUNBAR 12TH ST STREETScape	CONST SIDEWALK	U320 DUNBA 4 00	TAP2015268DTC	\$105,976	\$105,976	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
KANAWHA	2020	1	IN OBL	11/28/2019	TAP	CON	NA999	DUNBAR 12TH ST STREETScape	CONST SIDEWALK	U320 DUNBA 4 00	TAP2015267D	\$245,543	\$245,543	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
KANAWHA	2017	1	IN OBL	7/28/2017	NHPP	CON	1079	ELKVIEW - JORDAN CREEK	RESURFACE	S320 79 01330 00	NHPP0791131D	\$2,352,053	\$2,613,392	\$642,053
2016-2021 AMD 15 - CANCEL PROJECT, REPLACE WITH S320-79-14.00 00														
LEWIS	2018	7		1/28/2018	OTHER	CON	US033	HARDEE'S BR (GARVEE 2)	REPLACE BRIDGE	S321 033 01834 00	NFA2217061D	\$0	\$2,160,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
LEWIS	2018	7		12/28/2017	NHPP	ROW	1079	I-79 EXIT 99 SB OFF RAMP	RELOCATE SB OFF RAMP	U321 79 09900 00	NHPP0793254D	\$9,000	\$10,000	\$0
2016-2021 AMD 15 - REMOVE PHASE, TO BE STATE FUNDED														
LEWIS	2020	7		12/28/2019	NHPP	CON	1079	I-79 EXIT 99 SOUTHBOUND OFFRAMP	RELOCATE SB OFF RAMP	U321 79 09900 00	NHPP0793255D	\$4,500,000	\$5,000,000	\$0
2016-2021 AMD 15 - REMOVE AC, CHANGE FUNDING, CHANGE FEDERAL PROJECT NUMBER														
LEWIS	2019	7		1/28/2019	OTHER	CON	1079	I-79 EXIT 99 SOUTHBOUND OFFRAMP	RELOCATE SB OFF RAMP	U321 79 09900 00	NFA2317013	\$0	\$16,000,000	(\$9,000,000)
2016-2021 AMD 15 - REMOVE AC, CHANGE FUNDING, CHANGE FEDERAL PROJECT NUMBER														
LEWIS	2018	7		3/28/2018	STP	CON	US019	JANE LEW - GOOD HOPE RD +1	RESURFACE	S321 019 03201 00	STP0019463D	\$544,000	\$680,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														

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PROJECT COMMENTS														
LEWIS	2018	7		4/28/2018	STP	CON	NA999	LEWIS CO ADA	DESIGN BUILD ADA RAMPS	S321 ADA 1 00	STP2017148D	\$357,120	\$446,400	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MARION	2018	4		4/28/2018	TAP	ENG	NA999	FAIRMONT SIDEWALK	DESIGN/CONST SIDEWALK	U325 FAIRM 7 00	TAP2017155DTC	\$100,000	\$100,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MARION	2019	4		5/28/2019	TAP	CON	NA999	FAIRMONT SIDEWALK	DESIGN/CONST SIDEWALK	U325 FAIRM 7 00	TAP2017156D	\$320,000	\$400,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MARION	2018	4		9/28/2018	OTHER	CON	1079	S FAIRMONT - PLEASANT VALLEY (GO BOND)	ADD LANES / REPL BRIDGES	U325 79 13172 00	NFA2317001	\$0	\$60,000,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MARSHALL	2018	6	AM	4/28/2018	NHPP	CON	US250	GLEN DALE ADA +2	DESIGN BUILD ADA RAMPS	S326 250 03164 00	NHPP0250256D	\$406,720	\$508,400	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MARSHALL	2018	6	AM	1/28/2018	STP	ENG	WV002	KENT - FRANKLIN RD (GO BOND)	UPGR TO 4 LN	U326 2 00450 03	STP0002591D	\$640,000	\$800,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MARSHALL	2019	6	AM	10/28/2018	STP	ROW	WV002	KENT - FRANKLIN RD (GO BOND)	UPGR TO 4 LN	U326 2 00450 03	STP0002592D	\$800,000	\$1,000,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MARSHALL	2020	6	AM	1/28/2020	OTHER	CON	WV002	KENT - FRANKLIN RD (GO BOND)	UPGR TO 4 LN	U326 2 00450 03	NFA2317006D	\$0	\$30,000,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MARSHALL	2020	6	AM	4/28/2020	OTHER	CON	WV002	WV 2 PROCTOR - KENT (GO BOND)	UPGR TO 4 LN	U326 2 01168 00	NFA2317003D	\$0	\$80,000,000	(\$10,000,000)
2016-2021 AMD 15 - ADD NEW PROJECT														
MASON	2018	1		1/28/2018	OTHER	CON	CO041	TICKVILLE BR (GARVEE 2)	REPLACE BRIDGE	S327 041 00410 00	NFA2217057D	\$0	\$1,722,600	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MCDOWELL	2018	10		3/28/2018	NHPP	CON	US052	IAEGER - SANDY HUFF RD	RESURFACE	S324 052 00406 00	NHPP0052329D	\$460,000	\$575,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MCDOWELL	2018	10		1/28/2018	OTHER	CON	WV016	NEWHALL BR (GARVEE 2)	REPLACE BRIDGE	S324 016 00630 00	NFA2217063D	\$0	\$1,500,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MCDOWELL	2018	10		11/28/2017	NHPP	CON	US052 ALT	RIVERSIDE DR - STEWART ST +1	DESIGN BUILD ADA RAMPS	S324A 052 0000 00	NHPP0052322D	\$195,520	\$244,400	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														

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PROJECT COMMENTS														
MCDOWELL	2019	10		2/28/2019	OTHER	CON	WV121	WELCH - WV 16 I/C (TPK BOND)	CONST NEW ROAD	X324 121 02005 10	NFA2417001	\$0	\$110,000,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MERCER	2018	10		11/28/2017	NHPP	CON	US052	BLUEFIELD AVE - E. CUMBERLAND ADA	DESIGN BUILD ADA RAMPS	S328 052 01187 00	NHPP0052325D	\$730,080	\$912,600	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MERCER	2018	10		11/28/2017	STP	CON	US019	COURTHOUSE RD - KEGLEY RD	DESIGN BUILD ADA RAMPS	S328 019 01238 00	STP0019462D	\$189,440	\$236,800	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MERCER	2018	10		3/28/2018	NHPP	CON	US052	CUMBERLAND RD - GRASSY BRANCH +2	RESURFACE	S328 052 0135000	NHPP0052328D	\$97,840	\$1,172,300	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MINGO	2018	2		11/28/2017	NHPP	ENG	US052	WILLIAMSON ADA	DESIGN BUILD ADA RAMPS	S330 052 02082 00	NHPP0052323	\$8,000	\$10,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MINGO	2018	2		6/28/2018	NHPP	CON	US052	WILLIAMSON ADA	DESIGN BUILD ADA RAMPS	S330 052 02062 00	NHPP0052324	\$94,612	\$118,265	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MONROE	2018	9		11/28/2017	NHPP	CON	US219	MARKET ST +2	DESIGN BUILD ADA RAMPS	S332 219 00004 00	NHPP0219380D	\$126,480	\$158,100	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MONROE	2018	9		1/28/2018	NHPP	CON	US219	MONITOR - ORGAN CAVE RD +1	RESURF	S332 219 03141 00	NHHS0219361D	\$971,360	\$1,214,200	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MORGAN	2018	5		1/28/2018	NHPP	CON	US522	BERKELEY SPRINGS ADA RAMPS	UPGRADE ADA RAMPS	U333 522 01284 00	NHPP0522041D	\$120,000	\$150,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
MORGAN	2019	5		4/28/2019	OTHER	CON	US522	BERKELEY SPRINGS BYPASS (GO BOND)	RELOCATE AND ADD TRAVEL LANES	U333 522 01192 02	NFA2317005D	\$0	\$50,000,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
NICHOLAS	2018	9		3/28/2018	STP	CON	WV039	NETTIE ROAD	RESURFACE	S334 039 03860 00	STP0039414D	\$480,000	\$600,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
NICHOLAS	2018	9		11/28/2017	STP	CON	WV039	TURNPIKE RD +1	DESIGN BUILD ADA RAMPS	S334 039 00152 00	STP0039413D	\$220,720	\$275,900	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
OHIO	2018	6	IN	12/28/2017	NHPP	ROW	I070	1ST BRIDGE E OF TUNNEL EB	REN SUPERSTRUCTURE	S335 70 00126 02	NHPP0701201	\$50,400	\$56,000	\$400
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														

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COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS														
OHIO	2020	6	MPO	10/28/2019	NHPP	CON	1070	1ST BRIDGE E OF TUNNEL EB	REN SUPERSTRUCTURE	S335 70 00128 02	NHPP0701202	\$4,122,000	\$4,580,000	\$66,600
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2018	6	MPO	12/28/2017	NHPP	ROW	1070	1ST BRIDGE E OF TUNNEL WB	REN SUPERSTRUCTURE	S335 70 00128 03	NHPP0701207D	\$50,400	\$56,000	\$400
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2018	6	MPO	8/28/2018	AUG REDIST	CON	1070	1ST BRIDGE E OF TUNNEL WB	REN SUPERSTRUCTURE	S335 70 00128 03	NHPP0701208D	\$4,055,400	\$4,506,000	(\$66,600)
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2018	6	MPO	10/28/2017	NHPP	ROW	1070	BACK CHANNEL BR	REN BR	S335 70 00005 02	NHPP0701203D	\$50,400	\$56,000	\$400
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2019	6	MPO	3/28/2019	NHPP	CON	1070	BACK CHANNEL BR (AC PAYBACK)	REN	S335 70 00005 02	NHPP0701204D	\$4,860,000	\$5,400,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2018	6	MPO	5/28/2018	NHPP	CON	1070	BACK CHANNEL BR (AUTH AC PROJECT)	REN BR	S335 70 00005 02	NHPP0701204D	\$4,860,000	\$5,400,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2020	6	MPO	12/28/2019	NHPP	ROW	1070	ELM GROVE BR EB	REN BR	S335 70 00524 02	NHPP0701205D	\$50,400	\$56,000	\$400
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2022	6	MPO	3/28/2022	NHPP	CON	1070	ELM GROVE BR EB (AC PAYBACK)	REN	S335 70 00524 02	NHPP0701206D	\$3,835,350	\$4,261,500	(\$3,835,350)
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2021	6	MPO	3/28/2021	NHPP	CON	1070	ELM GROVE BR EB (AUTH AC PROJECT)	REN	S335 70 00524 02	NHPP0701206D	\$3,835,350	\$4,261,500	(\$3,835,350)
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2020	6	MPO	10/28/2019	NHPP	ROW	1070	FORT HENRY BRIDGE	REN BR	S335 70 00005 03	NHPP0701175	\$50,400	\$56,000	\$400
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2021	6	MPO	3/28/2020	NHPP	CON	1070	FORT HENRY BRIDGE	REN	S335 70 00005 03	NHPP0701176	\$2,368,800	\$2,632,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2020	6	MPO	12/28/2019	NHPP	ROW	1070	I-70 BR @ FULTON EB	REPL	S335 70 00128 07	NHPP0701192	\$50,400	\$56,000	\$400
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2022	6	MPO	10/28/2021	NHPP	CON	1070	I-70 BR @ FULTON EB (AC PAYBACK)	REPL	S335 70 00128 07	NHPP0701193	\$4,050,000	\$4,500,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														

**STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021
PROGRAM AMENDMENT**

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS														
OHIO	2021	6	MPO	3/28/2020	NHPP	CON	1070	I-70 BR @ FULTON EB (AUTH AC PROJECT)	REPL	S335 70 00126 07	NHPP0701193	\$4,050,000	\$4,500,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2020	6	MPO	12/28/2019	NHPP	ROW	1070	I-70 BR @ FULTON WB	REPL	S335 70 00126 06	NHPP0701195	\$50,400	\$56,000	\$400
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2020	6	MPO	5/28/2020	NHPP	CON	1070	I-70 BR @ FULTON WB	REPL	S335 70 00126 06	NHPP0701198	\$7,573,500	\$8,415,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2018	6	MPO	1/28/2018	OTHER	CON	1070	I-70 BRIDGES (DESIGN/BUILD) (GO	REPLACE 25 BRIDGES	S335 70 00001 00	NFA2317008	\$0	\$172,500,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
OHIO	2020	6	MPO	12/28/2019	NHPP	ROW	1070	MIDDLE CR BR EB	REN	S335 70 00524 04	NHPP0701178D	\$45,900	\$51,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2021	6	MPO	3/28/2021	NHPP	CON	1070	MIDDLE CR BR EB	REN	S335 70 00524 04	NHPP0701179D	\$459,000	\$510,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2021	6	MPO	3/28/2021	NHPP	CON	1070	MIDDLE CR BR WB	REN	S335 70 00524 03	NHPP0701182D	\$516,600	\$574,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2020	6	MPO	12/28/2019	NHPP	ROW	1070	MT DECHANTAL BR WB	REN BR	S335 70 00126 08	NHPP0701172	\$50,400	\$56,000	\$400
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2020	6	MPO	8/28/2020	NHPP	CON	1070	MT DECHANTAL BR WB	REN BR	S335 70 00126 08	NHPP0701173	\$3,612,600	\$4,014,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2018	6	MPO	4/28/2018	NHPP	CON	WV002	NORTH WHEELING ADA	DESIGN BUILD ADA RAMPS	S335 002 00307 00	NHPP0002589D	\$143,840	\$179,800	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
OHIO	2018	6	MPO	12/28/2017	NHPP	ROW	1070	RAMP E	REN BR	S335 70 00126 05	NHPP0701187	\$50,400	\$56,000	\$400
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2018	6	MPO	8/28/2018	AUG REDIST	CON	1070	RAMP E	REN BR	S335 70 00126 05	NHPP0701188	\$3,510,900	\$3,901,000	\$0
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2018	6	MPO	12/28/2017	NHPP	ROW	1070	RAMP J	REN BR	S335 70 00126 04	NHPP0701180D	\$50,400	\$56,000	\$522
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														

AMENDMENT # 15 - PUBLIC COMMENT

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**STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021
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COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS														
OHIO	2018	6	MPO	5/28/2018	NHPP	CON	I070	RAMP J	REN BR	S335 70 00126 04	NHPP0701191D	\$498,600	\$554,000	(\$180)
2016-2021 AMD 15 - DELETE PROJECT, TO BE ADDED TO GO BOND PROJECT														
OHIO	2019	6	MPO	12/28/2018	NRT	CON	NA	WEST LIBERTY UNIVERSITY TRAIL & PED	CONST TRAIL & PED BR	U335 WESTL 1 00	NRT2014111D	\$27,500	\$34,375	\$0
2016-2021 AMD 15 - CANCEL PROJECT PER SPONSER														
OHIO	2018	6	MPO	5/28/2018	NRT	ENG	NA999	WEST LIBERTY UNIVERSITY TRAIL & PED	CONST TRAIL & PED BR	U335 WESTL 1 00	NRT2014128TCD	\$12,500	\$12,500	\$0
2016-2021 AMD 15 - CANCEL PROJECT PER SPONSER														
OHIO	2020	10	OH	8/28/2020	AUG REDIST	CON	NA999	WHEELING CBD SIGNAL SYSTEM	RENOVATE TRAFFIC SIGNAL	S335 WHEEL 18 00	STP2018050D	\$2,800,000	\$3,500,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
PENDLETON	2018	8		1/28/2018	OTHER	CON	US033	BRUSHY RUN BRIDGE (GARVEE 2)	REPLACE BRIDGE	S336 33 00616 00	NFA2217080D	\$0	\$1,176,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
POCAHONTAS	2018	8		4/28/2018	NRT	ENG	NA999	CRANBERRY BOARDWALK REPL	REPAIR / REPLACE BOARDWALK	U338 CRANB 1 00	NRT2017164D	\$80,000	\$100,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
POCAHONTAS	2018	8		4/28/2018	NRT	CON	NA999	GREENBRIER RIVER TRAIL	TRAIL RESURFACE	U338 GREEN 4 00	NRT2017163D	\$120,000	\$150,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
POCAHONTAS	2018	8		6/28/2018	TAP	ENG	NA999	HILLSBORO ELEM SCHOOL ZONE LIGHTING	INSTALL LIGHT BEACONS	U338 HILLS 2 00	TAP2017166DTC	\$3,800	\$3,800	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
POCAHONTAS	2019	8		3/28/2019	TAP	CON	NA999	HILLSBORO ELEM SCHOOL ZONE LIGHTING	INSTALL LIGHT BEACONS	U338 HILLS 2 00	TAP2017167DTC	\$11,450	\$11,450	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
POCAHONTAS	2018	8		4/28/2018	NRT	ENG	NA999	NARROW GUAGE TRAIL RESTOR	DESIGN TRAIL	U338 NARRO 1 00	NRT2017157D	\$26,400	\$33,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
POCAHONTAS	2018	8		8/28/2018	NRT	CON	NA999	NARROW GUAGE TRAIL RESTOR	DESIGN TRAIL	U338 NARRO 1 00	NRT2017158D	\$93,600	\$117,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
POCAHONTAS	2018	8		4/28/2018	NRT	ENG	NA999	WATOGA PARK TRAIL IMPROVEMENTS	DESIGN / CONST TRAIL ADA REST	U338 WATOG 1 00	NRT2017159D	\$26,400	\$33,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
POCAHONTAS	2018	8		8/28/2018	NRT	CON	NA999	WATOGA PARK TRAIL IMPROVEMENTS	DESIGN / CONST TRAIL ADA REST	U338 WATOG 1 00	NRT2017160D	\$93,600	\$117,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														

**STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021
PROGRAM AMENDMENT**

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS														
RALEIGH	2018	7	MPO	11/28/2017	OTHER	CON	1064	BEAVER CREEK PIPE (GARVEE 2)	REPLACE PIPE	S341 64 12362 00	NFA2217010D	\$0	\$500,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
RALEIGH	2018	7	MPO	11/28/2017	OTHER	CON	1064	GRANDVIEW - DAWSON RD PIPE (GARVEE 2)	REPLACE PIPE	S341 64 12912 00	NFA2217014D	\$0	\$500,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
RALEIGH	2018	10	MPO	11/28/2017	STP	CON	WV016	MABSCOTT - SKELTON RD +2	DESIGN BUILD ADA RAMPS	S341 016 01610 00	STP0016279D	\$720,960	\$901,200	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
RALEIGH	2018	9	MPO	12/28/2017	OTHER	CON	US019	PRINCE HILL RD +1 (GARVEE 2)	US 19 DRAINAGE	S341 019 02317 00	NFA2217005D	\$0	\$330,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
RALEIGH	2021	10	MPO	1/28/2021	STP	ROW	US019	SHADY SPRINGS TO BEAVER	WIDEN & REALIGN SEG 1	X341 ZWAY 1 02	STP0019428D	\$14,280,000	\$17,850,000	\$13,480,000
2016-2021 AMD 15 - 495% COST INCREASE (>\$2M)														
RALEIGH	2022	10	MPO	10/28/2021	STP	CON	US019	SHADY SPRINGS TO BEAVER	WIDEN & REALIGN SEG 1	X341 ZWAY 1 02	STP0019441D	\$28,000,000	\$35,000,000	\$0
2016-2021 AMD 15 - MOVE PROJECT TO FFY 2022														
RALEIGH	2018	7	MPO	1/28/2018	OTHER	CON	CO019/08	SPRAGUE OVERHEAD BR (GARVEE 2)	REPLACE BRIDGE	S341 01908 00061 00	NFA2217039D	\$0	\$2,325,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
RANDOLPH	2018	8		4/28/2018	OTHER	CON	US048	US 219 CONN-WV 72 I/C (DESIGN/BUILD) (GO)	GR, DR, BRS	X342 H 04021 04	NHPP0484321	\$0	\$144,400,000	(\$7,996,000)
2016-2021 AMD 15 - REMOVE AC, CHANGE FUNDING, CHANGE FEDERAL PROJECT NUMBER														
RANDOLPH	2019	8		10/28/2018	NHPP-ADHS	ROW	US048	US 219 CONN-WV 72 I/C (AC PAYBACK)	GR, DR, BRS	X342 H 04021 04	NHPP0484320	\$0	\$28,900,000	(\$20,900,000)
2016-2021 AMD 15 - REMOVE AC, CHANGE FUNDING, CHANGE FEDERAL PROJECT NUMBER														
RANDOLPH	2021	8		10/28/2020	NHPP-ADHS	CON	US048	US 219 CONN-WV 72 I/C (AC)	GR, DR, BRS	X342 H 04021 04	NHPP0484321	\$0	\$26,250,000	(\$24,000,000)
2016-2021 AMD 15 - REMOVE AC, CHANGE FUNDING, CHANGE FEDERAL PROJECT NUMBER														
RANDOLPH	2022	8		10/28/2021	NHPP-ADHS	CON	US048	US 219 CONN-WV 72 I/C (AC)	GR, DR, BRS	X342 H 04021 04	NHPP0484321	\$0	\$26,250,000	(\$18,300,000)
2016-2021 AMD 15 - REMOVE AC, CHANGE FUNDING, CHANGE FEDERAL PROJECT NUMBER														
RANDOLPH	2018	8		10/28/2017	NHPP-ADHS	ROW	US048	US 219 CONN-WV 72 I/C (AUTH AC PROJECT)	GR, DR, BRS	X342 H 04021 04	NHPP0484320	\$0	\$10,500,000	(\$20,900,000)
2016-2021 AMD 15 - REMOVE AC, CHANGE FUNDING, CHANGE FEDERAL PROJECT NUMBER														
RITCHIE	2019	3	Q	10/28/2018	STP	ROW	WV031	CAIRO BR	REN BR	S343 31 00982 00	STP0031048D	\$16,000	\$20,000	\$0
2016-2021 AMD 15 - REMOVE PHASE, TO BE STATE FUNDED														

**STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021
PROGRAM AMENDMENT**

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS														
RITCHIE	2018	3		1/28/2018	OTHER	CON	CO050/34	DYE BRIDGE (GARVEE 2)	REPLACE BRIDGE	S343 05034 01120 00	NFA2217058D	\$0	\$1,488,960	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
RITCHIE	2019	3		10/28/2018	STP-OFF	CON	CO007/13	OTTERSLIDE TRUSS BR	REPL BR (15X130) US EX LOC	S343 007/13 00022 00	ACST0713004D	\$1,064,800	\$1,331,000	\$1,064,800
2016-2021 AMD 15 - DELETE PROJECT, TO BE FUNDED & COMPLETED BY OTHERS														
RITCHIE	2018	3		3/28/2018	STP	CON	WV074	PULLMAN - SHOALS RUN	RESURFACE	S343 074 01389 00	STP0074058D	\$1,040,000	\$1,300,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
ROANE	2018	3		11/28/2017	OTHER	CON	I079	AMMA DRAINAGE (GARVEE 2)	REPLACE CONCRETE GUTTER	S344 79 02260 00	NFA2217018D	\$0	\$276,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
ROANE	2018	3		1/28/2018	OTHER	CON	CO013/26	CICERONE BR (GARVEE 2)	REPLACE BRIDGE	S344 1326 00019 00	NFA2217058D	\$0	\$1,450,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
ROANE	2019	3		4/28/2019	OTHER	CON	US033	SCOTT MILLER HILL BP (GO BOND)	RELOCATE ROADWAY, UPDATE PLANS & NEPA	U344 33 00349 00	NFA2317020	\$0	\$42,000,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
ROANE	2018	3		3/28/2018	STP	CON	US119	WALTON - GANDEEVILLE	RESURFACE	S344 119 01052 00	STP0119445D	\$1,056,000	\$1,320,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
SUMMERS	2018	9		11/28/2017	STP	CON	WV020	TEMPLE ST +3	DESIGN BUILD ADA RAMPS	S345 20 01465 00	STP0020339D	\$523,280	\$654,100	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
TYLER	2018	6		4/28/2018	NHPP	CON	WV002	PADEN CITY ADA +2	DESIGN BUILD ADA RAMPS	S348 002 01344 00	NHPP0002586D	\$327,360	\$409,200	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
UPSHUR	2018	7		4/28/2018	STP	CON	NA999	UPSHUR CO ADA	DESIGN BUILD ADA RAMPS	S349 ADA 1 00	STP2017147D	\$347,200	\$434,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
WAYNE	2018	2	MPO	1/28/2018	OTHER	CON	I084	I-64 CEREDO SLIP LINE (GARVEE 2)	SLIP LINE PIPE	S350 64 00241 00	NFA2217009D	\$0	\$175,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
WEBSTER	2018	7		4/28/2018	STP	CON	NA999	WEBSTER CO ADA	DESIGN BUILD ADA RAMPS	S351 ADA 1 00	STP2017148D	\$245,520	\$306,900	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
WOOD	2017	3	MO	9/28/2017	OTHER	CON	I077	D3 EXPRESSWAY INLET/GRATE (GARVEE 2)	REPLACE GRATES/INLETS	S354 77 00000 00	NFA2217015D	\$0	\$290,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														

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PROJECT COMMENTS														
WOOD	2018	3	MPO	11/28/2017	STP	CON	WV068	DOWNTOWN PARKERSBURG CURB	REPLACE RAMPS ADA COMPLIANT	S354 068 01719 00	STP0068176D	\$166,160	\$207,700	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
WOOD	2018	3	MPO	11/28/2017	NHPP	CON	WV014	GRAND CENTRAL AVE ADA RAMPS	REPLACE RAMPS ADA COMPLIANT	S354 014 01520 00	NHPP0014170D	\$173,600	\$217,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
WOOD	2017	3	MPO	9/28/2017	OTHER	CON	I077	POND CREEK EXPRESSWAY DRAINAGE	REPLACE CULVERTS	S354 77 15869 00	NFA2217012D	\$0	\$150,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
WOOD	2018	3	MPO	11/28/2017	STP	CON	WV014	SOUTH PARKERSBURG ADA RAMPS	REPLACE RAMPS ADA COMPLIANT	S354 014 01108 00	STP0014169D	\$124,000	\$155,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
WYOMING	2018	10	MPO	9/28/2018	OTHER	CON	WV121	E CO 12/1 - SLAB FORK (GO BOND)	PAVE, SIGN, GUARDRAIL	X355 121 01685 04	NFA2317015D	\$0	\$56,000,000	\$0
2016-2021 AMD 15 - CHANGE FROM TURNPIKE BOND TO GO BOND, CHANGE FEDERAL PROJECT NUMBER														
WYOMING	2018	10	MPO	11/28/2017	NHPP	CON	WV010	PINEVILLE - OCEANA RD	DESIGN BUILD ADA RAMPS	S355 010 02416 00	NHPP0010276D	\$336,080	\$420,100	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
STATEWIDE	2017	99		9/18/2017	OTHER-NON	ENG	NA999	BICYCLE CONFERENCE	TRAVEL REIMBURSEMENTS	T899 BIKE 2 00	TISR2017150D	\$4,000	\$5,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
STATEWIDE	2018	99		11/28/2017	SPR	OTHER		ELECTRONIC ARCHIVE OF DOH PLANS	SCANNING FOR DOH PROJECTS	T699 SPR 350 00	SPR2017119D	\$491,456	\$614,320	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														
STATEWIDE	2017	99		4/28/2017	STP	OTHER	NA999	OJT SUPPORT SERVICES	OJT SUPPORTIVE SERVICES	T699 OJT 16 00	STP2016035D	\$55,000	\$55,000	\$0
2016-2021 AMD 15 - DELETE PROJECT														
STATEWIDE	2018	99		12/28/2017	SPR	OTHER		WV TRAIL MOBILE APP	CREATE TRAIL APP FOR SMARTPHONES	T699 SPR 351 00	SPR2018001D	\$116,000	\$145,000	\$0
2016-2021 AMD 15 - ADD NEW PROJECT														

Jefferson County

Public Service District

Jefferson County Public Service District Regular Board Meeting October 11, 2017

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Wednesday, October 11, 2017 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, William Strider; Secretary, Richard Weese (speakerphone); Treasurer, Roger Forshee; General Manager, April Shultz; Office Administrator, Ashley Stottlemeyer; Operations Manager, Joseph Freeze; from Bowles Rice, Jim Kelsh; from Thrasher Engineering, Dan Ferrell, and liaison for the County Commission, Commissioner Josh Compton.

CALL TO ORDER

Chairman Bill Strider called the meeting to order at 7:00PM.

Approval of agenda

The agenda was unanimously approved with no changes.

OLD BUSINESS

Review Minutes of September 5 regular board meeting

The minutes of the September 5, 2017 regular board meeting were approved as presented.

Action: Motion made by Mr. Strider and seconded by Mr. Forshee to accept the September 5, 2017 regular board meeting minutes as presented. Unanimously approved.

Discuss the District's financial status (status of paying bills)

The District will have to collect \$22,000 before the October disbursements for sewer can be paid and will need to collect \$10,200 to cover the previous disbursements for water.

Action: No action required by the Board.

Update from Royal Vendors on Silver levels

Don Korrell from Royal Vendors updated the Board. The 30-day comment period ended on October 6th and DEP received no public comments so the modification should be issued within the next two weeks. Mr. Korrell stated they started using a new chemical supplier in September and the results for September came back under the current permit limit. Mrs. Shultz informed the Board that after the DEP inspection visit last month, they informed her that the District would be receiving a Notice of Violation from DEP for the Silver noncompliance. She will need to respond to the violation by drafting a letter including the remedial measures taken to address the noncompliance.

Action: No action required by the Board.

Discuss sewer collection and transmission project, Case No. 16-0616-PSD-PC-CN

Mrs. Shultz stated there have been no updates since last meeting. Last month she informed the Board that Thrasher submitted the remaining invoices for the project for all work completed up to this point. Mrs. Shultz proposed the District pay Thrasher from the remaining \$660,000 loan and work out a payment agreement for the balance. Mr. Strider suggested doing a budget revision to the schedule B to move the remaining money from easements to engineering. This will be added to the agenda for next month.

Action: No action required by the Board.

NEW BUSINESS

Consider for approval the District's draft financial statement audit for the fiscal year ended June 30, 2017, presentation by Chuck Young of Cox Hollida & Professionals

Chuck Young presented the draft financial statements for fiscal year 2017. He received questions from staff and Board members. Mr. Young reported no deficiencies in internal controls or reported any instances of noncompliance.

Action: **Motion made by Mr. Strider and seconded by Mr. Weese to accept the fiscal year 2017 financial statement as presented with minor revisions as discussed in the presentation.**

Discuss pump station 3-6 possible upgrades

Mrs. Shultz informed the Board of staff's concerns with pump station 3-6 if the sewer project doesn't proceed and the pump station upgrades planned for this station don't occur then pump station failure is eminent. Dan Farrell from Thrasher has looked at staff's concerns and prepared a report on the pump station after a site visit. He stated the pump station is showing signs of wear and age and something must be done if the project doesn't move forward. Mr. Forshee suggested getting a proposal to upgrade three of the problem pump stations rather than one at a time. Mr. Strider stated this pump station, along with a few others, were to be upgraded with the sewer project. He was in favor of preparing the proposal in the event the pump stations begin to fail by utilizing the engineering work already done on the pump stations. Mr. Kelsh stated that depending on the total cost for upgrades, Public Service Commission approval could be needed.

Action: **Motion made by Mr. Strider and seconded by Mr. Forshee to direct Thrasher to prepare bid documents to be considered at the November 6th board meeting to address pump stations 3-6, 4-2, and 1-10 in such a way that there are bid alternates and different ways to authorize a contractor to proceed. Unanimously approved.**

Consider renewal to National Association of Clean Water Agencies

Mrs. Shultz requested the Board consider renewal to NACWA. The annual fee is \$750.00.

Action: **Motion made by Mr. Forshee and seconded by Mr. Strider to renew the annual NACWA membership for \$750.00. Unanimously approved.**

Update on Status of Current Public Service Commission Cases

• Jefferson County Commission PSC Case No. 17-0915-PSWD-PC – Several parties have petitioned to intervene in the case.

• Reopened Jefferson County PSC Case No. 15-1338-PSD-42R-PC - Mr. Kelsh petitioned to have this case reopened to revise the PSD tariff to add the security deposits back into the tariff since they were accidentally omitted by the PSC in the last rate case.

Action: **No action required by the Board.**

Discussion of any expenses over budget for the year

Mrs. Shultz stated that the general officers expense was over for the year.

Action: **Motion made by Mr. Strider and seconded by Mr. Weese to approve the expense item, general officers, over budget for the year. Unanimously approved.**

Disbursements

Action: **Motion made by Mr. Forshee and seconded by Mr. Strider to approve disbursements for the Public Service District water expenses in the amount of \$8,698.17. Unanimously approved.**

Action: **Motion made by Mr. Forshee and seconded by Mr. Strider to approve disbursements for Public Service District sewer expenses in the amount of \$215,463.88. Unanimously approved.**

Approve transfer of \$7,461.02 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds

Action: **Motion made by Mr. Forshee and seconded by Mr. Strider to approve transfer of \$7,461.02 from the New Sewer Security Deposit account to the**

Sewer Operating account for security deposit refunds. Unanimously approved.

Approve transfer of \$3,222.02 from the Renewal and Replacement account to the Sewer Operating account for repairs at Pump Station 3-7

Action: Motion made by Mr. Forshee and seconded by Mr. Strider to approve transfer of \$3,222.02 from the Renewal and Replacement account to the Sewer Operating account for repairs at Pump Station 3-7. Unanimously approved.

Approve transfer of \$91.42 from the Water Security Deposit account to the Water Operating account for security deposit refunds

Action: Motion made by Mr. Forshee and seconded by Mr. Strider to approve transfer of \$91.42 from the Water Security Deposit account to the Water Operating account for security deposit refunds. Unanimously approved.

General Manager's Report

No updates were discussed.

Action: No action required by the Board.

Other staff reports

Mr. Forshee requested the Jefferson County bus garage pay for the NPDES permit modification to add the new bus garage to the District's permit.

Mr. Forshee questioned staff on how long the District holds liens on properties for nonpayment. Mrs. Shultz will take a look at the list of liens the District currently has placed on customers.

Action: No action required by the Board.

Correspondence

None.

Public Comment

None.

Action: Motion made by Mr. Strider and seconded by Mr. Forshee to adjourn. Unanimously approved.

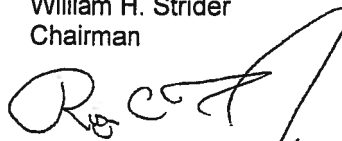
There being no further business at this time, the meeting was adjourned at 9:08PM.

The next regular meeting is scheduled for Monday, November 6, 2017 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,



William H. Strider
Chairman



Roger C. Forshee Jr.
Treasurer



State of West Virginia

John B. McCuskey

**State Auditor and
Chief Inspector**

Office of the State Auditor
Chief Inspector Division
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1900 Kanawha Boulevard, East
Charleston, West Virginia 25305

Toll Free: (877) 982-9148
Telephone: (304) 558-2540
Fax: (304) 205-6033
www.wvsao.gov

October 19, 2017

Received

OCT 30 2017

Honorable Members of the Board
Bolivar-Harpers Ferry Public Library
151 Polk Street
Harpers Ferry, West Virginia 25425

Jefferson County Commission

Dear Members of the Board:

Enclosed is a copy of the audit report of the of Bolivar-Harpers Ferry Public Library for the fiscal year ended June 30, 2016. As the recipient, you are required to notify all members of the governing body of the receipt of this report and related correspondence and to make the contents available for inspection by all such officers. You are also advised that this report, under the provisions of West Virginia Code § 6-9-9a, is considered public information and must be made available for public inspection. Your audit is posted to the West Virginia State Auditor's website at <http://www.wvsao.gov/ChiefInspector/Default>. You can also contact us if you would like to receive further copies of the report directly from us.

We are pleased to note that the audit report does not contain instances of noncompliance. However, it does contain internal control weaknesses, and it remains the responsibility of all members of the governing body to review the audit report and strive to maintain a high quality of service for the community.

If I can be of further assistance, please do not hesitate to contact this office.

Very truly yours,

Charles K. McKinney
Assistant Chief Inspector
Chief Inspector Division

CKM/et

Enclosure



State of West Virginia

John B. McCuskey

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October 19, 2017

Bolivar-Harpers Ferry Public Library
Harpers Ferry, West Virginia 25446

We have audited the financial statements of the Bolivar-Harpers Ferry Public Library for the fiscal year ended June 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 24, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Bolivar-Harpers Ferry Public Library are described in Note I to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year ended June 30, 2016. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The following describes the most sensitive accounting estimates reflected in the entity's financial statements:

Management utilizes the straight-line depreciation method for capital assets. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

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

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. See the attached Summary of Material Adjustments for any material misstatements that were corrected.

Disagreements with Management

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

Management Representations

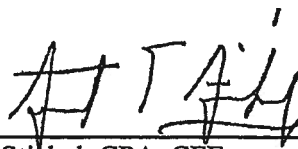
We have requested certain representations from management that are included in the management representation letter dated October 19, 2017.

Other Audit Findings or Issues

Any internal control related matters, matters involving noncompliance with laws and regulations (other than those that are clearly inconsequential), and any fraud or violations of laws and regulations are included in the auditor's report that is provided to those charged with governance. This report is also available at www.wvsao.gov. Findings include: 2016-001 Segregation of Duties and 2016-002 Controls Over Financial Statement Presentation.

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

This information is intended solely for the use of Bolivar-Harpers Ferry Public Library and management of Bolivar-Harpers Ferry Public Library and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read 'STICKEL', written over a horizontal line.

Stuart T. Stickel, CPA, CFE

Deputy State Auditor

Chief Inspector Division

Office of the State Auditor

Bolivar-Harpers Ferry Public Library
Summary of Material Adjustments
For the Fiscal Year Ended June 30, 2016

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
1	Personal services	\$ 8,954	
	Due to affiliate		\$ 8,954

Explanation for Adjustment:

To adjust due to affiliates per audit

Total of material audit adjustments

\$ 8,954 \$ 8,954



State of West Virginia

John B. McCuskey

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October 19, 2017

Honorable Members of the Board
South Jefferson Public Library
P.O. Box 17
Summit Point, West Virginia 25446

Dear Members of the Board:

Enclosed is a copy of the audit report of the South Jefferson Public Library for the fiscal year ended June 30, 2016. As the recipient, you are required to notify all members of the governing body of the receipt of this report and related correspondence and to make the contents available for inspection by all such officers. You are also advised that this report, under the provisions of West Virginia Code § 6-9-9a, is considered public information and must be made available for public inspection. Your audit is posted to the West Virginia State Auditor's website at <http://www.wvsao.gov/ChiefInspector/Default>. You can also contact us if you would like to receive further copies of the report directly from us.

We are pleased to note that the audit report does not contain instances of noncompliance. However, it does contain internal control weaknesses, and it remains the responsibility of all members of the governing body to review the audit report and strive to maintain a high quality of service for the community.

If I can be of further assistance, please do not hesitate to contact this office.

Very truly yours,

A handwritten signature in black ink, appearing to read "Charles K. McKinney".

Charles K. McKinney
Assistant Chief Inspector
Chief Inspector Division

CKM/et

Enclosure



State of West Virginia

John B. McCuskey

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October 19, 2017

South Jefferson Public Library
Summit Point, WV

We have audited the financial statements of the South Jefferson Public Library for the fiscal year ended June 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 24, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by South Jefferson Public Library are described in Note I to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year ended June 30, 2016. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The following describes the most sensitive accounting estimates reflected in the entity's financial statements:

Management utilizes the straight-line depreciation method for capital assets. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

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

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. See the attached Summary of Material Adjustments for any material misstatements that were corrected.

Disagreements with Management

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

Management Representations

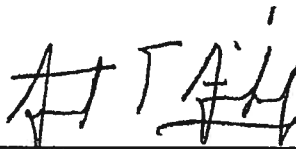
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Other Audit Findings or Issues

Any internal control related matters, matters involving noncompliance with laws and regulations (other than those that are clearly inconsequential), and any fraud or violations of laws and regulations are included in the auditor's report that is provided to those charged with governance. This report is also available at www.wvsao.gov. Findings include: 2016-001 Segregation of Duties and 2016-002 Controls Over Financial Statement Presentation.

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

This information is intended solely for the use of South Jefferson Public Library and management of South Jefferson Public Library and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "STICKEL". The signature is written in a cursive, somewhat stylized font with some overlapping letters.

Stuart T. Stickel, CPA, CFE

Deputy State Auditor

Chief Inspector Division

Office of the State Auditor

South Jefferson Public Library
Summary of Material Adjustments
For the Fiscal Year Ended June 30, 2016

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
1	Miscellaneous revenue	\$ 39,446	
	Cash		\$ 38,232
	Administrative and general		1,214
<u>Explanation for Adjustment:</u>			
	To adjust cash per bank statement		
2	Accounts payable	1,397	
	Administrative and general		1,397
<u>Explanation for Adjustment:</u>			
	To remove prior year payable		
 Total of material audit adjustments		\$ 40,843	\$ 40,843



State of West Virginia

John B. McCuskey

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October 20, 2017

Received

OCT 30 2017

Honorable Members of the Board
Shepherdstown Public Library
P.O. Box 278
Shepherdstown, West Virginia 25443

Jefferson County Commission

Dear Members of the Board:

Enclosed is a copy of the audit report of the Shepherdstown Public Library for the fiscal year ended June 30, 2016. As the recipient, you are required to notify all members of the governing body of the receipt of this report and related correspondence and to make the contents available for inspection by all such officers. You are also advised that this report, under the provisions of West Virginia Code § 6-9-9a, is considered public information and must be made available for public inspection. Your audit is posted to the West Virginia State Auditor's website at <http://www.wvsao.gov/ChiefInspector/Default>. You can also contact us if you would like to receive further copies of the report directly from us.

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Very truly yours,

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Charles K. McKinrey
Assistant Chief Inspector
Chief Inspector Division

CKM/et

Enclosure



State of West Virginia

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October 20, 2017

Shepherdstown Public Library
Shepherdstown, WV

We have audited the financial statements of the Shepherdstown Public Library for the fiscal year ended June 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 24, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Shepherdstown Public Library are described in Note I to the financial statements. Note I.D.5 to the financial statements describes the adoption of Governmental Accounting Standards Board Statement No. No. 72, *Fair Value Measurement and Application*. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The following describes the most sensitive accounting estimates reflected in the entity's financial statements:

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Management Representations

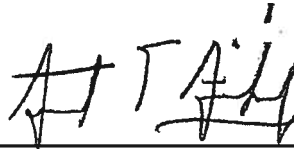
We have requested certain representations from management that are included in the management representation letter dated October 20, 2017.

Other Audit Findings or Issues

Any internal control related matters, matters involving noncompliance with laws and regulations (other than those that are clearly inconsequential), and any fraud or violations of laws and regulations are included in the auditor's report that is provided to those charged with governance. This report is also available at www.wvsao.gov. Findings include: 2016-001 Segregation of Duties and 2016-002 Controls Over Financial Statement Presentation.

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

This information is intended solely for the use of Shepherdstown Public Library and management of Shepherdstown Public Library and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "STICKEL". The signature is written in a cursive, somewhat stylized font with some overlapping letters.

Stuart T. Stickel, CPA, CFE

Deputy State Auditor

Chief Inspector Division

Office of the State Auditor

Shepherdstown Public Library
Summary of Material Adjustments
For the Fiscal Year Ended June 30, 2016

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
1	Personal services	\$ 635	
	Due from affiliate		\$ 635
<u>Explanation for Adjustment:</u>			
To adjust due from per schedule			
2	Cash	436,795	
	Investments		436,795
<u>Explanation for Adjustment:</u>			
To reclassify cash per investment analysis			
Total of material audit adjustments		\$ 437,430	\$ 437,430



November 14, 2017

Stephanie Grove
Jefferson County Administrator
Jefferson County
124 East Washington Street,
Charlestown, WV 25414

RECEIVED

NOV 20 2017

County Commission
of Jefferson County, WV

RE: Important Information—Price Changes

Dear Mr. Grove,

We are committed to delivering the entertainment and services our customers in Jefferson County rely on today, and the new experiences they will love in the future. As we continue to invest in our network, products and services, the cost of doing business rises. Among our largest increasing costs are the fees we pay to programmers so that we can continue to offer the best in entertainment, news and sports. As a result, starting December 20, 2017 prices for certain services and fees will be increasing, including the Broadcast TV Fee and Regional Sports Fee. A copy of the notice customers will be receiving is enclosed.

While some prices may have increased, we are always investing in technology to drive innovation. We are working hard to bring our customers great value every day and exciting new developments in the near future, including the following.

- The most TV shows and movies available On Demand
- Innovative X1 Voice Remote that makes searching for shows and movies easier
- Self-service options to save our customers time and adapt to their schedule
- Access to Netflix and YouTube content on XFINITY X1
- America's best internet provider, according to Speedtest.net
- The fastest internet and the most WiFi coverage throughout customers' homes
- A new way to personalize and control home networks with Xfinity xFi

A copy of the notice customers will receive with their bill after November 19, 2017 is enclosed. In addition, customers subscribing to the following packages will be receiving the following additional notice, "Effective with this bill, your XFINITY 2150 Latino Double Play package has been renamed to Basic Latino Double Play. The price and services received with the package are not affected by this change."; "Effective with this bill, your XFINITY 3150 Latino Triple Play package has been renamed to Basic Latino Triple Play. The price and services received with the package are not affected by this change."; and, "IMPORTANT PRICE INFORMATION: Due to increased business costs, starting December 20, 2017, the price of the Family Tier package will increase from 40.58 to 41.58 per month. Taxes and fees may apply."; and, "IMPORTANT PRICE INFORMATION: Starting December 20, 2017, due to increased business costs, the price of XFINITY Instant TV Sports and News pack will increase from \$25 to \$28.25 per month. Taxes and fees apply."

We know you may have questions about these changes. If I can be of any further assistance, please contact me at (540) 974-5123 or paul_comes@cable.comcast.com.

Sincerely,

Paul Comes

Paul Comes
Director, Government Affairs & Community Affairs

Enclosure: Customer Notice

IMPORTANT INFORMATION REGARDING YOUR XFINITY SERVICES AND RATES

Ranson, Jefferson County, Martinsburg & Berkeley County, WV

Effective December 20, 2017

We hope you are enjoying your Xfinity services.

As a Comcast employee who lives and works in your area, I am proud of the improvements we continue to make to bring you the best in entertainment and communications. There are many options out there, and I appreciate you choosing us as your provider.

As we continue to invest in our network, products and services, the cost of doing business rises. You may also be aware that we pay increasing programming fees to offer the best in entertainment, news and sports and they are among our largest costs. As a result, certain services and fees will be increasing in the next month or so.

We are providing this information in advance so you can plan accordingly. Please see the following pages in this bill for details on upcoming price changes in your area. For more information on the ways your bill can change and specifics on charges, visit xfinity.com/pricechanges.

You have my commitment that we will always work to bring you the best value for your services.

Thank you for being an Xfinity customer.

Mary McLaughlin
Regional Senior Vice President

We're working hard to bring you great value every day, and exciting new developments in the future.

- Xfinity Mobile
- Xfinity xFi delivers the control and coverage you need for your home WiFi
- The most WiFi hotspots nationwide
- Watch thousands of TV shows and movies with Xfinity On Demand
- Xfinity Stream app – live TV and sports on the go
- Simple, easy and fast account management with Xfinity My Account
- YouTube on X1 plus more apps coming soon

If you are currently receiving services on a promotional basis, under a minimum term agreement associated with a specific rate, or in the guaranteed period of one of our SurePrice plans, the prices for those specific services will not be affected during the applicable period. However, equipment charges, taxes and fees, including Broadcast TV Fee and Regional Sports Network Fee, are subject to change.

IMPORTANT INFORMATION REGARDING YOUR XFINITY SERVICES AND RATES

Ranson, Jefferson County, Martinsburg & Berkeley County, WV

Effective December 20, 2017

TRIPLE PLAY PACKAGES

	Current	New
Starter XF Triple Play Bundle	\$148.49	\$153.49
Preferred XF Triple Play Bundle	\$161.49	\$166.49
HD Preferred XF Triple Play Bundle	\$171.49	\$176.49
HD Preferred Extra XF Triple Play Bundle	\$188.49	\$193.49
HD Premier XF Triple Play Bundle	\$216.49	\$221.49
HD Complete XF Triple Play Bundle	\$246.49	\$251.49
Economy Plus Latino Triple Play	\$135.99	\$140.99
Starter Latino Triple Play	\$143.49	\$148.49
Preferred Latino Triple Play	\$161.49	\$166.49
Preferred Extra Latino	\$171.49	\$176.49

DOUBLE PLAY PACKAGES

	Current	New
Internet Plus	\$82.95	\$85.95
Internet Pro Plus with Showtime®	\$86.95	\$89.95
Internet Pro Plus with HBO®	\$89.95	\$92.95
Internet Plus Latino	\$82.95	\$85.95

XFINITY® TV

	Current	New
Limited Basic	\$22.95	\$23.95
Broadcast TV Fee	\$7.00	\$8.00
Expanded Basic	\$42.90	\$44.00
Regional Sports Fee	\$5.00	\$6.75
Digital Starter	\$65.85	\$67.95
Digital Preferred	\$83.80	\$85.90
Digital Premier	\$130.80	\$132.90
TV Box Limited Basic	\$1.00	\$2.50
HD TV Box Limited Basic	\$2.00	\$2.50

INSTALLATION FEES (Effective 1/1/18)

	Current	New
Hourly Service Charge - Initial Installation of Service	\$35.20	\$40.00
Hourly Service Charge - After Initial Installation of Service	\$35.20	\$40.00

XFINITY® Voice

	Current	New
Internet/Voice Equipment Rental	\$10.00	\$11.00

XFINITY® Internet

	Current	New
Performance Pro - XFINITY Internet Service Only	\$84.95	\$89.95
Performance Pro - with XFINITY TV or Voice Service	\$71.95	\$76.95
Blast! - XFINITY Internet Service Only	\$87.95	\$92.95
Blast! - with XFINITY TV or Voice Service	\$74.95	\$79.95
Performance Pro Speed Upgrade	\$10.00	\$15.00
Blast! Speed Upgrade	\$13.00	\$18.00
Gigabit Pro Speed Upgrade	\$225.00	\$220.00
Internet/Voice Equipment Rental	\$10.00	\$11.00



Services & Pricing

Effective January 1, 2018

1-800-XFINITY | xfinity.com

RAISON/JEFFERSON COUNTY/ MARTINSBURG/ BERKELEY

BUNDLED PACKAGES^{1,2}

QUAD PLAY PACKAGES

QUAD PLAY PACKAGE PRICING BELOW IS ADDITIONAL TO TRIPLE PLAY PACKAGE PRICING

with Secure add ³	\$39.95
For SurePrice add⁴	\$35.00

TRIPLE PLAY PACKAGES

Starter XF Triple Play Bundle

Includes Digital Starter for primary outlet, Performance Pro Internet and XFINITY Voice Unlimited

SurePrice⁵ \$124.99

Preferred XF Triple Play Bundle

Includes Digital Preferred for primary outlet, Performance Pro Internet and XFINITY Voice Unlimited

SurePrice⁵ \$134.99

HD Preferred XF Triple Play Bundle

Includes Digital Preferred and Starz[®] for primary outlet, HD Technology Fee, Performance Pro Internet and XFINITY Voice Unlimited

SurePrice⁵ \$144.99

HD Preferred Extra XF Triple Play Bundle

Includes Digital Preferred, Showtime[®], Starz[®], The Movie Channel[®] and Streampix for primary outlet, HD Technology Fee, Blast! Internet and XFINITY Voice Unlimited

SurePrice⁵ \$174.99

HD Premier XF Triple Play Bundle

Includes Digital Premier, Streampix and DVR Service or AnyRoom DVR Service for primary outlet, HD Technology Fee, Blast! Internet and XFINITY Voice Unlimited

SurePrice⁵ \$221.49

HD Complete XF Triple Play Bundle

Includes Digital Premier, Streampix, Sports Entertainment Package and DVR Service or AnyRoom DVR Service for primary outlet, Service to Additional TV on up to 3 TVs, HD Technology Fee, Blast! Internet, Internet/Voice Equipment Rental and XFINITY Voice Unlimited

SurePrice⁵ \$251.49

SurePrice⁵ \$184.99

XFINITY LATINO TRIPLE PLAY PACKAGES⁶

Economy Plus Latino Triple Play

Includes Economy Plus Latino TV for primary outlet, Performance Pro Internet, XFINITY Voice Unlimited and Carefree Minutes Latin America 300.

SurePrice⁵ \$140.99

Starter Latino Triple Play

Includes Starter Latino TV for primary outlet, Performance Pro Internet, XFINITY Voice Unlimited and Carefree Minutes Latin America 300.

SurePrice⁵ \$148.49

Preferred Latino Triple Play

Includes Digital Starter, Digital Preferred and XFINITY TV Latino for primary outlet, Performance Pro Internet, XFINITY Voice Unlimited and Carefree Minutes Latin America 300.

SurePrice⁵ \$166.49

Preferred Extra Latino

Includes Digital Starter, Digital Preferred, XFINITY TV Latino and Starz[®] for primary outlet, HD Technology Fee, Performance Pro Internet, XFINITY Voice Unlimited and Carefree Minutes Latin America 300.

SurePrice⁵ \$176.49

SurePrice⁵ \$144.99

XF TRIPLE PLAY PACKAGE REWARDS / XFINITY LATINO TRIPLE PLAY PACKAGE REWARDS

	Regular Price	Starter XF, Starter Latino	Preferred XF, Preferred Latino	HD Preferred XF, Preferred Extra Latino	HD Preferred Extra XF	HD Premier XF ²⁶	HD Complete XF ²⁶
HBO [®]	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	Included	Included
Showtime [®]	\$12.00	\$12.00	\$12.00	\$12.00	Included	Included	Included
Starz [®]	\$12.00	\$12.00	\$12.00	Included	Included	Included	Included
Cinemax [®]	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	Included	Included
The Movie Channel [®]	\$12.00	\$12.00	\$12.00	\$12.00	Included	Included	Included
XFINITY TV Latino	\$17.95	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Sports Entertainment Package ⁸	\$9.95	\$9.95	\$9.95	\$9.95	\$9.95	\$9.95	Included
Streampix ¹⁴	\$4.99	\$4.99	\$4.99	\$4.99	Included	Included	Included
DVR Service ²⁷	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	Included	N/A
AnyRoom DVR Service ¹⁸	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	Included	Included
Service to Additional TV ¹⁰	\$9.95	\$9.95	\$9.95	\$9.95	\$9.95	\$9.95	Included for three additional TVs
HD Technology Fee ²⁰	\$9.95	\$9.95	\$9.95	Included	Included	Included	Included
Blast! Speed Upgrade	\$79.95	\$18.00	\$18.00	\$18.00	Included	Included	Included
Gigabit Pro Speed Upgrade ^{31,32}	\$299.95	\$238.00	\$238.00	\$238.00	\$220.00	\$220.00	\$220.00

Refer to the last page for additional information. For information about XFINITY policies and terms of service, go to xfinity.com/policies.



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DOUBLE PLAY PACKAGES

Internet Plus Includes Limited Basic, HBO®, Streampix, TV Box and remote for primary outlet and Performance Internet	\$85.95
SurePrice⁵	\$64.99
Internet Pro Plus with Showtime® Includes Digital Economy, Showtime® and Streampix for primary outlet and Performance Pro Internet	\$89.95
SurePrice⁵	\$74.99
Internet Pro Plus with HBO® Includes Digital Economy, HBO® and Streampix for primary outlet and Performance Pro Internet	\$92.95
SurePrice⁵	\$74.99
Premier XF Double Play Includes Digital Premier for primary outlet and Performance Pro Internet	\$187.99
SurePrice⁵	\$139.99

XFINITY LATINO DOUBLE PLAY PACKAGES

Internet Plus Latino Includes Basic Latino TV, TV Box and remote for primary outlet and Performance Internet	\$85.95
SurePrice⁵	\$64.99
Economy Plus Latino Double Play Includes Economy Plus Latino TV for primary outlet and Performance Internet	\$111.90
SurePrice⁵	\$89.99
Starter Latino Double Play Includes Starter Latino TV for primary outlet and Performance Internet	\$131.90
SurePrice⁵	\$109.99
Preferred Latino Double Play Includes Digital Preferred and XFINITY TV Latino for primary outlet and Performance Pro Internet	\$167.80
SurePrice⁵	\$109.99

XFINITY TV¹

BASIC SERVICES

Limited Basic	\$23.95
Broadcast TV Fee	\$8.00
Expanded Basic⁶ Includes TV Box and remote for primary outlet	\$44.00

DIGITAL SERVICES

Digital Economy Includes Limited Basic, additional digital channels, TV Box and remote for primary outlet, access to Pay-Per-View and On Demand programming and Music Choice	\$39.95
With XFINITY Voice or Internet Service	\$37.95
Digital Starter Includes Limited Basic, Expanded Basic, MoviePlex, access to Pay-Per-View and On Demand programming and Music Choice®	\$67.95
Digital Preferred Includes Digital Starter, additional digital channels, Encore®, access to Pay-Per-View and On Demand programming and Music Choice	\$85.90
Digital Premier Includes Digital Preferred, HBO®, Showtime®, Starz®, Cinemax® and The Movie Channel®	\$132.90
Basic Latino TV Includes Limited Basic, XFINITY TV Latino, TV Box and remote for primary outlet	\$30.95
Economy Latino TV Includes Digital Economy and XFINITY TV Latino for primary outlet	\$41.95
Economy Plus Latino TV Includes Economy Latino TV and additional digital channels for primary outlet	\$49.95

Starter Latino TV Includes Economy Plus Latino TV and additional digital channels for primary outlet	\$69.95
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XFINITY TV SERVICES

HBO®⁷	\$15.00
Showtime®⁷	\$12.00
Starz®⁷	\$12.00
Cinemax®⁷	\$12.00
The Movie Channel®⁷	\$12.00
Playboy®⁷	\$15.00
Digital Preferred Tier⁸ Includes over 65 channels including CBS College Sports, Destination America, Disney XD, Encore and Science Channel	\$17.95
Digital Preferred Tier plus One Premium Includes Digital Preferred Tier and choice of Showtime®, Starz®, Cinemax®, or The Movie Channel®	\$29.95
Digital Preferred Tier with HBO® Includes Digital Preferred Tier and HBO®	\$32.95
Digital Premier Tier Includes Digital Preferred Tier, HBO®, Showtime®, Starz®, Cinemax®, and The Movie Channel®	\$64.95
XFINITY TV Latino⁷ Includes over 50 channels of Spanish language programming	\$17.95
Family Tier⁹ Includes over 10 channels including C-SPAN, Discovery Family Channel, Food Network, HGTV, Universal Kids, National Geographic Channel and The Weather Channel	\$14.95
Sports Entertainment Package⁸ Includes over 15 channels including NFL Red Zone and CBS Sports Network	\$9.95
HD Technology Fee²⁰	\$9.95
DVR Service²⁹	\$10.00
AnyRoom DVR Service¹⁸	\$10.00
Service to Additional TV¹⁰	\$9.95
with HD ¹¹	\$9.95
with DVR Service	\$19.95
with AnyRoom DVR Service ²¹	\$19.95
with AnyRoom DVR Service (client)	\$9.95
Service to Additional TV with TV Adapter¹⁹	\$5.99

INTERNATIONAL SELECTIONS⁷

The Israeli Network	\$19.99
Rai Italia (Italian)	\$9.99
TV5 MONDE (French)	\$9.99
TV Japan (Japanese)	\$24.99
Phoenix Info News (Chinese/Mandarin)	\$9.99
Phoenix North America (Chinese/Mandarin)	\$9.99
Phoenix Info News & Phoenix North America	\$14.99
CCTV-4 (Chinese/Mandarin)	Not Sold Separately
CTI-Zhong Tian Channel (Chinese/Mandarin)	Not Sold Separately
CTI-Zhong Tian Channel & CCTV-4 (Chinese/Mandarin)	\$11.99
Dragon Pack (Chinese/Mandarin) Includes CCTV-4, CTI-Zhong Tian Channel, Phoenix Info News, Phoenix North America and ETTV Super Channel	\$19.99
GMA Pinoy TV (Filipino)	\$11.99
TFC (Filipino)	\$11.99
TFC & GMA Pinoy TV (Filipino)	\$19.99
Channel One Russia (Russian)	\$14.99
RTN (Russian)	\$14.99
TV1000 Russian Kino (Russian)	\$9.99
Russian 3 Pack (Russian) Includes Channel One Russia, RTN and Russian Kino	\$22.99

Refer to the last page for additional information. For information about XFINITY policies and terms of service, go to xfinity.com/policies.

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STAR India PLUS (South Asian - Hindi)	\$11.99
SET (South Asian)	\$14.99
TV Asia (South Asian)	\$14.99
Zee TV (South Asian)	\$14.99
SET & Zee TV (South Asian)	\$24.99
SET & STAR India PLUS (South Asian)	\$14.99
TV Asia & Zee TV (South Asian)	\$24.99
Zee TV & STAR India PLUS (South Asian)	\$24.99
STAR Pack Includes ABP News, STAR India PLUS, Life OK and STAR India GOLD	\$24.99
Desi Pack Includes SET, Zee TV, and STAR India PLUS	\$29.99
Desi 3 Pack Includes SET, Zee TV, and TV Asia	\$29.99
Desi 4 Pack Includes SET, Zee TV, TV Asia, STAR India PLUS and Life OK	\$32.99
Desi 5 Pack Includes SET, Zee TV, TV Asia, and STAR India PLUS	\$32.99
Desi Mega Includes SET, Zee TV, TV Asia, STAR India PLUS, ABP News, Life OK, and STAR India GOLD	\$42.99
TV Globo (Portuguese/Brazilian)	\$19.99
WKTU (Korean)	\$14.99

PAY-PER-VIEW AND ON DEMAND SUBSCRIPTION SERVICES¹²

Eros Now On Demand	\$12.99
Eros Now On Demand w/a South Asian international selection	\$9.99
here! TV On Demand	\$7.99
Filipino On Demand	\$7.99
Filipino On Demand w/a Filipino international selection	\$5.99
The Jewish Channel On Demand	\$6.99
Too Much for TV On Demand	\$14.99
Disney Family Movies On Demand	\$5.99
Kidstream On Demand	\$4.99
History Vault On Demand	\$4.99
Gaiam TV Fit & Yoga On Demand	\$6.99
Grokker Yoga Fitness On Demand	\$6.99
UP Faith and Family On Demand	\$4.99
Lifetime Movie Club On Demand	\$3.99
Anime Network On Demand	\$6.99
Stingray Karaoke On Demand	\$6.99
DOGTV On Demand	\$4.99
Gala On Demand	\$9.99
AMC Premiere On Demand	\$5.99
FX+ On Demand	\$5.99
Stingray Classica On Demand	\$6.99
Streampix¹⁴	\$4.99
Pay-Per-View and On Demand Movies and Events¹³ (per title or event)	Prices Vary
Vivid On Demand Subscription²⁸	\$19.99
Hustler On Demand Subscription²⁸	\$19.99
TEN On Demand Subscription²⁸	\$19.99
Urban Fantasy On Demand²⁸	\$19.99
Falcon On Demand²⁸	\$19.99
Homegrown Amateur On Demand²⁸	\$19.99
Evil Angel²⁸	\$19.99
Mature Lust²⁸	\$19.99

SPORTS PACKAGES¹²

MLB Extra Innings[®]	Call 1-800-XFINITY for pricing
MLS Direct Kick	Call 1-800-XFINITY for pricing
NHL[®] Center Ice[®]	Call 1-800-XFINITY for pricing

NBA League Pass Call 1-800-XFINITY for pricing

XFINITY TV EQUIPMENT

TV Box Limited Basic	\$2.50
TV Box	\$2.50
Remote	\$0.18
HD TV Box Limited Basic	\$2.50
TV Adapter (Limited Basic — Primary TV)	\$0.00
TV Adapter (Limited Basic — 1st and 2nd Additional TVs)	\$0.00
TV Adapter (Limited Basic — 3rd Additional TV)	\$0.50
CableCARD (first card in device)	\$0.00
CableCARD (second card in same device)	\$0.80

INSTALLATION

(PER OCCURRENCE UNLESS NOTED)	Initial Installation of Service	After Initial Installation of Service
Professional Installation^{33,34}	\$79.99	N/A
In-Home Service Visit³⁵	N/A	\$40.00
Hourly Service Charge³⁴ (Custom Installation)	\$40.00	\$40.00
XFINITY Internet Gigabit Pro Professional Installation (per occurrence)		\$500.00
Wireless Networking On-Site Professional Set-Up (Separate trip, per occurrence)		\$99.95
Wireless Networking On-Site Professional Set-Up (each additional device over 4 devices per occurrence)		\$29.95

REACTIVATION

(NO IN-HOME VISIT REQUIRED—PER OCCURRENCE UNLESS NOTED)

Reactivation - TV	\$6.00
Reactivation - Internet	\$6.00
Reactivation - Voice	\$6.00

MISCELLANEOUS (PER OCCURRENCE UNLESS NOTED)

Customer-Owned Video Equipment Credit See www.comcast.com/equipmentpolicy for additional information	\$2.50
Regional Sports Fee³⁰ (per month)	\$6.75
Service Protection Plan¹⁵ (per month) Optional plan that protects against charges for service visits to diagnose or repair In-Home Wiring that works with residential XFINITY TV, XFINITY Internet, or XFINITY Voice services. See xfinity.com/spp for terms.	\$5.95
Field Collection Charge Visit to customer's residence required to collect past due balance or unreturned equipment	\$30.00
Returned Payment Item (each)	\$25.00
Late Fee	\$2.00
Agent Assisted Payment For payment made by phone with a Customer Care Representative	\$5.99
Unreturned or Damaged Equipment Fees¹⁶ (per piece)	Replacement Cost
Self Install Kit Shipping and Handling	\$15.00
Self Install Kit Shipping and Handling (Priority Shipping)	\$29.95

XFINITY VOICE^{1,22}

XFINITY Voice—Unlimited Select²³	\$44.95
With TV and Internet Service	\$39.95
XFINITY Voice—Local Select²³	\$34.95
With TV or Internet Service	\$24.95

Refer to the last page for additional information. For information about XFINITY policies and terms of service, go to xfinity.com/policies.

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SABHFODE

CAREFREE MINUTES INTERNATIONAL CALLING PLANS

Carefree Minutes International Calling Plans are additional call plans to specific countries or international regions

Carefree Minutes Latin America 300	\$9.95
Carefree Minutes World Select 300	\$9.95

OTHER CHARGES (PER MONTH UNLESS OTHERWISE INDICATED)

VoiceMail	\$3.95
Additional Line with Calling Features	\$21.95
Additional Line without Calling Features	\$11.95
Internet/Voice Equipment Rental	\$11.00
Voice/Data Modem DOCSIS 3.0 Kit (for purchase, one-time charge)	\$149.00
Unreturned or Damaged Equipment Fees ¹⁶ (per piece, per occurrence)	Replacement Cost

XFINITY INTERNET^{1,17}

	XFINITY Internet Service Only	with XFINITY TV or Voice Service
Performance Starter ²⁴	\$49.95	\$49.95
Performance	\$74.95	\$61.95
Performance Pro	\$89.95	\$76.95
Blast!	\$92.95	\$79.95
Gigabit Pro ^{31,32}	\$299.95	\$299.95
Internet/Voice Equipment Rental		\$11.00
Ciena 3931 Modem & Netgear Wireless Router ²⁵ (monthly)		\$19.95
Additional IP Address (per IP Address)(monthly)		\$6.95
Data Modem DOCSIS 3.0 Kit (for purchase, one-time charge)		\$99.00
Wireless Adapter (each, one-time charge)		\$30.00
Gigabit Pro Activation Fee (per occurrence)		\$500.00
Unreturned or Damaged Equipment Fees ¹⁶ (per piece, per occurrence)		Replacement Cost

¹ Certain services available separately or as a part of other levels of service. Comcast service is subject to Comcast's standard terms and conditions of service. Unless otherwise specified, prices shown are the monthly charge for the corresponding service, equipment or package. Prices shown do not include applicable taxes, franchise fees, FCC fees, Regulatory Recovery Fee, Public Access fees, other state or local fees or other applicable charges (e.g., per-call toll or international charges). Prices, services and features are subject to change. If you are an XFINITY TV customer and you own a compatible TV Box or CableCARD device, please call 1-800-XFINITY for pricing information or visit www.xfinity.com/equipmentpolicy. ©2017 Comcast. All rights reserved.

² Requires Internet/Voice Equipment, except for the Complete Triple Play Packages.

³ XFINITY Home Secure requires 2 year agreement with early termination fee. Early termination fee applies if all XFINITY services are terminated during the agreement term. For additional information go to www.xfinity.com/home.

⁴ SurePrice only available for 12 months to Quad Play customers with Starter XF Triple Play, Preferred XF Triple Play, HD Preferred XF Triple Play and HD Preferred Extra XF Triple Play customers after 12 month promotional pricing with 12 month contract. SurePrice only available for 12 months to Quad Play customers with HD Premier XF Triple Play and HD Complete XF Triple Play customers after 24 month promotional pricing with 24 month contract.

⁵ SurePrice only available to qualifying 12 month promotional packages.

⁶ Requires Limited Basic.

⁷ Requires TV Box or CableCARD and Limited Basic.

⁸ Requires Digital Starter.

⁹ Requires TV Box and Limited Basic and cannot be combined with Expanded Basic. Family Tier programming included in Digital Services except for XFINITY TV Latino.

¹⁰ Not available to Limited Basic only customers. Digital service tier on additional TV corresponds to digital service tier on primary outlet.

¹¹ Requires HD Technology Fee.

¹² Requires TV Box and Limited Basic. Subscription can be billed at once or in 4 total payments. Restrictions may apply.

¹³ Price of Pay-Per-View and On Demand Movie or Event is displayed prior to the completion of the Pay-Per-View or On Demand ordering process.

¹⁴ Requires TV Box and Limited Basic to receive Streampix on television. Requires HD Technology Fee to receive HD programming. Streaming to iOS device requires XFINITY TV app, Internet service with bandwidth of at least 600 Kbps and a subscription to Limited Basic. Streaming to laptop/computer requires equipment meeting minimum requirements posted at <https://www.xfinity.com/support/internet/requirements-to-run-xfinity-internet-service/>. Internet service with bandwidth of at least 600Kbps and a subscription to Limited Basic.

¹⁵ See <http://www.xfinity.com/spp> for information on Service Protection Plan.

¹⁶ Contact 1-800-XFINITY for questions regarding equipment replacement charges.

¹⁷ Internet/Voice Equipment required. For more information regarding XFINITY Internet go to <http://www.comcast.com/highspeedinternet>.

¹⁸ Sold only with Service to Additional TV for up to 3 TVs, maximum 3 clients per household. Requires HD Technology Fee and professional installation. Not available to customers with Limited Basic only.

¹⁹ Includes TV Adapter and remote. Digital service tier on additional TV corresponds to digital service tier on primary outlet. Does not include access to On Demand content, premium channels or channel numbers above 1000 unless otherwise noted on the channel lineup. Not available to customers with Limited Basic only.

²⁰ Not available to customers with Limited Basic only. Must subscribe to HD Technology Fee to receive HD programming.

²¹ Non-client includes Service to Additional TV charge.

²² Requires Internet/Voice Equipment. Unlimited Local and Long Distance package pricing applies only to direct dialed calls from home to locations included in the plan. Plans do not include other international calls. For more information regarding XFINITY Voice pricing go to <http://www.xfinity.com/corporate/about/phoneterms/service/comcastdigitalvoice/cdvrstalepricing.html>.

²³ Available in select areas only. Service does not include network power which may result in service interruption. Requires professional install.

²⁴ Download speed up to 10 Mbps and upload speed up to 2 Mbps. Many factors affect speed. Actual speeds may vary and are not guaranteed.

²⁵ Requires Gigabit Pro.

²⁶ AnyRoom DVR Service is included with HD Premier XF Triple Play and HD Complete XF Triple Play if AnyRoom DVR Service is installed on primary outlet.

²⁷ Requires HD Technology Fee. Service to Additional TV required for DVR Service on additional TVs.

²⁸ One month minimum purchase required. Not available in all areas.

²⁹ Subject to availability.

³⁰ Applies to XFINITY TV Digital Starter and above.

³¹ Not available in all areas. May require installation and non-refundable installation charge.

³² Requires 2 year contract. Monthly rental of Gigabit Pro compatible cable modem/router additional. Activation and professional installation fees additional. Gigabit Pro does not qualify for Comcast 30-day money back guarantee.

³³ Includes standard installation of XFINITY TV, XFINITY Internet and/or XFINITY Voice and installation of additional outlets and wireless networking set-up if requested at time order is placed. Does not include installations of XFINITY TV only, XFINITY Home or XFINITY Gigabit Pro Internet.

³⁴ Standard installations include installations up to 125 feet from existing Comcast plant, unless noted differently in the local franchise agreement. Custom installations include installations which require in-wall wiring or installations in extensive drop ceilings, basements, or crawl spaces.

³⁵ Applies to installation, relocation and activation of additional outlets as well as upgrade/downgrades of service after initial installation of service and in-home visits not covered under Service Protection Plan. Does not cover installation or in-home visits for XFINITY Home.

XFINITY Home License Numbers:

AL: 001484, 001504; AR: 12-030; AZ: ROC 280515, BTR 18287-0; CA: CSLB 974291, ACO 7118; CT: ELC 0189754-C5; DE: FAL-0299, FAC-0293, SSPS 11-123; FL: EF0000921, EF20001002, EF0001095; GA: LVU406303, LVU406264, LVU406190, LVU406354; IL: PACA 127-001503; LA: F1691; MA: SS-001968; MD: 107-1776; ME: LM50017039; MI: 3601206217; MN: TS674412; NC: 2335-CSA, 29443-SP-FA/LV; NJ: Burglar and Fire Alarm Business Lic. # 34BF00047700; NM: 373379; NY: licensed by the N.Y.S. Department of State 12000305421; OH: LIC# 53-89-1732; OR: CCB 192945; SC: BAC-13497, FAC-13440; TN: ACL 1597, ACL 1604; TX: ACR-1672104, -1818, B16922, B02571; UT: 8226921-6501; VA: 2705145289, DCJS 11-7361; VT: ES-02366; WA: COMCABS892DS; WASHINGTON, DC: ECS 902687, BBL 602512000005; WV: WV049211.

MS: 15018010

Valid 4/19/17. See www.xfinity.com/home-security for current list.

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

Week Ending Date	FY18 November 11, 2017
To Be Deposited On	November 17, 2017
Amount Played	\$ 54,295,436.83
Amount Won	48,708,558.82
Amount Promo	525,283.00
MWAP Contribution	-
Adjusted Gross Terminal Revenue	<u>\$ 5,061,595.01</u>
Administrative Costs @ 4%	202,463.80
Excess Lottery Fund @ 4%	-
Net Terminal Revenue	<u>\$ 4,859,131.21</u>
Surcharge @ 10%	-
State Share Excess @ 58% & 10% of 42%	-
Track Share of Capital Reinvestment @ 90% of 42%	-
Track Share of Capital Reinvestment @ 98%	-
Track Share of Capital Reinvestment @ 4%	-
Adjusted Net Terminal Revenue	<u>\$ 4,859,131.21</u>
Racetrack @ 46.50% / 42%	2,259,496.01
Lottery Fund @ 30% / 0%	1,457,739.34
Excess Lottery Fund @ 0% / 41%	-
Excess Lottery Fund @ 12.85% / 9.55%	624,398.35
Racetrack Purses @ 90% of 7% / 4%	306,125.27
Employee Pension @ 1% / 0.5%	48,591.32
Greyhound Development @ 90% of 0.75%	32,799.14
Thoroughbred Development @ 90% of 0.75%	32,799.14
County / Municipality @ 2%	<u>97,182.64</u>
	<u>\$ 4,859,131.21</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
9/30/2017	108,018.60	54,009.30	54,009.30	4,282.94	21,549.71	1,172.00	18,190.33	8,814.32
10/7/2017	97,398.00	48,699.00	48,699.00	3,861.83	19,430.90	1,056.77	16,401.82	7,947.68
10/14/2017	100,794.72	50,397.36	50,397.36	3,996.51	20,108.55	1,093.62	16,973.83	8,224.85
10/21/2017	89,091.32	44,545.66	44,545.66	3,532.47	17,773.72	966.64	15,002.98	7,269.85
10/28/2017	100,178.24	50,089.12	50,089.12	3,972.07	19,985.56	1,086.93	16,870.02	8,174.54
11/4/2017	104,082.64	52,041.32	52,041.32	4,126.88	20,764.49	1,129.30	17,527.51	8,493.14
11/11/2017	97,182.64	48,591.32	48,591.32	3,853.29	19,387.94	1,054.43	16,365.56	7,930.10
Sub Total	\$ 1,959,733.60	\$ 1,435,898.54	\$ 523,835.06	\$ 41,540.12	\$ 209,010.20	\$ 11,367.22	\$ 176,427.64	\$ 85,489.88

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	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	9/30/2017	54,009.30
10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26	10/8/2016	50,896.18	10/7/2017	48,699.00
10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80	10/15/2016	51,557.88	10/14/2017	50,397.36
10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72	10/22/2016	53,825.90	10/21/2017	44,545.66
11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64	10/29/2016	50,853.22	10/28/2017	50,089.12
11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08	11/5/2016	55,958.84	11/4/2017	52,041.32
11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86	11/12/2016	53,346.18	11/11/2017	48,591.32
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

1,435,898.54

Table Game Revenue

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

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
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	September, 2017	49,630.18
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	163,748.82

Table Game Revenue Distribution - Jefferson County School Board

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

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
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	September, 2017	148,890.54
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	491,246.46

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

Week Ending Date	FY18 November 18, 2017
To Be Deposited On	November 24, 2017
Amount Played	\$ 50,507,473.51
Amount Won	45,681,775.54
Amount Promo	489,954.00
MWAP Contribution	-
Adjusted Gross Terminal Revenue	<u>\$ 4,335,743.97</u>
Administrative Costs @ 4%	173,429.76
Excess Lottery Fund @ 4%	-
Net Terminal Revenue	<u>\$ 4,162,314.21</u>
Surcharge @ 10%	-
State Share Excess @ 58% & 10% of 42%	-
Track Share of Capital Reinvestment @ 90% of 42%	-
Track Share of Capital Reinvestment @ 98%	-
Track Share of Capital Reinvestment @ 4%	-
Adjusted Net Terminal Revenue	<u>\$ 4,162,314.21</u>
Racetrack @ 46.50% / 42%	1,935,476.11
Lottery Fund @ 30% / 0%	1,248,694.27
Excess Lottery Fund @ 0% / 41%	-
Excess Lottery Fund @ 12.85% / 9.55%	534,857.37
Racetrack Purses @ 90% of 7% / 4%	262,225.80
Employee Pension @ 1% / 0.5%	41,623.14
Greyhound Development @ 90% of 0.75%	28,095.62
Thoroughbred Development @ 90% of 0.75%	28,095.62
County / Municipality @ 2%	<u>83,246.28</u>
	<u>\$ 4,162,314.21</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
9/30/2017	108,018.60	54,009.30	54,009.30	4,282.94	21,549.71	1,172.00	18,190.33	8,814.32
10/7/2017	97,398.00	48,699.00	48,699.00	3,861.83	19,430.90	1,056.77	16,401.82	7,947.68
10/14/2017	100,794.72	50,397.36	50,397.36	3,996.51	20,108.55	1,093.62	16,973.83	8,224.85
10/21/2017	89,091.32	44,545.66	44,545.66	3,532.47	17,773.72	966.64	15,002.98	7,269.85
10/28/2017	100,178.24	50,089.12	50,089.12	3,972.07	19,985.56	1,086.93	16,870.02	8,174.54
11/4/2017	104,082.64	52,041.32	52,041.32	4,126.88	20,764.49	1,129.30	17,527.51	8,493.14
11/11/2017	97,182.64	48,591.32	48,591.32	3,853.29	19,387.94	1,054.43	16,365.56	7,930.10
11/18/2017	83,246.28	41,623.14	41,623.14	3,300.72	16,607.63	903.22	14,018.67	6,792.90
Sub Total	\$ 2,042,979.88	\$ 1,477,521.68	\$ 565,458.20	\$ 44,840.84	\$ 225,617.83	\$ 12,270.44	\$ 190,446.31	\$ 92,282.78

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	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	9/30/2017	54,009.30
10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26	10/8/2016	50,896.18	10/7/2017	48,699.00
10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80	10/15/2016	51,557.88	10/14/2017	50,397.36
10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72	10/22/2016	53,825.90	10/21/2017	44,545.66
11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64	10/29/2016	50,853.22	10/28/2017	50,089.12
11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08	11/5/2016	55,958.84	11/4/2017	52,041.32
11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86	11/12/2016	53,346.18	11/11/2017	48,591.32
11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76	11/19/2016	47,174.90	11/18/2017	41,623.14
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

1,477,521.68

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	September, 2017	49,630.18
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	163,748.82

Table Game Revenue Distribution - Jefferson County School Board

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

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
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	September, 2017	148,890.54
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	491,246.46