

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2020
THURSDAY, OCTOBER 6, 2022
9:30 A.M.

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- September 15, 2022 Regular Meeting

APPROVAL OF REQUISITIONS

- October 6, 2022

APPROVAL OF ACCOUNTS PAYABLE

- September 22, 2022
- September 29, 2022
- October 6, 2022

APPROVAL OF MANUAL CHECKS

- September 23, 2022
- September 30, 2022
- October 7, 2022

APPROVAL OF PAYROLL

- September 30, 2022

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

***You may participate in public comment virtually by raising your hand in the GoToWebinar control panel. Please submit comments via email to info@jeffersoncountywv.org. Your comments will be included in the minutes and agenda correspondence. Please include your name.*

PRESENTATIONS

1. 9:45 a.m. Angela Banks, Assessor
 - Approval of Exonerations/Appportionments
 - Acknowledgement of the Assessor's Certificate of Compliance

2. 10:00 a.m. Rebecca Hall, Jefferson County Prosecuting Attorney's Office
Victim Assistance Program
 - Approval of Supplemental VOCA Grant Contract
3. 10:10 a.m. Lynn Fields, Probate Office
 - Quarterly Review of Estates
4. 10:20 a.m. Roger Goodwin, Chief County Engineer, Jefferson County
Department of Engineering, Planning & Zoning
 - Complete Bond Release Request for Slonaker's Custom Paving, LLC – Burr Business Park Lot 6 (File #21-2-SP)
 - Approval to Offer Employment for County Planner Position
 - Request Approval of Amendment No. 1 to the Schools Impact Fee FY 2023 Capital Improvement Plan
5. 10:45 a.m. Jeff Polczynski, Director, Jefferson County Emergency Communications
 - Appointment Requests – Two Full-Time Public Safety Dispatchers
6. 10:50 a.m. Russell Burgess, Director, Jefferson County IT Department
 - Approval of Audio/Visual Equipment and Software Solutions Bid in reference to the RFP release in August 2022
7. 11:00 a.m. Interviews and Appointments to the Jefferson County Emergency Services Agency
 - one unexpired term for Fire Representative ending June 30, 2025
 - one unexpired term for EMS Representative ending June 30, 2025
8. 11:15 a.m. Laurel Ziemianski, Hill Top House Hotel
 - Submittal and discussion of the Hill Top House Hotel EODD TIF Draft Application
9. 12:00 p.m. Nathan Cochran, Assistant Prosecuting Attorney
 - a. Discussion of legal issues and potential action regarding proposed Solar Text Amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA22-01, including bonding, comprehensive plan, and related matters. Discussion of public hearing on proposed text amendment, review and consideration of amendment text, adoption of amendment and/or modification of amendment text and/or Planning Commission review and associated fees. Discussion of Jefferson County Circuit Court Civil Action No.'s 2021-C-33 through 37 and Jefferson County Circuit Court Civil Action No.'s 2021-C-46 through 50, Jefferson County Circuit Court Civil Action No. CC-19-2022-C-6, Jefferson County Circuit Court Civil Action No. 2022-C-81, and WV Supreme Court No.'s 21-0727, 21-0728, and 21-0731.
 - b. Report on Jefferson County Circuit Court case number 2022-C-85
 - c. Report on Jefferson County Circuit Court case number 2022-C-48
 - d. Report on WVHRC EREP-49-21
 - e. Consider matters involving or affecting the construction, planning, purchase, sale, or lease of property
 - f. Report by counsel on opioid case. (Jefferson County Commission v. Purdue Pharmaceutical, et al. US District Court, Northern District of West Virginia, Civil Action #1:17-OP 45170).

UNFINISHED BUSINESS

10. EMS Transition Update

NEW BUSINESS

11. Adoption of Proclamation - WV Breast Cancer Awareness Day and declaration of October as WV Breast Cancer Awareness Month
12. Approval and Signature of Certificate of Achievement for local Girl Scout Council Gold Award Recipient

FINANCIAL DIRECTOR REPORTS

- ARPA Funding for 12 EMS Positions
- ARPA EMS Summary

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

13. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Intent to Select Nominees – Charles Town Utility Board

Jefferson County Historic Landmarks Commission Quarterly Report

Informational E-mail from Emma Casale re: upcoming Fairy Festival at Sam Michael's Park

Public comment received from David Tabb on 9/15/2022

Harpers Ferry/Bolivar PSD Meeting Minutes – June 10, 2022

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

Minutes

Jefferson County Commission

Thursday, September 15, 2022

A meeting of the Jefferson County Commission was held on Thursday, September 15, 2022 during the third quarterly session at 6:00p.m. The meeting was held via GoToWebinar and in-person. Present were Caleb Hudson, President, Steve Stolipher, Vice President, and Commissioners Clare Ath, Tricia Jackson, and Jane Tabb. Also present were John Nissel, County Administrator, Michelle Gordon, Finance Director, Sorayda Pitts, Administrative Assistant and Jessica James, Assistant Deputy County Administrator (The archived meeting of the Thursday, September 15, 2022 meeting is available on the Jefferson County Commission website.)

PLEDGE OF ALLEGIANCE

Commissioner Hudson led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Mr. Hudson to approve the September 1, 2022 regular Meeting Minutes as presented. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Mr. Hudson to approve the Payroll for September 2, 2022 in the amount of **\$291,156.39** Motion seconded and unanimously approved.

APPROVAL OF REQUISITIONS

Motion by Mr. Hudson to approve the Requisitions for September 15, 2022 in the amount of **\$83,695.00** Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHECK#	VENDOR NAME	AMOUNT
86821	AMY BERRY	\$ 3,250.00
86822	CAPITAL ELECTRIC	\$ 507.60
86823	DODSON SEPTIC SERVICE LLC	\$ 285.00
86824	GUTTMAN OIL CO	\$ 6,053.00
86825	JOSEPH FORMAN	\$ 3,092.08
86826	RICE TIRES CO	\$ 639.20
86827	US POSTAL SERVICE	\$ 20,000.00
86828	WILLIAM WILHEIM	\$ 1,264.11
TOTAL		\$ 35,090.99

Motion by Mr. Hudson to approve the Accounts Payable for September 08, 2022 in the amount of \$35,090.99 Motion seconded and unanimously approved.

CHECK#	VENDOR NAME	AMOUNT
86830	AMERIFLEX	\$ 320.80
86831	AMY BERRY	\$ 1,913.13
86832	AT&T	\$ 66.87
86833	AT&T MOBILITY - CC	\$ 187.77
86834	BOLAND TRANE SERVICES INC	\$ 16,950.00
86835	BUREAU OF CHILD SUPPORT	\$ 373.39
86836	CAPITAL ELECTRIC	\$ 874.46
86837	COMPTROLLER OF MARYLAND	\$ 802.76
86838	CORMAC QUINN	\$ 5.29
86839	DELTA DENTAL OF WV	\$ 6,104.05
86840	EFTPS IRS TAXES	\$ 97,661.90
86841	EMPOWER RETIREMENT	\$ 5,938.90
86842	ENGAGE STRATEGIES, LLC	\$ 2,875.00
86843	FIFTH THIRD BANK	\$ 90,822.13
86844	GUTTMAN OIL CO	\$ 9,227.08
86845	JEFFERSON COUNTY SOLID WASTE AUTHORITY	\$ 8.94
86846	JEFF CO DEPUTY SHERIFF'S ASSOC	\$ 1,300.00
86847	JEFFERSON SECURITY BANK	\$ 4,190.00
86848	JEFFERSON CENTER	\$ 100.00
86849	JUSTTECH LLC	\$ 120.32
86850	KATHRYN KING	\$ 3,250.00
86851	KENTICKY MEDICAL SERVICES FOUNDATION	\$ 1,250.00
86852	MAZZITTI & SULLIVAN EAP	\$ 936.00
86853	NATHAN COCHRAN	\$ 300.00
86854	NATIONWIDE RETIREMENT SOLUTIONS	\$ 834.00
86855	POTOMAC EDISON	\$ 26,720.45
86856	PRINT-O-STAT INC.	\$ 198.63
86857	R.E. MICHEL CO. LLC	\$ 240.04
86858	RETIREE HEALTH BENEFIT TRUST	\$ 7,732.00
86859	RICE TIRES CO	\$ 134.93
86860	RONALD DANTZIC	\$ 28.94
86861	SANDRA SLUSHER MCDONALD	\$ 1,880.00
86862	SOFTWARE SYSTEMS INC	\$ 1,106.32
86863	SPECIALTY BUSINESS SUPPLIES	\$ 131.50
86864	SPIRIT OF JEFFERSON	\$ 77.32
86865	STATE TAX DEPARTMENT	\$ 150.00
86866	STEPHEN V GROH	\$ 237.50
86867	STEVEN HOLZ	\$ 19.71
86868	TERESA HENDRICKS	\$ 1,363.23
86869	THE HARTFORD	\$ 2,343.15
86870	THE HARTFORD	\$ 3,641.48
86871	THE JOURNAL	\$ 208.00
86872	TRACY HERRON-RICE RPR	\$ 40.00
86873	WV DEPUTY SHERIFF RETIREMENT SYSTEM	\$ 18,098.08
86874	WV PUBLIC EMPLOYEE RETIREMENT SYSTEM	\$ 44,864.73

86875		WV REGIONAL JAIL & CORRECTION FACILITY AUTH	\$	65,620.00
86876		XEROX CORPORATION	\$	3,506.38
86877	FG/009	RUGGED NOTEBOOK	\$	17,450.00
86878	FG/009	SHERIFF OF JEFFERSON CO	\$	5,528.40
86879	BS/011	SHERIFF OF JEFFERSON CO	\$	7,584.46
86880	AM/053	SHERIFF OF JEFFERSON CO	\$	1,618.11
TOTAL				\$ 456,936.15

Motion by Mr. Hudson to approve the Accounts Payable for September 15, 2022 in the amount of \$456,936.15. Motion seconded and unanimously approved.

APPROVAL OF MANUAL CHECKS

9-Sep-22

MANUAL CHECKS				
Check#	Fund	VENDOR		Amount
1004	AV/56	MILLERS SUPPLIES AT WORK		\$ 370.20

Motion by Mr. Hudson to approve the Manual Checks for September 09, 2022 in the amount of \$370.20 Motion seconded and unanimously approved.

16-Sep-22

MANUAL CHECKS				
Check#	Fund	VENDOR		Amount
560	CS/002	EASTRIDGE HEALTH SYSTEM		\$ 2,400.00
317	DK/003	SHERIFF OF JEFFERSON CO	\$	1,503.39
811	HD/008	ATTENTI	\$	3,958.40
812	HD/008	FIFTH THIRD BANK	\$	91.10
813	HD/008	SHERIFF OF JEFFERSON CO	\$	2,442.14
1005	AV/O56	FIFTH THIRD BANK	\$	698.35
1006	AV/O56	JUSTTECH LLC	\$	171.02
1007	AV/O56	SEGRA	\$	621.94
353	FP/O57	JEFFERSON CO FARMLAND PROT.	\$	118,044.11
126	AR/207	FIFTH THIRD BANK	\$	3,989.64
127	AR/207	SHERIFF OF JEFFERSON CO	\$	5,062.95
1788	CO/246	FIFTH THIRD BANK	\$	562.80
TOTAL				\$ 139,545.84

Motion by Mr. Hudson to approve the Manual Checks for September 16, 2022 in the amount of \$139,545.84 Motion seconded and unanimously approved.

ANNOUNCEMENTS

PUBLIC COMMENT : Barbara Fuller, Nicola Bastia, George Rutherford, Rebecca Phitz, David Tabb, Stewart Baker, Christina Winer, Andrea Elliot, Chief Morgan,

PRESENTATIONS

1. Angela Banks- Assessor- Requested approval for exonerations and apportionments

NAME	TYPE	DISTRICT	AMOUNT	TICKET NO.
James R May	RE	ST	\$178.74	28581

- **Motion by Mr. Stolipher to approve the Exoneration for ticket No. 28581 as presented by Ms. Banks. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	AMOUNT	TICKET NO.
Bruce A Fanelli	PP	CT	\$337.06	305460

- **Motion by Mr. Stolipher to approve the Exoneration for ticket No. 305460 as presented by Ms. Banks. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	AMOUNT	TICKET NO.
Daniel Francis W III	PP	HF	\$245.46	307251

- **Motion by Mr. Stolipher to approve the Exoneration for ticket No. 307251 as presented by Ms. Banks. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	AMOUNT	TICKET NO.
James M Miller	PP	ST	\$181.12	316689

- **Motion by Mr. Stolipher to approve the Exoneration for ticket No. 316689 as presented by Ms. Banks. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	AMOUNT	TICKET NO.
Steve Luxford/ Anne Luxford	Apportionment	CT	\$14.31	310509
		CT	\$35.75	

- **Motion by Mr. Stolipher to approve the Exoneration for ticket No. 310509 as presented by Ms. Banks. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	AMOUNT	TICKET NO.
Ryan Rogers	PP		\$17.30	314577

- **Motion by Mr. Stolipher to approve the Exoneration for ticket No. 314577 as presented by Ms. Banks. Motion seconded and unanimously approved.**

2. Debbie Lowe-Sheriff’s Office- Requested the approval to hire Administrative Assistant/Kennel Tech and approval to hire an administrative assistant for the Sheriff Office.

- **Motion by Mr. Stolipher to approve the hire of Robin Mullikin as the administrative assistant/kennel tech, a 80 hour position with a salary of \$32,347.00 with a start date of September 26, 2022. Motion seconded and unanimously approved.**

- **Motion by Mr. Stolipher to approve the hire of Mackenzi Woodward as an administrative assistant, an 80-hr position with a salary of \$35,000 with a start date of October 03, 2022. Motion seconded and unanimously approved.**
3. Nikki Painter- Voter & Elections, County Clerk's Office- Requested approval of the poll worker & alternate lists provided, and approval of HAVA Grant Funds to replace electronic Poll books.
- **Motion by Ms. Tabb to approve the poll workers and alternates as presented for the 2022 general election. Motion seconded and unanimously approved.**
 - **Motion by Mr. Stolipher to approve the application for HAVA grant funds to replace the electronic poll books and, if awarded, fund the grant match of \$4,700 from the capital Outlay or Coal Severance. Motion seconded and unanimously approved.**
4. Steve Allen- Director- JCOHSEM-Requested approval of Emergency Management Performance Grant (EMPG) 2020 application. Resolution/proclamation to observe September 2022 as National Preparedness Month in Jefferson County.
- **Motion by Mr. Stolipher to approve the 2020 Emergency Performance Grant (EMPG) application and authorized for the president of the Commission to sign the document. Motion seconded and unanimously approved.**
 - **Motion by Mr. Stolipher to approve the proclamation and resolve to observe September 2022 as National Preparedness Month in Jefferson County. Motion seconded and unanimously approved.**
5. Michelle Gordon- Finance Director- Requested approval for the WV Department of Arts, Culture and History Grant Contract AH23-079127 and Approval of EMS Project- contractual, equipment and supplies Purchases.
- **Motion by Mr. Stolipher to approve and sign the Department of Arts, Culture and History Grant Contract AH23-079127 with an award amount of \$75,000 for pass-through to the Jefferson County Parks & Recreation. Motion seconded and unanimously approved.**
 - **Motion by Mr. Stolipher to approve Requisition 23022 for the purchase of equipment in the amount of \$63,079 funded by ARPA Grant funds. Motion seconded and unanimously approved.**
 - **Motion by Mr. Stolipher to approve Requisition 23024 for Ambulance striping and decals in the amount of \$74,100, except that the Requisition will not include 22 karat gold lettering and will include imitation gold lettering at a lower amount**

funded by ARPA Grant funds. Motion seconded and passes on a 3-1 vote with Commissioner Jackson opposing.

- **Motion by Mr. Stolipher to approve Requisition 23025 for Ambulance pre-service inspections in the amount of \$5,727.96 funded by ARPA Grant funds. Motion seconded and unanimously approved.**

6. Russell Burgess- Director- IT- - Response Plan discussion/Action

- a- Requested approval of audio/visual equipment and software bid in reference to the RFP released in August 2022- Defer to the next meeting Oct. 6, 2022
- b- Approval of multi-functional digital copier/printer/scanner/ fax proposal from Document Solutions, Inc. in reference to the RFP released in June 2022
- **Motion by Mr. Stolipher to approve the bid submitted by Document Solutions, Inc. in response to the Multi-Function Digital Copier/Printer/Scanner/Fax RFP that was released in June 2022. Monthly cost to include hardware lease of \$1, 845.53 and then added in the monthly per copy cost to be distributed to the appropriate departments for billing. Motion seconded and unanimously approved.**
- c- Approval of promotion for Spencer Fraser to IT support/Helpdesk Technician Level 2,
- **Motion by Mr. Stolipher to approve the promotion of Spencer Fraser from IT Support/Helpdesk Technician level 1 to IT Support/Helpdesk Technician level 2 with a corresponding annual salary of \$41,500.00. Motion seconded and unanimously approved.**

7. Interviews and Appointments to the following:

- a. Jefferson County Emergency Services Agency- One three-year term for Fire Representative ending June 30, 2025 and for one three-year EMS Representative ending June 30, 2025. - Defer to next meeting October 06, 2022

8. Nathan Cochran- Assistant prosecuting attorney-

- a. Discussion of legal issues and potential action regarding proposed Solar Text Amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA22-01, including bonding, comprehensive plan, and related matters. Discussion of public hearing on proposed text amendment, review and consideration of amendment text, adoption of amendment and/or modification of amendment text and/or Planning Commission review and associated fees. Discussion of Jefferson County Circuit Court Civil Action No.'s 2021-C- 33 through 37 and Jefferson County Circuit Court Civil Action No.'s 2021-C-46 through 50, Jefferson County Circuit Court Civil Action No. CC-19-

2022-C-6, Jefferson County Circuit Court Civil Action No. 2022-C-81, Jefferson County Circuit Court Civil Action No. 2022-C-103 and WV Supreme Court No.'s 21-0727, 21-0728, and 21-0731.

- b. Report on Jefferson County Circuit Court case number 19-P-69 (WV Supreme Court case number 21-0229).
- c. Report on Jefferson County Circuit Court case number 2022-C-85.
- d. Report on Jefferson County Circuit Court case number 2022-C-48.
- e. Consider matters involving or affecting the construction, planning, or purchase, sale, or lease of property.
- f. Report by counsel on opioid case and consideration of recent developments in the case (Jefferson County Commission v. Purdue Pharmaceutical, et al. US District Court, Northern District of West Virginia, Civil Action #1:17-OP-45170).

- **Motion by Mr. Stolipher to enter into Executive Session to receive legal advice status and updates on items 8 a,d,e and f. Motion seconded and unanimously approved.**

- **Motion by Mr. Stolipher to come out of Executive Session and reconvene in regular session. Motion seconded and unanimously approved.**

NEW BUSINESS

9. Selection of nominees to serve as County Representative on the Charles Town Utility Board- Will advertise for position.

10. Ambulance Transition Update
 - **Update was provided by Bob Burner- Director of the Jefferson County Emergency Services Agency.**

COUNTY ADMINISTRATOR REPORTS

- Approval of Hire- Deputy County Administrator
 - **Motion by Mr. Stolipher to approve the hire of Cindy Rezmer as Deputy County Administrator with a salary of \$74,000 with a start date of September 19, 2022. Motion seconded and passed on a 3-1 vote with Commissioner Jackson opposing.**

11. ADJOURN

The Commission adjourned at 09:25pm on a motion by Mr. Hudson. Motion was seconded and unanimously approved.

Caleb Hudson, PRESIDENT

Respectfully submitted
Sorayda Pitts
Administrative Assistant

REQUISITIONS TO BE APPROVED

October 6, 2022

DEPARTMENT	Requisition No.	AMOUNT	VENDOR	DESCRIPTION
IT	23020	\$ 11,658.84	Granicus, Inc.	Web Support Maintenance
	23031	\$ 16,828.65	Insight	Sophos Antivirus/Malware, etc. Detection
SHERIFF - LAW	23029	\$ 14,131.50	Intrinsic, LLC.	Bodycam Renewal
	22074	\$ 8,832.36	MarkI Supply Co.	9MM Ammo
ENGINEERING, PLANNING & ZONING	23028	\$ 44,000.00	PJ Raco Consulting	2022 P&Z Ordinances Rewrite
GRAND TOTAL		\$ 95,451.35		

DESCRIPTION	FUND 001 CO.		TOTAL
Gross Wages	\$426,203.54		\$426,203.54
6.2% Tax Payable OASDI	\$26,400.67		\$26,400.67
1.45% Tax Payable HI	\$6,174.40		\$6,174.40
Fed Withholding	\$39,208.19		\$39,208.19
WV State Withholding	\$19,011.35		\$19,011.35
PERS Retirement Deduct 4.5%	\$9,230.77		\$9,230.77
PERS Retirement Deduct 6%	\$6,835.37		\$6,835.37
Hosp. Pre-Taxed	\$0.00		\$0.00
AFLAC Pre-Taxed	\$388.07		\$388.07
AFLAC Post-Taxed	\$818.92		\$818.92
Optional Life Post-Taxed	\$10.63		\$10.63
Christmas Club	\$4,140.00		\$4,140.00
Wage Attach #1	\$373.39		\$373.39
Wage Attach #2	\$150.00		\$150.00
Wage Attach #3	\$0.00		\$0.00
DSRS Retirement Deduct 8.5%	\$6,704.92		\$6,704.92
457 - Nationwide	\$834.00		\$834.00
457I - Empower	\$4,773.78		\$4,773.78
457R - Roth	\$1,155.00		\$1,155.00
MD State Tax	\$822.41		\$822.41
D/VF	\$0.00		\$0.00
VA State Tax	\$224.06		\$224.06
Colonial(Plus)	\$47.84		\$47.84
Uniforms	\$0.00		\$0.00
Total Deductions	\$127,303.77	\$0.00	\$127,303.77
Net Wages Total	\$298,899.77	\$0.00	\$298,899.77
Payroll Date	September 30, 2022		

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Angela Banks, Assessor

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

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **October 6, 2022**

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

Date Requested – 2nd Choice:

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

- Approval of Exonerations and/or Apportionments**
- Acknowledgement of Assessor's Certificate of Compliance**

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*): **I move to acknowledge the Assessor's Certificate of Compliance as provided by the West Virginia Department of Agriculture and authorize the payment of the Assessor's compensation as outlined in Chapter 7, Section 7, Article 6C of the WV State Code.**

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

West Virginia Department of Agriculture

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



ASSESSOR'S CERTIFICATE OF COMPLIANCE

TO THE HONORABLE COUNTY COURT OF JEFFERSON COUNTY

The Assessor of Jefferson County, Angela L. Banks, has completed the Farm Census of 2022 and has satisfactorily complied with the requirements of the Farm Statistics Law. She is, therefore, eligible to receive compensation from the County Court according to Chapter 7, Article 7, Section 6C of the New Code of West Virginia.

A handwritten signature in blue ink that reads "Kent A. Leonhardt".

Commissioner of Agriculture

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Rebecca Hall

Department or Organization: **Prosecuting Attorney's Office Victim Assistance Program**

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: **October 6, 2022**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Supplemental VOCA Grant Contract.

Please provide the County Commission with a description of your request or presentation, including any background information: Request the County Commission's approval and signature of the 2022-2023 Supplemental VOCA Grant Contract which provides funding for the Victim Assistance Program located in the Prosecuting Attorney's Office.

Is this a funding request? No

If so, how much? \$

Provide exact financial impact/request:

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

Approval and signature for the Supplemental VOCA Grant Contract for 2022-2023

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

If not attached, explain:

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

Contact information: Rebecca Hall

Email address: rhall@jeffersoncountywv.org

Phone Number: 304-725-6550

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM

www.jeffersoncountywv.org

NAME: Lynn Fields

DEPARTMENT OR ORGANIZATION: Probate Office

ESTIMATION OF TIME NEEDED FOR APPT.: 5 minutes

DATE REQUESTED: 1ST CHOICE October 6th, 2022

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

SUBJECT: Quarterly Review of Estates

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

Approve estates opened since last quarterly review in July, and close estates that have met all the requirements of the probate office.

ARE DOCUMENTS ATTACHED: To follow

IS A PROJECTOR NEEDED?: NO

lfields@jeffersoncountywv.org (304) 728-3210

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Roger Goodwin
Department or Organization: Engineering, Planning & Zoning

Estimation of amount of time needed for appointment: 5 minutes
Date Requested – 1st Choice: October 6, 2022
If a specific date is needed, please provide reason for specific date: [Click here to enter text.](#)
Date Requested – 2nd Choice: [Click here to enter text.](#)

Subject (*Wording to be placed on agenda*): Complete Bond Release request for Slonaker’s Custom Paving, LLC – Burr Business Park Lot 6 (File #21-2-SP)

Please provide the County Commission with a description of your request or presentation, including any background information: Complete release of Performance Bond No. RCB0034619 with RLI Insurance Company, Peoria, IL construction bond security for Slonaker’s Custom Paving, LLC – Burr Business Park Lot 6 (File #21-2-SP)

Is this a funding request? Y/NO
If so, how much? \$[Click here to enter text.](#)

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): I authorize a complete release of Performance Bond No. RCB0036419 with RLI Insurance Company, Peoria, IL in the amount of \$301,419.00 construction bond amount for Slonaker’s Custom Paving, LLC –Burr Business Park Lot 6 (File #21-2-SP).

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

Construction Bond Release Letter
Bond Release Request Report
Site Map

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

Contact information:

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

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS



JEFFERSON COUNTY COMMISSION

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

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

Web: www.jeffersoncountywv.org

PRESIDENT
Caleb Hudson

October 6, 2022

VICE PRESIDENT
Steve Stolpher

Mr. Joshua A. Etemadi, Attorney-in-Fact
RLI Insurance Company
9025 N. Lindbergh Drive
Peoria, IL 61615

COMMISSIONER
Clare Ath

COMMISSIONER
Tricia Jackson

RE: Performance Bond No. RCB0034619 dated September 14, 2021, Construction Bond Surety for Slonaker's Custom Paving, LLC – Burr Business Park Lot 6 (File #21-2-SP).

COMMISSIONER
Jane Tabb

Dear Mr. Etemadi:

The Jefferson County Commission authorizes a complete release of the remaining \$301,419.00 from the construction bond for Slonaker's Custom Paving, LLC – Burr Business Park Lot 6 (File #21-2-SP). This project is located at 901 James Burr Boulevard. The work appears to be 100% complete.

In summary, you are hereby authorized to fully release the remaining amount of the above referenced Performance Bond No. RCB0034619 originally issued in the amount of \$301,419.00. Please contact the Jefferson County Department of Engineering at (304)-728-3257 if you have any questions.

Sincerely,

Caleb Hudson, President
Jefferson County Commission

CH:rfb

cc: Mr. Michael Sowers
Slonaker's Custom Paving, LLC
901 James Burr Blvd.
Kearneysville, WV 25430
Department of Engineering

County Administrator
John Nissel

BOND REDUCTION or RELEASE REQUEST - REPORT

Date Received 09 / 28 / 2022 J.C.P.C. File No 21-2-SP

Consultant/Engineer/Firm Name: IFS

Mailing Address 148 S QUEEN STREET

City MARTINSBURG State WV Zip 25401

Contact Person JASON GERHART Phone 304-725-8456

Project/Subdivision Name LOT 6 BURR BUSINESS PARK, SLOVAK CUSTOM PAVING

Section/Phase _____ Lots _____

Review Comments:

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

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

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

_____ Bonding Policy & Unit Cost Figures attached for your use

Comments: ALL WORK APPEARS TO BE COMPLETE

Approved for:
BOND RELEASE
By [Signature] 09/28/22
County Engineer Date

Original Bond Amt \$ 262,103.5 + 15% Cont. \$ 39,315.5 = Total Original Bond Amt \$ 301,419

Total Current Bond Amount \$ 301,419.00

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

= Approved for Revised Bond Amount \$ 0.00

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

Signature: [Signature] Date: 09 / 28 / 2022

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Roger Goodwin, Chief County Engineer**

Department or Organization: **Department of Engineering, Planning & Zoning**

Estimation of amount of time needed for appointment: **10 minutes**

Date Requested – 1st Choice: **October 6, 2022**

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Approval to Offer Employment for the County Planner Position**

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

The Department of Engineering, Planning & Zoning's FY 2023 Budget has funding (\$60,000 salary) for a second County Planner position, effective July 1, 2022. The County Planner will help facilitate the Comprehensive Plan update, as well as to process and review subdivision and land development applications.

The position was advertised and two candidates were interviewed. Department Staff have selected a candidate and would like to request approval from the Commission to offer employment for the second County Planner position at a salary of \$60,000/year. The expected start date is October 31.

The proposed action is a FY 2023 budget neutral action.

Is this a funding request? **No additional funding is needed.**
If so, how much?

Motion Requested: **Yes**

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

Move to approve the offer of employment to fill the position of County Planner in the Department of Engineering, Planning & Zoning at a salary of \$60,000/year.

County Planner

Jefferson County, West Virginia Department of Engineering, Planning & Zoning is seeking a County Planner to assist with the updating of the county comprehensive plan and to process and review subdivision and land development applications.

Applicants shall have minimum 5 years related experience and a college degree in a related field of study (planning, geography, environmental sciences, public administration, etc.). Applicants shall have a working knowledge of land development and zoning regulations, good verbal and written communication skills and the ability to interact with the public, home builders, developers, and other members of the planning and zoning office team. A valid driver's license is required. Position reports to the Chief County Planner.

Employee benefits package includes West Virginia Public Employees Retirement plan, health, vision and dental insurance, paid vacation leave, paid sick leave and at least eleven paid holidays per year. Normal work hours are 9 am – 5 pm, Monday through Friday (35 hours). Starting salary up to \$60,000 per year depending on qualifications. Deadline for resumes is Friday, June 24, 2022. Position to remain open until filled.

Submit application/resume to:

Ms. Rebecca Burns, Office Manager
Jefferson County Dept. of Engineering, Planning & Zoning
P.O. Box 716
Charles Town, WV 25414

Email: Engineering@jeffersoncountywv.org

Job description is available at: <https://www.jeffersoncountywv.org/county-government/departments/job-postings>

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Roger Goodwin, Chief County Engineer**

Department or Organization: **Department of Engineering, Planning & Zoning**

Estimation of amount of time needed for appointment: **10 minutes**

Date Requested – 1st Choice: **October 6, 2022**

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Request Approval of Amendment No. 1 to the Schools Impact Fees FY 2023 Capital Improvement Plan**

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

**Schools
FY 2023 CIP
Amendment No. 1**

This impact fees Capital Improvement Plan (CIP) amendment makes the following changes:

- 1. Decreases the FY2023 CIP amount for the Regional Student Support Center from \$1,000,000 to \$469,250 in the FY2023 CIP.**
- 2. Removes the FY2023 CIP \$1,000,000 amount for the ROTC Wing at Jefferson High School, for a request of \$0.00 in the FY2023 CIP.**
- 3. Adds a request of \$1,276,081 for Shepherdstown Elementary School in the FY2023 CIP.**
- 4. Adds a request for \$1,276,081 for Ranson Elementary School in the FY2023 CIP.**
- 5. Adds a request for \$1,910,688 for Washington High School Auxiliary Gym in the FY2023 CIP.**
- 6. Adds a request for \$3,232,660 for a New Middle School in the FY2023 CIP.**

The original FY2023 CIP total funding request is \$2,000,000. The Amendment No. 1 request increases the FY2023 CIP total amount to \$8,174,260; which is less than the \$8,190,777 balance in the Schools impact fee bank account as of August 31, 2022.

The original and amended FY 2023 CIP, Form 1 funding requests are attached.

The Office of Impact Fees recommends approval of the CIP Amendment No. 1 request. Requests for dispersement of impact fee funds will need to be supported by a vendor/contractor's invoice for payment, or a receipt for payment by the school board with a request for reimbursement from impact fees.

Is this a funding request? **No, impact fees are used as funding.**
If so, how much?

Motion Requested: **Yes**

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

Move to approve the Schools – FY 2023 Capital Improvement Plan - Amendment No. 1 request, as presented.

Attach supporting documents for request, or request may be denied. (**See attached documents as noted above**)

If not attached, explain:

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

Contact information:

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

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

Schools - FY 2023 CIP Amendment No. 1 Request

CIP FORM 1		Jefferson County Government								
		Agency/Department/Office Summary								
Name of Agency, Department or Office		Jefferson County Board of Education								
(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	ALLOC. SOURCE	CURRENT REQUEST FY	CURRENT ALLOC, OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
				2023		2024	2025	2026	2027	2028
1	Shepherdstown Elementary School	24,046,459		1,276,081	22,770,378	-	-	-	-	-
2	Ranson Elementary School	23,687,740		1,276,081	22,411,659	-	-	-	-	-
3	Regional Student Support Center (5+ yrs)	17,000,000		469,250	250,750	-	-	-	-	16,280,000
4	High School Auxilliary Gym	3,034,000		1,910,688	1,123,312	-	-	-	-	-
5	New Middle School (10+ yrs)	38,000,000		3,232,660	0	-	-	-	-	-
6	ROTC Wing at Jefferson High School	1,250,000		0	0	-	-	-	-	1,250,000
7	Impact Fee Study	25,000		0	0	-	-	25,000	-	-
8	New High School	59,000,000		0	0	-	-	-	-	-

CIP FORM 1

Schools - FY 2023 CIP Original Request

Jefferson County Government

Agency/Department/Office Summary

Name of Agency/Department/Office: Jefferson County Board of Education

(1) Pri No	(2) PROJECT NAME DESCRIPTION	(3) ESTIMATED TOTAL COST	(4) PRIOR ALLOC. SOURCE	(5) CURRENT REQUEST FY 2023	(6) CURRENT ALLOC. OTHER SOURCES	(7) EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
1	Regional Student Support Center/Responsive Ed Center	17000000	0	1000000	250000	2000000	2000000	2000000	0	0
2	ROTC Wing at Jefferson High School	1250000	0	1000000	0	0	0	0	0	0
3	New Middle School	38000000	0	0	0	0	0	0	0	1900000 0
0	New High School	59000000	0	0	0	0	0	0	0	1000000 0

Schools - Percent Allocation & Amount Available by Capital Category

(Target Allocation % based on 2020 LOS Recalculation Study)

Balance as of 31 August 2022					
Capital Category	Total Revenue Collected 2022-08-31	Capital Category Allocation	Capital Category Revenue Expended 2022-08-31	August 31, 2022 Capital Category Amount Available	Comments
2015 Study Capital Categories					
Elementary School & Land	\$33,135,009	\$9,675,423	\$7,123,260	\$2,552,162	Fund
Middle School/High School & Land and Study	\$33,135,009	\$22,465,536	\$15,801,278	\$6,664,258	Fund
Administrative Offices & Maintenance Shop	\$33,135,009	\$994,050	\$2,020,200	-\$1,026,150	Capital Category Overspent
		29.2%			
		67.8%			
		3.0%			
		100.0%	\$33,135,009	\$24,944,738	Previously Allocated Funds Available. Revenue Collected and Allocations Frozen in Place in 9/02/2021
2021 Study Capital Category					
High Schools & Land Only	\$506	\$506	\$0	\$506	Beginning 9/03/2021 Additional Funds Available for High Schools Only.
		100.0%			
Grand Total for Schools =					
		100.0%	\$33,135,515	\$24,944,738	\$8,190,777 (Total Funds Available)

Balance Projected through 30 June, 2022					
Capital Category	Projected Total Revenue Collected	Capital Category Allocation	Total Expended	June 30, 2022 Projected Capital Category Amount Available	Comments
2015 Study Capital Categories					
Elementary School & Land	\$33,135,009	\$9,675,423	\$7,123,260	\$2,552,162	Fund
Middle School/High School & Land and Study	\$33,135,009	\$22,465,536	\$15,801,278	\$6,664,258	Fund
Administrative Offices & Maintenance Shop	\$33,135,009	\$994,050	\$2,020,200	-\$1,026,150	Do Not Fund
		29.2%			
		67.8%			
		3.0%			
		100.0%	\$33,135,515	\$24,944,738	\$8,190,777 (Total Funds Available)
2021 Study Capital Category					
High Schools & Land Only	\$745	\$745	\$0	\$745	Funds for High Schools Only
		100.0%			
Grand Total for Schools =					
		100.0%	\$33,135,764	\$24,944,738	\$8,191,016 (Projected Funds Available)

*Calculated Based on July 16, 2021 Impact Fees Recalculation Report by TischlerBise using the Capital Category LOS Cost Calculations (See Fig. S15)

Impact Fees - Total Expenditures

Figures are from inception of impact fees 01/01/2006 through 03/31/2022

Schools CIP Project Requisition Expenditures
Approved CY 2006 Through 8/31/2022

Requisition	Date	Project Name	Capital Category	Amount
06R0004	12-Dec-06	Washington High School	High School	\$1,360,934.21
07R0005	16-Jan-07	Washington High School	High School	\$919,077.81
07R0006	13-Feb-07	Washington High School	High School	\$1,189,987.98
07R0011	21-Dec-07	Washington High School	High School	\$550,214.76
08R0012	25-Jan-08	Washington High School	High School	\$703,968.47
08R0013	19-Mar-08	Washington High School	High School	\$429,653.11
08R0014	19-Mar-08	Washington High School	High School	\$343,265.81
08R0015	25-Apr-08	Washington High School	High School	\$93,932.85
08R0016	30-May-08	Washington High School	High School	\$319,638.40
08R0017	25-Jun-08	Washington High School	High School	\$1,571,452.10
08R0018	8/14/2008	Central Elementary School	Elementary School	\$3,256,810.00
08R0021	28-Aug-08	Washington High School	High School	\$387,874.50
10R0057	16-Mar-10	New Elementary School at Breckenridge	Elementary School	\$230,000.00
10R0058	26-Mar-10	South Jefferson Elementary Expansion	Elementary School	\$1,700,000.00
10R0059	26-Mar-10	Blue Ridge Elementary Expansion	Elementary School	\$1,000,000.00
11R0063	1-Aug-11	Harpers Ferry Middle School Addition	Middle School	\$1,500,000.00
12R0081	17-Aug-12	Harpers Ferry Middle School Addition	Middle School	\$1,500,000.00
14R0100	17-Jun-13	Harpers Ferry Middle School Addition	Middle School	\$2,000,000.00
14R0106	16-Dec-13	Jefferson County Bus Garage	Admin/Buildings	\$1,000,000.00
14R0106	24-Jun-14	Harpers Ferry Middle School Addition	Middle School	\$1,000,000.00
15R0110	11-Feb-15	New Bus Garage	Admin/Buildings	\$1,000,000.00
17R0122	5-Dec-17	Land Purchase in Ranson and Shepherdstown (Elem Share at 33% of \$2,837,728)	Elem/Middle/High Land	\$936,450.24
17R0122	5-Dec-17	Land Purchase in Ranson and Shepherdstown (Middle/High share at 67% of \$2,837,728)	Elem/Middle/High Land	\$1,901,277.76
2020 Impact Fee Recalculation Study	6/30/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	Admin/Buildings/Study	\$ 3,030.00
2020 Impact Fee Recalculation Study	7/31/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	Admin/Buildings/Study	\$ 4,280.00
2020 Impact Fee Recalculation Study	8/31/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	Admin/Buildings/Study	\$ 7,840.00
2020 Impact Fee Recalculation Study	10/1/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	Admin/Buildings/Study	\$ 7,840.00
2020 Impact Fee Recalculation Study	10/30/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	Admin/Buildings/Study	\$ 1,010.00
2020 Impact Fee Recalculation Study	1/5/2021	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	Admin/Buildings/Study	\$ 1,010.00
2020 Impact Fee Recalculation Study	8/27/2021	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	Admin/Buildings/Study	\$ 1,010.00
TOTAL IMPACT FEES EXPENDED				\$24,944,738.00

Total for 17R0122

\$2,837,728.00

Check Date	Description of Proffer and Court Ordered Monies	Amount
13-Jan-05	Charles Town Proffer/School Impact Fee payment.	\$648,164.00
13-Jan-05	Arcadia Building Co. for Norborne Glebe in Charles Town Corp.	\$149,562.00
6-Oct-05	School impact fees payment for Craighill in Charles Town Corp.	\$156,984.00
13-Mar-08	Payment via Court transfer 06-C-45. Includes interest.	\$871,454.07
7-Mar-08	Payment via Court transfer 06-C-45	\$155,121.00
23-Jul-10	Direct payment via court transfer 06-C-45.	\$711,913.00
		\$2,692,898.07

Check Date	Description of Proffer and Court Ordered Monies	Amount
6/30/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 3,030.00
7/31/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 4,280.00
8/31/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 7,840.00
10/1/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 7,840.00
10/30/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 1,010.00
1/5/2021	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 1,010.00
8/27/2021	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 1,010.00
TOTAL IMPACT FEES EXPENDED		\$20,200.00

2020 Impact Fee Recalculation Study

Check Date	Description of Proffer and Court Ordered Monies	Amount
6/30/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 3,030.00
7/31/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 4,280.00
8/31/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 7,840.00
10/1/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 7,840.00
10/30/2020	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 1,010.00
1/5/2021	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 1,010.00
8/27/2021	2020 Impact Recalculation Fee Study - Schools and Admin Facilities	\$ 1,010.00
TOTAL IMPACT FEES EXPENDED		\$20,200.00

Impact Fees - Total Expenditures

By Entity & Capital Category

Figures are from Inception of Impact Fees 01/01/2004 through 08/31/2022

EntityName	Entity Type	CIP Capital Category	Expenditures
Jefferson County Board of Education	Schools	Elementary School & Land	\$7,123,260
Jefferson County Board of Education	Schools	High/Middle School & Land	\$15,801,278
Jefferson County Board of Education	Schools	Admin/Office/Shop/Study - Bus Garage	\$2,020,200
Jefferson County Board of Education	Schools	High Schools Only as of 09/03/2021	\$0
		Schools Total Expenditures =	\$24,944,738
Sheriff of Jefferson County	Law Enforcement	Vehicles	\$236,454
Sheriff of Jefferson County	Law Enforcement	Equipment	\$18,211
Sheriff of Jefferson County	Law Enforcement	Buildings & Land/Study	\$38,801
		Law Enforcement Total Expenditures =	\$293,466
Jefferson County Parks & Recreation Commission	Parks & Rec	Park Improvements & Facilities/Study	\$1,279,715
Jefferson County Parks & Recreation Commission	Parks & Rec	Park Land	\$313,200
Jefferson County Parks & Recreation Commission	Parks & Rec	Maintenance Equipment & Vehicles	\$90,815
		Parks & Recreation Total Expenditures =	\$1,683,730
Jefferson County Emergency Services	Fire-EMS	Buildings & Land/Study	\$539,200
Jefferson County Emergency Services	Fire-EMS	Vehicles & Equipment	\$1,122,451
		Emergency Services Total Expenditures =	\$1,661,651
		TOTAL =	\$28,583,585
Expenditure TOTALS by Entity Type			
	Schools		\$24,944,738
	Law Enforcement		\$293,466
	Parks & Recreation		\$1,683,730
	EMS		\$1,661,651
		TOTAL =	\$28,583,585

Need figures in red from Michelle for time period 01/01/2004 thru 08/31/2022 for Schools

<u>Impact Fees - Total Revenue Collected</u>									
Time Period: 01/01/2004 - 8/31/2022 (Since the inception of impact fees)									
Account Number	Account/Entity Type	Total Impact Fee Deposits	Escrow Account Interest	Less Court Transfer Direct to School Board	Less Impact Fee Refunds	Total Revenue (Fees & Interest) as of 8/31/2022	Projected Future Revenue 01/01/2022 thru 8/31/2022 (from Projection Tab)	Projected Revenue	
3111776	General Fund	\$ 37,969,734.57	\$40,062.77	-	-				
3107582	Schools* (Revenue & Allocations Frozen as of 09/02/2021)	\$ 33,147,440.58	\$1,044,285.58	\$871,454.07	\$185,263.00	\$33,135,009.09		\$33,135,009.09	
3120120	Schools (High Schools Only revenue - Begin 9/03/2021)	\$ 506.00				\$506.00	\$239.00	\$745.00	
3122808	Law Enforcement	\$ 618,474.27	\$15,556.23		\$2,369.00	\$631,661.50	\$126,909.00	\$758,570.50	
3122816	Parks & Rec	\$ 2,139,099.67	\$59,881.22		\$12,043.00	\$2,186,937.89	\$226,094.00	\$2,413,031.89	
33182570	Fire & EMS	\$ 1,566,283.86	\$69,114.25		\$7,382.00	\$1,628,016.11	\$23,900.00	\$1,651,916.11	
	Admin. Facilities	\$ 5,200.23	\$0.43		\$0.00	\$5,200.66	\$8,900.00	\$14,000.66	
	Sum of Impact Fee Entity Accounts =	\$ 37,477,004.61	\$ 1,188,837.71	\$871,454.07	\$207,067.00	\$37,587,331.25	\$377,142.00	\$37,964,473.25	

Each year, need Revenue, Interest & Refunds figures from Michelle for time period 01/01/2004 thru 12/31 of current fiscal year.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Jeffrey Polczynski, Director of Communications**

Department or Organization: **Emergency Communications Center – Dept 712**

Estimation of amount of time needed for appointment: **5 Minutes**

Date Requested – 1st Choice: **October 6, 2021**

*If a specific date is needed, please provide reason for specific date: **Timing in regards to coordinating onboarding of employees***

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Appointment Requests – Two Full-Time Public Safety Dispatchers**

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

The purpose of this agenda item is to request permission to appoint two individuals to fill vacancies in the staffing at the Emergency Communications Center

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*):

“Motion to approve the appointment of the two public safety dispatchers presented; with their notated salaries and salary increase post training; per the attachment

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: **Jeffrey Polczynski**

Email address: jpolczynski@jeffersoncountywv.org

Phone Number: 304-728-3317

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

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Jefferson County Emergency Communications DEPARTMENTAL MEMORANDUM

TO: The County Commission of Jefferson County

FROM: Jeffrey Polczynski, ENP - Director

DATE: September 29, 2022

SUBJECT: Request Appointments – Two Full-Time Public Safety Dispatchers

The purpose of this memorandum is to request the approval to employ two Public Safety Dispatcher Trainees at the notated salary. The candidates will fill vacancies in authorized staffing.

The Emergency Communications Center management staff works tirelessly to seek qualified candidates. The ECC struggles to attract and retain candidates due partly to the lowest wages offered in the area for an emergency communications center environment. Since April 2020 (near start of COVID), the JCECC has undergone four hiring cycles/dispatch academies hiring thirteen dispatchers of which only six are still full-time employees and two are part-time employees. Five are no longer employed. Additionally, in the same timeframe, the ECC has lost an additional ten employees; two to retirement, seven seeking other employment (not dispatch related), and one deceased. The ECC currently has eleven vacancies in the dispatch center out of an authorized 24 positions.

The ECC intends to onboard the following:

1. Kaitlyn Dunn – Eight year dispatcher currently working for one year at Berkeley County Central Dispatch. Formerly a seven year City of Frederick Police Department dispatcher. Has also worked for the Frederick County Emergency Communications Center on a part-time basis. Offered a salary of \$21.50/hour (\$44,720) due to experience and existing wage.
2. Michelle Caddell – Two year dispatcher formerly working at the Corbett County AL 9-1-1 center. Offered a salary of \$19.54/hour.

The individual start dates will be different due to availability however the next academy will start on 24OCT2022.

Each candidate will be afforded the standard merit increase once full training has been completed. The ECC will continue processing candidates pursuing the filling of vacant and overfill positions authorized by the County. Training is a focus at the ECC and will be for some time.

Please do not hesitate to contact me for further questions.

Respectfully Submitted,

Jeffrey Polczynski, ENP
Director of Communications

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Russell Burgess

Department or Organization: Information Technology

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **October 6, 2022**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Request to approve Audio/Visual Equipment and Software Solutions bid in reference to the RFP released in August 2022.**

Please provide the County Commission with a description of your request or presentation, including any background information:
The Audio/Visual Equipment and Software Solutions RFP resulted in three different companies expressing interest in submitting bids for the replacement of the counties Commission Meeting Room Audio/Visual Equipment and Software Solutions RFP. This is the second time request for bids/proposals has been requested by the county. As with the first request there was only 1 company that actually submitted a bid. This project will be funded out of an approved ARPA funding request.

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

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

- **Motion to approve the bid submitted by VIBE Design Group in response to The Audio/Visual Equipment and Software Solutions RFP that was released in August 2022. Total cost of the project to be \$65,678.50, paid for with ARPA funding.**

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: Russell Burgess – Director of Information Technology

Email address: rburgess@jeffersoncountywv.org

Phone Number: 304-728-5605

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



August 17, 2022

Russell Burgess

Re: Audio/Visual Equipment and Software Solutions RFP

Dear Mr. Burgess

Thank you for the opportunity to present this proposal

We are responding to the Jefferson County Commission, WV Request for Proposal (2022) for Audio/Visual Equipment and Software Solutions RFP with a closing date of August 31, 2022.

I appreciate your consideration of our team for this work.

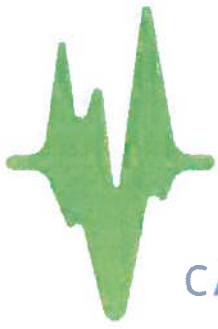
Best Regards,

A handwritten signature in black ink, appearing to read "Brad Gallagher", written in a cursive style.

Brad Gallagher
VP of Engineering

Building Communication

VIBE Design Group
3700 NW 124 Ave Suite 106, Coral Springs, FL 33065
786.600.3360 | www.vibedesigngroup.net



BASE 4 TECH, LLC DBA
VIBE
DESIGN GROUP

CAPABILITY STATEMENT

VIBE Design Group is an AV integration firm. Our staff has 20 years of experience designing and installing sound systems and video display systems from \$5k-\$5M. Our facility experience includes Meeting Rooms, Training Rooms, Sports Facilities, Civic Centers, Council Chambers, Courtrooms, Auditoriums, EOC, NOC, and Control Rooms.

We would like to be added to your preferred vendor list.



CORE COMPETENCIES



Sound & Acoustics

- Sound system design and modeling
- Public address and paging
- Recording and archiving
- Room acoustics modeling



Video & Broadcast

- LEDWalls & Projection
- Telepresence, Videoconferencing
- DigitalSignage, MATV, and IPTV
- EOC, NOC, Control Room



Lighting Design



Control Automation



Network Backbone



Security & Access

DIFFERENTIATORS

VIBE is a small company, with industry expert leadership. Operating at a small size, with low overhead, allows staff with exceptional experience:

- 20 years of experience in design, engineering, and project management
- Design and Engineering management of over 100 large scale projects
- Highest industry certification (CTS-D)
- Over 30 additional industry specific certifications
- Event experience: 6 NASCAR championships and 2 Super Bowls

PAST PERFORMANCE

- New World Center
- Dolphin Stadium (NFL)
- Broward County Chambers
- Miami Dade College IA Campus
- Virtual First Appearance
- Adrienne Arsht Center
- Homestead Speedway
- Pembroke Pines Civic Center
- Fontainebleau Hotel and Spa
- Pembroke Pines EOC

CERTIFICATIONS

DUNS: 08-569-6932

CAGE: 7XAN9

Certifications:

DBE, WOSB, MBE, W/MBE, WBE, SBE/CBE

NAICS Codes:

334310, 541330, 238210, 541410, 541490, 541618, 334290, 423410, 423440, 423690, 517911, 541519, 541990, 334220, 423430

Florida Contractor License: ES12001583

3700 NW 124 Ave. Suite 106, Coral Springs, FL 33065

(786) 600-3360

www.vibedesigngroup.net | soniam@vibedesigngroup.net



STAFF EXPERIENCE

VIBE Design Group is a **small company with big experience**. Our small elite unit enjoys great work culture and close client relationships, who we attend to **personally**.



NEW WORLD SYMPHONY

Engineering and Project Management of the most technologically sophisticated concert hall in North America, including Audio, Video, Projection Mapping, and Electro-Acoustics.

HOMESTEAD SPEEDWAY

Design, Engineering, and Project Management for the only Concert quality NASCAR sound system, in addition to video, MATV distribution, and control. Multiple projects spanning a ten year period.



DOLPHIN STADIUM

Engineering and Project Management of every major audio project over a ten year period, including main bowl, concourses, suites, locker rooms, and Club LIV, and programming 2 SuperBowls

MIAMI DADE UNIVERSITY MAGIC CAMPUS

Design of entire campus for new degree program in video game development and production, including screening hall, classrooms, edit suites, and media wall.



THE FONTAINEBLEAU HOTEL AND SPA

Design and engineering of entire rebuild, including all audio, video, and control for ballrooms, meeting rooms, restaurants, bars, pool decks, spa, and cabanas.

ADRIENNE ARSHT CENTER

Engineering and Project Management of all audio systems for both the Knight Concert Hall and the Ziff Ballet Opera House for both the initial construction and remediation.

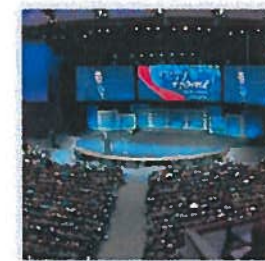


PEMBROKE CIVIC

Design of audio, video, broadcast, and control systems for multipurpose civic center, emergency operations center, city chambers, art gallery, meeting rooms, and park.

GATEWAY CHURCH

Design, Engineering, and Project Management of three Campus builds for one of the largest Churches in the country, including Audio, Video, Broadcast, and Control systems.



"VIBE" is technology experience and the **wave vibrations** of sound and light. Our motto is **Building Communication**. We create Communication Systems for buildings by Building Communication with our teams. We like to say, *"Audio experts should listen first!"*

Building Communication

VIBE Design Group

3700 NW 124 Ave. Suite 106, Coral Springs, FL 33065

786.600.3360 | www.vibedesigngroup.net

8. Vendor Certification

This certification attests to the vendor's awareness and agreement to the content of this RFP and all accompanying calendar schedules and provisions contained herein.

The vendor must ensure that the following certificate is duly completed and correctly executed by an authorized officer of your company.

This proposal is submitted in response to the RFP for Audio/Visual Equipment and Software Solutions for the Jefferson County Commission, West Virginia. The undersigned is a duly authorized officer, hereby certifies that:

Base 4 Tech LLC dba VIBE Design Group

(Vendor Name)

agrees to be bound by the content of this proposal and agrees to comply with the terms, conditions, and provisions of the referenced RFP and any addenda thereto in the event of an award. Exceptions are to be noted as stated in the RFP. The proposal shall remain in effect for a period of thirty (30) calendar days as of August 26, 2022.

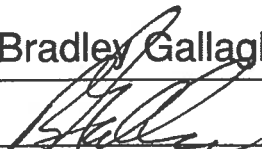
The undersigned further certify that their firm (check one):

IS


IS NOT

currently debarred, suspended, or proposed for debarment by any federal entity. The undersigned agree to notify Jefferson County Commission, West Virginia of any change in this status, should one occur, until such time as an award has been made under this procurement action.

Person[s] authorized to negotiate on behalf of this firm for purposes of this RFP are:

Name:	<u>Bradley Gallagher</u>	Title:	<u>VP of Engineering</u>
Signature:	<u></u>	Date:	<u>8/17/22</u>
Name:	<u>N/A</u>	Title:	<u></u>
Signature:	<u></u>	Date:	<u></u>

Signature of Authorized Officer:

Name:	<u>Bradley Gallagher</u>	Title:	<u>VP of Engineering</u>
Signature:	<u></u>	Date:	<u>8/17/22</u>



BRAD GALLAGHER

VP OF ENGINEERING

CERTIFICATIONS

- CTS-D
- QSYS Level 2
- Crestron Intermediate
- Audinate Level 2
- SymNet Certified
- London Certified
- Biamp Certified
- Meyer Sound Design
- Meyer Sound MAPP
- Shure Axient
- SVSi Certified
- Coolux Pandora
- IED ACS
- EASE Level 2

CONTACT

PHONE:
786-600-3360

WEBSITE:
Vibedesigngroup.net

EMAIL:
bradg@vibedesigngroup.net

HOBBIES

Bass guitar
Skiing
Hiking
Boating

CURRICULUM VITAE

20 years of AV experience. Engineering and Project Management of over 100 large-scale projects, including some of the most iconic and groundbreaking facilities in the country.

FEATURED PROJECT EXPERIENCE

New World Symphony

Most technologically sophisticated concert hall in North America, including Audio, Video, Projection Mapping, and Electro-Acoustics.

Dolphin Stadium

Every major audio project over a 10 yr period, including main bowl, concourses, suites, locker rooms, Club LIV. Programmed 2 Superbowls

Adrienne Arsht Center

Audio systems for both the Miami Knight Concert Hall and the Ziff Ballet Opera house. FOH and BOH audio, paging, and production intercom.

Homestead Speedway

All audio, video, MATV, and control projects over a 10 year period. Only concert quality NASCAR system. Ran 6 NASCAR Championships.

KEY EXPERIENCE

- Audio system design
- Audio system modeling
- FFT based measurement
- IP Video distribution
- Control system design
- Crestron programming
- Media Server Integration
- Projection Design

MARKET EXPERIENCE

- Casinos and Hospitality
- Performing Arts
- Sports Facilities
- Higher Education
- Government
- House of Worship



DIANCARLO MENDOZA

AV SYSTEMS ENGINEER

CERTIFICATIONS

- Extron
- Crestron
- Atlona
- ClearOne Audio Certified
- Polycom Certified
- Lifesize UVC Platform

CONTACT

PHONE:
786-600-3360

WEBSITE:
Vibedesigngroup.net

EMAIL:
diancarlo@vibedesigngroup.net

HOBBIES

Musician
Guitar Player
Luthier
Gaming

CURRICULUM VITAE

I'm an experienced AV professional and Solutions Architect with a strong engineering bias and emphasis on the design, installation and commissioning of integrated AV systems.

FEATURED PROJECT EXPERIENCE

TIP AV HALL

Sound System Engineer, AV Design and Programmer.

NAIA

Command and Control Design Engineer.

RainChem International Inc.

Project Manager/ Design Engineer for Command Center and AV Rooms.

ANZ Bank

Training Rooms, Conference Room and Divisible Room Implementation and Design.

HOLCIM

Audio Visual Design Collaboration Video Conference Room for Multiple Sites.

KEY EXPERIENCE

- Command and Control
- Auto Cad
- Unified Communication
- Live Sound Engineer
- AV Systems Design
- DSP Programming
- Electronic Technician

MARKET EXPERIENCE

- House of Worship
- Universities
- Events Sound Systems
- Concert halls
- Hospitality
- Conference Rooms



JUAN SALDARRIAGA

PROJECT MANAGER

CERTIFICATIONS

- QSYS Level 1
- Crestron DME-C-E
- Biamp Certified
- Williams Audio Certified
- OSHA Certified

CONTACT

PHONE:
786-600-3360

WEBSITE:
Vibedesigngroup.net

EMAIL:
Juan@vibedesigngroup.net

HOBBIES

GO Kart Racing
Basket Ball
Gaming
Fishing

CURRICULUM VITAE

15 years of AV experience. In Technical Operations, Project Management, Engineering and Fabrication. Over the Years I have been lucky to work on some of the world's finest venues and events.

FEATURED PROJECT EXPERIENCE

Disney Cruise and Parks

Lead Technician Installing Audio Systems and Video for upcoming Attraction and Hotel Sites.

East Carolina University Stadium

Sound System and Broadcast Project Management, Install and Commission.

Brickell City Centre

Project Design and On-site Management for all Audio and Video related Systems.

Loews Hotel / Fontainebleau Hotel

All audio, video installations for Ballrooms, Guest Areas. On Site Lead Technician.

KEY EXPERIENCE

- Project Management
- Auto Cad
- Crestron DM Certified
- AV Systems Testing
- AV Systems Design
- DSP Programming
- CNC Operator

MARKET EXPERIENCE

- House of Worship
- Universities
- Government (HOR)
- Higher Education
- Sporting Events
- Conference Rooms



METHUEN JAMES

AV TECHNICIAN

CERTIFICATIONS

- QSC Lvl 1 Certified
- Osha 10hr
- Shure Audio Institute Certified

CONTACT

PHONE:
786-600-3360

WEBSITE:
Vibedesigngroup.net

EMAIL:
James@vibedesigngroup.net

HOBBIES

Mountain Bike riding
Soccer
Basketball

CURRICULUM VITAE

Experienced AV professional combining management, customer service expertise, installation and commissioning of integrated AV systems.

FEATURED PROJECT EXPERIENCE

Hard Rock Stadium

Sound system integration for the suite, bowl and field level

Homestead-Miami Speedway

Audio and video infrastructure and installation, race day support of live broadcasting events

New World Symphony

Installation of integrated sound projection, video and communication system.

Kravis Center for performing Arts

Lead Technician Fiber installation for AV distribution in Security operation Center, Main Distribution Frame

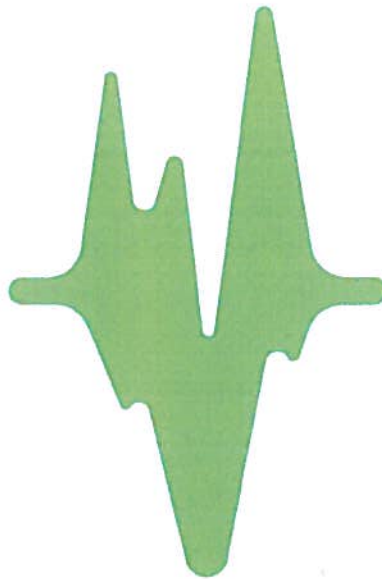
KEY EXPERIENCE

- Project Management
- DSP Programming
- AV Systems Design

MARKET EXPERIENCE

- House of Worship
- Universities
- Hospitality
- Conference Rooms
- Concert halls
- Hospitality

Jefferson County Commission Videoconferencing



VIBE
DESIGN GROUP

August 17, 2022

Building Communication



COUNCIL CHAMBERS

SCOPE

The purpose of the proposed design is to provide all functions necessary for Commission functions with controls that are flexible, but EXTREMELY simple for users. This is a challenge because it requires much more skill and engineering expertise to make technology simple for users. There is a misconception that the key is to get the right equipment, but this is incorrect. The equipment is not nearly as important as the design, engineering, and programming.

Our proposal provides all functions to support Commission meetings both in person, as well as supporting remote presenters and attendees. Additionally, we are designing to allow for portable furniture, without requiring wireless microphones, which add additional complexity.

We are using an owner furnished PC with software custom designed by our team using Quicklaunch. This allows users to easily start meetings in any conference software (Teams, Zoom, GoToMeeting, etc), which will be tailored to the specific user requirements. All audio is processed through a ceiling mounted beam steering microphone. This allows us to pick up each user as if they had a microphone seated in front of them. The advantage is that there is no microphone cabling, clutter, or wireless microphone batteries and dropout to delay meetings. Audio for the room will feed through ceiling mounted speakers automatically divided into multiple zones to reduce feedback and simplify operation.

There are 2 PTZ (pan/tilt/zoom) cameras, which will be configured for Picture in Picture for extremely simple operation. The first camera will be aimed at the dais. The second camera will face the lectern and will be inset as a Picture in Picture image in the lower right of the screen. These will feed a new 75" television for those at the dais to view the "far end participants" (those attending the meeting remotely). We will position the first camera directly adjacent to the 75" display. This is important so that those at the dais are always making eye contact with the camera (since they are looking towards the screen to speak to the the remote person(s).

We are replacing the existing projection screen and projector. The proposed screen uses ambient light rejection, which will essentially make the screen look more like a large television even in high ambient light. The projector uses a laser light source, which is quiet, reliable, and does not require lamp changes.

All audio will feed through a audio processing unit and all video will feed through a dedicated broadcast switcher. Each will be programmed for custom control from a simple iPad interface. We will repurpose an existing wall mounted rack and provide all new cabling and UPS for system protection. In addition to the iPad interface, there will be a computer for backup control.

We are providing a hearing assist system, which is required per ADA regulations. This system is designed to meet the requirements, based on the fire code seating capacity of the room. There is a transmitter which will be connected to the AV system and portable receivers which can be handed out to people. These consist of a small backpack and a headset. A certain number of these receivers are also equipped with "loops" which work with hearing aid T coils, again based on the numbers required for ADA compliance.

INFRASTRUCTURE

QTY DESCRIPTION

1	OWNER FURNISHED OFE PC TBD	Small form factor PC to be provided and configured by owner and installed by VIBE
1	Heckler Designs H525-BG	Zoom Rooms Console for iPad with Gigabit Ethernet + PoE adapter - Black Grey
1	VIBE Design	Engineering, Commissioning, and Project Management
1	Xtreme Power Conversion J60-350	Xtreme Power J60 Series 350VA/200W Standby UPS; 120VAC; C14 inlet with C13 to 5-15P (3ft) detacha...
1	Chief MTM1U	Micro-Adjust Tilt Wall Mount Medium

CONTROL

QTY DESCRIPTION

1	Quicklaunch Ultimate Edition	Video Conference Software on OFE PC
1	Apple iPad 32GB	iPad 32GB

BUILDING COMMUNICATION

We're tech geeks. We hack ordinary technology to create amazing solutions. Our equipment lists are ordinary. Our results come from our VIBE Process: Design, Engineering, Programming, and Project Management.

THIS PROPOSAL CONTAINS PROPRIETARY AND CONFIDENTIAL INFORMATION OF VIBE DESIGN GROUP AND SHALL NOT BE USED, DISCLOSED OR REPRODUCED, IN WHOLE OR IN PART, FOR ANY PURPOSE OTHER THAN TO EVALUATE THIS PROPOSAL.



VIBE Design Group

3700 NW 124 AVE STE 106
Coral Springs, FL 33065
vibedesigngroup.net
786-600-3360

Jefferson County Commission Videoconferencing

P-468 | Version 4 | August 17, 2022 | Jefferson County Commission

VIDEO

QTY DESCRIPTION

2	Magewell USB Capture HDMI (Gen 2) USB 2.0/3.0 DONGLE, 1-channel HDMI. Plug and Play. Windows/Linux/Mac. Replaces p/n 32011 (XI10..
2	WyreStorm EX-70-G2 4K UHD 4:2:0 60Hz HDBaseT™ Extender Set with PoH, Bidirectional IR & RS-232 (4K: 35m/115ft, 1080p: 70m/230ft)
1	WyreStorm EXP-SP-0102-H2 4K HDR 4:4:4 60Hz HDMI 1x2 Splitter with 1080p scaling feature
2	WyreStorm EXP-EX-80-KVM 1080p HD UTP KVM Extender with USB 2.0 & PoC (1080p: 80m/262ft)
1	Samsung UN75NU6900FXZA 75IN NU6900 4K UHD HDR SMART TVMNR PURCOLOR MOTIONRATE

AUDIO

QTY DESCRIPTION

1	QSC CORE 8 FLEX Unified Core with 8 local audio I/O channels, 64x64 network I/O channels with 8x8 Software-based Dante license inclu...
1	QSC SPA 2-60 2ch 60w Amplifier
6	QSC AD-C6T-WH 6.5" Two-way ceiling speaker, 70/100V transformer with 16Ω bypass, 135° conical DMT coverage, includes C-ring and rai...
1	Shure MXA920W-S Ceiling Array Microphone, Square, White, 24 inch

VIDEO STREAMING

QTY DESCRIPTION

1	Netgear GSM4212PX-100NAS M4250 10G2XF PoEplus AV Switch
2	Telycam TLC-300-IP-20(NDI) 1080p60; 20X; 60.5degree FOV&POE, NDI® HX, 3G-SDI+HDMI+USB3.0
2	Dell S2415H 23" Desktop LED Monitor
1	Blackmagic Design BMD-SWATEMTVSTU/HD ATEM Television Studio HD
1	Telycam TLC-50TC VISCA / IP Camera controller

VIDEO PROJECTION

QTY DESCRIPTION

1	Chief RPMCUW UNIVERSAL RPMC
1	Peerless-AV ACC570W Ceiling Plate - Round White
1	Peerless-AV AEC0203-W 2'-3' Adjustable Extension Column
1	Windy City Wire CAT 5E Blue Plenum 24 AWG 4 Pair Bare Copper, Non-Shielded Plenum Rated Category 5e 350 mhz White-Green/Green, W.
1	VIBE Design Group Wirepull and terminations Wirepull and terminations
1	Screen Innovations SPT120SL12-NA-WTCC-12S-LVRTS 120" Solo Pro 2 Slate 1.2 (24V)
1	Vivitek DU4771Z-WH

HEARING ASSIST

QTY DESCRIPTION

1	Listen Technologies LS-31-072 Listen iDSP Essentials Level 2 Stationary RF System (72 MHz)
8	Listen Technologies LR-5200-072-P1 Advanced Intelligent DSP RF Receiver Package 1 (72 MHz)
1	Listen Technologies LA-381-01 Intelligent 12-Unit Charging Tray

COUNCIL CHAMBERS TOTAL

\$65,678.50

BUILDING COMMUNICATION

We're tech geeks. We hack ordinary technology to create amazing solutions. Our equipment lists are ordinary. Our results come from our VIBE Process: Design, Engineering, Programming, and Project Management.

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ACCEPTANCE

ACCEPTANCE

PAYMENT SCHEDULE

50% Deposit / Net 30 Progressive Payments

EQUIPMENT TOTAL	\$32,273.72
SHIPPING TOTAL	\$0.00
ENGINEERING	\$4,724.26
INSTALLATION	\$9,500.48
MANAGEMENT	\$3,559.84
PROGRAMMING	\$6,000.00
LABOR TOTAL	\$23,784.58
TRAVEL	\$4,050.00
SHIPPING AND FREIGHT	\$1,153.60
MISC. HARDWARE	\$1,613.69
STANDARD WARRANTY	\$2,802.91
SUBTOTAL	\$65,678.50
TOTAL TAX	\$0.00
PROJECT TOTAL	\$65,678.50

TERMS

I accept this proposal and hereby authorize VIBE Design Group to proceed with the installation of the included systems at the facilities of Jefferson County Commission located at 124 E Washington St Charles Town, WV 25414 as described in the totality of this document. I further authorize VIBE Design Group to be granted the facility access that will be required to complete this project in a workmanlike and timely manner and for payment to be made to VIBE Design Group. In keeping with the Terms of Payment listed above. It has been made clear to me that there exist no understandings regarding this project with any relevant party unless and until Jefferson County Commission and VIBE Design Group agree to such additional or alternate understandings in writing. Project cost and pricing are dependent upon a continual flow of work without interruption or delays imposed by Jefferson County Commission or their staff, construction, other building trades or any other party, and additional costs may be incurred by Jefferson County Commission from VIBE Design Group. If such delays result in additional costs that are not covered by the pricing in this proposal. I agree that any additions to and/or deletions from the materials and labor to be provided by my acceptance of this proposal and any resulting change(s) in cost of this project shall only be by way of written change order(s) and shall be valid only after being signed by Jefferson County Commission and VIBE Design Group. This proposal is valid only if accepted in writing by Jefferson County Commission and deposit payment received no later than September 7, 2022. Please note the following qualifications and exclusions :

- Payment required for stored materials
- Secure onsite storage is required
- All electrical work by others (power and grounding)
- Cable pathways assumed accessible. All raceways by others
- Cable tray, coring, sleeves, millwork, patching, and firestopping by others
- Permit costs and bond are excluded
- Stamped drawings / structural / wind load ratings are excluded

BUILDING COMMUNICATION

Shipping may be shown in two places above with the upper value as \$0 because we typically calculate shipping based on a percentage factor.

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ACCEPTANCE

JEFFERSON COUNTY COMMISSION

SIGNED

DATE

PRINT NAME

TITLE

VIBE DESIGN GROUP

SIGNED

DATE

PRINT NAME

TITLE

BUILDING COMMUNICATION

Shipping may be shown in two places above with the upper value as \$0 because we typically calculate shipping based on a percentage factor.

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STAFF EXPERIENCE AND MARKETS



STAFF EXPERIENCE:

- 20 years of audio, video, control, and technology experience
- Engineering over 100 construction projects
- Some of the most iconic and groundbreaking facilities in the country
- Event experience, including 2 SuperBowls and 8 NASCAR Championships

MARKETS:

- Hospitality (Casinos, Spa, Convention, Ballrooms, Nightclubs)
- Corporate (Boardrooms, Meeting, Public Spaces, NGOs)
- Higher Education (Classrooms, Auditoriums, Sports Facilities)
- Civic (Courthouse, Council Chambers, Museum, EOC)
- Transportation (Airports, Cruise Terminal, EOC)
- School Board (K-12 Auditoriums only)
- Churches (Traditional and Contemporary)



New World Symphony
Engineering and Project Management of the most technologically sophisticated concert hall in North America, including Audio, Video, Projection Mapping, and Electro-Acoustic.



Dolphin Stadium
Engineering and Project Management of every major audio project over a ten year period, including main bowl, concourses, suites, locker rooms, and Club LIV, and programming 2 SuperBowls.



The Fontainebleau Hotel and Spa
Design and engineering of entire rebuild, including all audio, video, and control for ballrooms, meeting rooms, restaurants, bars, pool decks, spa, and cabanas.



Pembroke Pines Civic Center/Chambers/EOC
Design of audio, video, broadcast, and control systems for multipurpose civic center emergency operations center, city chambers, art gallery, meeting rooms, and park

Homestead Speedway
Design, Engineering, and Project Management for the only Concert quality NASCAR sound system, in addition to video, MATV distribution, and control. Multiple projects spanning a ten year period.



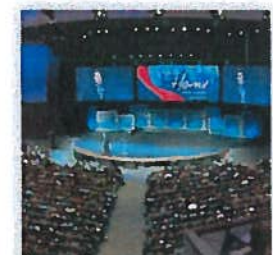
Miami Dade University Magic Campus
Design of entire campus for new degree program in video game development and production, including screening hall, classrooms, edit suites, and media wall.



Adrienne Arsht Center
Engineering and Project Management of all audio systems for both the Knight Concert Hall and the Ziff Ballet Opera House for both the initial construction and remediation.



Gateway Church
Design, Engineering, and Project Management of three Campus builds for one of the largest Churches in the country, including Audio, Video, Broadcast, and Control Systems.



BUILDING COMMUNICATION

VIBE Design Group

93700 NW 124 Ave. Suite 106, Coral Springs, FL 33065

786.600.3360 | www.vibedesigngroup.net



AV DESIGN CRITERIA

**COUNTY OF JEFFERSON**
West Virginia

Client Name: Jefferson County Commission
Date: 07/13/22



THE VIBE DESIGN PROCESS

AV Technology frequently causes frustration and disappointment in the workplace. People have had experiences, assume technology is wasteful, and reduce their technology budget. This causes more frustration because the real problem wasn't addressed. The real problem is an AV market flooded with unqualified contractors, who pitch the "perfect equipment list" Success isn't due to equipment. It's planning, engineering, design, project management, documentation, programming, commissioning, training, and support. It's why we created the VIBE Design Process

PLAN

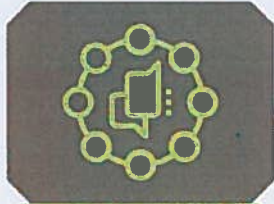
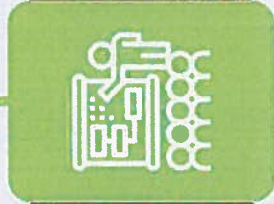
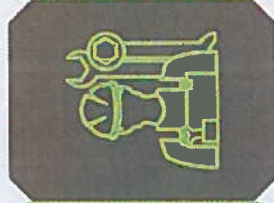
Use Proprietary tools, checklists, and databases to align goals and functionality with your budget. Great AV planning is not typical.

DESIGN

In AutoCAD / Revit. Coordinate acoustics, lighting, power, raceways, and structure, with predictive modeling software.

SUPPORT

Quick start guides, manuals, and recorded training. Remote monitoring of all equipment. Maintenance SLAs with ticketing.



BUDGET

Separate proposals for design and installation keep you on schedule. Cost breakdowns keep you informed.

INSTALL

Pre-fab in the lab. Shop fabrication. ERP tracking. Program and Commission with >\$100k test gear.

REFRESH

Assessments and budget planning. ROI analysis. No lock-in on AVaaS contracts.



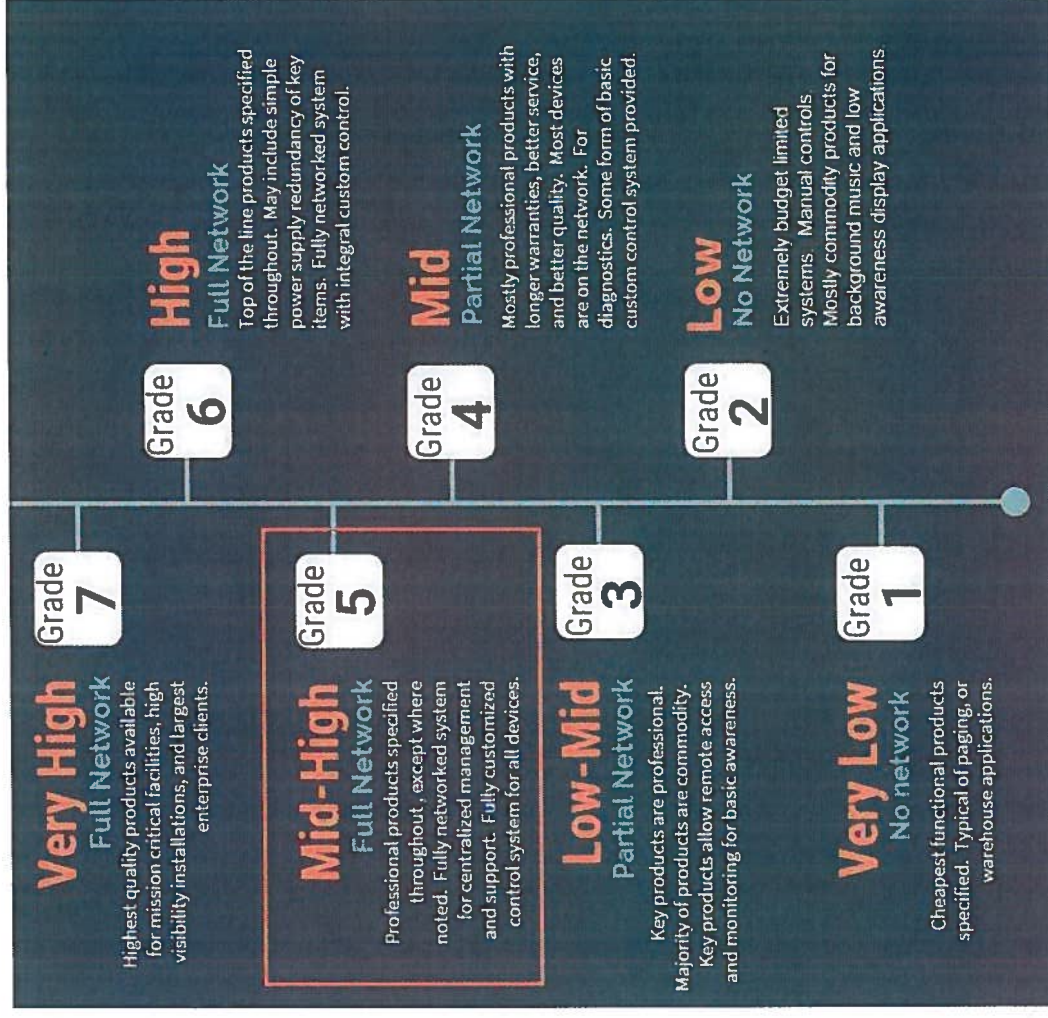
NEEDS ASSESSMENT

ROM Budget

Needs Analysis

Schematic Design

Starting Basis for this Design



What does this mean?

The AV Industry is broken. Clients ask for quotes. AV sales people list the "best" equipment. Zero engineering.

From the start, our clients notice our approach, communication, and documentation are entirely different. They're just better.

This document isn't a final offer. It is the beginning of a conversation. It's our way to adapt a broken process so that you succeed!

We selected items that we think are a good compromise between cost and function, based on our limited interactions so far. Now it's your turn. AV is Communication. Time to get engaged! You have a partner in us. Let's get to work!



NEEDS ASSESSMENT

ROM Budget

Needs Analysis

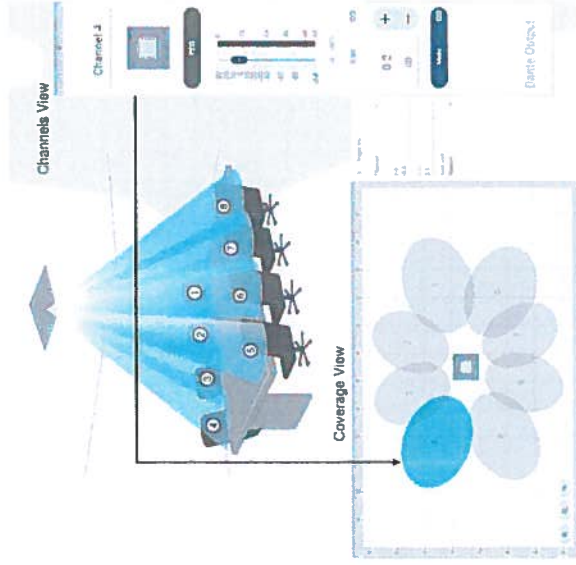
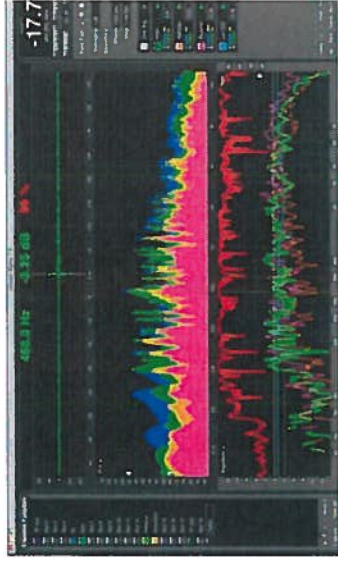
Schematic Design

What's the basis for our recommendations?

Other AV companies copy the last thing that worked ok. They guess. Our designs fare based on engineering. That's why we get better results.

Design References:

- AVIXA Standards (various)
- National Electrical Code (N.E.C.).
- Sound System Engineering (2nd Edition), Davis and Davis, Howard W. Sams, 1987.
- Audio System - Design and Installation, Giddings, Howard W. Sams, 1990.
- Sound Systems: Design and Optimization, Bob McCarthy, 2007.
- National Fire Protection Association (N.F.P.A.).
- American National Safety Institute (A.N.S.I.).
- Electronics Industries Association (E.I.A.).
- International Standard TM-USYS-FBG 2016
- DOE Standard DOE-STD-1090-99 Hoisting and Rigging
- Handbook for Riggers, 1977 Revised Edition,





NEEDS ASSESSMENT



ROM Budget



Needs Analysis



Schematic Design

Ambient Light Rejecting Projection Screen



How it works

The screen to the right is using a series of lenticular fresnel lens embedded into the screen itself to reflect light from the projector towards the eyes of the audience, while scattering the ambient light in the room away from people line of sight.

This allows darker, more saturated colors onscreen without being washed out by room lighting

The panel being held in front of the screen is a typical matte white gray screen material that is used on most screens today. This is what people are accustomed to seeing with projection in rooms with higher ambient lighting.

This creates a problem. You have to dim the lights to get the projector to look good, but people need ambient lighting (we call it task lighting) to take notes and see what they are doing. Dark rooms might be fine for a home theatre, but it doesn't work in an office environment.

The VIBE Design Process

Another important aspect of room design is display size and type. Displays should be sized based on the furthest viewer (the physics are similar to a doctor's eye exam chart). We use this as a starting point and then consider budget implications.



NEEDS ASSESSMENT

ROM Budget

Needs Analysis

Schematic Design

Display Size Calculation

SCREEN SIZE SELECTION TABLE						
Size	Dimensions		Viewer Distance			Height Top
	Width	Height	8x (video)	6x (PPT)	4x (Maps)	
40	34.9	19.6	13	10	7	5.9
50	43.6	24.5	16	12	8	6.3
55	47.9	26.95	18	13	9	6.5
60	52.3	29.4	20	15	10	6.7
65	56.6	31.85	21	16	11	6.9
70	61	34.3	23	17	11	7.1
75	65.4	36.75	25	18	12	7.3
80	69.7	39.2	26	20	13	7.5
85	74.1	41.65	28	21	14	7.7
100	87.1	49	33	25	16	8.3
110	95.9	53.9	36	27	18	8.7
120	104.6	58.8	39	29	20	9.2
140	122	68.6	46	34	23	10

Consumer vs Pro

For this project, we are specifying commodity consumer displays to reduce cost. If there are any rooms which tend to consistently be in use for more than 8 hours, we should have a specific conversation about replacing those specific displays with 16/7 duty cycle (16 hours per day, 7 days per week) commercial displays.



Display Visual Acuity
(Calculated based on scaled models created by onsite survey)

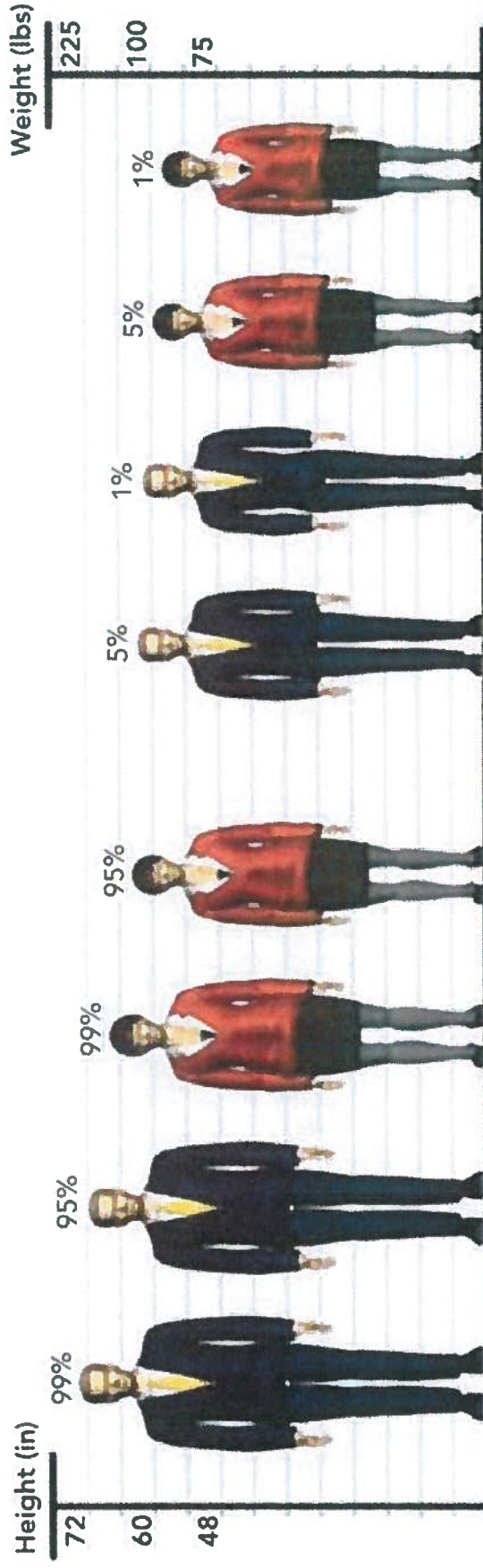
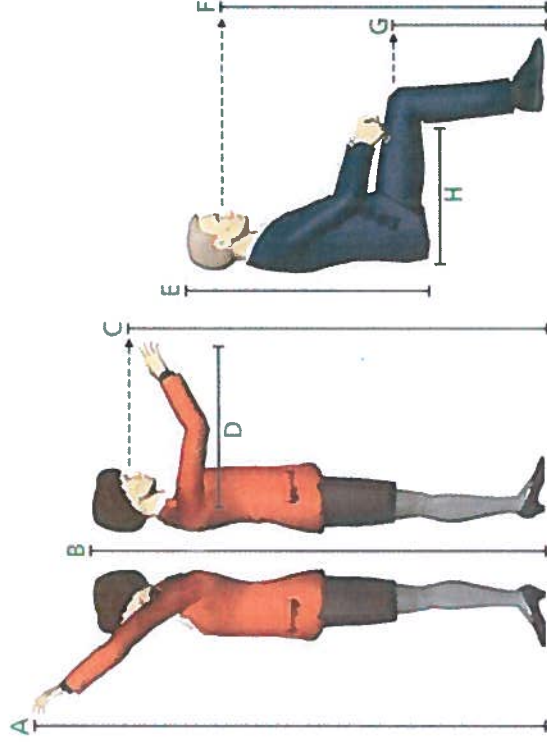


NEEDS ASSESSMENT

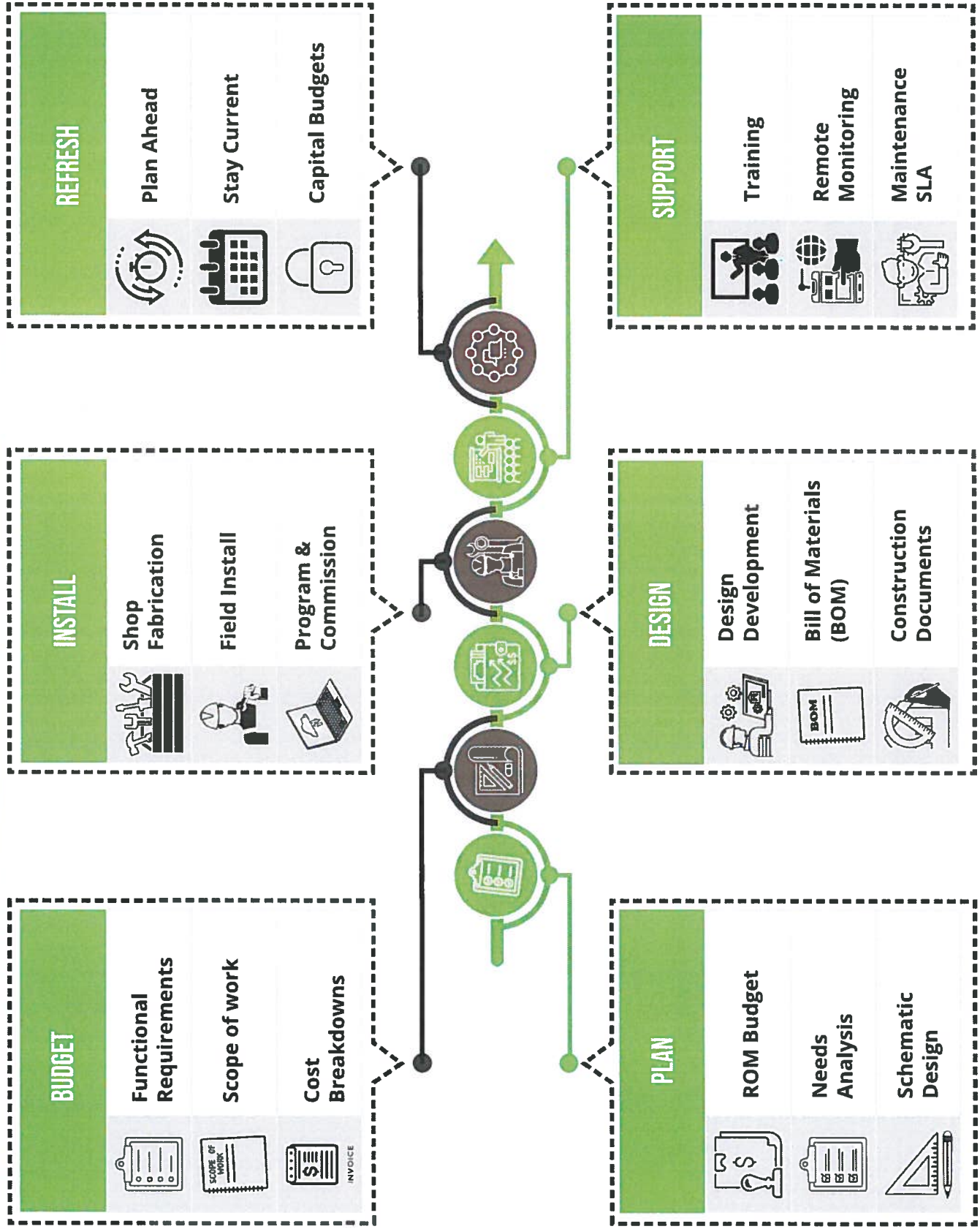
Anthropometric measurements

We created your design for 90% of the population, based on BIFMA Ergonomics Guidelines, 2002 (5th% female to 95% male)

Measurement	Letter	Female	Male
Standing Overhead Reach	A	74.9" – 86.8"	81.2" – 93.7"
Standing Height	B	60.2" – 68.4"	64.8" – 73.5"
Standing Eye Height	C	56.9" – 65.0"	61.4" – 69.8"
Standing Forward Reach	D	30.8" – 36.1"	33.8" – 39.5"
Sitting Height	E	31.3" – 35.8"	33.6" – 38.3"
Sitting Eye Height	F	42.6" – 48.8"	46.3" – 52.6"
Sitting Knee Height	G	19.8" – 23.2"	21.4" – 25.0"
Seat Depth	H	16.9" – 20.4"	17.7" – 21.1"



The VIBE Design Process


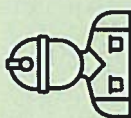










PROJECT: P-468 Jefferson County Commission Vide
 CLIENT: Jefferson County Commission

TOTAL PROJECT COST
\$65,678








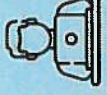




PROJECT COST BREAKDOWN

	EQUIPMENT TOTAL \$32,274		LABOR TOTAL \$23,785		FACTORS TOTAL \$9,620		TAX TOTAL \$0
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LABOR BREAKDOWN

	ENGINEERING \$4,724		INSTALLATION \$9,500		MANAGEMENT \$3,560		PROGRAMMING \$6,000
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FACTORS BREAKDOWN

	STANDARD WARRANTY \$2,803		MISC. HARDWARE \$1,614		SHIPPING AND FREIGHT \$1,154		PERMIT FEES \$0
	PAYMENT PERF. BOND \$0		COST ESCALATION \$0		PARKING FEES \$0		GENERAL AND ADMIN \$0
	EQUIPMENT RENTAL \$0		PERMITS \$0		OVERTIME \$0		TRAVEL \$4,050

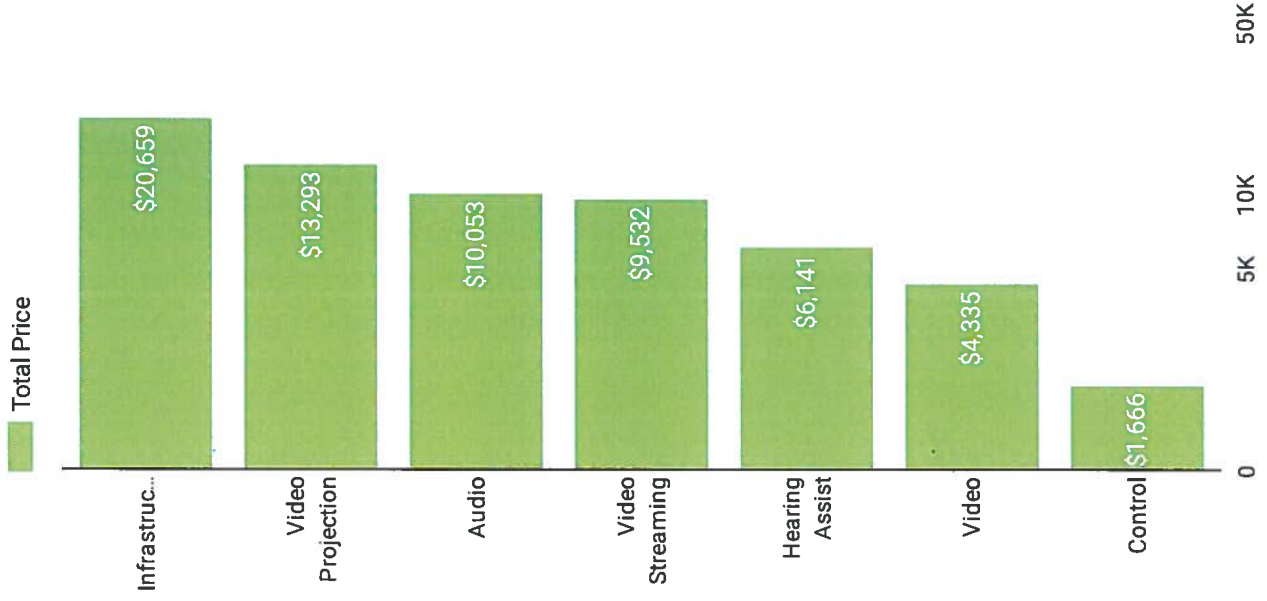


PROJECT: P-468 Jefferson County Commission Videoconferencing
CLIENT: Jefferson County Commission

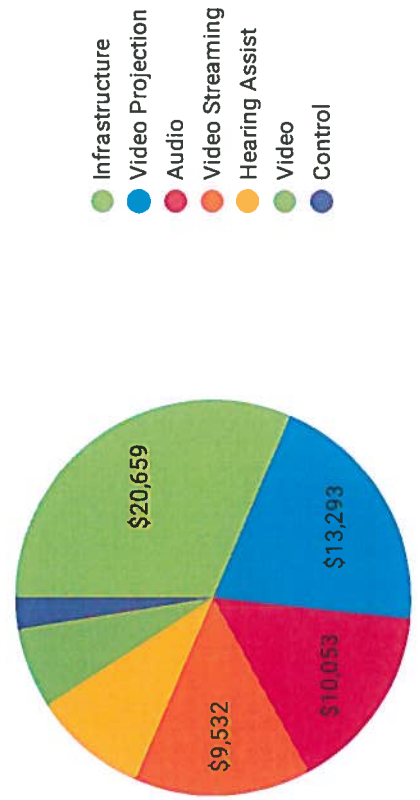
Total Cost Breakout by System

System	Equipment Price	Labor Total	Tax Total	Factors	Total Price
1. Infrastructure	\$833.92	\$18,150.96	\$0	\$1,674.59	\$20,659.47
2. Video Projection	\$8,568.96	\$2,500.13	\$0	\$2,223.44	\$13,292.53
3. Audio	\$7,626.97	\$800.04	\$0	\$1,625.58	\$10,052.59
4. Video Streaming	\$7,094.6	\$866.71	\$0	\$1,570.83	\$9,532.14
5. Hearing Assist	\$4,453	\$666.7	\$0	\$1,020.91	\$6,140.61
6. Video	\$2,596.26	\$666.7	\$0	\$1,071.89	\$4,334.85
7. Control	\$1,100	\$133.34	\$0	\$432.96	\$1,666.3
Grand total	\$32,273.71	\$23,784.58	\$0	\$9,620.2	\$65,678.49

Total Cost Breakout by Room Type



Total Cost Allocation by System



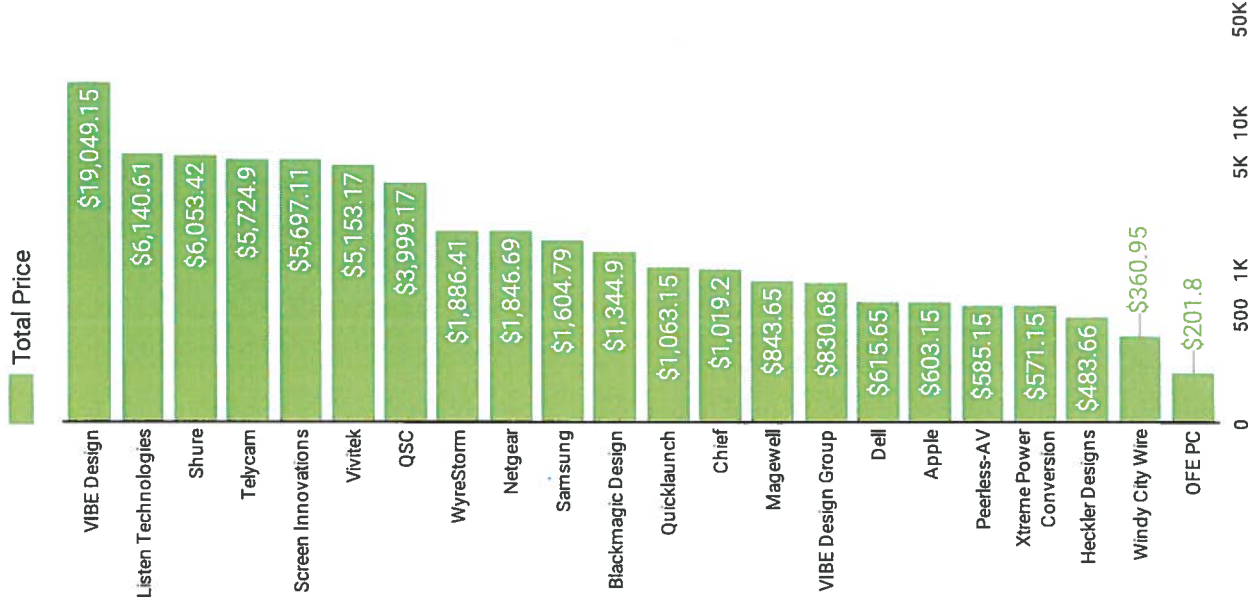


PROJECT: P-468 Jefferson County Commission Videoconferencing
CLIENT: Jefferson County Commission

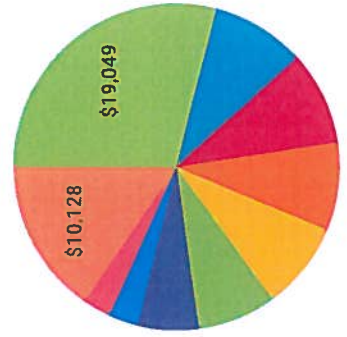
Total Costs Breakouts by Manufacturer

Manufacturer	Equipment Price	Labor Total	Tax Total	Factors	Total Price
1. VIBE Design	\$0	\$18,017.62	\$0	\$1,031.53	\$19,049.15
2. Listen Technologies	\$4,453	\$666.7	\$0	\$1,020.91	\$6,140.61
3. Shure	\$4,732	\$533.36	\$0	\$788.06	\$6,053.42
4. Telycam	\$4,401.44	\$533.36	\$0	\$790.1	\$5,724.9
5. Screen Innovations	\$3,800	\$1,200.06	\$0	\$697.05	\$5,697.11
6. Vivitek	\$4,025	\$400.02	\$0	\$728.15	\$5,153.17
7. QSC	\$2,894.97	\$266.68	\$0	\$837.52	\$3,999.17
8. WyreStorm	\$996.46	\$333.35	\$0	\$556.6	\$1,886.41
9. Netgear	\$1,398.16	\$133.34	\$0	\$315.19	\$1,846.69
10. Samsung	\$1,099.26	\$200.01	\$0	\$305.52	\$1,604.79
11. Blackmagic Design	\$995	\$66.67	\$0	\$283.23	\$1,344.9
12. Quicklaunch	\$750	\$66.67	\$0	\$246.48	\$1,063.15
13. Chief	\$544.1	\$133.34	\$0	\$341.76	\$1,019.2
Grand total	\$32,273.71	\$23,784.58	\$0	\$9,620.2	\$65,678.49

Total Costs Breakouts by Manufacturer



Total Costs Breakouts by Manufacturer





PROJECT: P-468 Jefferson County Commission Videoconferencing
CLIENT: Jefferson County Commission

TOTAL PROJECT COST \$65,678

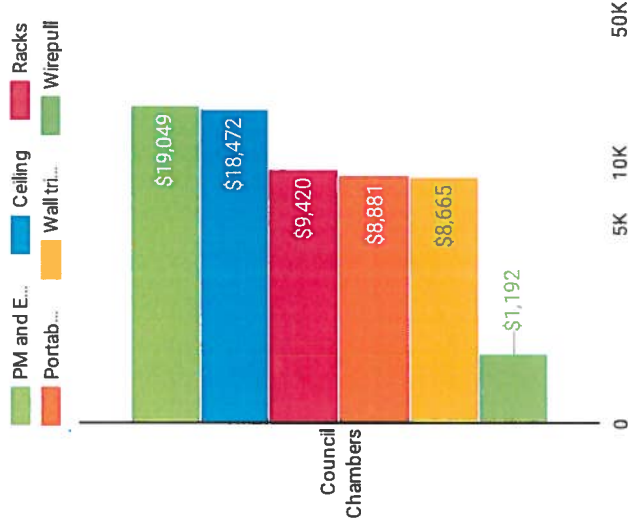
Total Cost Breakout by Room and System

Room	System	Equipment Price	Labor Total	Factors	Total Price
1. Council Ch...	Infrastructure	\$833.92	\$18,150.96	\$1,674.59	\$20,659.47
2. Council Ch...	Video Proje...	\$8,568.96	\$2,500.13	\$2,223.44	\$13,292.53
3. Council Ch...	Audio	\$7,626.97	\$800.04	\$1,625.58	\$10,052.59
4. Council Ch...	Video Strea...	\$7,094.6	\$866.71	\$1,570.83	\$9,532.14
Grand total		\$32,273.71	\$23,784.58	\$9,620.2	\$65,678.49

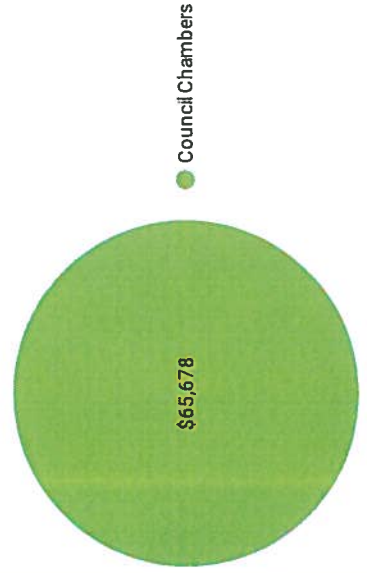
Labor Cost Breakout by Room and System

Room	System	Engineering	Installation	Management	Programming	Total
1. Council Ch...	Infrastructure	\$4,724	\$3,867	\$3,560	\$6,000	\$18,151
2. Council Ch...	Video Projection	\$0	\$2,500	\$0	\$0	\$2,500
3. Council Ch...	Video Streaming	\$0	\$867	\$0	\$0	\$867
4. Council Ch...	Audio	\$0	\$800	\$0	\$0	\$800
Grand total		\$4,724	\$9,500	\$3,560	\$6,000	\$23,785

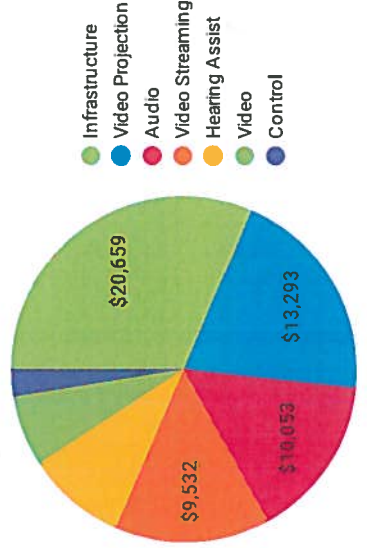
Cost Breakout by Room and Phase



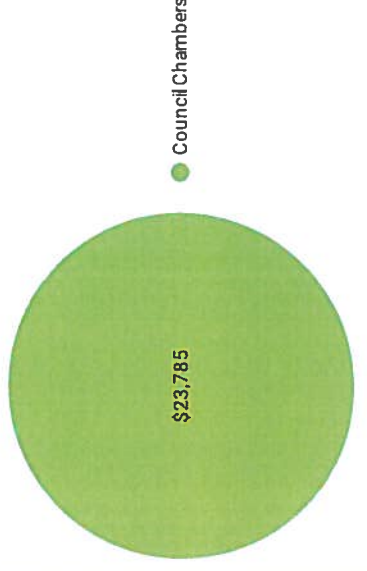
Cost Allocation by Room



Cost Allocation by System



Labor Cost Allocation by Room



Welcome to *Better Meetings.*

Welcome to Quicklaunch™



Quicklaunch™ is an easy to use multi-platform, ‘one-click’/‘one-touch’ application to **join** meetings, **start** applications, **access** data, **play** media, **showcase** your organization’s content and business intelligence assets, and more. It’s everything you need for better meetings in one application.

Quicklaunch™ is customizable and is designed to work with your existing equipment or our custom Workspace Solutions. All you need is a camera, PC, and display to get started. Quicklaunch™ integrates with your existing Microsoft Exchange, Skype for Business, and Lync environments to extend your enterprise experience.

Quicklaunch™ is built with security in mind. Unlike other meeting room applications that can unknowingly leave behind temporary files containing sensitive data, Quicklaunch™ keeps your confidential data secure with the ‘Room Reset’ feature that restores meeting room devices to a clean state and deletes all sensitive data before the next group meets. Quicklaunch™ also has an optional lockdown mode for your Quicklaunch device for advanced protection.

With Quicklaunch™, your meeting space is always ready to join or create new meetings with a simple touch. Quicklaunch™ is more than just a system to join meetings with one-touch. It seamlessly brings multiple technologies together into a single application, enabling collaboration

Extended Enterprise One-Touch Experience

Easy–Interactive–Touch–Pen–Intelligent

Quicklaunch™ is designed for organizations that are looking to provide an intuitive, rich collaborative experience across a spectrum of devices and locations. Quicklaunch™ is available across a portfolio of Workspace Solutions.

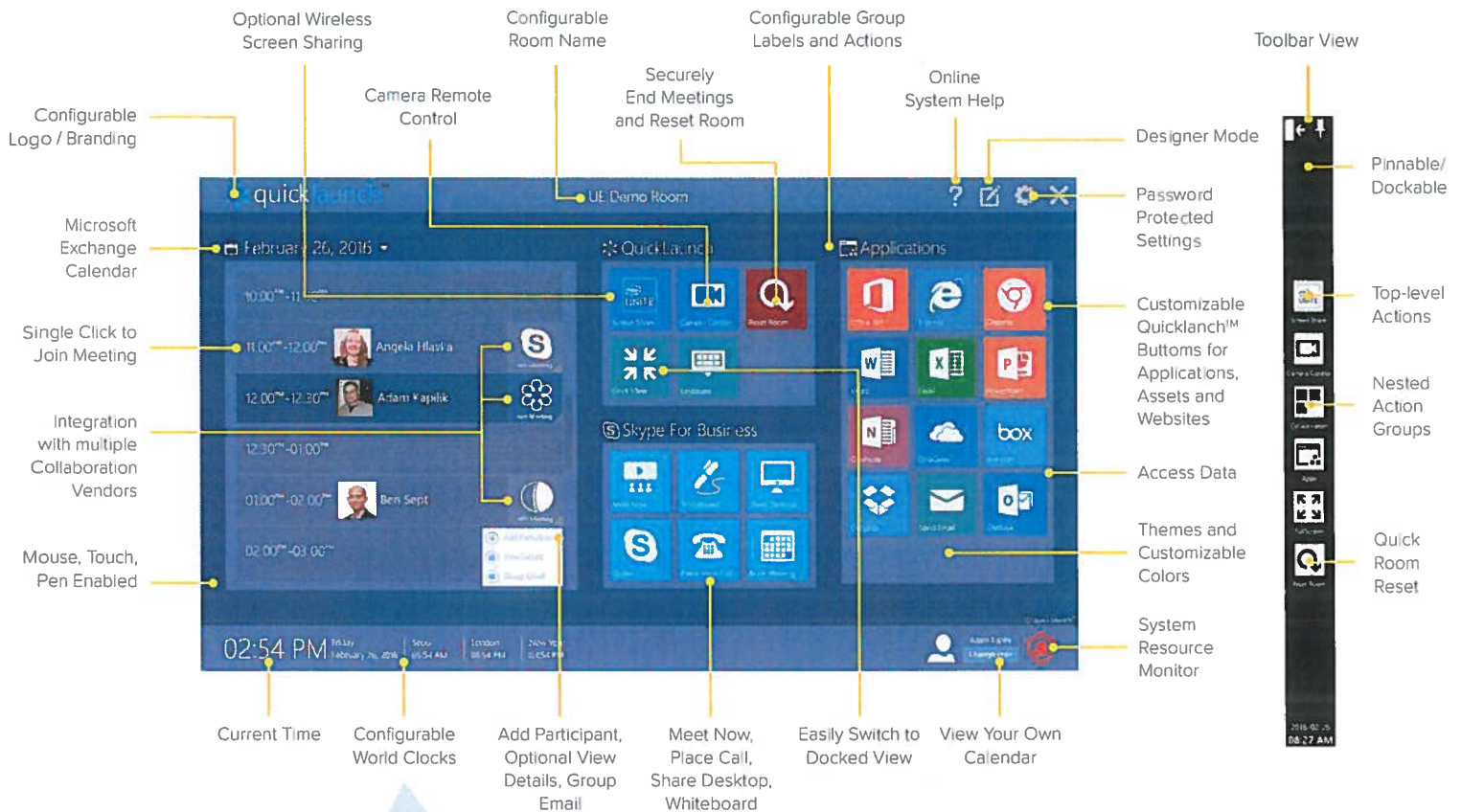
- Video Walls
- Meeting Rooms
- Training Rooms
- Meeting Spaces
- Executive Rooms
- Desktop
- Huddle Spaces
- Roaming
- Mobile

Quicklaunch™ UE ‘One-Touch’

- Multiple Platforms
- Calendar Integration
- Skype For Business Integration
- Join Meetings
- Launch Applications
- Access Corporate Data (One Drive, Network, Dropbox & more)
- Showcase Content
- Configuration Wizard
- Designer Mode w/ Custom Branding
- Custom Security
- Adhoc and Scheduled Meetings
- Custom Room Configurations
- Optional Lockdown Mode
- *And Much More*



Everything you need for better meetings in one application.



Specifications

- One Click Installation with Auto Update Option
- Requires Microsoft Exchange and either Skype for Business or Lync
- Additional Meeting Types Supported: GotoMeeting, Google Hangouts, Cisco WebEx, Adobe Connect, Zoom, BlueJeans
- Your Choice of Hardware (PCs, Cameras, Displays, etc.)
- Windows 7, 8, 8.1 or 10
- Enabled for Mouse, Touch Panel and Pen Based Displays
- Customizable Quicklaunch™ Buttons
- Customizable for Multiple Displays
- Customizable Branding, Colors and Logos
- Configuration Management



Saves Over **10** Min Per Meeting



Increases Meeting Productivity **25%**



Reduces Meeting Space Costs
Reduces Training Costs
Reduces Travel Costs



Secures Applications, Data, PC
Optional Lockdown Mode



Reduces IT Support Requirements



Centralizes Configuration

Don't dread another meeting.
Get **Quicklaunch™** today.

Request a demo
info@ucworkspace.com
1-844-815-9960 (toll-free)





CEILING ARRAY MICROPHONE

CEILING ARRAY MICROPHONE



+ MXA920 CEILING ARRAY MICROPHONE

NOW, PRISTINE AUDIO IS AUTOMATIC.

The MXA920 is the premier ceiling array microphone for contemporary meeting spaces. Automatic Coverage™ technology covers up to a 30 x 30 ft (9 x 9 m) area automatically, or place coverage in specific areas for more precise control of audio capture. With next generation array architecture for enhanced directional pickup and more natural speech, the MXA920 is even easier to use and faster to deploy than the MXA910 for AV conferencing, camera tracking, voice lift, or sound reinforcement.

COVERAGE WHERE YOU WANT IT

Automatic Coverage™ technology captures up to a 30 x 30 foot (9 x 9 m) area automatically for great sound out of the box.

You can also place coverage areas in specific locations to limit audio capture to seating areas, a podium, or whiteboard.

SEAMLESS INTEGRATION

Next-generation array architecture delivers more directional pickup at low frequencies for more natural sounding voice.

Onboard IntelliMix DSP with automatic mixing, echo cancellation, noise reduction, and automatic gain control provides a pristine audio mix.

FITS YOUR ROOM DESIGN

Square or round form factors suit your interior design. Choose white, black, or aluminum finish (square available in white only), or paint to match room aesthetics.

Versatile hardware options support in-ceiling, on-ceiling, pole, or wire-ropo mounting.

READY FOR ANYTHING

Camera Tracking

Precise talker localization reports the position of simultaneous talkers for more accurate camera tracking.

Voice Lift

Highly directional pickup allows audience members across the room to interact without the need for roving microphones.

Sound Reinforcement

Precise coverage control enables presenters to be amplified without tavalier or gooseneck microphones.

AVAILABLE MODELS

MXA920AL-IL	Round Ceiling Array Microphone, 25-inch (aluminum)
MXA920B-R	Round Ceiling Array Microphone, 25-inch (black)
MXA920W-R	Round Ceiling Array Microphone, 25-inch (white)
MXA920MS	Square Ceiling Array Microphone, 24-inch (white)
MXA920W-5-40CH	Square Ceiling Array Microphone, 40 cm (white)

ACCESSORIES

MXA-MUTE	Touch-sensitive mute button with programmable switch and LED can control one or multiple MXA microphones or DSP units
AV90-PM Pole Mounting Kit	Allows MXA910/920 microphones to be suspended using threaded rod or NPT pipe
AV90-OM Grapple Mounting Kit	Allows MXA910/920 microphones to be suspended from the ceiling using Grapple fittings
AV10-HCM Hard Ceiling Mount	Allows MXA910/MXA920-5 to be mounted flush in a hard or drywall ceiling
AV10-JB Junction Box Adapter	Allows MXA910/MXA920-5 to be connected to wiring in electrical conduit



TLC-300-IP-20 (NDI)-AB

NDI®|HX3 Live Streaming PTZ Video Camera

Lower Latency, Better Image

TLC-300-IP-20 (NDI)-AB is a premium NDI®|HX3 1080p60 20X PTZ camera, integrated with latest NDI®SDK, equipped with American most advanced image processing solution, 1/2.8 inch 2.4MP CMOS sensor, to deliver high definition and crystal clear image.

It has smooth PTZ mechanical design, to make accurate and stable pan, tilt, and zoom movement.

NDI®|HX3, HDMI, SDI, and USB2.0 simultaneously output Full HD resolution, ideal for professional live streaming applications.



NDI® | HX3

20X

1080P60

POE

Features & Benefits

Support NDI®|HX3

Comply with NDI®|HX3 certification, provide extremely low latency and visually lossless compressed image.

20x optical zoom

Shoot with a 20x optical zoom lens, along with silent movement, and accurate focus to capture full details on air.

H.264 and H.265

Flexible support to both H.264 and H.265 compression.

3G-SDI/HDMI/USB2.0 Available

In addition to NDI®|HX3, 3G-SDI, HDMI and USB2.0 output image simultaneously as well.

3G-SDI and HDMI are for conventional video production workflow, and USB output can be used as a high-end webcam.

1080p60 FHD resolution

Equipped with premium image processing solution and CMOS sensor, to deliver high definition and crystal clear image.

SRT supported

SRT enables the delivery of high-quality and secure, low-latency video across the public Internet. SRT optimizes streaming performance across unpredictable networks with secure streams and easy firewall traversal, bringing the best quality live video over the worst networks.

RTMP

RTMP stands for Real-Time Messaging Protocol. This protocol facilitates the transmission of audio, video, and data in real time. It is a key component of live streaming technology because of its ability to maintain low-latency connections.

RTMP/RTMPS to live streaming to YouTube Live, Facebook live and other platforms directly.

Features & Benefits



Power over Ethernet

A single cable to realize power, video, control and Tally for the camera.

TALLY

Program and Preview Tally

The indicator light can work as Tally when receive tally notification from the NDI® devices, to



High Quality Audio

Professional audio in connector, to enable audio and video output from NDI® HX, HDMI, and 3G-SDI simultaneously. High Quality



Pain-Free Firmware Upgrade

Firmware is upgraded via WebUI with a single file, following the guideline by successive "click", then it works

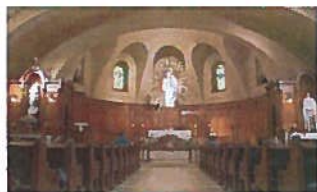


Intuitive WebUI for Preview and Control

With intuitive WebUI, you can preview the video and operate the control of the camera via it easily. It can be opened in different browsers directly without any plug-in.

Video Format	HDMI	1920*1080P60/50/30/25/59.94/29.97/24/23.98; 1920*1080i60/50/59.94; 1280*720P60/50/30/25/59.94/29.97
	NDI® HX3	Main Stream: 1920*1080@15-60, 1280*720@15-60, 1024*576@15-60 Sub Stream: 640*360@15-30
	3G-SDI	1920*1080P60/50/30/25/59.94/29.97/24/23.98; 1920*1080i60/50/59.94; 1280*720P60/50/30/25/59.94/29.97
	USB2.0	NV12: 1920*1080p5; 1280*720p15; 1024*576P25; 800*448P30; YUY2: 1920*1080p5; 1280*720p10; 1024*576P15; 800*448P30; MJPG: 1920*1080P30; 1280*720P30; 1024*576P30; 800*448P30 H.264/HEVC: 1920*1080P30; 1280*720P30; 1024*576P30; 800*448P30
Video Interface	NDI® HX3, HDMI, 3G-SDI, USB2.0	
Audio Interface	Dual 3.5mm linear inputs	
Sensor	1/2.8 inch 2.4MP CMOS sensor	
Lens	4.9mm-98mm, F1.5-3, Viewing angle: 60°(Wide)-3.2°(Tele)	
Pan/Tilt Rotation Range	Pan: ±170°; Tilt: -30°~+90°, Up side down supported	
Pan/Tilt Rotation Speed	Pan: 0.1°-120°/s; Tilt: 0.1°-80°/s	
Preset	10 via remote controller, 128 via serial, accuracy: 0.1°	
Control Port	RS232, RS485, NDI® HX3	
Network port speed	1000M	
Encode Standard	H.264/H.265	
Bitrate Control	Variable Bitrate, Constant Bitrate	
Video Bitrate	1024Kbps-61440Kbps	
Supported Protocol	TCP/IP, NDI® HX3, HTTP, RTSP, RTMP, ONVIF, VISCA over IP (TCP&UDP), VISCA, PELCO P/D	
POE+	Supported	
Daisy Chain	Supported	
Min Lux	0.1lux	
White Balance	Auto/Manual/Auto Tracking/One Push/Indoor/Outdoor/Color Temperature	
Exposure	Auto/manual/shutter priority/iris priority/brightness priority	
Focus/Iris/Shutter	Auto/Manual	
Gamma /Backlight compensation	Supported	
2D/3D noise reduction	Supported	
Anti-Flicker	OFF/50Hz/60Hz	
Pan/Tilt Flipping	Supported	
Power Supply	DC12V/POE+(IEEE802.3at)	
Color	Black/White/Silver/Gray	

Application



House of Worship



Classroom



Broadcast



Legislative

Work With



Telecam Technology Co., Ltd

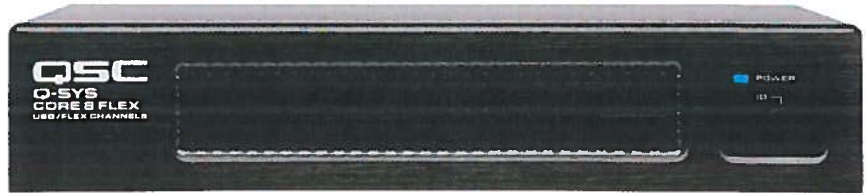
6 Floor, Building A, Shuanghuan Information Technology Industrial Park, No.8, Baoqing Rd, Longgang District, Shenzhen, 518116, China Tel: +86-755-3375155
<https://www.telycam.com>



Q-SYS Core 8 Flex

KEY FEATURES

- 64 x 64 networked audio channels (Q-LAN / AES67)
- Eight on-board Flex channels and GPIO
- 8 x AEC (acoustic echo cancellation) processors
- up to 32 x 32 Dante audio channels (8 x 8 included)
- USB AV bridging (8 x 8 audio + Q-SYS camera support)
- External USB audio device host
- Supports up to 2 VoIP softphone instances
- Full featured Q-SYS Control engine
- Dual gigabit ethernet ports with assignable application resources offering any combination of VoIP, Q-LAN Control, Q-LAN audio or network redundancy
- Internal power supply
- 1U half-width, includes mounting hardware



Q-SYS Core 8 Flex
Analog + Network I/O Processor

Introducing the Q-SYS Core 8 Flex audio, video and control (AV&C) processor, which extends the applications of the Q-SYS Ecosystem into a wider range of smaller-scale installations across corporate, higher education, healthcare and beyond. Built on the same foundational technology as the rest of the Q-SYS processor portfolio, including the best-in-class Q-SYS Core 110f, the Core 8 Flex is designed for applications with lower network channel capacity and/or targeted processing requirements.

Core 8 Flex offers onboard analog audio I/O and GPIO plus network AV&C processing, and like all Q-SYS Core processors, the Core 8 Flex delivers features and functionality at the software level, including acoustic echo cancellation (AEC), wide-area paging, video routing, and a full featured control engine without the need for dedicated control processors.

ONBOARD ANALOG I/O PLUS NETWORK I/O

In addition to its 64 x 64 network audio I/O capacity, the Core 8 Flex offers eight on-board Flex channels and eight GPIO on-ramps to integrate analog audio and control devices into the Q-SYS Ecosystem

RIGHTSIZED. UNCOMPROMISED.

Rather than deploying an AV&C processor with unused analog I/O that occupies a full rack space, Core 8 Flex offers a smaller, space-efficient solution with the right amount of analog I/O. However, it does not compromise on functionality, instead it delivers a fully-integrated and customized Q-SYS experience, from paging and background music distribution to control, automation and beyond (the same feature set as the larger Cores in the processor portfolio).

OPTIMIZED FOR THE MEETING SPACE

While it can be used across multiple installation types, Core 8 Flex provides the AV infrastructure to enable full room web conference integration, particularly for larger, more challenging spaces. It features USB integration with all major web conferencing applications, eight channels of acoustic echo cancellation (AEC), two VoIP softphones, Software-based Dante to enable modern microphones, and a full-featured control engine for third-party device integration.

REDUCE COMPLEXITY AND IMPROVE SCALABILITY WITH THE Q-SYS ECOSYSTEM

The Q-SYS Core 8 Flex joins a growing Ecosystem of AV&C processors built on a flexible software foundation that deliver features and functionality without relying on dedicated, single-purpose hardware. Like all Q-SYS Cores, the Core 8 Flex lets integrators take full advantage of the same Q-SYS software suite to design and configure systems, and end users can benefit from a more holistic user experience as a result of all native Q-SYS peripherals, and the system's ability to scale your system without having to rip-and-replace your configuration file.





SPA Series

SPA2-60 | SPA4-60
SPA2-200 | SPA4-100

Low-Z / High-Z Professional Amplifiers

Features

- **Up to 200 watts per channel into 4 and 8 ohms** - the outputs of the SPA2 and SPA4 -60 models are designed to provide up to 60 watts per channel while the SPA4-100 will provide up to 100 watts and the SPA2-200 will provide up to 200 watts per channel into Low-Z loads
- **ENERGY STAR qualified amplifier** - The ENERGY STAR qualified SPA Series employ an efficient class-D design to conserve energy and reduce operational cost
- **Bridgeable outputs for higher power** - Bridging the outputs of the SPA -60 amplifiers provide up to 250 watts, while the SPA2-200 and the SPA4-100 will deliver up to 175 watts into 70V or 100V when bridged
- **Auto-Ramp provides quiet startup and power-down** - The ENERGY STAR auto-ramp circuitry ensures quiet and fast power up from standby and seamless power-down following 25 minutes of inactivity, dramatically reducing power consumption
- **Rack-mountable 1U, half rack width enclosure** - The SPA Series can be mounted in 1 RU, 1/2 rack space, and their clever joining brackets enable easy under-table and wall-mounting



SPA2-60 | SPA4-60
SPA2-200 | SPA4-100



The SPA Series amplifiers from QSC are four, half-rack RU, convection cooled power amplifiers delivering two or four channels of up to 200 watts per channel into 4 Ω and 8 Ω . These amps can also be bridged to supply up to 400 watts into 4 Ω and 8 Ω , and up to 350 watts into 70 V or 100 V loads making them extremely flexible for Low-Z or High-Z applications. Utilizing an advanced Class-D amplifier design and Universal Power Supply, the SPA Series are efficient, allowing them to be convection cooled and are ENERGY STAR qualified with quiet auto-ramp standby functionality. The SPA Series are housed in an unobtrusive black painted 1/2 RU chassis with unique mounting hardware enabling rack, table and wall mounting capabilities.

Efficient Amplifier with Auto-Ramp

The SPA Series amplifiers utilize a highly efficient class-D design that conserves energy to reduce operational costs and requires no active cooling. They are ENERGY STAR qualified with auto-ramp circuitry that seamlessly transitions to/from Standby with no audible pops.

Amplifier Protection

All amplifiers in the SPA Series feature rms and thermal limiting, as well as protection against over current, short circuit, and under/over voltage.

Protection, Control and Mounting

The SPA Series provide rms and thermal limiting as well as over-current and short-circuit protection so you can employ them with confidence. They also come with multiple mounting options. Every SPA Series comes with a complete mounting kit allowing it to be rack mounted by itself or with a second unit in a 1RU space. Included connecting brackets provide additional strength when rack mounting two amps together, but also make for simple under-table or wall mounting (like behind a TV). The SPA Series can also be mounted in plenum spaces when used with the Plenum Kit accessory.



AcousticDesign™ Series

AD-C6T-WH

AD-C6T-BK

6.5" small format, ceiling mount
loudspeaker

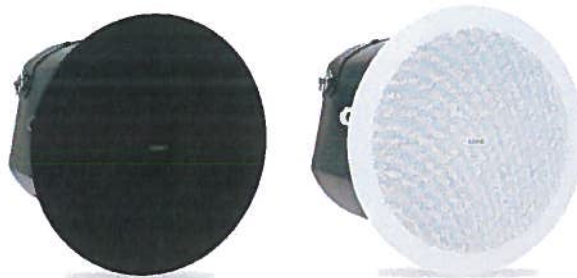
Features

- Consistent tonal characteristics across the entire AcousticDesign family for surface, ceiling, and pendant applications
- DMT (Directivity Matched Transition™) waveguide ensures smooth, uniform frequency response over the coverage area
- Snap-fit magnetic grille
- 3x double stepped, long travel dog-ear blind mount system
- Intrinsic Correction™ voicings available via Q-SYS Platform including CXD-Q Series amplifiers
- Low-saturation and low-loss 70/100V transformers with 16Ω bypass
- Blemish-free removable logo
- Removable conduit cover plate, also available as accessory for pre-install wiring
- UL1480 and UL2043 certified EN54-24 Type A, 0359-CPR-00623
- Available in black (RAL 9011) or white (RAL 9010)
- Complete EASE, CF2, CAD, & BIM information available online

Certified for

Microsoft Teams

AD-C6T
EN54-24 Listed



Restaurant · Retail · Audio Visual · Education · Concourses · Casinos · Transportation Terminals · Worship Facilities · Large System Ancillary Support

The QSC AcousticDesign™ AD-C6T is a 6.5" two-way ceiling loudspeaker ideally suited for a wide variety of foreground and background sound reinforcement applications which utilize 70/100V or 16Ω bypass configurations.

The AcousticDesign™ Series offers integrators a premium quality installed sound solution where performance, consistent coverage, and aesthetics are paramount. Specifically designed to maintain a consistent tonal characteristic across the entire family in ceiling, surface, and pendant applications, the AcousticDesign series allows integrators seamless transitions within blended installations.

The AD-C6T features a high quality 6.5" weather treated paper cone woofer with a 1" voice coil and a .75" aluminum dome tweeter which is positioned on a DMT waveguide.

DMT (Directivity Matched Transition™) is QSC's design philosophy where the high frequency waveguide is matched to the natural conical behavior of the woofer at the crossover point. The result is a coherent transition between transducers with improved off-axis power response for consistent 135° conical DMT coverage.

The accurate frequency response of the AD-C6T is maintained even in 70/100V applications by use of a low-loss, low-saturation 60-watt transformer with selectable taps, including 16Ω bypass, using a rotary selector located under the

snap-fit magnetically attached powder coat steel grille.

To retain lasting good looks, the rugged ABS baffle is further protected by using UV inhibitors that prevent discoloration and by a powder coated steel back can. The magnetic grille features a stick-on logo that can be removed blemish-free for installations where branding is not permitted.

Installers will appreciate the 3x double stepped, long travel dog-ear blind mounting system, which captures from 0" - 2.25" of ceiling thickness. The conduit cover plate can be easily removed by loosening the single captive Phillips screw allowing access to the locking 4-pole Euro-block connector which can accept up to four 18AWG pairs, eliminating the hassles of star topology wiring designs.

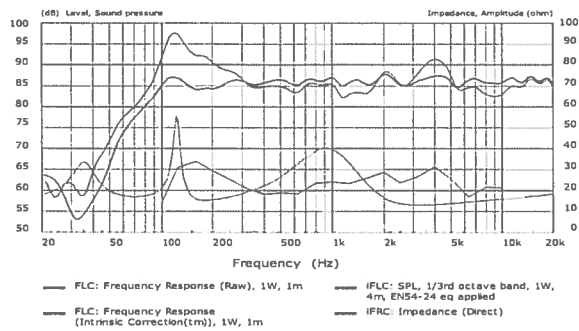
Intrinsic Correction™ voicings that optimize performance and speed the install process are easily deployed via the Q-SYS Platforms, including CXD-Q Series amplifiers, as part of a complete QSC systems solution.

The AD-C6T is available in QSC standard black (RAL 9011) or white (RAL 9010) and may be painted to match any decor.

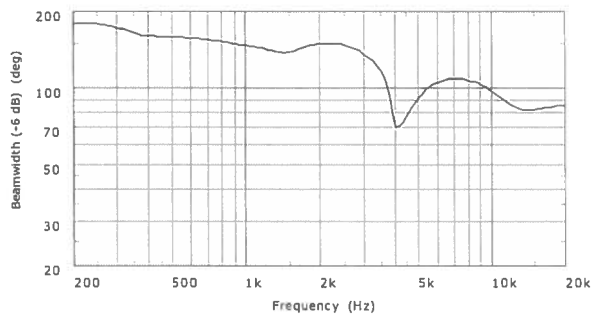
For your system integration needs, complete EASE, CF2, CAD, and BIM files are available for download at QSC.com.

AD-C6T-BK, AD-C6T-WH Details

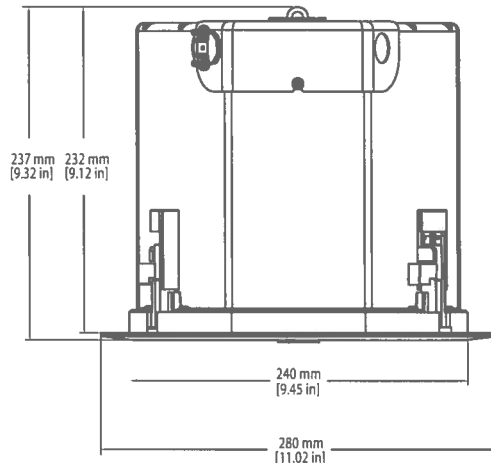
Impedance / Frequency Response:



Beamwidth:



Dimensions:



As part of QSC's ongoing commitment to product development, specifications are subject to change without notice.

¹ -10dB from rated sensitivity
² Full-space IEC baffle 4m
³ Reference axis
⁴ 200 - 10kHz average
⁵ 500 - 5kHz average
⁶ IEC 2hrs
⁷ Calculated from rated noise power and sensitivity
⁸ Reference plane is the plane coincident with the loudspeaker baffle plane. Reference axis is the axis perpendicular to the reference plane and passing through the center of the baffle. Vertical plane is the plane intersecting the reference plane at a right angle including the reference axis and the taps selector knob. Horizontal plane is the plane intersecting the reference plane and the vertical plane at a right angle including the reference axis.
⁹ Per EN54-24

Specifications

System Details	AD-C6T-BK, AD-C6T-WH
LF transducer	165 mm [6.5 in] weather treated paper cone woofer
HF transducer	19 mm [.75 in] aluminum dome tweeter
Effective frequency range ^{1,2,3,6}	65 Hz – 20 kHz
Rated noise power / voltage ⁶	60 watts / 31 volts (rms)
Sensitivity [dB]	Rated @1W, 1m ^{2,3,4,8} : 88 EN54-24 @1W, 4m ⁹ : 74
Coverage (-6 dB) [°]	Rated ^{2,5,8} : 135° conical DMT
Horizontal / Vertical [°]	500Hz: 176 / 177, 1kHz: 151 / 151 2kHz: 99 / 130, 4kHz: 71 / 59
Declared values of SPL, 1/3rd octave band CPB, 1W, 4m, EN54-24 eq applied [Hz : dB] ⁷	500: 59.4; 630: 59.2; 800: 61.8 1000: 62.1; 1250: 61.6; 1600: 62.9 2000: 64.4; 2500: 61.9; 3150: 63.2; 4000: 65.7
EN54-24 Equalization [°]	High Pass, 12dB/oct, Butterworth, Fc: 200Hz High Shelf, 12dB/oct, (Q)1 / (BW)1.38, Fc: 8kHz, Gain: +4dB
Directivity factor ^{2,5,8}	6.5
Directivity index [dB] ^{2,5,8}	8
Maximum SPL [dB]	Rated, 1m (continuous / peak) ⁷ : 106 / 112 EN54-24, 4m (low-Z / Highest-tap) ⁹ : 92.31 / 91.80
Recommended amplifier	60 watts
Transformer taps / impedance	Bypass: 16Ω 7.5W (70V); 15W (100V) Tap: 667Ω 15W (70V); 30W (100V) Tap: 333Ω 30W (70V); 60W (100V) Tap: 167Ω 60W (70V); N/A (100V) Tap: 83Ω
Input connector type	Euroblock connector with parallel output
Enclosure material	ABS baffle on powder coated steel back can
Grille material	Powder coated steel
Ingress protection	IP-34
Operating environment	Designed for indoor use
Operating temperature range	-20 to 50° C [-4 to 122° F]
Cutout dimension	Ø 245 mm [Ø 9.65 in]
Net weight	4.3 kg [9.5 lb]
Product dimensions (Ø x H)	Ø 280 x 237 mm [Ø 11.02 x 9.32 in.]
Shipping weight	12.6 kg [27.8 lb] (pair packed)
Shipping dimensions (H x W x D)	330 x 737 x 381 mm [13 x 29 x 15 in] (pair packed)
Included accessories	C-ring and tile rails, rail screws, euroblock connector, cut-out template, grille
Optional accessories	AD-MR6 (pre-install mud ring)
Safety Agency	EN54-24: 2008 type A, 0359-CPR-00623 UL1480, UL2043, NFPA90, NFPA70 suitable for use in air handling spaces. Transformer UL registered per UL1876, ROHS, CE compliant. Baffle meets UL94-V0 and UL94-5VB flammability rating; in accordance with IEC60849 / EN60849 systems.



ZOOM ROOMS CONSOLE

for iPad



Secure iPad Console for Video Conferencing Control

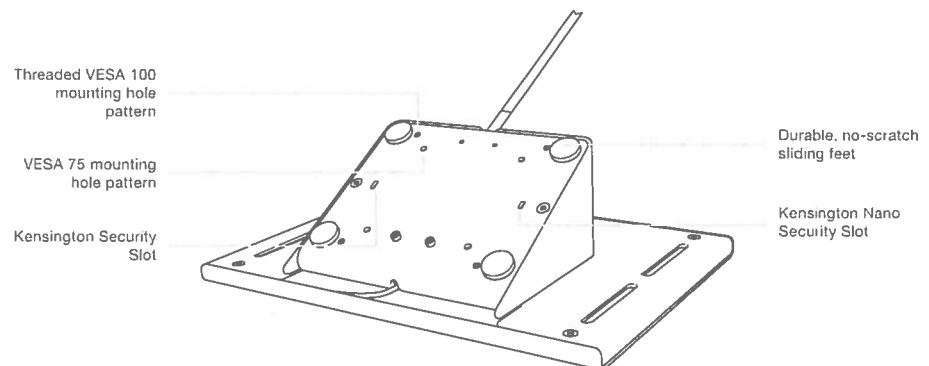
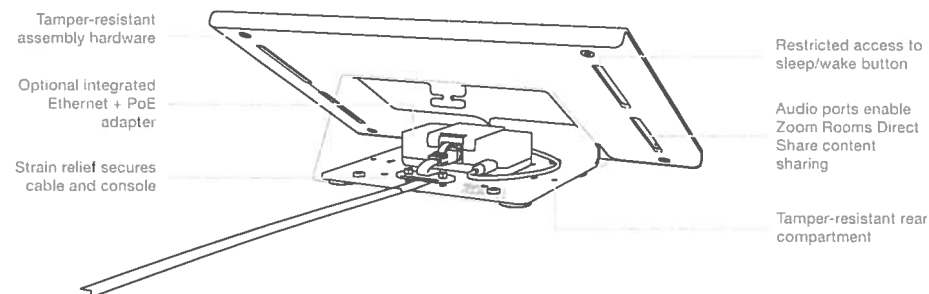
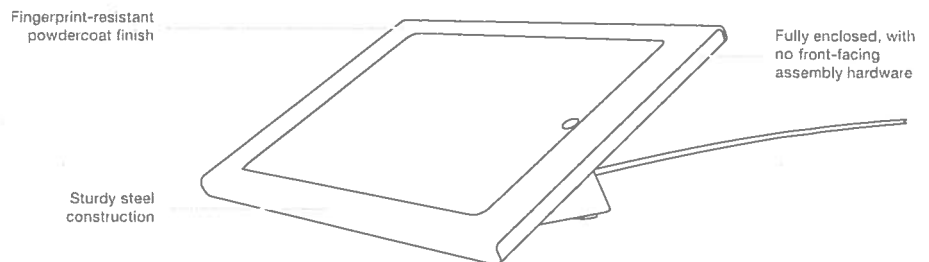
Designed in collaboration with the Zoom team specifically to control Zoom Rooms, this striking hardware enables you to use iPad - the best device for Zoom Rooms control - without compromise. Sleek looks, commercial-grade construction, beautiful finish, theft resistance, and optional PoE power with MFi-Certified Gigabit Ethernet networking combine to produce an object you'd be proud to place between your CEO and your biggest client.

ZOOM ROOMS CONSOLE

H523, H525

for iPad

Features





Front Back

ATEM 1 M/E Constellation HD

Powerful 1 M/E live production switcher includes 10 standards converted 3G-SDI inputs, 6 x 3G-SDI outputs, DVE, 4 chroma keys, a 16 way multiview, media players, talkback and USB webcam output.

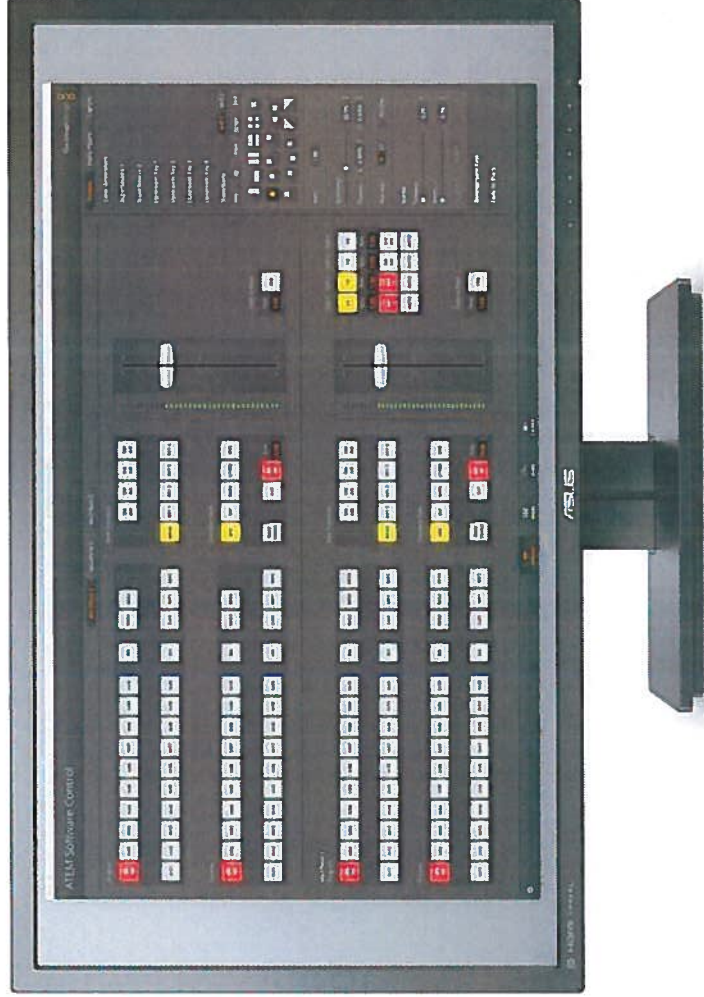
ATEM 2 M/E Constellation HD

The 2 M/E model doubles the features of the 1 M/E model with 20 x 3G-SDI inputs, 12 x 3G-SDI outputs, 2 DVEs, 8 ATEM Advanced Keys, 2 multiviews and a SuperSource for a total of 6 DVEs.

ATEM 4 M/E Constellation HD

The massive 4 M/E model doubles the features of the 2 M/E model with 40 x 3G-SDI inputs, 24 x 3G-SDI outputs, 4 DVEs, 16 ATEM Advanced Keys, 4 multiviews and 2 SuperSource for 12 x DVEs in total.

compatible panel.



Includes Free Software Control Panel

The ATEM Software Control Panel gives you total control over your switcher and is included free. The ATEM Software Control Panel features a beautifully designed interface with a visual switcher and parameter palettes for making quick adjustments. Multiple users can connect to the switcher via Ethernet and all work on different parts of the event at the same time! The ATEM Software Control also lets you access camera control,



Switching Engineered for AV over IP

The NETGEAR M4250 Switch Series introduces the AV Line, developed and engineered for audio/video professionals with dedicated service and support. M4250 has been built from the ground up for the growing AV over IP market, combining years of networking expertise in AV with M4300 and M4500 series with best practices from leading experts in the professional AV market. AV codecs

generally use 1Gbps or 10Gbps per stream and the AV Line of M4250 targets the widespread 1Gbps codecs.

PoE+, Ultra90 PoE++ and rear-facing ports ensure a clean integration in AV racks. M4250 switches come pre-configured for standard audio and video signals. When requirements are more specific, an AV user interface offers customization with port-based profiles. For audio Dante,

Q-SYS and AES67 profiles are available, as well as an AVB profile requiring an AVB license sold separately. For video the M4250 offers profiles for NVX, SVSI, Q-SYS, NDI, Dante etc. as well as audio/video/control mixed profiles. When multiple switches, NETGEAR IGMP Plus™ brings automation for you to just connect them together, or with M4300 and M4500 switches.

Highlights

Extended AV features

- Dedicated AV web-based GUI interface for more specific AV installations
- Color-based AV profiles can be applied to the different ports
- Dante, Q-SYS, AES67 and AVB audio profiles
- AVB requires a license (sold separately)
- NVX, SVSI, Q-SYS, NDI and Dante video profiles
- Audio / video / control mixed profiles
- Automatic switch interconnect with NETGEAR IGMP Plus™
- Common Layer 2 and Layer 3 switching engine across all M4250 models

- Built-in IT web GUI, console, telnet and SSH consistent with other NETGEAR M4300 and M4500 series
- Feature set includes static, RIP and PIM routing, DHCP Server and PTPv2

Audio Video Bridging (AVB) services

- AVB is one of the many features designed into the M4250 product line
- AVB is an industry standard for transporting content over a network
- AVB is used most often when very low latency is required such as in live performances when lip sync is critical
- All of the AV Line M4250 switches can be optionally licensed for AVB support

Other IT use cases

- Standard or recessed mounting with all ports in the back, or all ports in the front

- Fully featured L2/L3/L4 platform for midsize Enterprise campus networks, IoT and IPTV

Industry standard management

- Industry standard command line interface (CLI), main NETGEAR IT web interface (GUI), SNMP, sFlow and RSPAN
- Single-pane-of-glass NMS300 management platform with centralized firmware updates and mass-configuration support

Industry leading warranty

- NETGEAR M4250 series is covered under NETGEAR ProSAFE Limited Lifetime Hardware Warranty*
- 90 days of Technical Support via phone and email, Lifetime Technical Support through online chat and Lifetime Next Business Day hardware replacement

Hardware-at-a-Glance

Model Name	Form Factor	Switching Fabric	REAR (REVERSIBLE)*				PSU	LEDs	MANAGEMENT	Model Number
			10/100/1000 BASE-T RJ45 ports	100/1000/2.5G BASE-T RJ45 ports	1000BASE-X SFP ports	1000/10G BASE-X SFP+ ports				
M4250-10G2F-PoE+	1U rack mount 440 x 43.2 x 200mm	24 Gbps	8 ports PoE+ (125W) 2 additional ports 10M, 100M, 1G	-	2 ports SFP 1G	-	Fixed (C14 connector) Power switch (On/Off)	Available both in front and in the rear: Power LED PoE Max LED (PoE models) Fan LED Port LEDs	Ethernet: 1G Out-of-band (Rear) Console: RJ45 RS232 (Rear) Console: USB-C (Rear) Storage: USB-A (Front) LED Ext. USB-C (Front)	GSM4212P
M4250-10G2XF-PoE+	1U rack mount 440 x 43.2 x 200mm	60 Gbps	8 ports PoE+ (240W) 2 additional ports 10M, 100M, 1G	-	-	2 ports SFP+ 1G, 10G				GSM4212PX
M4250-10G2XF-PoE++	1U rack mount 440 x 43.2 x 257mm	60 Gbps	8 ports PoE++** (720W) 2 additional ports 10M, 100M, 1G	-	-	2 ports SFP+ 1G, 10G				GSM4212UX
M4250-12M2XF	1U rack mount 440 x 43.2 x 100mm	100 Gbps	-	12 ports 100M, 1G, 2.5G	-	2 ports SFP+ 1G, 10G				MSM4214X
M4250-16XF	1U rack mount 440 x 43.2 x 200mm	320 Gbps	-	-	-	16 ports SFP+ 1G, 10G				XSM4216F

* Reversed mounting is possible when ports are desired on the front of the rack by using the standard rackmount ears, or the included alternate rackmount ears to mount the switch recessed by 2-inches to allow for the cabling.

** Ultra90 PoE++ 802.3bt is compatible with 802.3af PoE (15.4W), 802.3at PoE++ (30W) and 802.3bt (60W, 75W and 90W).

Acoustic-at-a-Glance

Model Name	FAN OFF MODE Setting / maximum loading*					QUIET MODE Setting at 25°C ambient**					COOL MODE Setting at 25°C ambient**			Model Number
	Fanless State	Ambient	Sensor	PoE Power Load	Conditions	PoE Power Load	Fan Duty	Sensor	Case Temp (Top)	Acoustic	Fan Duty	Case Temp (Top)	Acoustic	
M4250-10G2F-PoE+	0dBA / 41.8°C Case Temp	25°C	<= 42°C	80W	All ports can be used	125W	25	<= 36°C	35.9°C	27.38dBA	100	27.2°C	55dBA	GSM4212P
M4250-10G2XF-PoE+	0dBA / 39.6°C Case Temp	25°C	<= 44°C	90W	All ports can be used	240W	25	<= 37°C	40.6°C	27.4dBA	100	30.9°C	56dBA	GSM4212PX
M4250-10G2XF-PoE++	0dBA / 44.6°C Case Temp	25°C	<= 67°C	45W	All ports can be used	0.250W	25	<= 49°C	42.9°C	34.57dBA	100	41.8°C	66.23dBA	GSM4212UX
						250-380W	30	<= 49°C	43.3°C	40dBA				
						380W-500W	35	<= 49°C	44.9°C	44.22dBA				
M4250-10G2XF-PoE++	0dBA / 44.6°C Case Temp	25°C	<= 67°C	45W	All ports can be used	500W-720W	40	<= 49°C	52.1°C	47.19dBA	100	41.8°C	66.23dBA	GSM4212UX
						500W-720W	40	<= 49°C	52.1°C	47.19dBA				
M4250-12M2XF	0dBA / 56°C Case Temp	25°C	<= 64°C	-	8 ports 2.5G (no SFP+)	-	25	<= 58°C	53.5°C	28.5dBA	100	33.2°C	55dBA	MSM4214X
M4250-16XF	0dBA / 41.3°C Case Temp	25°C	<= 78°C	-	8 ports SFP+	-	25	<= 67°C	41.6°C	27.44dBA	100	30.3°C	57dBA	XSM4216F

* Software-controlled fan adjustments enable the fans to be turned off when ambient temperature and PoE loads are appropriate for a totally fanless operation.

** dBA values are SPL (Sound Pressure Level) values, testing following the ISO-7779 standard. Bystander Mode. Chamber Temp 25°C during testing. Full, 100%, Data and PoE loaded. Worst case.

Software-at-a-Glance

LITE LAYER 3 PACKAGE												
Model Name	Management	AV Dedicated UI	IPv4 / IPv6 ACL and QoS, DiffServ	IPv4 / IPv6 Multicast Filtering	IPv4 / IPv6 Policing and Convergence	Spanning Tree Green Ethernet	VLANs	Trunking Port Channel	IPv4 / IPv6 Authentication Security	IPv4 / IPv6 Static Routing	IPv4 / IPv6 Dynamic Routing	Model Number
M4250 series	Out-of-band	AV web-based GUI available at [Switch IP Address] 8080	Ingress/ egress 1 Kbps shaping Time-based Single Rate Policing	NETGEAR IGMP™ Plus for automated IGMP between switches IGMPv3 MLDv2 Snooping, Proxy ASM & SSM IGMPv1,v2 Querier (compatible v3) Control Packet Flooding	Auto-VoIP Policy-based routing (PBR) LLDP-MED IEEE 1588 PTPv2 1-Step End-to-End Transparent Clock AVB*: 802.1AS, 802.1Qav, 802.1Qat MSRP, 802.1ak MMRP, 802.1ak MVRP	STP, MTP, RSTP PV(R)STP BPDU/STRG Root Guard EEE 802.3az (EEE is disabled by default)	Static, Dynamic, Voice, MAC GVRP/ GMRP Double VLAN mode Private VLANs	Static LAG, or Dynamic LACP (LACP automatically reverts to and from Static LAG) Seven (7) L2/L3/L4 hashing algorithms	Successive Tiering (DOT1X; MAB; Captive Portal) DHCP Snooping Dynamic ARP Inspection IP Source Guard	Port, Subnet, VLAN routing Multicast static routes DHCPv4 Server DHCP Relay Stateful DHCPv6 Server	IPv4 RIP IPv4/IPv6 PIM SM PIM DM SSM	All models
	IT Web GUI (main)	Designed for AV installers										
	HTTPs	AV related controls										
	CLI; Telnet; SSH	Audio over IP profiles										
	SNMP MIBs	AVB profile*										
	RSPAN	Video over IP profiles										
Radius Users, TACACS+	Mixed Audio and Video profiles											

* Requires AVB license, sold separately. All other software features are available, license-free.

Performance-at-a-Glance

TABLE SIZE														
Model Name	MAC ARP/NDP	Routing/ Switching Capacity	Throughput 64-byte	Application Route Scaling	Packet Buffer	Latency	IP Multicast Routing Entries	CPU	Jumbo Frames	Multicast IGMP Group membership	VLANs	DHCP	sFlow	Model Number
M4250-10G2F-PoE+	16K MAC 4K ARP/ NDP	24 Gbps Line-Rate	17.86 Mpps	Static: 894v4/126v6 RIP: 32v4	16Mb	<2.27µs 1G	512 IPv4 128 IPv6	ARM A9 1.25Ghz 2GB RAM 256MB Flash	Up to 12K	2K IPv4 2K IPv6	4K VLANs	DHCP Server: 2K leases IPv4: 256 pools IPv6: 16 pools	16 samplers 16 pollers 8 receivers	GSM4212P
M4250-10G2XF-PoE+	16K MAC 4K ARP/ NDP	60 Gbps Line-Rate	44.64 Mpps	Static: 894v4/126v6 RIP: 32v4	16Mb	<2.14µs 1G <0.84µs 10G								GSM4212PX
M4250-10G2XF-PoE++	16K MAC 4K ARP/ NDP	60 Gbps Line-Rate	44.64 Mpps	Static: 894v4/126v6 RIP: 32v4	16Mb	<1.84µs 1G <0.81µs 10G								GSM4212UX
M4250-12M2XF	16K MAC 4K ARP/ NDP	100 Gbps Line-Rate	74.40 Mpps	Static: 894v4/126v6 RIP: 32v4	16Mb	<2.84µs 1G <6.02µs 2.5G <0.81µs 10G								MSM4214X
M4250-16XF	16K MAC 4K ARP/ NDP	320 Gbps Line-Rate	238.08 Mpps	Static: 894v4/126v6 RIP: 32v4	16Mb	<1.30µs 1G <0.86µs 10G								XSM4216F

Product Brief



The NETGEAR AV Line M4250 series was designed with input from AV Professionals. The result is a line of switches built from the ground up to support 1Gb audio and video over IP with customized hardware and software along with dedicated service and support.

NETGEAR M4250 series key features:

- Ranges from 8 to 16 ports with a variety of PoE+ and Ultra90 PoE++ options for 15.4W, 30W, 60W, 75W and 90W AVoIP endpoints
- Uplink options include 1G for audio installations or standalone video installations as well as 10G uplinks for larger scale video deployments
- Also includes 12-port multi-gigabit Ethernet and 16-port 1G/10G fiber models for plug and play aggregation in a star topology
- Designed for a clean integration with traditional rack-mounted, AV equipment
- The M4250 switches come with a sleek, black display panel with status in front and all cabling plus additional status in the back
- Reversed mounting is possible when ports are desired on the front of the rack
- A second pair of rackmount ears allows the switches to be mounted recessed by 2-inches to allow for the cabling
- Software-controlled fan adjustments enable the fans to be turned off when ambient temperature and PoE loads are appropriate for a totally fanless operation
- Threaded holes on the bottom (4xM5 for 50x100mm VESA) and in front (1xM10 for clamps) allow for universal mounting options outside the rack as well

NETGEAR M4250 series AV software features:

- Pre-configured for audio and video over IP out of the box, the M4250 switches enable encoders and decoders to be connected with zero configuration
- When more configuration is required, an AV web-based GUI is available at the switch IP address:8080
- This interface has been specially designed for AV installers with specific AV-related controls made more accessible and with port-based profiles
- For audio, profiles for Dante, Q-SYS and AES67 are built-in, as well as an AVB profile (AVB license sold separately)

- For video, the M4250 offers profiles for NVX, SVSI, Q-SYS, NDI, Kramer KDS, Aurora Multimedia, ZeeVee, Atlona, Dante and SDVoE
- Other AV CODECs and manufactures are supported as well as audio/video/control mixed profiles
- To further simplify star deployments, NETGEAR IGMP Plus™ brings multicast automation between all M4250 switches, and with M4300/M4500
- Simply connect the switches together and you are done!

NETGEAR M4250 series other software features:

- All M4250 switches share the same high-end NETGEAR Layer 2 / Layer 3 switching engine for a consistent experience
- All switches in the M4250 series have another main, IT web-based GUI for midsize Enterprise campus networks, IoT and IPTV

- Additional features include static, RIP and PIM-SM, DM and SSM multicast routing, DHCP Server and PTPv2 Transparent Clock (1-step E2E)
- AVB is the only feature requiring a license, all other advanced features are available license-free
- Advanced classifier-based, time-based hardware implementation for L2 (MAC), L3 (IP) and L4 (UDP/TCP transport ports) security and prioritization
- Selectable Port-Channel / LAG (802.3ad - 802.1AX) L2/L3/L4 hashing for fault tolerance and load sharing with any type of Ethernet channeling
- Voice VLAN with SIP, H323 and SCCP protocols detection and LLDP-MED IP phones automatic QoS and VLAN configuration
- Efficient authentication tiering with successive DOT1X, MAB and Captive Portal methods for streamlined BYOD
- Comprehensive IPv4/IPv6 static and dynamic routing including Policy-based routing and 6-to-4 tunneling
- Advanced IPv4/IPv6 security implementation including malicious code detection, DHCP Snooping, IP Source Guard protection and DoS attacks mitigation

NETGEAR M4250 series management features:

- DHCP/BootP innovative auto-installation including firmware and configuration file upload automation
- Industry standard SNMP, RMON, MIB, LLDP, AAA, sFlow, RSPAN and PTPv2
- Service port for out-of-band Ethernet management (OOB)
- Standard RS232 straight-through serial RJ45 and USB Type-C ports for local management console
- Standard USB-A port for local storage, logs, configuration or image files
- Dual firmware image for updates with minimum service interruption
- Single-pane-of-glass NMS300 management platform with mass configuration support
- Industry standard command line interface (CLI) for IT admins used to other vendors commands
- Fully functional Web console (main GUI) for IT admins who prefer an easy to use graphical interface
- Dedicated AV web-based GUI interface available at [switch IP address:8080] for AV installations

NETGEAR M4250 series warranty and support:

- NETGEAR ProSAFE Limited Lifetime Hardware Warranty**
- Included Lifetime Technical Support
- Included Lifetime Next Business Day Hardware Replacement
- Offering free network design services and installation support, the NETGEAR Engineering Services Team is ready to help ensure your 1G deployments with the M4250 AV over IP switches go as smooth as possible. Just drop us an email at ProAVDesign@netgear.com to get started!



IP address conflict detection performed by embedded DHCP servers prevents accidental IP address duplicates from perturbing the overall network stability

IP Event Dampening reduces the effect of interface flaps on routing protocols: the routing protocols temporarily disable their processing (on the unstable interface) until the interface becomes stable, thereby greatly increasing the overall stability of the network

Ease of deployment

Automatic configuration with DHCP and BootP Auto Install eases large deployments with a scalable configuration files management capability, mapping IP addresses and host names and providing individual configuration files to multiple switches as soon as they are initialized on the network

Both the Switch Serial Number and primary MAC address are reported by a simple "show hardware" command in CLI - facilitating discovery and remote configuration operations

M4300 DHCP L2 Relay agents eliminate the need to have a DHCP server on each physical network or subnet

- DHCP Relay agents process DHCP messages and generate new DHCP messages
- Supports DHCP Relay Option 82 circuit-id and remote-id for VLANs
- DHCP Relay agents are typically IP routing-aware devices and can be referred to as Layer 3 relay agents

Automatic Voice over IP prioritization with Auto-VoIP simplifies most complex multi-vendor IP telephones deployments either based on protocols (SIP, H323 and SCCP) or on OUI bytes (default database and user-based OUIs) in the phone source MAC address, providing the best class of service to VoIP streams (both data and signaling) over other ordinary traffic by classifying traffic, and enabling correct egress queue configuration

An associated Voice VLAN can be easily configured with Auto-VoIP for further traffic isolation

When deployed IP phones are LLDP-MED compliant, the Voice VLAN will use LLDP-MED to pass on the VLAN ID, 802.1P priority and DSCP values to the IP phones, accelerating convergent deployments

Ease of management and granular control

Dual firmware image and dual configuration file for transparent firmware updates / configuration changes with minimum service interruption

Flexible Port Channel/LAG (802.3ad - 802.1AX) implementation for maximum compatibility, fault tolerance and load sharing with any type of Ethernet channeling from other vendors switch, server or storage devices conforming to IEEE 802.3ad - including static (selectable hashing algorithms) - or to IEEE 802.1AX with dynamic LAGs or port-channel (highly tunable LACP Link Aggregation Control Protocol)

LACP mode automatically reverts to and from Static LAG, useful when the host isn't LACP anymore, for instance during a factory reset or re-configuration

Unidirectional Link Detection Protocol (UDLD) and Aggressive UDLD detect and avoid unidirectional links automatically, in order to prevent forwarding anomalies in a Layer 2 communication channel in which a bi-directional link stops passing traffic in one direction

Port names feature allows for descriptive names on all interfaces and better clarity in real word admin daily tasks

SDM (System Data Management, or switch database) templates allow for granular system resources distribution depending on IPv4 or IPv6 applications

- ARP Entries (the maximum number of entries in the IPv4 Address Resolution Protocol ARP cache for routing interfaces)
- IPv4 Unicast Routes (the maximum number of IPv4 unicast forwarding table entries)
- IPv6 NDP Entries (the maximum number of IPv6 Neighbor Discovery Protocol NDP cache entries)
- IPv6 Unicast Routes (the maximum number of IPv6 unicast forwarding table entries)
- ECMP Next Hops (the maximum number of next hops that can be installed in the IPv4 and IPv6 unicast forwarding tables)
- IPv4 Multicast Routes (the maximum number of IPv4 multicast forwarding table entries)
- IPv6 Multicast Routes (the maximum number of IPv6 multicast forwarding table entries)

Loopback interfaces management for routing protocols administration

Private VLANs and local Proxy ARP help reduce broadcast with added security

Management VLAN ID is user selectable for best convenience

Industry-standard VLAN management in the command line interface (CLI) for all common operations such as VLAN creation; VLAN names; VLAN "make static" for dynamically created VLAN by GVRP registration; VLAN trunking; VLAN participation as well as VLAN ID (PVID) and VLAN tagging for one interface, a group of interfaces or all interfaces at once

Simplified VLAN configuration with industry-standard Access Ports for 802.1Q unaware endpoints and Trunk Ports for switch-to-switch links with Native VLAN

System defaults automatically set per-port broadcast, multicast, and unicast storm control for typical, robust protection against DoS attacks and faulty clients which can, with BYOD, often create network and performance issues

IP Telephony administration is simplified with consistent Voice VLAN capabilities per the industry standards and automatic functions associated

Comprehensive set of "system utilities" and "Clear" commands help troubleshoot connectivity issues and restore various configurations to their factory defaults for maximum admin efficiency: traceroute (to discover the routes that packets actually take when traveling on a hop-by-hop basis and with a synchronous response when initiated from the CLI), clear dynamically learned MAC addresses, counters, IGMP snooping table entries from the Multicast forwarding database etc...

Syslog and Packet Captures can be sent to USB storage for rapid network troubleshooting

Replaceable factory-default configuration file for predictable network reset in distributed branch offices without IT personnel

All major centralized software distribution platforms are supported for central software upgrades and configuration files management (HTTP, TFTP), including in highly secured versions (HTTPS, SFTP, SCP)

Simple Network Time Protocol (SNTP) can be used to synchronize network resources and for adaptation of NTP, and can provide synchronized network timestamp either in broadcast or unicast mode (SNTP client implemented over UDP - port 123)

Embedded RMON (4 groups) and sFlow agents permit external network traffic analysis

Engineered for convergence and AV-over-IP

Audio (Voice over IP) and Video (multicasting) comprehensive switching, filtering, routing and prioritization

Auto-VoIP, Voice VLAN and LLDP-MED support for IP phones QoS and VLAN configuration

IEEE 1588 (section 10 and 11.5) PTPv2 Transparent Clock (TC) End-to-End implementation considering the residence time of PTPv2 packets from ingress to egress

- 1-step Transparent Clock mode, using the residence time of the PTPv2 packet at the egress port level in Standalone mode, or Stack Master only
- The "Sync & Delay_Req" field of passing/egressing out PTPv2 packets is updated with the residence time in the switch, the other fields in PTPv2 packets ("Announce", "Delay_Resp", "Pdelay_Req" and "Pdelay_Resp") are not updated

NETGEAR IGMP Plus™ for automatic multicast across a M4250 / M4300 / M4500 L2 network (Spine and Leaf topologies), removing the need for L3 PIM routing

- IGMP Plus is pre-configured on default VLAN 1 out of the box
- IGMP Plus can be configured on another VLAN for automatic IGMP across switches on that VLAN (uplinks can make part of that VLAN in trunk mode)
- IGMP Plus allow AV-over-IP devices (TX/Encoders and RX/Decoders) to be connected across multiple switches in a star topology
- The `show igmpsnooping group` command in CLI and GUI displays the Source and Group IP addresses along with their corresponding MAC addresses that are learnt through IGMP Snooping in a given VLAN on a given interface

IGMP Snooping and Proxy for IPv4, MLD Snooping and Proxy for IPv6, and Querier mode facilitate fast receivers joins and leaves for multicast streams and ensure multicast traffic only reaches interested receivers everywhere in a Layer 2 or a Layer 3 network, including source-specific (SSM) and any-source (ASM) multicast

Multicast VLAN Registration (MVR) uses a dedicated Multicast VLAN to forward multicast streams and avoid duplication for clients in different VLANs

Multicast routing (PIM-SM and PIM-DM, both IPv4 and IPv6) ensure multicast streams can reach receivers in different L3 subnets

PoE power management and schedule enablement for powering on and powering off PoE nodes connected to the switch

AVB is one of the many features designed into the M4250 product line

- IEEE 802.1BA-2011 Audio Video Bridging (AVB) when an AVB license is properly installed in the switch (license sold separately)
- IEEE 802.1AS-2011 gPTP, IEEE 802.1Qav-2009 FQTS, IEEE 802.1Qat-2010 MSRP, IEEE 802.1ak MMRP, IEEE 802.1ak MVRP
- Maximum of 256 AVB streams per switch
- AVB is not supported in LAG (link aggregation groups, or Etherchannel)

Layer 3 routing package

Static Routes/ECMP Static Routes for IPv4 and IPv6

- Static and default routes are configurable with next IP address hops to any given destination
- Permitting additional routes creates several options for the network administrator
- The admin can configure multiple next hops to a given destination, intending for the router to load share across the next hops
- The admin distinguishes static routes by specifying a route preference value: a lower preference value is a more preferred static route
- A less preferred static route is used if the more preferred static route is unusable (down link, or next hop cannot be resolved to a MAC address)

Advanced Static Routing functions for administrative traffic control

- Static Reject Routes are configurable to control the traffic destined to a particular network so that it is not forwarded through the router
- Such traffic is discarded and the ICMP destination unreachable message is sent back to the source
- Static reject routes can be typically used to prevent routing loops
- Default routes are configurable as a preference option

In order to facilitate VLAN creation and VLAN routing using Web GUI, a VLAN Routing Wizard offers following automated capabilities:

- Create a VLAN and generate a unique name for VLAN
- Add selected ports to the newly created VLAN and remove selected ports from the default VLAN
- Create a LAG, add selected ports to a LAG, then add this LAG to the newly created VLAN
- Enable tagging on selected ports if the port is in another VLAN
- Disable tagging if a selected port does not exist in another VLAN
- Exclude ports that are not selected from the VLAN
- Enable routing on the VLAN using the IP address and subnet mask entered as logical routing interface

DHCP Relay Agents relay DHCP requests from any routed interface, including VLANs, when DHCP server doesn't reside on the same IP network or subnet

- The agent relays requests from a subnet without a DHCP server to a server or next-hop agent on another subnet
- Unlike a router which switches IP packets transparently, a DHCP relay agent processes DHCP messages and generates new DHCP messages
- Supports DHCP Relay Option 82 circuit-id and remote-id for VLANs
- Multiple Helper IPs feature allows to configure a DHCP relay agent with multiple DHCP server addresses per routing interface and to use different server addresses for client packets arriving on different interfaces on the relay agent server addresses for client packets arriving on different interfaces on the relay agent

Router Discovery Protocol is an extension to ICMP and enables hosts to dynamically discover the IP address of routers on local IP subnets

- Based on RFC 1256 for IPv4
- Routers periodically send router discovery messages to announce their presence to locally-attached hosts
- The router discovery message advertises one or more IP addresses on the router that hosts can use as their default gateway
- Hosts can send a router solicitation message asking any router that receives the message to immediately send a router advertisement
- Router discovery eliminates the need to manually configure a default gateway on each host
- It enables hosts to switch to a different default gateway if one goes down

Loopback interfaces are available as dynamic, stable IP addresses for other devices on the network, and for routing protocols

Support of Routing Information Protocol (RIPv2) as a distance vector protocol specified in RFC 2453 for IPv4

- Each route is characterized by the number of gateways, or hops, a packet must traverse to reach its intended destination
- Categorized as an interior gateway protocol, RIP operates within the scope of an autonomous system

IP Multinetting allows to configure more than one IP address on a network interface (other vendors may call it IP Aliasing or Secondary Addressing)

ICMP Throttling feature adds configuration options for the transmission of various types of ICMP messages

- ICMP Redirects can be used by a malicious sender to perform man-in-the-middle attacks, or divert packets to a malicious monitor, or to cause Denial of Service (DoS) by blackholing the packets
- ICMP Echo Requests and other messages can be used to probe for vulnerable hosts or routers
- Rate limiting ICMP error messages protects the local router and the network from sending a large number of messages that take CPU and bandwidth

The Policy Based Routing feature (PBR) overrides routing decision taken by the router and makes the packet to follow different actions based on a policy

- It provides freedom over packet routing/forwarding instead of leaving the control to standard routing protocols based on L3
- For instance, some organizations would like to dictate paths instead of following the paths shown by routing protocols
- Network Managers/Administrators can set up policies such as:
 - My network will not carry traffic from the Engineering department
 - Traffic originating within my network with the following characteristics will take path A, while other traffic will take path B
 - When load sharing needs to be done for the incoming traffic across multiple paths based on packet entities in the incoming traffic

Enterprise security

Traffic control MAC Filter and Port Security help restrict the traffic allowed into and out of specified ports or interfaces in the system in order to increase overall security and block MAC address flooding issues

DHCP Snooping monitors DHCP traffic between DHCP clients and DHCP servers to filter harmful DHCP message and builds a bindings database of (MAC address, IP address, VLAN ID, port) tuples that are considered authorized in order to prevent DHCP server spoofing attacks

IP source guard and Dynamic ARP Inspection use the DHCP snooping bindings database per port and per VLAN to drop incoming packets that do not match any binding and to enforce source IP/MAC addresses for malicious users traffic elimination

Time-based Layer 2 / Layer 3-v4 / Layer 3-v6 / Layer 4 Access Control Lists (ACLs) can be binded to ports, Layer 2 interfaces, VLANs and LAGs (Link Aggregation Groups or Port channel) for fast unauthorized data prevention and right granularity

For in-band switch management, management ACLs on CPU interface (Control Plane ACLs) are used to define the IP/MAC or protocol through which management access is allowed for increased HTTP/HTTPS or Telnet/SSH management security

Out-of-band management is available via dedicated service port (1G RJ45 OOB) when in-band management can be prohibited via management ACLs

Bridge protocol data unit (BPDU) Guard allows the network administrator to enforce the Spanning Tree (STP) domain borders and keep the active topology consistent and predictable - unauthorized devices or switches behind the edge ports that have BPDU enabled will not be able to influence the overall STP by creating loops

Spanning Tree Root Guard (STRG) enforces the Layer 2 network topology by preventing rogue root bridges potential issues when for instance, unauthorized or unexpected new equipment in the network may accidentally become a root bridge for a given VLAN

Dynamic 802.1x VLAN assignment mode, including Dynamic VLAN creation mode and Guest VLAN / Unauthenticated VLAN are supported for rigorous user and equipment RADIUS policy server enforcement

- Up to 48 clients (802.1x) per port are supported, including the authentication of the users domain, in order to facilitate convergent deployments. For instance when IP phones connect PCs on their bridge, IP phones and PCs can authenticate on the same switch port but under different VLAN assignment policies (Voice VLAN versus other Production VLANs)

802.1x MAC Address Authentication Bypass (MAB) is a supplemental authentication mechanism that lets non-802.1x devices bypass the traditional 802.1x process altogether, letting them authenticate to the network using their client MAC address as an identifier

- A list of authorized MAC addresses of client NICs is maintained on the RADIUS server for MAB purpose
- MAB can be configured on a per-port basis on the switch
- MAB initiates after unsuccessful dot1x authentication process (configurable time out), when clients don't respond to any of EAPOL packets
- When 802.1x unaware clients try to connect, the switch sends the MAC address of each client to the authentication server
- The RADIUS server checks the MAC address of the client NIC against the list of authorized addresses
- The RADIUS server returns the access policy and VLAN assignment to the switch for each client

With Successive Tiering, the Authentication Manager allows for authentication methods per port for a Tiered Authentication based on configured time-outs

- By default, configuration authentication methods are tried in this order: Dot1x, then MAB, then Captive Portal (web authentication)
- With BYOD, such Tiered Authentication is powerful and simple to implement with strict policies
 - For instance, when a client is connecting, M4300 tries to authenticate the user/client using the three methods above, the one after the other
- The admin can restrict the configuration such that no other method is allowed to follow the captive portal method, for instance

Double VLANs (DVLAN) pass traffic from one customer domain to another through the "metro core" in a multi-tenancy environment: customer VLAN IDs are preserved and a service provider VLAN ID is added to the traffic so the traffic can pass the metro core in a simple, secure manner

Private VLANs (with Primary VLAN, Isolated VLAN, Community VLAN, Promiscuous port, Host port, Trunks) provide Layer 2 isolation between ports that share the same broadcast domain, allowing a VLAN broadcast domain to be partitioned into smaller point-to-multipoint subdomains across switches in the same Layer 2 network

- Private VLANs are useful in DMZ when servers are not supposed to communicate with each other but need to communicate with a router
- They remove the need for more complex port-based VLANs with respective IP interface/subnets and associated L3 routing
- Another Private VLANs typical application are carrier-class deployments when users shouldn't see, snoop or attack other users' traffic

SSL version 3 and TLS version 2 ensure Web GUI sessions are secured

Secure Shell (SSH version 2) and SNMPv3 (with or without MD5 or SHA authentication) ensure SNMP and Telnet sessions are secured

2048-bit RSA key pairs, SHA2-256 and SHA2-512 cryptographic hash functions for SSLv3 and SSHv2 are supported on all M4300 models

TACACS+ and RADIUS enhanced administrator management provides strict "Login" and "Enable" authentication enforcement for the switch configuration, based on latest industry standards: exec authorization using TACACS+ or RADIUS; command authorization using TACACS+ and RADIUS Server; user exec accounting for HTTP and HTTPS using TACACS+ or RADIUS; and authentication based on user domain in addition to user ID and password

Superior quality of service

Advanced classifier-based hardware implementation for Layer 2 (MAC), Layer 3 (IP) and Layer 4 (UDP/TCP transport ports) prioritization

8 queues (7 in a stack) for priorities and various QoS policies based on 802.1p (CoS) and DiffServ can be applied to interfaces and VLANs

Advanced rate limiting down to 1 Kbps granularity and minimum-guaranteed bandwidth can be associated with ACLs for best granularity

Single Rate Policing feature enables support for Single Rate Policer as defined by RFC 2697

- Committed Information Rate (average allowable rate for the class)
- Committed Burst Size (maximum amount of contiguous packets for the class)
- Excessive Burst Size (additional burst size for the class with credits refill at a slower rate than committed burst size)
- DiffServ feature applied to class maps

Automatic Voice over IP prioritization with protocol-based (SIP, H323 and SCCP) or OUI-based Auto-VoIP up to 144 simultaneous voice calls

iSCSI Flow Acceleration and automatic protection / QoS with Auto-iSCSI

Flow Control

802.3x Flow Control implementation per IEEE 802.3 Annex 31B specifications with Symmetric flow control, Asymmetric flow control or No flow control

- Asymmetric flow control allows the switch to respond to received PAUSE frames, but the ports cannot generate PAUSE frames
- Symmetric flow control allows the switch to both respond to, and generate MAC control PAUSE frames

Allows traffic from one device to be throttled for a specified period of time: a device that wishes to inhibit transmission of data frames from another device on the LAN transmits a PAUSE frame

- A device that wishes to inhibit transmission of data frames from another device on the LAN transmits a PAUSE frame

UDLD Support

UDLD implementation detects unidirectional links physical ports (UDLD must be enabled on both sides of the link in order to detect an unidirectional link)

- UDLD protocol operates by exchanging packets containing information about neighboring devices
- The purpose is to detect and avoid unidirectional link forwarding anomalies in a Layer 2 communication channel

Both "normal-mode" and "aggressive-mode" are supported for perfect compatibility with other vendors implementations, including port "D-Disable" triggering cases in both modes

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica James, Assistant Deputy Administrator

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: October 6, 2022
~~September 15, 2022~~

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Interviews/Appointments to the Jefferson County Emergency Services Agency – one Fire Representative and one EMS Representative, each for one unexpired term ending June 30, 2025**

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

Jessica Carroll

To: rosslmorgan61@aol.com
Subject: RE: Letter re: JCFRA Fire & EMS Rep Nominees to JCESA Board

Jessica, here are the names for the reps from the JCFRA

EMS: Craig Simpson (Currently serving)
Marshal DeMeritt
Doug Snowden

FIRE: John Paul Jones (Currently serving)
Scott Cooper
Steve Harris

Thank you, Ross

-----Original Message-----

From: Jessica Carroll <jcarroll@jeffersoncountywv.org>
To: rosslmorgan61@aol.com <rosslmorgan61@aol.com>
Cc: John Nissel <jnissel@jeffersoncountywv.org>
Sent: Thu, Jul 7, 2022 1:16 pm
Subject: Letter re: JCFRA Fire & EMS Rep Nominees to JCESA Board

Chief Morgan –

Please see attached letter regarding the submission of nominees for the Fire and EMS representative seats on the Jefferson County Emergency Services Agency. If you have any questions or need assistance, please feel free to e-mail or call me.

Thank you!

Sincerely,

Jessica

Jessica Carroll
Executive Administrative Assistant
Jefferson County Commission
PO BOX 250
Charles Town, WV 25414
(p) – 304-728-3284
(f) – 304-725-7916

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Laurel Ziemianski

Department or Organization: Hill Top House Hotel

Estimation of amount of time needed for appointment: 60 mins

Date Requested – 1st Choice: **October 6, 2022**

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

Date Requested – 2nd Choice: **Next mtg**

Subject (*Wording to be placed on agenda*): Submittal and discussion of the Hill Top House Hotel EODD TIF draft application

Please provide the County Commission with a description of your request or presentation, including any background information:
We are starting the EODD process with the submittal of the draft application to the Commissioners. Please consider and act upon a proposed Resolution regarding the setting of a public hearing date with respect to the proposed creation of an Economic Opportunity Development District to be known and designated as "Hill Top House Hotel Economic Opportunity Development District," approving the form of public hearing notice to be published in connection with the same and matters relating thereto.

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*):

To consider and act upon a proposed Resolution regarding the setting of a public hearing date with respect to the proposed creation of an Economic Opportunity Development District to be known and designated as "Hill Top House Hotel Economic Opportunity Development District," approving the form of public hearing notice to be published in connection with the same and matters relating thereto.

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

Attached are the Proposed Resolution setting the public hearing date to be considered for approval by the Commission and Draft Application compiled with exhibits.

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

Contact information: Laurel Ziemianski

Email address: lziemianski@swaninvestors.com

Phone Number: 703-728-4160

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

West Virginia
Economic Opportunity Development District Application

The County Commission of Jefferson County

Hill Top House Hotel

Economic Opportunity Development District

September 29, 2022

Table of Contents

Section I: General Information

- A: Applicant Information
- B: Project Developer
- C: Economic Opportunity Development District

Section II: Project Information

- A: Detailed Description of Project
- B: Financing
- C: Project Impact

Section III: Attachments

- Attachment 1: A true copy of the public hearing Resolution and Notice of Hearing, as required by W. Va. Code § 7-22-6.
- Attachment 2: A map showing the boundaries of the proposed Development District, including a listing of included parcels of real property as identified by Tax Map and Parcel Number.
- Attachment 3: A general description of the capital improvements, additional or extended services and other development expenditures to be made in the Development District as part of the Project and a detailed description of the anticipated costs of the Project.
- Attachment 4: A project schedule detailing the anticipated development of the Project.
- Attachment 5: Base Tax Revenue Amount
- Attachment 6: Gross Annual District Tax
- Attachment 7: How the project address economic problems in the area in which the Project will be located.
- Attachment 8: A preliminary Cost/Benefit Analysis
- Attachment 9: The amount of private sector investment in the project and documents and facts which support a finding that without the support of sales tax increment financing, the Project would not be feasible.
- Attachment 10: How the economic opportunity development district's excise tax dollars will leverage or be a catalyst for the effective use of private, other locate government or state or federal funding that is available.
- Attachment 11: Substantial and credible evidence that the Project will be started and completed in a timely manner.
- Attachment 12: Evidence that the Project will directly or indirectly improve opportunities in the project area for the successful establishment or expansion of other industrial or commercial businesses.
- Attachment 13: How the Project will directly or indirectly assist in the creation of additional long term employment opportunities in the area and the quality of jobs created in all phases of the project including wages and benefits.
- Attachment 14: If the Project will meet any pressing need for the area or part of the area in which the economic opportunity development district is located.
- Attachment 15: Whether the county commission has a strategy for economic development in the county and whether the Project is consistent with that strategy.
- Attachment 16: How the Project helps to diversify the local economy.
- Attachment 17: How the Project is consistent with the goals of this article.
- Attachment 18: Whether the Project is economically and fiscally sound using recognized business standards of finance and accounting.
- Attachment 19: The ability of the county commission and the Developer or project team to carry out the Project.

Attachment 20: A listing of the businesses currently located in the proposed Development District, and which are anticipated to remain in the Development District following its creation.

DRAFT

**WEST VIRGINIA
ECONOMIC OPPORTUNITY DEVELOPMENT DISTRICT APPLICATION**

SECTION I. GENERAL INFORMATION

A. APPLICANT INFORMATION

- | | |
|----------------------------|---|
| 1. County or Municipality: | The County Commission of Jefferson County
(the “County Commission” or “County”) |
| 2. Contact Person/Title: | John Nissel, County Administrator |
| 3. Address: | County Commission of Jefferson County
124 E. Washington Street
P.O. Box 250
Charles Town, WV 25414 |
| 4. Telephone Number: | 304.728.3284 |
| Fax Number: | 304.725.7916 |
| E-Mail Address | jnissel@jeffersoncountywv.org |

B. PROJECT DEVELOPER

If project was originally proposed by an entity other than the county or municipality listed above, please provide a contact name and information for someone who can answer questions about the project proposal:

- | | |
|----------------------|--|
| 1. Name/Title: | Laurel Ziemianski, Project Manager |
| 2. Company Name: | SWaN Hill Top House Hotel, LLC (the “Developer”) |
| 3. Address: | 108 Loudon Street SW
Leesburg, VA 20178 |
| 4. Telephone Number: | 703.728.4160 |
| E-Mail Address | lziemianski@swaninvestors.com |

C. DEVELOPMENT DISTRICT

Name of Economic Opportunity
Development District:

The County Commission of Jefferson County Hill Top House Hotel Economic Opportunity Development District (the “Development District”).

A Resolution approved by the County Commission on October 6, 2022, establishing the public hearing date and other matters in connection with the Development District is provided in **Attachment 1**.

The County Commission will hold a public hearing regarding the proposed creation of the Development District on November 3, 2022, following the publication of notice thereof as a Class I-0 legal advertisement. A true copy of Resolution and the Affidavit of Publication will be provided in **Attachment 1**.

SECTION II. PROJECT INFORMATION

A. DETAILED DESCRIPTION OF PROJECT

A general description of the capital improvements, additional or extended services and other proposed development expenditures:

The Development District

The County Commission of Jefferson County (the “County Commission”) proposes the creation of the “The County Commission of Jefferson County Hill Top House Hotel Economic Opportunity Development District” (the “Development District”). The proposed Development District is located in Jefferson County and includes approximately nine (9) acres of contiguous real property located in the Corporation of Harpers Ferry (the “Town”). The proposed Development District is located in the 5th (Harpers Ferry Corporation) property tax district of Jefferson County and includes real property and improvements constituting the former Hill Top House Hotel (the “Hotel”) and surrounding properties. A map of the proposed Development District and listing of included parcels of real property, as identified by Tax Map and Parcel Number, is provided in **Attachment 2**. The Development District is being created by the County Commission for the purposes of facilitating the planning, design, acquisition, construction and equipping of capital improvements within the Development District or on land not in the Development District that is contiguous to the Development District, and which contains infrastructure or other facilities which serve the Development District.

The Project

SWaN Hill Top House Hotel, LLC (the “Developer”) is the owner of the former Hill Top House Hotel and adjoining properties. The Developer is seeking to redevelop the Hotel site and adjoining properties by constructing a new hotel on the site of the Hotel, restoring the adjacent historic Lodge building, restoring and repurposing four historic houses originally constructed as housing for workers at the Harpers Ferry Armory as guest houses, restoring and repurposing one additional Armory house and a former barbershop. The Developer proposes to develop certain capital improvements within or contiguous to the Development District and which serve the Development District. The Project includes development expenditures promoting the economic vitality of the Development District and the general welfare of Jefferson County consistent with Section 5 of the County Economic Opportunity Development District Act (collectively, the “Project”). A general description of capital improvements, additional or extended services and other development expenditures to be made in the Development District as part of the Project is provided in **Attachment 3**. The proposed Project and the capital improvements and development expenditures currently contemplated are presented by way of example only and the actual capital improvements and development expenditures may differ substantially from those described herein so long as such improvements and development expenditures are consistent with Section 5 of the County Economic Opportunity Development District Act.

The Development Project also includes all professional services fees, together with costs incurred in preparation of the Project Plan, and related costs and reimbursement of costs of the Project incurred after the date of the West Virginia Department of Economic Development’s approval of the Project Plan.

Total Cost of the Development Project

The Developer estimates the total cost of the Project will be approximately \$170,000,000. Detailed estimates of the estimated costs of the Project are provided in **Attachment 3**. All costs are preliminary estimates and the amounts listed are subject to change.

A Reasonable Estimate of Time to Complete the Project

The Developer anticipates completing the Project in 28-30 months. A project schedule detailing the anticipated development of the Project is attached hereto as **Attachment 4**.

A description of the proposed method of financing the development expenditures, together with a description of the reserves to be established for financing ongoing development expenditures necessary to permanently maintain the optimum economic viability of the district following its inception; provided that the amount of the reserves may not exceed the amounts that would normally be required by prevailing commercial capital market considerations:

To finance the Project, the County Commission proposes to issue bonds or notes, pursuant to Section 16 of Chapter 7, Article 22 of the Code of West Virginia, 1931, as amended (the "Act"), in an amount not to exceed \$25,000,000, with maturities not to exceed 30 years from the date of the creation of the Development District (the "Obligations"). Such Obligations are planned to be issued in one or more series. Proceeds of the Obligations are generally expected to be used to (i) finance all or a portion of the costs of the Project; (ii) fund reserves for the Obligations; (iii) fund capitalized interest on the Obligations; and (iv) pay costs of issuance of the Obligations and related costs, including costs relating to the Project and related costs. Special district excise tax funds may also be used to fund a portion or portions of the Project on a "pay-as-you-go" basis directly with such funds.

The Obligations would be payable from and secured by a special district excise tax which the County Commission may be authorized to impose by the West Virginia Legislature pursuant to Section 9 of the Act and other funds that may be deposited to the credit of the Economic Opportunity Development District Fund subaccount created for the Development District and maintained by the State Treasurer pursuant to Section 8 of the Act (the "District Fund"). The base of the special district excise tax which may be imposed by the County Commission for the Development District shall be identical to the base of the consumer sales and service tax imposed pursuant to Article 15 of Chapter 11 of the West Virginia Code (the "Code") on sales made and services rendered within the boundaries of the Development District. Sales of gasoline and special fuel shall not be subject to the special district excise tax but remain subject to the tax levied by Article 15 of Chapter 11 of the Code. Except for the exemption provided in W. Va. Code § 11-15-9(f), all exemption and exceptions from the consumer sales and service tax also apply to the special district excise tax. The rate of the special district excise tax shall be identical to the rate or rates of the consumer sales and service tax imposed pursuant to Article 15 of Chapter 11 of the Code of sales made and services rendered within the boundaries of the Development District.

The County Commission will determine, as appropriate, the necessity and amount of any reserves, as set forth in W. Va. Code § 7-22-7(a)(5), for the purpose of financing ongoing development expenditures necessary to permanently maintain the optimum economic viability of the Development District. Such development expenditures may include any and all development expenditures permitted pursuant to W. Va. Code § 7-22-5, including, but not limited to, all development expenditures deemed necessary by the County Commission for engineering design, feasibility, market, environmental and other studies for the betterment of the Development District. The County Commission will work with its investment banker/placement agent, bond counsel and the Developer to determine the appropriate amount of such reserves and the most appropriate manner in which to fund such reserves over time taking into consideration the need for such available funds and the desire to establish the most effective bond structure for the financing of the Project and other desirable projects for the Development District. Provided, however, the amounts of the reserves may not exceed the amounts that would be required by prevailing commercial capital market conditions.

A description of the sources and anticipated amounts of all financing, including, but not limited to, proceeds from the issuance of any bonds or other instruments, revenues from the special district excise tax and enhanced revenues from property taxes and fees:

To finance the Project, the County Commission proposes to issue Obligations with maturities not to exceed 30 years from the date of the creation of the Development District. Such Obligations are planned to be issued in one or more series. Proceed of the Obligations are generally expected to be used to (i) finance all or a portion of the costs of the Project; (ii) fund reserves for the Obligations; (iii) fund capitalized interest on the Obligations; and (iv) pay costs of issuance of the Obligations and related costs, including costs relating to the Project and related costs. Special district excise tax revenues may also be used for the payment of accrued but unpaid debt service,

if any, due to insufficient special district excise tax revenues to make prior debt service payments. Special district excise tax funds may also be used to fund a portion or portions of the Project on a “pay-as-you-go” basis directly with such funds.

The Obligations detailed in the table below are anticipated to be issued with a final maturity on June 1, 2052. To the extent surplus special district excise tax funds are used to redeem the outstanding bonds, it is anticipated that the Obligations could be paid off as early as [DATE]. Detailed information respecting the proposed Obligations is set forth in **Attachment 3**.

Estimated Sources, Amounts, Rate and Term*					
SOURCES	AMOUNT	RATE	MATURITY	COLLATERAL	STATUS
Senior Special District Excise Tax Obligations	\$14,500,000	8.000%	June 1, 2052	N/A	The Subject of this Application
Subordinate Special District Excise Tax Obligations	\$2,695,000	8.750%	June 1, 2052	N/A	The Subject of this Application

*All Amounts, Rates and Terms are preliminary and subject to change

A description of the financial contribution of the county to the funding of development expenditures:

Other than the special district excise tax revenues and bond proceeds therefrom, there are no additional sources of funding available from the County Commission at this time. The County Commission and the Developer have explored all other sources of funding, including, but not limited to, bank financing, equity partnerships, public financing, federal and state grants and loans etc. The combination of special district excise tax revenues and bond proceeds therefrom are anticipated to be sufficient to fund the total estimated costs of the proposed Project. While other public sources may be used in conjunction with such tax increment funding as they become available, to date no funding sources have proved to be available or a viable alternative to finance the Project. The lack of a revenue source has made it prohibitive for the County Commission and/or the Developer to finance the proposed project without the assistance of special district excise tax revenues. The combination of such funding sources will allow the Project to be planned and constructed in the most efficient and inexpensive process available to the County Commission and the Developer. Without the availability of such funds for the Project, the ability of the State of West Virginia (the “State”), County Commission and the Developer to provide the necessary funds to finance the Project, the Project is not reasonably expected to occur. The County Commission plans to seek sources of funding to compliment the use of special district excise tax funds to finance a portion of the Project, specifically from state and federal grants and loans to the extent such funding opportunities become available for the County Commission.

The amount of private sector investment in the Project and documents and facts which support a finding that without the support of the special district excise tax financing, the Project would not be feasible:

It is projected that more than \$130,000,000 of new private investment will occur within the Development District within the next 28-30 months.

Notwithstanding such substantial private investment within the Development District, the County Commission and Developer have not been able to identify a revenue source to finance the proposed public infrastructure and construction and improvements necessary to facilitate and incentivize such private investment, without the assistance of special district excise tax revenues. Such funding will allow the Project to be planned and constructed in the most efficient and inexpensive process available to the County Commission and the Developer. Without the availability of such funds for the Project, the ability of the State, County Commission and Developer to provide the necessary funds to finance the Project, the Project is not reasonably expected to occur and thus the projected private investment is not reasonably expected to occur.

Whether the Project is economically and fiscally sound using recognized business standards of finance and accounting:

The Developer has systematically undertaken and advanced the development of Hill Top House Hotel's development to ensure the Hotel's ability to attract tourism, particularly from outside the state. All such analyses and accounting calculations are included in **Attachment 18**.

The proposed applications of any surplus from all funding sources to further the objective of W. Va. Code § 7-22-1 et seq. and this rule:

All surplus funds will be used for (i) the scheduled payment of the principal of and interest on subsequent Obligations; (ii) payment of accrued by unpaid debt service due to insufficient funds to make prior debt service payments on subsequent Obligations; (iii) payment of annual administrative costs and expenses for servicing subsequent Obligations; (iv) funding for "pay-as-you-go" projected in the Development District approved in a Project Plan or Project Plans approved pursuant to the Act; (v) retention for approved future project costs and/or debt service relating to the issuance of additional tax increment revenue bonds, and/or (vi) all other purposes for which such monies may be expended pursuant to the Act. To the extent that excess funds are not used for any of the purposes set forth in this paragraph, such excess funds shall be used for early repayment of outstanding Obligations in accordance with the terms thereof.

The County Commission and Developer will continue to explore and pursue additional private and public funding sources for Project costs, and subject to identification and receipt of such funding, any surplus special district excise tax funds that may be created as a result thereof will be used as immediately set forth above. The County Commission and Developer will only use surplus excise tax funds for approved Project costs and the costs of projects hereafter approved by the County Commission, the West Virginia Legislature and the West Virginia Development Office.

C.**PROJECT IMPACT**

Identification of any businesses that the county expects to relocate from the Development District to another place in the State in connection with the establishment of the Development District or businesses that are expected to relocate from another place in the state to the Development District; provided, that for these purposes, any entities shall be designated “relocated entities”:

The County Commission and the Developer are unaware of any existing private businesses that are expected to relocate their business location from the Development District to another place in the State due to the creation of the Development District. The County Commission and Developer are also unaware of any private businesses that may relocate their businesses from another location in the State to the Development District due to the creation of the Development District.

Identification of any business currently conducting business in the proposed Development District that the county expects to continue doing business in the Development District after its creation:

It is the understanding of the County Commission and the Developer that the Hotel will conduct its business in the Development District for the foreseeable future once construction and equipping of the Hotel has been completed after the Development District is established.

A good faith estimate of the aggregate amount of consumer sales and service tax that was actually remitted to the Tax Commissioner by all business locations identified as provided in Sections 3.12 and 3.13 of the Rule with respect to their sales made and services rendered from their then current business locations that will be relocated from, or to, or remain in the Development District for twelve full calendar months next preceding the date of the application; provided that the aggregate amount is designated as “the Base Tax Revenue Amount”:

Information pertaining the “Base Tax Revenue Amount” is available in **Attachment 5**.

A good faith estimate of the Gross Annual District Tax Revenue Amount: \$0.00

Information pertaining to the “Gross Annual District Tax Revenue Amount” is provided in **Attachment 6**.

Attachment 1:

A true copy of the public hearing Resolution and the Notice of Hearing, as required by W. Va. Code § 7-22-6.

Attached hereto is: (i) a Resolution adopted by the County Commission on October 6, 2022, establishing the public hearing date and other matters in connection with the Development District; (ii) a true copy of the Notice of Public Hearing; (iii) an Affidavit of Publication of the Notice of Public Hearing; and (iv) a Resolution adopted by the County Commission on November 3, 2022, approving this Application and ordering the President of the County Commission to submit it to the West Virginia Department of Economic Development.

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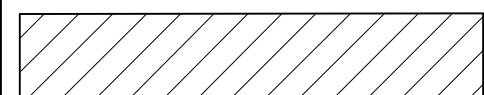
Attachment 2:

A map showing the proposed boundaries of the Development District and listing of included parcels of real property, as identified by Tax Map and Parcel Number.

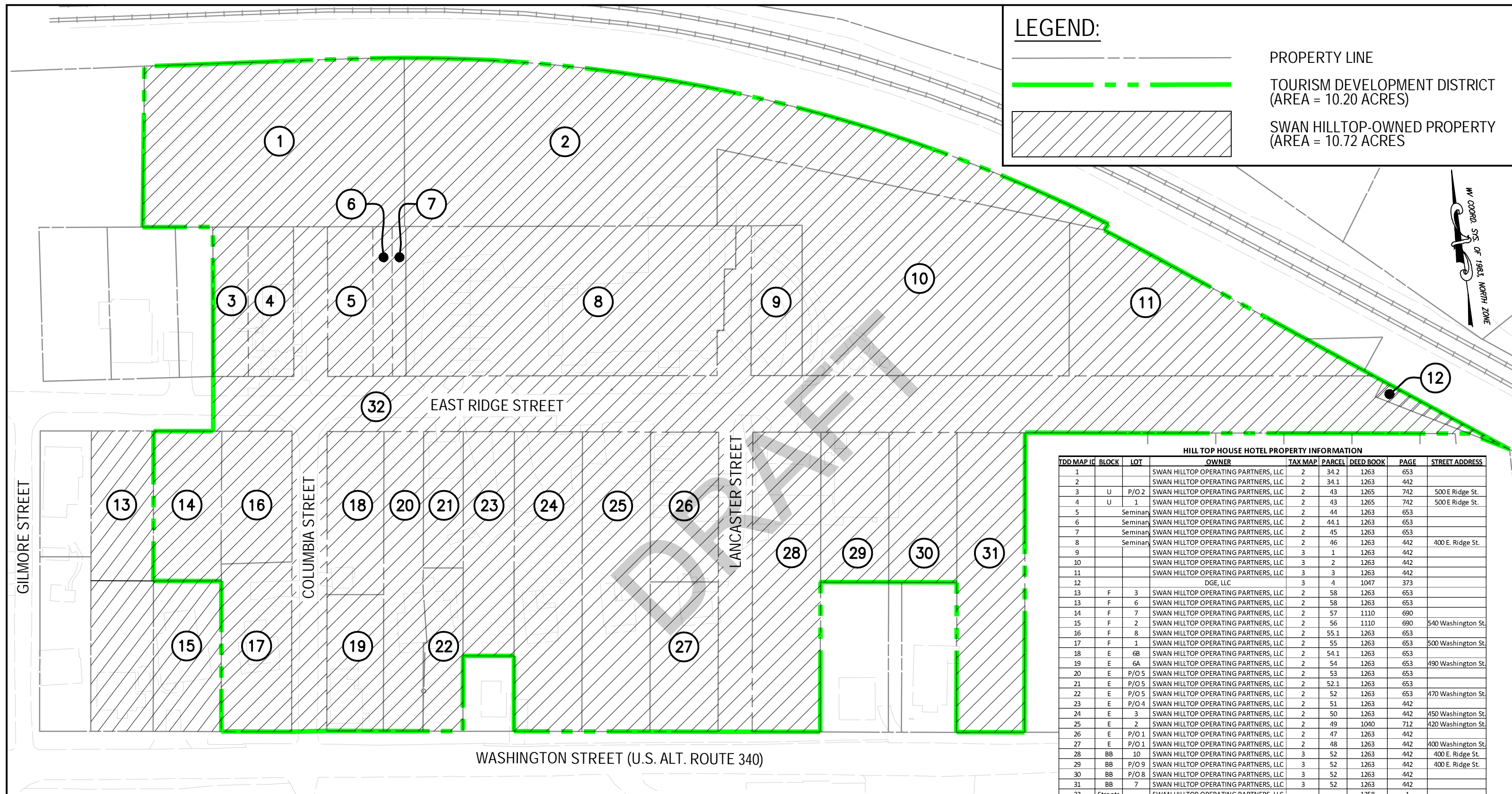
Attached hereto is a map showing the proposed boundaries of the proposed Development District and a listing of included parcels of real property, as identified by Tax Map and Parcel Number, comprising one single, continuous district as shown on the map.

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LEGEND:

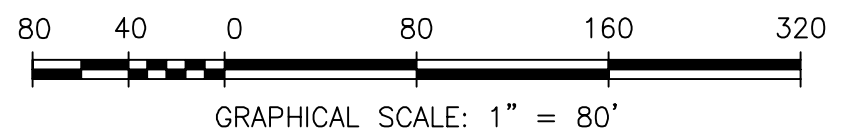
-  PROPERTY LINE
-  TOURISM DEVELOPMENT DISTRICT (AREA = 10.20 ACRES)
-  SWAN HILLTOP-OWNED PROPERTY (AREA = 10.72 ACRES)

M. COOPER, S.S. OF 1983, NORTH ZONE



HILL TOP HOUSE HOTEL PROPERTY INFORMATION

TDD MAP ID	BLOCK	LOT	OWNER	TAX MAP	PARCEL	DEED BOOK	PAGE	STREET ADDRESS
1			SWAN HILLTOP OPERATING PARTNERS, LLC	2	34.2	1263	653	
2			SWAN HILLTOP OPERATING PARTNERS, LLC	2	34.1	1263	442	
3	U	P/O 2	SWAN HILLTOP OPERATING PARTNERS, LLC	2	43	1265	742	500 E Ridge St.
4	U	1	SWAN HILLTOP OPERATING PARTNERS, LLC	2	43	1265	742	500 E Ridge St.
5		Seminary	SWAN HILLTOP OPERATING PARTNERS, LLC	2	44	1263	653	
6		Seminary	SWAN HILLTOP OPERATING PARTNERS, LLC	2	44.1	1263	653	
7		Seminary	SWAN HILLTOP OPERATING PARTNERS, LLC	2	45	1263	653	
8		Seminary	SWAN HILLTOP OPERATING PARTNERS, LLC	2	46	1263	442	400 E. Ridge St.
9			SWAN HILLTOP OPERATING PARTNERS, LLC	3	1	1263	442	
10			SWAN HILLTOP OPERATING PARTNERS, LLC	3	2	1263	442	
11			SWAN HILLTOP OPERATING PARTNERS, LLC	3	3	1263	442	
12			DGE, LLC	3	4	1047	373	
13	F	3	SWAN HILLTOP OPERATING PARTNERS, LLC	2	58	1263	653	
13	F	6	SWAN HILLTOP OPERATING PARTNERS, LLC	2	58	1263	653	
14	F	7	SWAN HILLTOP OPERATING PARTNERS, LLC	2	57	1110	690	
15	F	2	SWAN HILLTOP OPERATING PARTNERS, LLC	2	56	1110	690	540 Washington St.
16	F	8	SWAN HILLTOP OPERATING PARTNERS, LLC	2	55.1	1263	653	
17	F	1	SWAN HILLTOP OPERATING PARTNERS, LLC	2	55	1263	653	500 Washington St.
18	E	6B	SWAN HILLTOP OPERATING PARTNERS, LLC	2	54.1	1263	653	
19	E	6A	SWAN HILLTOP OPERATING PARTNERS, LLC	2	54	1263	653	490 Washington St.
20	E	P/O 5	SWAN HILLTOP OPERATING PARTNERS, LLC	2	53	1263	653	
21	E	P/O 5	SWAN HILLTOP OPERATING PARTNERS, LLC	2	52.1	1263	653	
22	E	P/O 5	SWAN HILLTOP OPERATING PARTNERS, LLC	2	52	1263	653	470 Washington St.
23	E	P/O 4	SWAN HILLTOP OPERATING PARTNERS, LLC	2	51	1263	442	
24	E	3	SWAN HILLTOP OPERATING PARTNERS, LLC	2	50	1263	442	450 Washington St.
25	E	2	SWAN HILLTOP OPERATING PARTNERS, LLC	2	49	1040	712	420 Washington St.
26	E	P/O 1	SWAN HILLTOP OPERATING PARTNERS, LLC	2	47	1263	442	
27	E	P/O 1	SWAN HILLTOP OPERATING PARTNERS, LLC	2	48	1263	442	400 Washington St.
28	BB	10	SWAN HILLTOP OPERATING PARTNERS, LLC	3	52	1263	442	400 E. Ridge St.
29	BB	P/O 9	SWAN HILLTOP OPERATING PARTNERS, LLC	3	52	1263	442	400 E. Ridge St.
30	BB	P/O 8	SWAN HILLTOP OPERATING PARTNERS, LLC	3	52	1263	442	
31	BB	7	SWAN HILLTOP OPERATING PARTNERS, LLC	3	52	1263	442	
32	Streets		SWAN HILLTOP OPERATING PARTNERS, LLC			1258	1	



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 Washington, DC 20036
 Phone: 202-869-1600
 www.gordondc.us.com

HILL TOP HOUSE HOTEL
 TOURISM DEVELOPMENT DISTRICT
 SCALE: 1" = 80'
 SEPTEMBER 28, 2022

OTEL PROPERTY INFORMATION

TDD MAP ID	BLOCK	LOT	OWNER	TAX MAP	PARCEL	DEED BOOK	PAGE
1			SWAN HILLTOP OPERATING PARTNERS, LLC	2	34.2	1263	653
2			SWAN HILLTOP OPERATING PARTNERS, LLC	2	34.1	1263	442
3	U	P/O 2	SWAN HILLTOP OPERATING PARTNERS, LLC	2	43	1265	742
4	U	1	SWAN HILLTOP OPERATING PARTNERS, LLC	2	43	1265	742
5		Seminary	SWAN HILLTOP OPERATING PARTNERS, LLC	2	44	1263	653
6		Seminary	SWAN HILLTOP OPERATING PARTNERS, LLC	2	44.1	1263	653
7		Seminary	SWAN HILLTOP OPERATING PARTNERS, LLC	2	45	1263	653
8		Seminary	SWAN HILLTOP OPERATING PARTNERS, LLC	2	46	1263	442
9			SWAN HILLTOP OPERATING PARTNERS, LLC	3	1	1263	442
10			SWAN HILLTOP OPERATING PARTNERS, LLC	3	2	1263	442
11			SWAN HILLTOP OPERATING PARTNERS, LLC	3	3	1263	442
12			DGE, LLC	3	4	1047	373
13	F	3	SWAN HILLTOP OPERATING PARTNERS, LLC	2	58	1263	653
13	F	6	SWAN HILLTOP OPERATING PARTNERS, LLC	2	58	1263	653
14	F	7	SWAN HILLTOP OPERATING PARTNERS, LLC	2	57	1110	690
15	F	2	SWAN HILLTOP OPERATING PARTNERS, LLC	2	56	1110	690
16	F	8	SWAN HILLTOP OPERATING PARTNERS, LLC	2	55.1	1263	653
17	F	1	SWAN HILLTOP OPERATING PARTNERS, LLC	2	55	1263	653
18	E	6B	SWAN HILLTOP OPERATING PARTNERS, LLC	2	54.1	1263	653
19	E	6A	SWAN HILLTOP OPERATING PARTNERS, LLC	2	54	1263	653
20	E	P/O 5	SWAN HILLTOP OPERATING PARTNERS, LLC	2	53	1263	653
21	E	P/O 5	SWAN HILLTOP OPERATING PARTNERS, LLC	2	52.1	1263	653
22	E	P/O 5	SWAN HILLTOP OPERATING PARTNERS, LLC	2	52	1263	653
23	E	P/O 4	SWAN HILLTOP OPERATING PARTNERS, LLC	2	51	1263	442
24	E	3	SWAN HILLTOP OPERATING PARTNERS, LLC	2	50	1263	442
25	E	2	SWAN HILLTOP OPERATING PARTNERS, LLC	2	49	1040	712
26	E	P/O 1	SWAN HILLTOP OPERATING PARTNERS, LLC	2	47	1263	442
27	E	P/O 1	SWAN HILLTOP OPERATING PARTNERS, LLC	2	48	1263	442
28	BB	10	SWAN HILLTOP OPERATING PARTNERS, LLC	3	52	1263	442
29	BB	P/O 9	SWAN HILLTOP OPERATING PARTNERS, LLC	3	52	1263	442
30	BB	P/O 8	SWAN HILLTOP OPERATING PARTNERS, LLC	3	52	1263	442
31	BB	7	SWAN HILLTOP OPERATING PARTNERS, LLC	3	52	1263	442
32	Streets		SWAN HILLTOP OPERATING PARTNERS, LLC			1258	1

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Attachment 3:

A general description of the capital improvements, additional or extended services and other development expenditures to be made in the Development District as part of the Project and a detailed description of the anticipated costs of the Project.

The Developer plans to redevelop the former Hill Top Hotel and adjoining properties by constructing a new hotel on the site of the original Hotel, restoring the adjacent historic Lodge building, restoring and repurposing four historic houses originally constructed as housing for workers at the Harpers Ferry Armory as guest houses, restoring and repurposing one additional Armory house and a former barbershop. The Developer proposes to develop certain capital improvements within or contiguous to the Development District and which serve the Development District. The Project includes the design, permitting, acquisition, construction and equipping of infrastructure and other improvements that will facilitate the redevelopment of the Hotel site and adjoining properties within the Development District, including, but not limited to, the following:

- Waterworks, sewerage, stormwater, telecommunications, cable, fiber optic, electric, natural gas and related infrastructure improvements;
- Construction of a new hotel building, parking garage, roads, sidewalks, street lighting, traffic signals and other roadway and streetscape improvements and related appurtenances;
- Demolition, site preparation and excavation and other earthwork necessary for and incidental to the construction and installation of infrastructure and other improvements that will facilitate the redevelopment of the Hotel and nearby related properties within the TIF District;
- Other related improvements, extensions, renovations and additions; and
- All professional service fees and consultant fees in connection with the foregoing, including but not limited to engineering, architectural and other design fees, legal fees, fees of property tax revenue consultants, property tax consultants, trustees, continuing disclosure agents and all fees and costs incurred in connection with the preparation and approval of the Project Plan.

The proposed Project and the capital improvements and expenditures contemplated are presented by way of example only and the actual capital improvements and expenditures may differ substantially from those described herein so long as such improvements and expenditures are included within the scope of the Project described herein. The estimated construction and engineering costs of the Project is provided in the tables on the immediately following pages. These estimated costs are preliminary in nature and are provided by way of example only. Actual project costs will vary from those indicated in the following estimates and such variances could be significant.

Also attached hereto is detailed information respecting the proposed Special District Excise Tax Obligations.

Total Project Budget

Land and Development Costs	28,850,000
Soft Costs	10,440,000
Hard Costs	113,170,000
Harpers Ferry Business & Occupation Tax	2,260,000
Permitting Related	730,000
Furniture, Fixtures, and Equipment (FF&E), Operating Supplies, & Technology	11,630,000
Financing and Legal	4,200,000
Total Project Budget	171,280,000

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Attachment 4: A Project Schedule detailing the anticipated development of the Project.

Attached hereto is a schedule detailing the anticipated private development in the Development District.

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ID	Task Mode	Task Name	Duration	Start	Finish	2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter					
						Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
1	→	HILL TOP HOUSE HOTEL	550 days	Mon 5/8/23	Fri 6/13/25																														
2	→	Mobilize on Site	0 days	Mon 5/8/23	Mon 5/8/23																														
3	→	Complete Structure	11.5 mons	Mon 5/8/23	Fri 3/22/24																														
4	→	Building Watertight	2 mons	Mon 3/25/24	Fri 5/17/24																														
5	→	Substantial Completion	10 mons	Mon 5/20/24	Fri 2/21/25																														
6	→	Final Completion	2 mons	Mon 2/24/25	Fri 4/18/25																														
7	→	Training	4 mons	Mon 2/24/25	Fri 6/13/25																														

Attachment 5:**Base Tax Revenue Amount**

The County Commission's and the Developer's good faith estimate of the aggregate amount of consumer sales and service tax actually remitted to the Tax Commissioner by all businesses currently conducting business in the proposed Development District for the twelve full calendar months next preceding the date of this application is \$0.00. Following its receipt of this application, the West Virginia Department of Economic Development will request a certification from the Tax Commissioner of the base tax revenue amount.

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Attachment 6:

Gross Annual District Tax Amount.

Attached hereto is a good faith estimate of the projected gross annual district tax amount.

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Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendices to the Pledged Revenue Report

DRAFT

DRAFT

Prepared By:

MUNICAP, INC.
— PUBLIC FINANCE —

September 22, 2022

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Scenario A
(Base Scenario)

Assumptions

Completion of Hill Top House Hotel
Rehabilitation of Yellow House and Old Lodge
Existing Ancillary Armory Buildings

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Projected Development

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-1: Development Summary

Property Type ^(a)	Construction	Property Area ^(a)		
	Completion	Rooms	GSF per Room	GSF
Commercial				
Hill Top House				
Lodging	2025	122	608	74,132
Banquet hall	2025	-	-	15,975
Restaurant	2025	-	-	10,875
Cocktail lounge	2025	-	-	4,674
Health club	2025	-	-	11,894
Parking structure	2025	-	-	27,029
Sub-total Hill Top House		122		144,579
Existing buildings				
Yellow House	-	-	-	4,201
Old Lodge	-	-	-	14,488
Ancillary buildings				
Map ID 17 - Red House/Office	-	-	-	1,906
Map ID 19 - Armory House	-	-	-	2,562
Map ID 22 - Armory House	-	-	-	1,928
Map ID 24 - Armory House	-	-	-	1,404
Map ID 25 - Armory House	-	-	-	1,549
Map ID 27 - Armory House	-	-	-	1,424
Sub-total existing buildings				29,462
Total		122		174,041
<i>MuniCap, Inc.</i>				<i>22-Sep-2022</i>

^(a) Provided by Developer.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.a: Projected Construction Completion - Hill Top House^(a)

Development			Lodging		Banquet Hall		Restaurant	
Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Rooms	Cumulative	GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	0	0	0	0	0	0
31-Dec-22	1-Jul-23	1-Apr-24	0	0	0	0	0	0
31-Dec-23	1-Jul-24	1-Apr-25	0	0	0	0	0	0
31-Dec-24	1-Jul-25	1-Apr-26	0	0	0	0	0	0
31-Dec-25	1-Jul-26	1-Apr-27	122	122	15,975	15,975	10,875	10,875
31-Dec-26	1-Jul-27	1-Apr-28	0	122	0	15,975	0	10,875
31-Dec-27	1-Jul-28	1-Apr-29	0	122	0	15,975	0	10,875
31-Dec-28	1-Jul-29	1-Apr-30	0	122	0	15,975	0	10,875
31-Dec-29	1-Jul-30	1-Apr-31	0	122	0	15,975	0	10,875
31-Dec-30	1-Jul-31	1-Apr-32	0	122	0	15,975	0	10,875
31-Dec-31	1-Jul-32	1-Apr-33	0	122	0	15,975	0	10,875
31-Dec-32	1-Jul-33	1-Apr-34	0	122	0	15,975	0	10,875
31-Dec-33	1-Jul-34	1-Apr-35	0	122	0	15,975	0	10,875
31-Dec-34	1-Jul-35	1-Apr-36	0	122	0	15,975	0	10,875
31-Dec-35	1-Jul-36	1-Apr-37	0	122	0	15,975	0	10,875
31-Dec-36	1-Jul-37	1-Apr-38	0	122	0	15,975	0	10,875
31-Dec-37	1-Jul-38	1-Apr-39	0	122	0	15,975	0	10,875
31-Dec-38	1-Jul-39	1-Apr-40	0	122	0	15,975	0	10,875
31-Dec-39	1-Jul-40	1-Apr-41	0	122	0	15,975	0	10,875
31-Dec-40	1-Jul-41	1-Apr-42	0	122	0	15,975	0	10,875
31-Dec-41	1-Jul-42	1-Apr-43	0	122	0	15,975	0	10,875
31-Dec-42	1-Jul-43	1-Apr-44	0	122	0	15,975	0	10,875
31-Dec-43	1-Jul-44	1-Apr-45	0	122	0	15,975	0	10,875
31-Dec-44	1-Jul-45	1-Apr-46	0	122	0	15,975	0	10,875
31-Dec-45	1-Jul-46	1-Apr-47	0	122	0	15,975	0	10,875
31-Dec-46	1-Jul-47	1-Apr-48	0	122	0	15,975	0	10,875
31-Dec-47	1-Jul-48	1-Apr-49	0	122	0	15,975	0	10,875
31-Dec-48	1-Jul-49	1-Apr-50	0	122	0	15,975	0	10,875
31-Dec-49	1-Jul-50	1-Apr-51	0	122	0	15,975	0	10,875
31-Dec-50	1-Jul-51	1-Apr-52	0	122	0	15,975	0	10,875
Totals			122		15,975		10,875	

MuniCap, Inc.

22-Sep-22

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.a: Projected Construction Completion - Hill Top House, continued^(a)

Development Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Cocktail Lounge		Health Club		Parking Structure	
			GSF	Cumulative	GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	0	0	0	0	0	0
31-Dec-22	1-Jul-23	1-Apr-24	0	0	0	0	0	0
31-Dec-23	1-Jul-24	1-Apr-25	0	0	0	0	0	0
31-Dec-24	1-Jul-25	1-Apr-26	0	0	0	0	0	0
31-Dec-25	1-Jul-26	1-Apr-27	4,674	4,674	11,894	11,894	27,029	27,029
31-Dec-26	1-Jul-27	1-Apr-28	0	4,674	0	11,894	0	27,029
31-Dec-27	1-Jul-28	1-Apr-29	0	4,674	0	11,894	0	27,029
31-Dec-28	1-Jul-29	1-Apr-30	0	4,674	0	11,894	0	27,029
31-Dec-29	1-Jul-30	1-Apr-31	0	4,674	0	11,894	0	27,029
31-Dec-30	1-Jul-31	1-Apr-32	0	4,674	0	11,894	0	27,029
31-Dec-31	1-Jul-32	1-Apr-33	0	4,674	0	11,894	0	27,029
31-Dec-32	1-Jul-33	1-Apr-34	0	4,674	0	11,894	0	27,029
31-Dec-33	1-Jul-34	1-Apr-35	0	4,674	0	11,894	0	27,029
31-Dec-34	1-Jul-35	1-Apr-36	0	4,674	0	11,894	0	27,029
31-Dec-35	1-Jul-36	1-Apr-37	0	4,674	0	11,894	0	27,029
31-Dec-36	1-Jul-37	1-Apr-38	0	4,674	0	11,894	0	27,029
31-Dec-37	1-Jul-38	1-Apr-39	0	4,674	0	11,894	0	27,029
31-Dec-38	1-Jul-39	1-Apr-40	0	4,674	0	11,894	0	27,029
31-Dec-39	1-Jul-40	1-Apr-41	0	4,674	0	11,894	0	27,029
31-Dec-40	1-Jul-41	1-Apr-42	0	4,674	0	11,894	0	27,029
31-Dec-41	1-Jul-42	1-Apr-43	0	4,674	0	11,894	0	27,029
31-Dec-42	1-Jul-43	1-Apr-44	0	4,674	0	11,894	0	27,029
31-Dec-43	1-Jul-44	1-Apr-45	0	4,674	0	11,894	0	27,029
31-Dec-44	1-Jul-45	1-Apr-46	0	4,674	0	11,894	0	27,029
31-Dec-45	1-Jul-46	1-Apr-47	0	4,674	0	11,894	0	27,029
31-Dec-46	1-Jul-47	1-Apr-48	0	4,674	0	11,894	0	27,029
31-Dec-47	1-Jul-48	1-Apr-49	0	4,674	0	11,894	0	27,029
31-Dec-48	1-Jul-49	1-Apr-50	0	4,674	0	11,894	0	27,029
31-Dec-49	1-Jul-50	1-Apr-51	0	4,674	0	11,894	0	27,029
31-Dec-50	1-Jul-51	1-Apr-52	0	4,674	0	11,894	0	27,029
Totals			4,674		11,894		27,029	

MuniCap, Inc.

22-Sep-2022

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.b: Projected Construction Completion - Existing Buildings^(a)

Development Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Yellow House		Old Lodge		Map ID 17 - Red House/Office	
			GSF	Cumulative	GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	4,201	4,201	14,488	14,488	1,906	1,906
31-Dec-22	1-Jul-23	1-Apr-24	0	4,201	0	14,488	0	1,906
31-Dec-23	1-Jul-24	1-Apr-25	0	4,201	0	14,488	0	1,906
31-Dec-24	1-Jul-25	1-Apr-26	0	4,201	0	14,488	0	1,906
31-Dec-25	1-Jul-26	1-Apr-27	0	4,201	0	14,488	0	1,906
31-Dec-26	1-Jul-27	1-Apr-28	0	4,201	0	14,488	0	1,906
31-Dec-27	1-Jul-28	1-Apr-29	0	4,201	0	14,488	0	1,906
31-Dec-28	1-Jul-29	1-Apr-30	0	4,201	0	14,488	0	1,906
31-Dec-29	1-Jul-30	1-Apr-31	0	4,201	0	14,488	0	1,906
31-Dec-30	1-Jul-31	1-Apr-32	0	4,201	0	14,488	0	1,906
31-Dec-31	1-Jul-32	1-Apr-33	0	4,201	0	14,488	0	1,906
31-Dec-32	1-Jul-33	1-Apr-34	0	4,201	0	14,488	0	1,906
31-Dec-33	1-Jul-34	1-Apr-35	0	4,201	0	14,488	0	1,906
31-Dec-34	1-Jul-35	1-Apr-36	0	4,201	0	14,488	0	1,906
31-Dec-35	1-Jul-36	1-Apr-37	0	4,201	0	14,488	0	1,906
31-Dec-36	1-Jul-37	1-Apr-38	0	4,201	0	14,488	0	1,906
31-Dec-37	1-Jul-38	1-Apr-39	0	4,201	0	14,488	0	1,906
31-Dec-38	1-Jul-39	1-Apr-40	0	4,201	0	14,488	0	1,906
31-Dec-39	1-Jul-40	1-Apr-41	0	4,201	0	14,488	0	1,906
31-Dec-40	1-Jul-41	1-Apr-42	0	4,201	0	14,488	0	1,906
31-Dec-41	1-Jul-42	1-Apr-43	0	4,201	0	14,488	0	1,906
31-Dec-42	1-Jul-43	1-Apr-44	0	4,201	0	14,488	0	1,906
31-Dec-43	1-Jul-44	1-Apr-45	0	4,201	0	14,488	0	1,906
31-Dec-44	1-Jul-45	1-Apr-46	0	4,201	0	14,488	0	1,906
31-Dec-45	1-Jul-46	1-Apr-47	0	4,201	0	14,488	0	1,906
31-Dec-46	1-Jul-47	1-Apr-48	0	4,201	0	14,488	0	1,906
31-Dec-47	1-Jul-48	1-Apr-49	0	4,201	0	14,488	0	1,906
31-Dec-48	1-Jul-49	1-Apr-50	0	4,201	0	14,488	0	1,906
31-Dec-49	1-Jul-50	1-Apr-51	0	4,201	0	14,488	0	1,906
31-Dec-50	1-Jul-51	1-Apr-52	0	4,201	0	14,488	0	1,906
Totals			4,201		14,488		1,906	

MuniCap, Inc.

22-Sep-2022

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.b: Projected Construction Completion - Existing Buildings, continued^(a)

Development Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Map ID 19 - Armory House		Map ID 22 - Armory House		Map ID 24 - Armory House	
			GSF	Cumulative	GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	2,562	2,562	1,928	1,928	1,404	1,404
31-Dec-22	1-Jul-23	1-Apr-24	0	2,562	0	1,928	0	1,404
31-Dec-23	1-Jul-24	1-Apr-25	0	2,562	0	1,928	0	1,404
31-Dec-24	1-Jul-25	1-Apr-26	0	2,562	0	1,928	0	1,404
31-Dec-25	1-Jul-26	1-Apr-27	0	2,562	0	1,928	0	1,404
31-Dec-26	1-Jul-27	1-Apr-28	0	2,562	0	1,928	0	1,404
31-Dec-27	1-Jul-28	1-Apr-29	0	2,562	0	1,928	0	1,404
31-Dec-28	1-Jul-29	1-Apr-30	0	2,562	0	1,928	0	1,404
31-Dec-29	1-Jul-30	1-Apr-31	0	2,562	0	1,928	0	1,404
31-Dec-30	1-Jul-31	1-Apr-32	0	2,562	0	1,928	0	1,404
31-Dec-31	1-Jul-32	1-Apr-33	0	2,562	0	1,928	0	1,404
31-Dec-32	1-Jul-33	1-Apr-34	0	2,562	0	1,928	0	1,404
31-Dec-33	1-Jul-34	1-Apr-35	0	2,562	0	1,928	0	1,404
31-Dec-34	1-Jul-35	1-Apr-36	0	2,562	0	1,928	0	1,404
31-Dec-35	1-Jul-36	1-Apr-37	0	2,562	0	1,928	0	1,404
31-Dec-36	1-Jul-37	1-Apr-38	0	2,562	0	1,928	0	1,404
31-Dec-37	1-Jul-38	1-Apr-39	0	2,562	0	1,928	0	1,404
31-Dec-38	1-Jul-39	1-Apr-40	0	2,562	0	1,928	0	1,404
31-Dec-39	1-Jul-40	1-Apr-41	0	2,562	0	1,928	0	1,404
31-Dec-40	1-Jul-41	1-Apr-42	0	2,562	0	1,928	0	1,404
31-Dec-41	1-Jul-42	1-Apr-43	0	2,562	0	1,928	0	1,404
31-Dec-42	1-Jul-43	1-Apr-44	0	2,562	0	1,928	0	1,404
31-Dec-43	1-Jul-44	1-Apr-45	0	2,562	0	1,928	0	1,404
31-Dec-44	1-Jul-45	1-Apr-46	0	2,562	0	1,928	0	1,404
31-Dec-45	1-Jul-46	1-Apr-47	0	2,562	0	1,928	0	1,404
31-Dec-46	1-Jul-47	1-Apr-48	0	2,562	0	1,928	0	1,404
31-Dec-47	1-Jul-48	1-Apr-49	0	2,562	0	1,928	0	1,404
31-Dec-48	1-Jul-49	1-Apr-50	0	2,562	0	1,928	0	1,404
31-Dec-49	1-Jul-50	1-Apr-51	0	2,562	0	1,928	0	1,404
31-Dec-50	1-Jul-51	1-Apr-52	0	2,562	0	1,928	0	1,404
Totals			2,562		1,928		1,404	

MuniCap, Inc.

22-Sep-2022

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.b: Projected Construction Completion - Existing Buildings, continued^(a)

Development Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Map ID 25 - Armory House		Map ID 27 - Armory House	
			GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	1,549	1,549	1,424	1,424
31-Dec-22	1-Jul-23	1-Apr-24	0	1,549	0	1,424
31-Dec-23	1-Jul-24	1-Apr-25	0	1,549	0	1,424
31-Dec-24	1-Jul-25	1-Apr-26	0	1,549	0	1,424
31-Dec-25	1-Jul-26	1-Apr-27	0	1,549	0	1,424
31-Dec-26	1-Jul-27	1-Apr-28	0	1,549	0	1,424
31-Dec-27	1-Jul-28	1-Apr-29	0	1,549	0	1,424
31-Dec-28	1-Jul-29	1-Apr-30	0	1,549	0	1,424
31-Dec-29	1-Jul-30	1-Apr-31	0	1,549	0	1,424
31-Dec-30	1-Jul-31	1-Apr-32	0	1,549	0	1,424
31-Dec-31	1-Jul-32	1-Apr-33	0	1,549	0	1,424
31-Dec-32	1-Jul-33	1-Apr-34	0	1,549	0	1,424
31-Dec-33	1-Jul-34	1-Apr-35	0	1,549	0	1,424
31-Dec-34	1-Jul-35	1-Apr-36	0	1,549	0	1,424
31-Dec-35	1-Jul-36	1-Apr-37	0	1,549	0	1,424
31-Dec-36	1-Jul-37	1-Apr-38	0	1,549	0	1,424
31-Dec-37	1-Jul-38	1-Apr-39	0	1,549	0	1,424
31-Dec-38	1-Jul-39	1-Apr-40	0	1,549	0	1,424
31-Dec-39	1-Jul-40	1-Apr-41	0	1,549	0	1,424
31-Dec-40	1-Jul-41	1-Apr-42	0	1,549	0	1,424
31-Dec-41	1-Jul-42	1-Apr-43	0	1,549	0	1,424
31-Dec-42	1-Jul-43	1-Apr-44	0	1,549	0	1,424
31-Dec-43	1-Jul-44	1-Apr-45	0	1,549	0	1,424
31-Dec-44	1-Jul-45	1-Apr-46	0	1,549	0	1,424
31-Dec-45	1-Jul-46	1-Apr-47	0	1,549	0	1,424
31-Dec-46	1-Jul-47	1-Apr-48	0	1,549	0	1,424
31-Dec-47	1-Jul-48	1-Apr-49	0	1,549	0	1,424
31-Dec-48	1-Jul-49	1-Apr-50	0	1,549	0	1,424
31-Dec-49	1-Jul-50	1-Apr-51	0	1,549	0	1,424
31-Dec-50	1-Jul-51	1-Apr-52	0	1,549	0	1,424
Totals			1,549		1,424	

MuniCap, Inc.

22-Sep-2022

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Projected Sales
and Excise Tax Revenues

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-3.a: Projected Sales

Sales Period Ending ^(a)	Bond Year Ending	Inflation Factor ^(b)	Hotel/Rooms				Food and Beverage				
			Rooms ^(c)	Sales Per Room ^(d)	Operations ^(e)	Annual Sales	GSF ^(c)	Sales Per GSF ^(d)	Operations ^(e)	Annual Sales	
20-Mar-22	1-Jun-22	100.0%	0	\$0	0%	\$0	0	\$0	0%	\$0	
20-Mar-23	1-Jun-23	100.0%	0	\$0	0%	\$0	0	\$0	0%	\$0	
20-Mar-24	1-Jun-24	100.0%	0	\$0	0%	\$0	0	\$0	0%	\$0	
20-Mar-25	1-Jun-25	100.0%	0	\$0	0%	\$0	0	\$0	0%	\$0	
20-Mar-26	1-Jun-26	100.0%	122	\$114,975	25%	\$3,506,750	31,524	\$205	25%	\$1,617,250	
20-Mar-27	1-Jun-27	100.0%	122	\$132,803	100%	\$16,202,000	31,524	\$248	100%	\$7,827,000	
20-Mar-28	1-Jun-28	100.0%	122	\$142,451	100%	\$17,379,000	31,524	\$275	100%	\$8,670,000	
20-Mar-29	1-Jun-29	102.0%	122	\$145,300	100%	\$17,726,580	31,524	\$281	100%	\$8,843,400	
20-Mar-30	1-Jun-30	104.0%	122	\$148,206	100%	\$18,081,112	31,524	\$286	100%	\$9,020,268	
20-Mar-31	1-Jun-31	106.1%	122	\$151,170	100%	\$18,442,734	31,524	\$292	100%	\$9,200,673	
20-Mar-32	1-Jun-32	108.2%	122	\$154,193	100%	\$18,811,589	31,524	\$298	100%	\$9,384,687	
20-Mar-33	1-Jun-33	110.4%	122	\$157,277	100%	\$19,187,820	31,524	\$304	100%	\$9,572,381	
20-Mar-34	1-Jun-34	112.6%	122	\$160,423	100%	\$19,571,577	31,524	\$310	100%	\$9,763,828	
20-Mar-35	1-Jun-35	114.9%	122	\$163,631	100%	\$19,963,008	31,524	\$316	100%	\$9,959,105	
20-Mar-36	1-Jun-36	117.2%	122	\$166,904	100%	\$20,362,268	31,524	\$322	100%	\$10,158,287	
20-Mar-37	1-Jun-37	119.5%	122	\$170,242	100%	\$20,769,514	31,524	\$329	100%	\$10,361,453	
20-Mar-38	1-Jun-38	121.9%	122	\$173,647	100%	\$21,184,904	31,524	\$335	100%	\$10,568,682	
20-Mar-39	1-Jun-39	124.3%	122	\$177,120	100%	\$21,608,602	31,524	\$342	100%	\$10,780,055	
20-Mar-40	1-Jun-40	126.8%	122	\$180,662	100%	\$22,040,774	31,524	\$349	100%	\$10,995,656	
20-Mar-41	1-Jun-41	129.4%	122	\$184,275	100%	\$22,481,590	31,524	\$356	100%	\$11,215,569	
20-Mar-42	1-Jun-42	131.9%	122	\$187,961	100%	\$22,931,221	31,524	\$363	100%	\$11,439,881	
20-Mar-43	1-Jun-43	134.6%	122	\$191,720	100%	\$23,389,846	31,524	\$370	100%	\$11,668,678	
20-Mar-44	1-Jun-44	137.3%	122	\$195,554	100%	\$23,857,643	31,524	\$378	100%	\$11,902,052	
20-Mar-45	1-Jun-45	140.0%	122	\$199,466	100%	\$24,334,796	31,524	\$385	100%	\$12,140,093	
20-Mar-46	1-Jun-46	142.8%	122	\$203,455	100%	\$24,821,492	31,524	\$393	100%	\$12,382,895	
20-Mar-47	1-Jun-47	145.7%	122	\$207,524	100%	\$25,317,921	31,524	\$401	100%	\$12,630,553	
20-Mar-48	1-Jun-48	148.6%	122	\$211,674	100%	\$25,824,280	31,524	\$409	100%	\$12,883,164	
20-Mar-49	1-Jun-49	151.6%	122	\$215,908	100%	\$26,340,765	31,524	\$417	100%	\$13,140,827	
20-Mar-50	1-Jun-50	154.6%	122	\$220,226	100%	\$26,867,581	31,524	\$425	100%	\$13,403,644	
20-Mar-51	1-Jun-51	157.7%	122	\$224,631	100%	\$27,404,932	31,524	\$434	100%	\$13,671,717	
20-Mar-52	1-Jun-52	160.8%	122	\$229,123	100%	\$27,953,031	31,524	\$442	100%	\$13,945,151	
Total						\$576,363,329				\$287,146,949	

MuniCap, Inc.

22-Sep-2022

^(a) According to the West Virginia State Tax Department, sales taxes are due on either a monthly or quarterly basis. Assumes sales taxes are due on a monthly basis. According to the West Virginia State Tax Department, sales taxes for monthly filers are due on the 20th of the month following the reporting month. Assumes a two month lag for remittance to the Hill Top House from the State of West Virginia.

^(b) Assumes inflation rate of 2%.

^(c) See Schedule A.2.

^(d) Provided by Developer. Assumes stabilization occurs in sales period ending March 20, 2028, bond year ending June 1, 2028.

^(e) Assumes three months of sales are collected in year one.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-3.b: Projected Sales, continued

Sales Period Ending ^(a)	Bond Year Ending	Inflation Factor ^(b)	Spa/Health Club			Annual Sales
			GSF ^(c)	Sales Per GSF ^(d)	Operations ^(e)	
20-Mar-22	1-Jun-22	100.0%	0	\$0	0%	\$0
20-Mar-23	1-Jun-23	100.0%	0	\$0	0%	\$0
20-Mar-24	1-Jun-24	100.0%	0	\$0	0%	\$0
20-Mar-25	1-Jun-25	100.0%	0	\$0	0%	\$0
20-Mar-26	1-Jun-26	100.0%	11,894	\$239	25%	\$712,000
20-Mar-27	1-Jun-27	100.0%	11,894	\$267	100%	\$3,178,000
20-Mar-28	1-Jun-28	100.0%	11,894	\$286	100%	\$3,406,000
20-Mar-29	1-Jun-29	102.0%	11,894	\$244	100%	\$2,904,960
20-Mar-30	1-Jun-30	104.0%	11,894	\$249	100%	\$2,963,059
20-Mar-31	1-Jun-31	106.1%	11,894	\$254	100%	\$3,022,320
20-Mar-32	1-Jun-32	108.2%	11,894	\$259	100%	\$3,082,767
20-Mar-33	1-Jun-33	110.4%	11,894	\$264	100%	\$3,144,422
20-Mar-34	1-Jun-34	112.6%	11,894	\$270	100%	\$3,207,311
20-Mar-35	1-Jun-35	114.9%	11,894	\$275	100%	\$3,271,457
20-Mar-36	1-Jun-36	117.2%	11,894	\$281	100%	\$3,336,886
20-Mar-37	1-Jun-37	119.5%	11,894	\$286	100%	\$3,403,624
20-Mar-38	1-Jun-38	121.9%	11,894	\$292	100%	\$3,471,696
20-Mar-39	1-Jun-39	124.3%	11,894	\$298	100%	\$3,541,130
20-Mar-40	1-Jun-40	126.8%	11,894	\$304	100%	\$3,611,953
20-Mar-41	1-Jun-41	129.4%	11,894	\$310	100%	\$3,684,192
20-Mar-42	1-Jun-42	131.9%	11,894	\$316	100%	\$3,757,876
20-Mar-43	1-Jun-43	134.6%	11,894	\$322	100%	\$3,833,033
20-Mar-44	1-Jun-44	137.3%	11,894	\$329	100%	\$3,909,694
20-Mar-45	1-Jun-45	140.0%	11,894	\$335	100%	\$3,987,888
20-Mar-46	1-Jun-46	142.8%	11,894	\$342	100%	\$4,067,645
20-Mar-47	1-Jun-47	145.7%	11,894	\$349	100%	\$4,148,998
20-Mar-48	1-Jun-48	148.6%	11,894	\$356	100%	\$4,231,978
20-Mar-49	1-Jun-49	151.6%	11,894	\$363	100%	\$4,316,618
20-Mar-50	1-Jun-50	154.6%	11,894	\$370	100%	\$4,402,950
20-Mar-51	1-Jun-51	157.7%	11,894	\$378	100%	\$4,491,009
20-Mar-52	1-Jun-52	160.8%	11,894	\$385	100%	\$4,580,829
Total						\$95,670,294

MuniCap, Inc.

22-Sep-2022

^(a) According to the West Virginia State Tax Department, sales taxes are due on either a monthly or quarterly basis. Assumes sales taxes are due on a monthly basis. According to the West Virginia State Tax Department, sales taxes for monthly filers are due on the 20th of the month following the reporting month. Assumes a two month lag for remittance to the Hill Top House from the State of West Virginia.

^(b) Assumes inflation rate of 2%.

^(c) See Schedule A.2.

^(d) Provided by Developer. Assumes stabilization occurs in sales period ending March 20, 2028, bond year ending June 1, 2028.

^(e) Assumes three months of sales are collected in year one.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-3.c: Projected Sales, continued^(a)

Sales Period Ending	Bond Year Ending	Inflation Factor	Hotel/ Rooms	Food and Beverage	Spa/ Health Club	Total
20-Mar-22	1-Jun-22	100.0%	\$0	\$0	\$0	\$0
20-Mar-23	1-Jun-23	100.0%	\$0	\$0	\$0	\$0
20-Mar-24	1-Jun-24	100.0%	\$0	\$0	\$0	\$0
20-Mar-25	1-Jun-25	100.0%	\$0	\$0	\$0	\$0
20-Mar-26	1-Jun-26	100.0%	\$3,506,750	\$1,617,250	\$712,000	\$5,836,000
20-Mar-27	1-Jun-27	100.0%	\$16,202,000	\$7,827,000	\$3,178,000	\$27,207,000
20-Mar-28	1-Jun-28	100.0%	\$17,379,000	\$8,670,000	\$3,406,000	\$29,455,000
20-Mar-29	1-Jun-29	102.0%	\$17,726,580	\$8,843,400	\$2,904,960	\$29,474,940
20-Mar-30	1-Jun-30	104.0%	\$18,081,112	\$9,020,268	\$2,963,059	\$30,064,439
20-Mar-31	1-Jun-31	106.1%	\$18,442,734	\$9,200,673	\$3,022,320	\$30,665,728
20-Mar-32	1-Jun-32	108.2%	\$18,811,589	\$9,384,687	\$3,082,767	\$31,279,042
20-Mar-33	1-Jun-33	110.4%	\$19,187,820	\$9,572,381	\$3,144,422	\$31,904,623
20-Mar-34	1-Jun-34	112.6%	\$19,571,577	\$9,763,828	\$3,207,311	\$32,542,715
20-Mar-35	1-Jun-35	114.9%	\$19,963,008	\$9,959,105	\$3,271,457	\$33,193,570
20-Mar-36	1-Jun-36	117.2%	\$20,362,268	\$10,158,287	\$3,336,886	\$33,857,441
20-Mar-37	1-Jun-37	119.5%	\$20,769,514	\$10,361,453	\$3,403,624	\$34,534,590
20-Mar-38	1-Jun-38	121.9%	\$21,184,904	\$10,568,682	\$3,471,696	\$35,225,282
20-Mar-39	1-Jun-39	124.3%	\$21,608,602	\$10,780,055	\$3,541,130	\$35,929,787
20-Mar-40	1-Jun-40	126.8%	\$22,040,774	\$10,995,656	\$3,611,953	\$36,648,383
20-Mar-41	1-Jun-41	129.4%	\$22,481,590	\$11,215,569	\$3,684,192	\$37,381,351
20-Mar-42	1-Jun-42	131.9%	\$22,931,221	\$11,439,881	\$3,757,876	\$38,128,978
20-Mar-43	1-Jun-43	134.6%	\$23,389,846	\$11,668,678	\$3,833,033	\$38,891,557
20-Mar-44	1-Jun-44	137.3%	\$23,857,643	\$11,902,052	\$3,909,694	\$39,669,389
20-Mar-45	1-Jun-45	140.0%	\$24,334,796	\$12,140,093	\$3,987,888	\$40,462,776
20-Mar-46	1-Jun-46	142.8%	\$24,821,492	\$12,382,895	\$4,067,645	\$41,272,032
20-Mar-47	1-Jun-47	145.7%	\$25,317,921	\$12,630,553	\$4,148,998	\$42,097,472
20-Mar-48	1-Jun-48	148.6%	\$25,824,280	\$12,883,164	\$4,231,978	\$42,939,422
20-Mar-49	1-Jun-49	151.6%	\$26,340,765	\$13,140,827	\$4,316,618	\$43,798,210
20-Mar-50	1-Jun-50	154.6%	\$26,867,581	\$13,403,644	\$4,402,950	\$44,674,175
20-Mar-51	1-Jun-51	157.7%	\$27,404,932	\$13,671,717	\$4,491,009	\$45,567,658
20-Mar-52	1-Jun-52	160.8%	\$27,953,031	\$13,945,151	\$4,580,829	\$46,479,011
Total			\$576,363,329	\$287,146,949	\$95,670,294	\$959,180,571

MuniCap, Inc.

22-Sep-2022

^(a)See prior schedules.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-4: Projected Excise Tax Revenue

Sales Period Ending	Bond Year Ending	Inflation Factor	Total Sales ^(a)	Excise Tax Rate ^(b)	Total Excise Taxes
20-Mar-22	1-Jun-22	100.0%	\$0	6.00%	\$0
20-Mar-23	1-Jun-23	100.0%	\$0	6.00%	\$0
20-Mar-24	1-Jun-24	100.0%	\$0	6.00%	\$0
20-Mar-25	1-Jun-25	100.0%	\$0	6.00%	\$0
20-Mar-26	1-Jun-26	100.0%	\$5,836,000	6.00%	\$350,160
20-Mar-27	1-Jun-27	100.0%	\$27,207,000	6.00%	\$1,632,420
20-Mar-28	1-Jun-28	100.0%	\$29,455,000	6.00%	\$1,767,300
20-Mar-29	1-Jun-29	102.0%	\$29,474,940	6.00%	\$1,768,496
20-Mar-30	1-Jun-30	104.0%	\$30,064,439	6.00%	\$1,803,866
20-Mar-31	1-Jun-31	106.1%	\$30,665,728	6.00%	\$1,839,944
20-Mar-32	1-Jun-32	108.2%	\$31,279,042	6.00%	\$1,876,743
20-Mar-33	1-Jun-33	110.4%	\$31,904,623	6.00%	\$1,914,277
20-Mar-34	1-Jun-34	112.6%	\$32,542,715	6.00%	\$1,952,563
20-Mar-35	1-Jun-35	114.9%	\$33,193,570	6.00%	\$1,991,614
20-Mar-36	1-Jun-36	117.2%	\$33,857,441	6.00%	\$2,031,446
20-Mar-37	1-Jun-37	119.5%	\$34,534,590	6.00%	\$2,072,075
20-Mar-38	1-Jun-38	121.9%	\$35,225,282	6.00%	\$2,113,517
20-Mar-39	1-Jun-39	124.3%	\$35,929,787	6.00%	\$2,155,787
20-Mar-40	1-Jun-40	126.8%	\$36,648,383	6.00%	\$2,198,903
20-Mar-41	1-Jun-41	129.4%	\$37,381,351	6.00%	\$2,242,881
20-Mar-42	1-Jun-42	131.9%	\$38,128,978	6.00%	\$2,287,739
20-Mar-43	1-Jun-43	134.6%	\$38,891,557	6.00%	\$2,333,493
20-Mar-44	1-Jun-44	137.3%	\$39,669,389	6.00%	\$2,380,163
20-Mar-45	1-Jun-45	140.0%	\$40,462,776	6.00%	\$2,427,767
20-Mar-46	1-Jun-46	142.8%	\$41,272,032	6.00%	\$2,476,322
20-Mar-47	1-Jun-47	145.7%	\$42,097,472	6.00%	\$2,525,848
20-Mar-48	1-Jun-48	148.6%	\$42,939,422	6.00%	\$2,576,365
20-Mar-49	1-Jun-49	151.6%	\$43,798,210	6.00%	\$2,627,893
20-Mar-50	1-Jun-50	154.6%	\$44,674,175	6.00%	\$2,680,450
20-Mar-51	1-Jun-51	157.7%	\$45,567,658	6.00%	\$2,734,059
20-Mar-52	1-Jun-52	160.8%	\$46,479,011	6.00%	\$2,788,741
Total			\$959,180,571		\$57,550,834

MuniCap, Inc.

22-Sep-2022

^(a)See Schedule A.3.

^(b)Represents the state component of sales tax.

Attachment 7:

How the project address economic problems in the area in which the Project will be located.

The Project will redevelop and revitalize a historically significant and highly visible property within the Town which had fallen into disrepair. The Hotel will attract significant tourism to the Town and the County, and will create jobs both directly and indirectly.

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Attachment 8:

A preliminary cost/benefit analysis.

Pursuant to the Act, the County Commission will cause the Tax Commissioner to capture and deposit, to the credit of the Development District subaccount to be maintained by the State Treasurer on behalf of the County Commission, all special district excise taxes generated within the proposed Development District. Under the Act, incremental special district excise taxes, above the Base Tax Revenue Amount certified by the Tax Commissioner, shall be available to the County Commission for payment of debt service on Obligations issued and used on a “pay-as-you-go” basis for costs of the Project within the proposed Development District, all for the benefit of Jefferson County and its citizens. As the special district excise tax would be an offset/capture of the State’s consumer sales and service tax, such revenues are not currently directly available or dedicated to the County for any purpose. Consequently, the capture and dedication of such revenues for costs of the Project will have a direct positive impact on the County and its citizens. Without the capture and dedication of such revenues for costs of the Project, the proposed infrastructure improvements are not likely to occur and thus the economic growth of the area will be greatly impeded. The incremental special district excise tax revenues that are projected to be available to the County Commission for costs of the Project are set forth in Attachment 6 of this application. The Developer is unaware of any costs of negative impacts to the County or the Town as a result of establishing the proposed Development District and approving the proposed Project.

DRAFT

Attachment 9:

The amount of private sector investment in the Project and documentation and facts that support a finding that without the support of the special district excise tax, financing the Project would not be feasible.

It is projected that \$130,000,000 of private investment will occur within the Development District within the next 28-30 months.

Notwithstanding such substantial private investment within the Development District, the County Commission and Developer have not been able to identify a revenue source to finance the proposed infrastructure, construction, and improvements necessary to facilitate and incentivize such private investment, without the assistance of special district excise tax revenue. Such funding will allow the Project to be planned and constructed in the most efficient and inexpensive process available to the County Commission and the Developer. Without the availability of such funds for the Project, the ability of the State, County Commission and Developer to provide the necessary funds to finance the Project, the Project is not reasonably expected to occur and thus the projected private investment is not reasonably expected to occur.

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Attachment 10: How the economic opportunity development district's excise tax dollars will leverage or be a catalyst for the effective use of private, other local government or state or federal funding that is available.

See Attachment 9.

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Attachment 11: Substantial and credible evidence that the Project will be started and completed in a timely manner.

A Project Schedule is included in **Attachment 4**.

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Attachment 12:

Evidence that the Project will directly or indirectly improve opportunities in the project area for the successful establishment or expansion of other industrial or commercial businesses.

It is projected that \$130,000,000 of private investment will occur within the Development District within the next 28-30 months.

Notwithstanding such substantial private investment within the Development District, the County Commission and Developer have not been able to identify a revenue source to finance the proposed public infrastructure and construction and improvements necessary to facilitate and incentivize such private investment, without the assistance of special district excise tax revenue. Such funding will allow the Project to be planned and constructed in the most efficient and inexpensive process available to the County Commission and the Developer. Without the availability of such funds for the Project, the ability of the State, County Commission and Developer to provide the necessary funds to finance the Project, the Project is not reasonably expected to occur and thus the projected private investment is not reasonably expected to occur.

Additionally, through the undertaking of the Project, the Developer will redevelop and revitalize a historically significant and highly visible property within the Town which had fallen into disrepair. The Hotel will attract significant tourism to the Town and the County, and will create jobs both directly and indirectly. The economic impact study prepared by EY Quantitative Economics and Statistics and the revenue report prepared by MuniCap, Inc. which are included in **Attachment 18** further support the impact that the Project will have in the project area.

Attachment 13: How the Project will directly or indirectly assist in the creation of additional long term employment opportunities in the area and the quality of jobs created in all phases of the Project including wages and benefits.

The Project's anticipated job estimates are as follows:

Estimated Job Creation within the Development District

Job Category: Professional

Number:	8
Wages:	\$100,000
Benefits:	<u>Industry Standard</u>

Job Category: Clerical and Admin

Number:	11
Wages:	\$40,000
Benefits:	<u>Industry Standard</u>

Job Category: Skilled

Number:	5
Wages:	\$35,000 – 50,000
Benefits:	<u>Industry Standard</u>

Job Category: Semi-Skilled

Number:	5
Wages:	\$35,000 – 50,000
Benefits:	<u>Industry Standard</u>

Job Category: Unskilled

Number:	100
Wages:	\$40,500
Benefits:	<u>Industry Standard</u>

Total Estimated Number of Construction Jobs 239

Total Estimated Number of Permanent Jobs 129

Attachment 14: If the Project will meet any pressing need for the area of part of the area in which the Development District is located.

See Attachment 7.

DRAFT

Attachment 15:

Whether the County Commission has a strategy for economic development in the county and whether the Project is consistent with that strategy.

On January 14, 2015, the County Commission approved the Envision Jefferson 2035 Comprehensive Plan (the “County Comprehensive Plan”). The creation of the proposed Development District and the execution of the Project are consistent with the goals and objectives stated therein. For example, among the objectives outlined in the County Comprehensive Plan are (1) to build upon intergovernmental efforts to develop strategies to entice visitors who come to the Harpers Ferry National Historical Park to stay in Jefferson County for more than a one-day visit to the Park and (2) to identify opportunities for public/private partnerships (or other creative forms of collaboration) between local government entities and private sector investment that would result in the creation or expansion of employment opportunities and infrastructure in Jefferson County.

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Attachment 16: How the Project helps diversify the local economy.

See Attachment 7.

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Attachment 17:

How the Project is consistent with the goals of W. Va. Code § 7-22-1 *et seq.*

The Project is consistent with the Legislative Finding and Declaration of Purpose set forth by the Legislature of the State of West Virginia in Section 2 of the Act. The Project will be located in an underdeveloped area of the county and the Project will result in the development and construction of modern structure and facilities in the Development District. The Development District will serve a public purpose and promote the health, safety, prosperity, security, and general welfare of citizens of the State. The Development District will promote the establishment and vitality of significant business opportunities within the county while serving as an effective means for developing and promoting tourism and other business activity.

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Attachment 18: How the economic opportunity development district's excise tax dollars will leverage or be a catalyst for the effective use of private, other local government or state or federal funding that is available.

Attached hereto are the following:

1. Economic impact study dated May 2019 prepared by EY Quantitative Economics and Statistics; and
2. Revenue report dated _____ 2022 prepared by MuniCap, Inc.

DRAFT

Quantifying the state and local economic impacts of the proposed Hill Top House Hotel Project

Prepared by EY Quantitative Economics and Statistics (QUEST)

May 2019

DRAFT



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Executive summary

EY was commissioned by SWaN Hill Top, LLC (“SWaN” or the “Company”) to estimate the potential economic benefits related to the construction and operation of the Hill Top House Hotel Project (“Hill Top House” or “Project”), a proposed high-end hotel in Harpers Ferry, West Virginia with approximately 129 rooms in the main hotel, lodge, and ancillary buildings. EY estimated the economic and tax effects related to: (1) temporary impacts during Project construction and build out and (2) the ongoing annual impacts from the proposed hotel’s operations. Table ES-1 summarizes the estimated economic and tax impacts.

One-time impacts associated with Project construction are estimated to include:

- An estimated 478 “worker years,” averaging 239 direct jobs on-site each year over the 2-year construction period, generating nearly \$29 million in direct personal income;
- More than \$105 million in total economic output (approximately business sales) in West Virginia, including indirect and induced economic effects; and
- Nearly \$7.2 million of state and local tax revenue over 2 years.
- Approximately two-thirds of the total economic impact will remain in Harpers Ferry, primarily construction contractors and laborers working on-site.
- Construction of the proposed Hotel will generate a one-time tax impact of nearly \$1.8 million for Harpers Ferry over 2 years (2-year total) related to on-site construction activity. This tax impact is generated primarily through business and occupation (B&O) tax on the construction contract and will not recur.

The ongoing operating impacts will include:

- 129 jobs at the hotel, supporting 140 total jobs in Harpers Ferry, including indirect and induced economic activity;
- Total impact on Harpers Ferry economic output of \$26.8 million annually; and
- Annual hotel operations will generate an estimated \$1 million in Harpers Ferry taxes on an annual basis, including taxes remitted on visitor purchases. Direct business taxes paid by the Project will account for 40% of the annual tax impact.
- The Project will also generate tax impacts for other local units of government including Jefferson County and Jefferson County School District. Total taxes expected to accrue to these other local units of government are \$2.3 million, of which \$2.2 million is direct property tax paid by the hotel.
- The reported tax impact includes taxes remitted on visitor spending. The analysis estimates that the hotel will remit \$581,200 annually in Harpers Ferry sales tax and hotel/motel occupancy taxes on behalf of visitors. This includes an estimated \$241,200 of Harpers Ferry sales taxes and \$340,000 in Harpers Ferry hotel occupancy tax (net revenue to Harpers Ferry, assuming 50% of revenues will go to the local tourism board). Additionally, \$340,000 will go to the local tourism board (Jefferson County Convention & Visitors Bureau).

Table ES-1. Direct and total economic impacts for Harpers Ferry and West Virginia related to the proposed hotel's construction and operations

Real 2019 dollars

	Direct impact	Total Harpers Ferry impact	Total statewide impact
One-time impact of capital investments			
Average annual employment	239	242	359
Worker Years (2 yr. total)	478	483	718
Labor income (2 yr. total)	\$28,628,600	\$28,802,700	\$39,324,500
GDP (2 yr. total)	\$41,863,600	\$42,202,500	\$60,450,800
Economic output (2 yr. total)	\$71,586,100	\$72,191,700	\$105,151,400
Ongoing impact of hotel operations			
Average annual employment	129	140	217
Labor income (annual)	\$5,230,200	\$5,566,700	\$9,019,300
GDP (annual)	\$13,990,200	\$14,642,300	\$20,638,800
Economic output (annual)	\$25,633,000	\$26,825,800	\$38,203,400

Note: Figures may not appear to sum due to rounding.

Source: EY analysis and data compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN.

Table ES-2. Total local tax impacts from ongoing hotel operations related to direct, indirect, and induced economic impacts and remitted on behalf of Hotel visitors, by tax type

Real 2019 dollars

	Total tax impact
Harpers Ferry taxes	
Property taxes	\$205,000
Sales & use taxes	
Sales & use taxes, paid by businesses & residents	\$900
Sales & use taxes, paid by visitors	\$241,200
Other local taxes, including B&O	\$216,200
Hotel/Motel Occupancy Tax, Harpers Ferry portion	\$340,000
Total Harpers Ferry taxes	\$1,003,300
Other local taxes	
Jefferson County + School District	\$2,255,400
Other local taxes, statewide	\$76,000
Hotel/Motel Occupancy Tax, local tourism board portion*	\$340,000
Total local taxes, statewide	\$3,674,700

* Jefferson County Convention & Visitors Bureau

Note: Figures may not appear to sum due to rounding.

Source: EY analysis and data compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN.

Quantifying the state and local economic impacts of the proposed Hill Top House Hotel Project

1. Introduction

EY was commissioned by SWaN Hill Top, LLC (“SWaN” or the “Company”) to estimate the potential economic benefits related to the Hill Top House Hotel Project (“Hill Top House” or “Project”), a proposed high-end hotel in Harpers Ferry, West Virginia. This report provides an assessment of the potential economic impacts attributable to the construction and annual operations of the Project, including the number of West Virginia jobs and employee earnings, GDP generated, state and local taxes, and other key economic contributions.

Harpers Ferry is located at the convergence of the Potomac and Shenandoah Rivers and is a popular site for tourists interested in the region’s history and outdoor recreation. The headquarters of the Appalachian Trail Conservancy is located in Harpers Ferry, making Harpers Ferry a popular spot for hikers. The rivers and topography of the area have supported businesses catering to outdoor enthusiasts, such as zip line and canopy tours, white water rafting and tubing, backpacking, children’s adventure camps, and boating. As a result, tourism to the area tends to be highly seasonal, peaking in the summer months. In addition to local attractions, Harpers Ferry is located near multiple vineyards, golf courses, and the Hollywood Casino at Charles Town Races, providing the opportunity for the proposed hotel to capture a share of the demand that already exists in the greater area.

The analysis presented in this report shows that the development and construction of the proposed Hill Top House Hotel will generate economic and tax benefits for Harpers Ferry and the State of West Virginia, should the Company undertake the project. In addition to the economic benefits of the hotel’s construction, the expected annual operations at the hotel will support jobs and tax revenues throughout the state.

2. Approach and terms used in the report

This analysis considers impacts related to:

- (1) One-time (temporary) impact of capital investment – The construction of the proposed hotel will temporarily support jobs in Harpers Ferry and throughout West Virginia, primarily in the construction sector.
- (2) Ongoing (annual) impact of hotel operations – Operations at the proposed hotel will support ongoing jobs and incomes in Harpers Ferry and throughout West Virginia, primarily in hospitality-related businesses.

This study estimates three types of economic effects related to hotel construction and operations:

- Direct effects: The hotel's direct impact includes the hotel's projected revenues (direct economic output) and payments to employees (direct jobs and labor income). For the construction period, the direct impacts reflect the temporary on-site construction contractors and total construction expenditures.
- Indirect (supplier) economic effects: Indirect effects are the result of the hotel's purchases from local suppliers (e.g., food, cleaning supplies, stationary, utilities, contract security, etc.). As the hotel purchases goods and services from local businesses, these businesses in turn purchase additional inputs from their suppliers in order to meet new demand from the hotel. These supplier sales are captured in the indirect effect, reflecting employment and labor income impacts and the subsequent rounds of supplier purchases in the state and local economies.
- Induced (employee spending) economic effects: Induced effects are supported through household consumption spending by employees. Hotel employees and employees of the hotel's suppliers will use a portion of their incomes to purchase goods and services from businesses in Harpers Ferry, as well as other parts of West Virginia. These transactions support employment at businesses such as retailers, restaurants, and service companies.

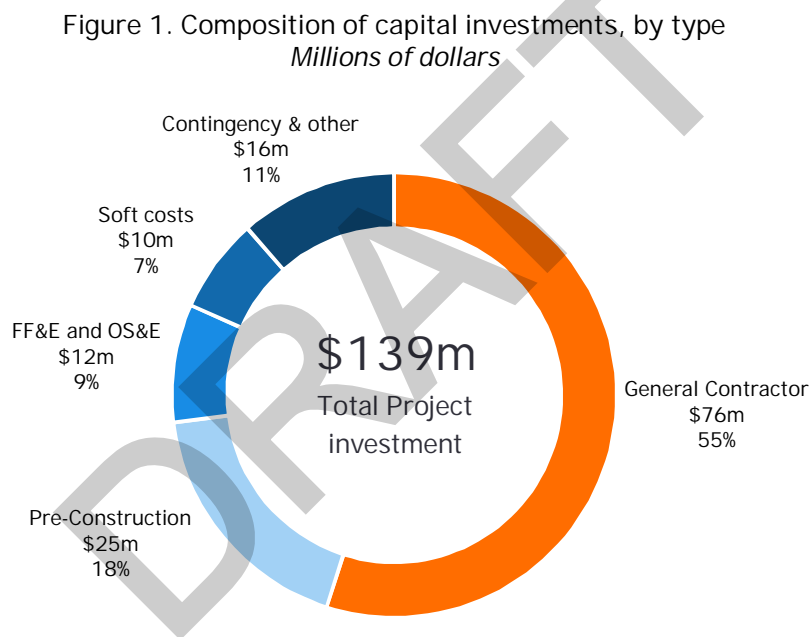
Direct, indirect, and induced impacts are expressed in terms of five indicators:

- Economic output: Economic output is the broadest measure of economic activity and includes GDP and intermediate input purchases. For the proposed hotel, economic output is equivalent to total room and service revenues. Economic output is the sum of GDP and intermediate demand (purchases from third-party suppliers).
- Gross Domestic Product (GDP): GDP, or value added, is a component of economic output and includes labor income, payments to capital, and indirect taxes.
- Labor income: Labor income is a component of GDP and includes total employee compensation (value of wages and benefits) and proprietor income.
- Employment: Employment reflects the total number of full- and part-time jobs (headcount).
- State and local taxes: Estimated taxes include individual and corporate income taxes, sales and excise taxes, and local property taxes paid by businesses and households. Income, property, and sales taxes paid by hotel employees on their incomes and purchases are included as direct taxes. The analysis presents estimates for local taxes collected within Harpers Ferry (all taxing jurisdictions) and other local governments throughout the state.

3. One-time impacts related to Project construction

Based on information compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN, the proposed hotel will require \$139 million in total investment including construction, design, furnishing, and other costs. Of this total spend, over half will be for the construction of the hotel and surrounding infrastructure (see Figure 1). This spending will temporarily increase demand for local construction services, generating nearly \$72 million of direct construction sector economic output and supporting on-site employment. The construction of the proposed hotel in Harpers Ferry will generate economic impacts over the two-year construction period. These impacts are described as “one-time” because they do not recur.

Soft costs, such as design and management, account for \$10 million, and hard costs including furniture, fixtures, and equipment (FF&E) will total \$12 million. These goods and services are assumed to be supplied from vendors outside of West Virginia and are not included in the economic impacts presented in this section.



Note: Amount includes escalation.

Source: Data compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN.

Estimated one-time economic impacts

- Direct construction expenditures of nearly \$72 million will support an average of 239 on-site construction contractors per year in Harpers Ferry during the hotel's construction – totaling 478 direct worker years (one-year jobs).
- Including direct (contractor), indirect (supplier), and induced (household spending) economic effects, Project construction will support an average of 242 construction and related jobs per year in Harpers Ferry during the 2-year construction period.

- The total job impact includes construction contractors and engineers, as well as employees at construction material suppliers. Workers supported by capital expenditure impacts in Harpers Ferry will earn an estimated \$28.6 million in total compensation (direct labor income).
- Projected capital investments in the Hill Top House Hotel will generate approximately \$72.2 million of total economic output in Harpers Ferry. Of this total output, \$42.2 million will be attributed to GDP, including \$28.8 million in labor income earned by Harpers Ferry workers.
- While most of the impact will be in Harpers Ferry, additional activity will be supported throughout West Virginia as a result of local construction spending (\$105.2 million of total economic output in West Virginia) – supporting an average of 359 jobs per year statewide (718 worker-years).
- Capital investments will generate \$7.2 million in total state and local tax revenues. Of this total, \$4.6 million will be direct taxes paid by the construction contractor, including more than \$2.0 million of state and local sales taxes on construction materials.¹

Table 1. State and local impacts of planned capital investments
Real 2019 dollars

	Direct impact	Indirect & Induced impact	Total impact
	Construction contractors	Payments made to construction suppliers; Businesses selling to contract employees	Total one-time
Harpers Ferry			
Avg. annual jobs	239	3	242
Worker years	478	5	483
Labor income	\$28,628,600	\$174,100	\$28,802,700
GDP	\$41,863,600	\$338,900	\$42,202,500
Economic output	\$71,586,100	\$605,600	\$72,191,700
WV, statewide			
Avg. annual jobs	239	120	359
Worker years	478	240	718
Labor income	\$28,628,600	\$10,695,900	\$39,324,500
GDP	\$41,863,600	\$18,587,200	\$60,450,800
Economic output	\$71,586,100	\$33,565,300	\$105,151,400

Note: Figures may not appear to sum due to rounding. Worker years are equivalent to the number of jobs lasting an average of one year each.

Source: EY analysis and data compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN.

¹ Assumes 40% of the \$72 million planned construction spend is subject to state sales tax rate of 6% and local sales tax rate of 1%.

4. Annual economic impacts of hotel operations

4.1 Direct economic impacts

The hotel's direct impacts can be described in terms of economic value generated and distributed, as shown in Table 2. The hotel generates economic value through its sales, shown as direct economic output. The hotel distributes economic value in West Virginia through its payments to in-state suppliers, employees, and governments.²

The analysis assumes that the hotel will employ 129 workers once fully operational (assuming one employee per room). According to the most recent Census estimates, the combined population of Harpers Ferry and neighboring Bolivar was around 1,500 people – with approximately 300 people working in these two towns combined.³ Including current employment in Harpers Ferry and neighboring Bolivar, the direct jobs at the proposed hotel would increase the number of local jobs by 40%.⁴

Hotel employees will earn an estimated \$40,500 in average total compensation, including the value of wages, tips, and benefits – totaling more than \$5.2 million in annual payroll expense (direct labor income).⁵ This average compensation, which is representative of both full-time and part-time workers, reflects an average work week of approximately 34 hours.⁶

Table 2. Economic value generated and distributed, annual
Real 2019 dollars

	Direct hotel operations
Economic value generated in Harpers Ferry	
Rooms	\$13,598,000
Food and beverage	\$9,498,000
Spa	\$1,511,000
Other revenues	\$1,026,000
Direct economic output	\$25,633,000
Economic value distributed in WV	
Local supplier purchases (intermediate demand)	
<i>Within Harpers Ferry</i>	\$251,700
<i>Elsewhere in West Virginia</i>	\$5,461,100
Employees (direct labor income)	\$5,230,200
Governments (taxes)	
<i>Harpers Ferry</i>	\$409,100
<i>Other state & local taxes</i>	\$1,769,000
Total value distributed in WV	\$13,121,100

Note: Figures may not appear to sum due to rounding; Source: EY analysis and data compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN.

² The share of operating inputs purchased from local vendors was estimated using industry averages for the accommodations sector in the IMPLAN models of Jefferson County and WV, reflecting historical purchasing relationships for existing businesses.

³ U.S. Census American Community Survey (ACS) 5-Year Population Estimate (2013-2017) and 2002-2014 LEHD Origin Destination Employment Statistics (LODES).

⁴ U.S. Census 2002-2014 LODES.

⁵ Annual average compensation based on the average for the accommodations sector in the IMPLAN model of Harpers Ferry.

⁶ According to BLS, the average employee in the leisure and hospitality sector worked 34.1 hours per week in 2018.

4.2 Total direct, indirect, and induced economic and tax impacts

Contributions related to operations provide a snapshot of the potential ongoing annual economic impacts of the proposed hotel. The estimated impacts reflect the anticipated annual operations of the hotel, once fully-operational (year 3). Economic impacts include activity in the Town of Harpers Ferry and the State of West Virginia overall.

Estimated annual economic impacts

- Hotel operations will support an estimated 140 direct, indirect, and induced jobs in Harpers Ferry and 217 total jobs throughout the state. This includes jobs at the hotel's suppliers (indirect) and businesses that sell to hotel employees and hotel supplier employees (induced).
- For every 10 direct jobs at the hotel, an additional 7 jobs are supported elsewhere in the state through indirect and induced economic activity – 17 jobs total (statewide employment multiplier of 1.7). This is higher than the average employment multiplier for the existing West Virginia hotel sector of 1.4, reflecting the hotel's high wages and overall worker productivity (economic output per worker), relative to the rest of the sector.
- The total (direct, indirect, and induced) impact on state economic output will be an estimated \$38.2 million, approximately half of which will be state GDP (\$20.6 million).

Table 3. Annual state and local impacts of hotel operations
Real 2019 dollars

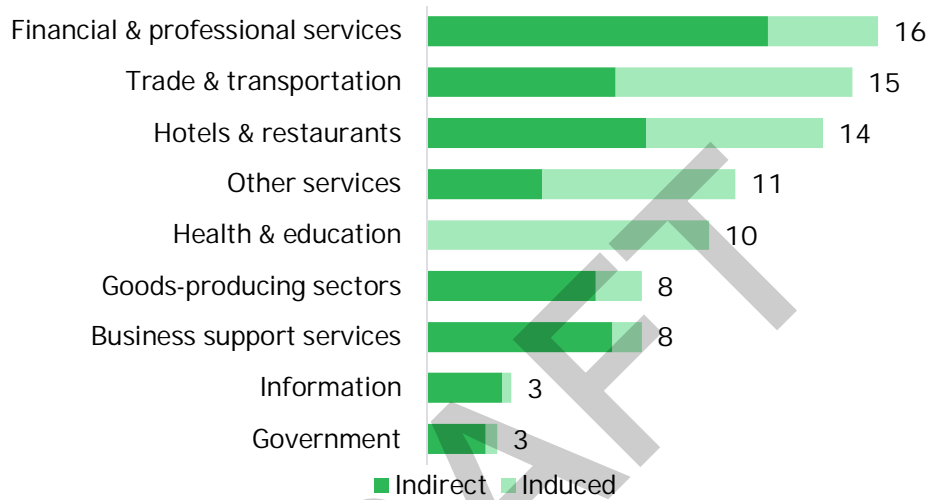
	Direct impact	Indirect & Induced impact	Total impact
	<i>Hotel operations</i>	<i>Hotel suppliers; Businesses selling to employees</i>	<i>Total</i>
Harpers Ferry			
Employment	129	11	140
Labor income	\$5,230,200	\$336,500	\$5,566,700
GDP	\$13,990,200	\$652,100	\$14,642,300
Economic output	\$25,633,000	\$1,192,800	\$26,825,800
WV, statewide			
Employment	129	88	217
Labor income	\$5,230,194	\$3,789,100	\$9,019,300
GDP	\$13,990,194	\$6,648,562	\$20,638,800
Economic output	\$25,633,000	\$12,570,368	\$38,203,400

Note: Figures may not appear to sum due to rounding.

Source: EY analysis and data compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN.

The hotel will support direct hospitality jobs and also jobs in other sectors as a result of the indirect and induced effects. Two out of every 10 estimated jobs are supported through the indirect effects, totaling 49 indirect jobs statewide at businesses that will sell goods and services to the hotel (e.g. financial and professional services and trade and transportation sectors). An additional 39 permanent jobs will be supported in the state through the induced economic impact – primarily at restaurants, retailers, and in education and health care. See Figure 2.

Figure 2. Distribution of indirect and induced employment, by sector
Statewide indirect and induced employment = 88



Note: Figures may not appear to sum due to rounding.

Source: EY analysis and data compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN.

5. Estimated state and local tax impacts, by tax type

5.1 Local tax impacts resulting from annual operations and capital expenditures

An analysis of the potential local tax impacts included:

- Construction of the proposed Hotel will generate a one-time tax impact of \$1.8 million for Harpers Ferry over 2 years (2-year total) related to on-site construction activity. This tax impact is generated primarily through the Harpers Ferry B&O tax that is assumed to be paid by the Project's construction contractors, as well as sales and use taxes on construction materials and will not recur.
- Annual hotel operations will generate an estimated \$1 million in Harpers Ferry taxes on an annual basis, including taxes remitted on visitor purchases.
- Direct business taxes paid by the Project will account for 40% of the annual tax impact.
- Based on information compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN, the hotel would generate an estimated \$201,000 per year in Harpers Ferry property taxes on real and personal property. Of this, \$191,000 (95%) would be incremental tax paid on real property improvements, \$2,300 (1%) is the current tax on the existing property, and \$7,800 (4%) would be tax on business personal property. Additionally, the Project will generate an average of \$2.2 million per year in county and school district property taxes.
- A TIF agreement would require that a portion of the \$191,000 in incremental property tax revenues be used to service the TIF bond. Assuming the TIF would be funded from ad valorem real and personal property taxes, the tax increment would generate sufficient revenue to service the bond at an assumed 4.5% interest rate over 30 years.
- The Hotel will generate additional revenues through taxes remitted on visitor spending. The analysis estimates that the hotel will remit \$581,200 annually in Harpers Ferry sales tax and hotel/motel occupancy taxes on behalf of visitors. This includes an estimated \$241,200 of Harpers Ferry sales taxes and \$340,000 in Harpers Ferry hotel occupancy tax (net revenue to Harpers Ferry, assuming 50% of revenues will go to the local tourism board). Additionally, \$340,000 will go to the local tourism board (Jefferson County Convention & Visitors Bureau).

Table 4. Total local tax impacts from ongoing hotel operations related to direct, indirect, and induced economic impacts and remitted on behalf of Hotel visitors, by tax type

Real 2019 dollars

	Direct taxes paid by the hotel	Taxes paid by hotel employees, indirect & induced effects, and remitted on visitor purchases	Total local tax impact
Harpers Ferry taxes			
Property taxes	\$201,100	\$3,900	\$205,000
Sales & use taxes			
Sales & use taxes, paid by businesses & residents	\$600	\$300	\$900
Sales & use taxes, paid by visitors		\$241,200	\$241,200
Other local taxes, including B&O	\$207,400	\$8,800	\$216,200
Hotel/Motel Occupancy Tax, Harpers Ferry portion		\$340,000	\$340,000
Total Harpers Ferry taxes	\$409,100	\$594,200	\$1,003,300
Other local taxes			
Jefferson County + School District	\$2,204,000	\$51,400	\$2,255,400
Other local taxes, statewide	--	\$76,000	\$76,000
Hotel/Motel Occupancy Tax, local tourism board portion*		\$340,000	\$340,000
Total local taxes, statewide	\$2,613,100	\$1,061,600	\$3,674,700

* Jefferson County Convention & Visitors Bureau

Note: Figures may not appear to sum due to rounding.

Source: EY analysis and data compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN.

5.2 State taxes resulting from capital expenditures and operations

Tax revenues supported by capital investments in the construction of Hill Top House Hotel will provide significant tax revenues for both Harpers Ferry and the State of West Virginia.

- In total, economic activity from hotel construction will generate \$4.4 million in total state taxes over two years. This includes an estimated \$1.7 million of state sales taxes paid on construction materials.
- Capital expenditures for the hotel's construction are estimated to support approximately \$1.0 million in individual income tax revenues for the State of West Virginia.
- In total, economic activity from hotel operations will generate more than \$2 million in total state taxes annually, including an estimated \$1.4 million of state sales taxes remitted on behalf of Hotel guests on their on-site purchases. Through the Tourism Development Credit (TDC), SWaN expects to receive a full rebate of the state sales tax paid during annual operations over the 10-year TDC period.

Table 5. Total state tax impacts from capital expenditures and operations, by tax type
Real 2019 dollars

	Total tax contribution from capital expenditures (cumulative total)	Total tax contribution related to Hotel operations (annual)
State taxes		
Sales & excise taxes		
Sales & excise taxes, paid by business and residents	\$3,055,400	\$306,700
Sales & excise taxes, paid by visitors	n/a	\$1,447,300
Personal income	\$1,020,800	\$234,100
Other state taxes	\$324,600	\$74,500
Total state taxes	\$4,400,900	\$2,062,600

Note: Figures may not appear to sum due to rounding.

Source: EY analysis and data compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN.

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Appendix – Study methodology & limitations

Input-output multiplier analysis and the IMPLAN economic model

The estimated economic and tax contributions presented in this study are based on information compiled by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN, specializing in design and procurement, food & beverage and construction, or estimated by EY. The state and local economic and tax impacts related to this activity were estimated using the regional Economic Impact Analysis for Planning (IMPLAN) input-output economic models for Jefferson County and the State of West Virginia, which describe relationships between businesses, households, and governments within each economy. This model follows flows of purchases as purchases of local goods by companies and employees support sales, jobs, and tax revenues. IMPLAN is used by the public sector, as well as private-sector businesses and other researchers and is based on widely accepted methodology for estimating these types of economic linkages.

The magnitude of each economic effect is described in terms of an economic multiplier. The multipliers in the IMPLAN model are based on the Leontief matrix, which estimates the total economic requirements for every unit of direct output in a given industry using detailed inter-industry relationships documented in the input-output model. The input-output framework connects commodity supply from one industry to commodity demand by another. The multipliers estimated using this approach capture all of the upstream economic activity (or backward linkages) related to an industry's production by attaching technical coefficients to expenditures. These output coefficients (dollars of demand) are then translated into dollars of GDP and labor income and number of employees based on industry averages.

In general, tax impacts are estimated based on the historical relationship between state and local tax collections (by tax type) to economic activity (measured as personal income). This ratio estimates the effective tax rates for each tax type as a share of total personal income. This approach assumes that the proposed hotel's employees and employees supported from the indirect and induced economic activity will generate taxes at the average effective rate on economic activity.

Interpretation of results and limitations of the analysis

The accompanying analyses were prepared for the use of SWaN. The analyses conducted in this report constitute neither an examination nor a compilation of prospective financial statements nor the application of agreed-upon procedures thereto in accordance with the attestation standards established by the American Institute of CPAs (AICPA). Accordingly, EY does not express an opinion on or offer any other assurances as to whether the analyses are presented in conformity with AICPA presentation guidelines or as to whether the underlying assumptions provide a reasonable basis for the analyses.

The reader should be aware of the following limitations and assumptions when interpreting the results:

- Information on projected capital expenditures and hotel operations was provided to EY by Interstate Hotels & Resorts and other hotel development and management industry specialists retained by SWaN, specializing in design and procurement, food & beverage and construction, for the purpose of this report. This data has not been independently audited or validated by EY. As such, EY offers no opinion on the validity of the data provided by the Company, although it was reviewed for general reasonableness and internal consistency.

- Indirect and induced contributions are estimated using the 2017 detailed IMPLAN input-output economic model of Jefferson County and the State of West Virginia. This methodology is widely used to assess indirect and induced economic linkages.
- Results for Harpers Ferry were estimated as a share of the county-wide indirect and induced estimates from the IMPLAN model of Jefferson County. County results were allocated to Harpers Ferry based on the town's historical share of employment within each sector in the indirect and induced impact.
- In general, indirect and induced tax impacts are estimated based on state and county averages for all industries and households. These estimates do not incorporate industry-specific tax rates, exemptions, or bases.
- Direct state and local sales and use taxes on construction materials were estimated based on the applicable statutory tax rates (6% state; 1% local), assuming 40% of construction expenditures are on taxable materials.
- Hotel accommodations taxes were estimated based on the 5% hotel accommodations tax rate for Harpers Ferry. State and local sales taxes paid by hotel visitors were estimated based on hotel revenues, less revenues for spa services, as personal services are exempt in West Virginia. Estimated taxes paid by hotel guests are not included in the tax impact tables.
- The economic impacts presented in this study (including employment and labor income) reflect the work location. These are jobs that will be based in West Virginia and could be filled by residents or non-residents.
- Given Harpers Ferry's proximity to Virginia and Maryland, the projected capital expenditures and hotel operations will likely support economic activity in these two states. However, the economic impacts presented in this study do not reflect any economic contributions to these two states.

Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendices to the Pledged Revenue Report

DRAFT

DRAFT

Prepared By:

MUNICAP, INC.
— PUBLIC FINANCE —

September 22, 2022

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Scenario A
(Base Scenario)

Assumptions

Completion of Hill Top House Hotel
Rehabilitation of Yellow House and Old Lodge
Existing Ancillary Armory Buildings

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Projected Development

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-1: Development Summary

Property Type ^(a)	Construction	Property Area ^(a)		
	Completion	Rooms	GSF per Room	GSF
Commercial				
Hill Top House				
Lodging	2025	122	608	74,132
Banquet hall	2025	-	-	15,975
Restaurant	2025	-	-	10,875
Cocktail lounge	2025	-	-	4,674
Health club	2025	-	-	11,894
Parking structure	2025	-	-	27,029
Sub-total Hill Top House		122		144,579
Existing buildings				
Yellow House	-	-	-	4,201
Old Lodge	-	-	-	14,488
Ancillary buildings				
Map ID 17 - Red House/Office	-	-	-	1,906
Map ID 19 - Armory House	-	-	-	2,562
Map ID 22 - Armory House	-	-	-	1,928
Map ID 24 - Armory House	-	-	-	1,404
Map ID 25 - Armory House	-	-	-	1,549
Map ID 27 - Armory House	-	-	-	1,424
Sub-total existing buildings				29,462
Total		122		174,041
<i>MuniCap, Inc.</i>				<i>22-Sep-2022</i>

^(a)Provided by Developer.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.a: Projected Construction Completion - Hill Top House^(a)

Development Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Lodging		Banquet Hall		Restaurant	
			Rooms	Cumulative	GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	0	0	0	0	0	0
31-Dec-22	1-Jul-23	1-Apr-24	0	0	0	0	0	0
31-Dec-23	1-Jul-24	1-Apr-25	0	0	0	0	0	0
31-Dec-24	1-Jul-25	1-Apr-26	0	0	0	0	0	0
31-Dec-25	1-Jul-26	1-Apr-27	122	122	15,975	15,975	10,875	10,875
31-Dec-26	1-Jul-27	1-Apr-28	0	122	0	15,975	0	10,875
31-Dec-27	1-Jul-28	1-Apr-29	0	122	0	15,975	0	10,875
31-Dec-28	1-Jul-29	1-Apr-30	0	122	0	15,975	0	10,875
31-Dec-29	1-Jul-30	1-Apr-31	0	122	0	15,975	0	10,875
31-Dec-30	1-Jul-31	1-Apr-32	0	122	0	15,975	0	10,875
31-Dec-31	1-Jul-32	1-Apr-33	0	122	0	15,975	0	10,875
31-Dec-32	1-Jul-33	1-Apr-34	0	122	0	15,975	0	10,875
31-Dec-33	1-Jul-34	1-Apr-35	0	122	0	15,975	0	10,875
31-Dec-34	1-Jul-35	1-Apr-36	0	122	0	15,975	0	10,875
31-Dec-35	1-Jul-36	1-Apr-37	0	122	0	15,975	0	10,875
31-Dec-36	1-Jul-37	1-Apr-38	0	122	0	15,975	0	10,875
31-Dec-37	1-Jul-38	1-Apr-39	0	122	0	15,975	0	10,875
31-Dec-38	1-Jul-39	1-Apr-40	0	122	0	15,975	0	10,875
31-Dec-39	1-Jul-40	1-Apr-41	0	122	0	15,975	0	10,875
31-Dec-40	1-Jul-41	1-Apr-42	0	122	0	15,975	0	10,875
31-Dec-41	1-Jul-42	1-Apr-43	0	122	0	15,975	0	10,875
31-Dec-42	1-Jul-43	1-Apr-44	0	122	0	15,975	0	10,875
31-Dec-43	1-Jul-44	1-Apr-45	0	122	0	15,975	0	10,875
31-Dec-44	1-Jul-45	1-Apr-46	0	122	0	15,975	0	10,875
31-Dec-45	1-Jul-46	1-Apr-47	0	122	0	15,975	0	10,875
31-Dec-46	1-Jul-47	1-Apr-48	0	122	0	15,975	0	10,875
31-Dec-47	1-Jul-48	1-Apr-49	0	122	0	15,975	0	10,875
31-Dec-48	1-Jul-49	1-Apr-50	0	122	0	15,975	0	10,875
31-Dec-49	1-Jul-50	1-Apr-51	0	122	0	15,975	0	10,875
31-Dec-50	1-Jul-51	1-Apr-52	0	122	0	15,975	0	10,875
Totals			122		15,975		10,875	

MuniCap, Inc.

22-Sep-22

^(a) Provided by Developer.

^(b) Property is assessed on July 1 annually based on discussion with Jefferson County Assessor.

^(c) Property tax bills are mailed July 15 of each year and are based on the assessed value for the property as of July 1 of the preceding year. Property taxes are due in two installments, September 1 and March 1 of the following year, with April 1 as the final due date without penalty.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.a: Projected Construction Completion - Hill Top House, continued^(a)

Development Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Cocktail Lounge		Health Club		Parking Structure	
			GSF	Cumulative	GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	0	0	0	0	0	0
31-Dec-22	1-Jul-23	1-Apr-24	0	0	0	0	0	0
31-Dec-23	1-Jul-24	1-Apr-25	0	0	0	0	0	0
31-Dec-24	1-Jul-25	1-Apr-26	0	0	0	0	0	0
31-Dec-25	1-Jul-26	1-Apr-27	4,674	4,674	11,894	11,894	27,029	27,029
31-Dec-26	1-Jul-27	1-Apr-28	0	4,674	0	11,894	0	27,029
31-Dec-27	1-Jul-28	1-Apr-29	0	4,674	0	11,894	0	27,029
31-Dec-28	1-Jul-29	1-Apr-30	0	4,674	0	11,894	0	27,029
31-Dec-29	1-Jul-30	1-Apr-31	0	4,674	0	11,894	0	27,029
31-Dec-30	1-Jul-31	1-Apr-32	0	4,674	0	11,894	0	27,029
31-Dec-31	1-Jul-32	1-Apr-33	0	4,674	0	11,894	0	27,029
31-Dec-32	1-Jul-33	1-Apr-34	0	4,674	0	11,894	0	27,029
31-Dec-33	1-Jul-34	1-Apr-35	0	4,674	0	11,894	0	27,029
31-Dec-34	1-Jul-35	1-Apr-36	0	4,674	0	11,894	0	27,029
31-Dec-35	1-Jul-36	1-Apr-37	0	4,674	0	11,894	0	27,029
31-Dec-36	1-Jul-37	1-Apr-38	0	4,674	0	11,894	0	27,029
31-Dec-37	1-Jul-38	1-Apr-39	0	4,674	0	11,894	0	27,029
31-Dec-38	1-Jul-39	1-Apr-40	0	4,674	0	11,894	0	27,029
31-Dec-39	1-Jul-40	1-Apr-41	0	4,674	0	11,894	0	27,029
31-Dec-40	1-Jul-41	1-Apr-42	0	4,674	0	11,894	0	27,029
31-Dec-41	1-Jul-42	1-Apr-43	0	4,674	0	11,894	0	27,029
31-Dec-42	1-Jul-43	1-Apr-44	0	4,674	0	11,894	0	27,029
31-Dec-43	1-Jul-44	1-Apr-45	0	4,674	0	11,894	0	27,029
31-Dec-44	1-Jul-45	1-Apr-46	0	4,674	0	11,894	0	27,029
31-Dec-45	1-Jul-46	1-Apr-47	0	4,674	0	11,894	0	27,029
31-Dec-46	1-Jul-47	1-Apr-48	0	4,674	0	11,894	0	27,029
31-Dec-47	1-Jul-48	1-Apr-49	0	4,674	0	11,894	0	27,029
31-Dec-48	1-Jul-49	1-Apr-50	0	4,674	0	11,894	0	27,029
31-Dec-49	1-Jul-50	1-Apr-51	0	4,674	0	11,894	0	27,029
31-Dec-50	1-Jul-51	1-Apr-52	0	4,674	0	11,894	0	27,029
Totals			4,674		11,894		27,029	

MuniCap, Inc.

22-Sep-2022

^(a) Provided by Developer.

^(b) Property is assessed on July 1 annually based on discussion with Jefferson County Assessor.

^(c) Property tax bills are mailed July 15 of each year and are based on the assessed value for the property as of July 1 of the preceding year. Property taxes are due in two installments, September 1 and March 1 of the following year, with April 1 as the final due date without penalty.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.b: Projected Construction Completion - Existing Buildings^(a)

Development Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Yellow House		Old Lodge		Map ID 17 - Red House/Office	
			GSF	Cumulative	GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	4,201	4,201	14,488	14,488	1,906	1,906
31-Dec-22	1-Jul-23	1-Apr-24	0	4,201	0	14,488	0	1,906
31-Dec-23	1-Jul-24	1-Apr-25	0	4,201	0	14,488	0	1,906
31-Dec-24	1-Jul-25	1-Apr-26	0	4,201	0	14,488	0	1,906
31-Dec-25	1-Jul-26	1-Apr-27	0	4,201	0	14,488	0	1,906
31-Dec-26	1-Jul-27	1-Apr-28	0	4,201	0	14,488	0	1,906
31-Dec-27	1-Jul-28	1-Apr-29	0	4,201	0	14,488	0	1,906
31-Dec-28	1-Jul-29	1-Apr-30	0	4,201	0	14,488	0	1,906
31-Dec-29	1-Jul-30	1-Apr-31	0	4,201	0	14,488	0	1,906
31-Dec-30	1-Jul-31	1-Apr-32	0	4,201	0	14,488	0	1,906
31-Dec-31	1-Jul-32	1-Apr-33	0	4,201	0	14,488	0	1,906
31-Dec-32	1-Jul-33	1-Apr-34	0	4,201	0	14,488	0	1,906
31-Dec-33	1-Jul-34	1-Apr-35	0	4,201	0	14,488	0	1,906
31-Dec-34	1-Jul-35	1-Apr-36	0	4,201	0	14,488	0	1,906
31-Dec-35	1-Jul-36	1-Apr-37	0	4,201	0	14,488	0	1,906
31-Dec-36	1-Jul-37	1-Apr-38	0	4,201	0	14,488	0	1,906
31-Dec-37	1-Jul-38	1-Apr-39	0	4,201	0	14,488	0	1,906
31-Dec-38	1-Jul-39	1-Apr-40	0	4,201	0	14,488	0	1,906
31-Dec-39	1-Jul-40	1-Apr-41	0	4,201	0	14,488	0	1,906
31-Dec-40	1-Jul-41	1-Apr-42	0	4,201	0	14,488	0	1,906
31-Dec-41	1-Jul-42	1-Apr-43	0	4,201	0	14,488	0	1,906
31-Dec-42	1-Jul-43	1-Apr-44	0	4,201	0	14,488	0	1,906
31-Dec-43	1-Jul-44	1-Apr-45	0	4,201	0	14,488	0	1,906
31-Dec-44	1-Jul-45	1-Apr-46	0	4,201	0	14,488	0	1,906
31-Dec-45	1-Jul-46	1-Apr-47	0	4,201	0	14,488	0	1,906
31-Dec-46	1-Jul-47	1-Apr-48	0	4,201	0	14,488	0	1,906
31-Dec-47	1-Jul-48	1-Apr-49	0	4,201	0	14,488	0	1,906
31-Dec-48	1-Jul-49	1-Apr-50	0	4,201	0	14,488	0	1,906
31-Dec-49	1-Jul-50	1-Apr-51	0	4,201	0	14,488	0	1,906
31-Dec-50	1-Jul-51	1-Apr-52	0	4,201	0	14,488	0	1,906
Totals			4,201		14,488		1,906	

MuniCap, Inc.

22-Sep-2022

^(a) Provided by Developer.

^(b) Property is assessed on July 1 annually based on discussion with Jefferson County Assessor.

^(c) Property tax bills are mailed July 15 of each year and are based on the assessed value for the property as of July 1 of the preceding year. Property taxes are due in two installments, September 1 and March 1 of the following year, with April 1 as the final due date without penalty.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.b: Projected Construction Completion - Existing Buildings, continued^(a)

Development Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Map ID 19 - Armory House		Map ID 22 - Armory House		Map ID 24 - Armory House	
			GSF	Cumulative	GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	2,562	2,562	1,928	1,928	1,404	1,404
31-Dec-22	1-Jul-23	1-Apr-24	0	2,562	0	1,928	0	1,404
31-Dec-23	1-Jul-24	1-Apr-25	0	2,562	0	1,928	0	1,404
31-Dec-24	1-Jul-25	1-Apr-26	0	2,562	0	1,928	0	1,404
31-Dec-25	1-Jul-26	1-Apr-27	0	2,562	0	1,928	0	1,404
31-Dec-26	1-Jul-27	1-Apr-28	0	2,562	0	1,928	0	1,404
31-Dec-27	1-Jul-28	1-Apr-29	0	2,562	0	1,928	0	1,404
31-Dec-28	1-Jul-29	1-Apr-30	0	2,562	0	1,928	0	1,404
31-Dec-29	1-Jul-30	1-Apr-31	0	2,562	0	1,928	0	1,404
31-Dec-30	1-Jul-31	1-Apr-32	0	2,562	0	1,928	0	1,404
31-Dec-31	1-Jul-32	1-Apr-33	0	2,562	0	1,928	0	1,404
31-Dec-32	1-Jul-33	1-Apr-34	0	2,562	0	1,928	0	1,404
31-Dec-33	1-Jul-34	1-Apr-35	0	2,562	0	1,928	0	1,404
31-Dec-34	1-Jul-35	1-Apr-36	0	2,562	0	1,928	0	1,404
31-Dec-35	1-Jul-36	1-Apr-37	0	2,562	0	1,928	0	1,404
31-Dec-36	1-Jul-37	1-Apr-38	0	2,562	0	1,928	0	1,404
31-Dec-37	1-Jul-38	1-Apr-39	0	2,562	0	1,928	0	1,404
31-Dec-38	1-Jul-39	1-Apr-40	0	2,562	0	1,928	0	1,404
31-Dec-39	1-Jul-40	1-Apr-41	0	2,562	0	1,928	0	1,404
31-Dec-40	1-Jul-41	1-Apr-42	0	2,562	0	1,928	0	1,404
31-Dec-41	1-Jul-42	1-Apr-43	0	2,562	0	1,928	0	1,404
31-Dec-42	1-Jul-43	1-Apr-44	0	2,562	0	1,928	0	1,404
31-Dec-43	1-Jul-44	1-Apr-45	0	2,562	0	1,928	0	1,404
31-Dec-44	1-Jul-45	1-Apr-46	0	2,562	0	1,928	0	1,404
31-Dec-45	1-Jul-46	1-Apr-47	0	2,562	0	1,928	0	1,404
31-Dec-46	1-Jul-47	1-Apr-48	0	2,562	0	1,928	0	1,404
31-Dec-47	1-Jul-48	1-Apr-49	0	2,562	0	1,928	0	1,404
31-Dec-48	1-Jul-49	1-Apr-50	0	2,562	0	1,928	0	1,404
31-Dec-49	1-Jul-50	1-Apr-51	0	2,562	0	1,928	0	1,404
31-Dec-50	1-Jul-51	1-Apr-52	0	2,562	0	1,928	0	1,404
Totals			2,562		1,928		1,404	

MuniCap, Inc.

22-Sep-2022

^(a) Provided by Developer.

^(b) Property is assessed on July 1 annually based on discussion with Jefferson County Assessor.

^(c) Property tax bills are mailed July 15 of each year and are based on the assessed value for the property as of July 1 of the preceding year. Property taxes are due in two installments, September 1 and March 1 of the following year, with April 1 as the final due date without penalty.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-2.b: Projected Construction Completion - Existing Buildings, continued^(a)

Development Year Ending	Appraised As Of ^(b)	Final Tax Due Date ^(c)	Map ID 25 - Armory House		Map ID 27 - Armory House	
			GSF	Cumulative	GSF	Cumulative
31-Dec-21	1-Jul-22	1-Apr-23	1,549	1,549	1,424	1,424
31-Dec-22	1-Jul-23	1-Apr-24	0	1,549	0	1,424
31-Dec-23	1-Jul-24	1-Apr-25	0	1,549	0	1,424
31-Dec-24	1-Jul-25	1-Apr-26	0	1,549	0	1,424
31-Dec-25	1-Jul-26	1-Apr-27	0	1,549	0	1,424
31-Dec-26	1-Jul-27	1-Apr-28	0	1,549	0	1,424
31-Dec-27	1-Jul-28	1-Apr-29	0	1,549	0	1,424
31-Dec-28	1-Jul-29	1-Apr-30	0	1,549	0	1,424
31-Dec-29	1-Jul-30	1-Apr-31	0	1,549	0	1,424
31-Dec-30	1-Jul-31	1-Apr-32	0	1,549	0	1,424
31-Dec-31	1-Jul-32	1-Apr-33	0	1,549	0	1,424
31-Dec-32	1-Jul-33	1-Apr-34	0	1,549	0	1,424
31-Dec-33	1-Jul-34	1-Apr-35	0	1,549	0	1,424
31-Dec-34	1-Jul-35	1-Apr-36	0	1,549	0	1,424
31-Dec-35	1-Jul-36	1-Apr-37	0	1,549	0	1,424
31-Dec-36	1-Jul-37	1-Apr-38	0	1,549	0	1,424
31-Dec-37	1-Jul-38	1-Apr-39	0	1,549	0	1,424
31-Dec-38	1-Jul-39	1-Apr-40	0	1,549	0	1,424
31-Dec-39	1-Jul-40	1-Apr-41	0	1,549	0	1,424
31-Dec-40	1-Jul-41	1-Apr-42	0	1,549	0	1,424
31-Dec-41	1-Jul-42	1-Apr-43	0	1,549	0	1,424
31-Dec-42	1-Jul-43	1-Apr-44	0	1,549	0	1,424
31-Dec-43	1-Jul-44	1-Apr-45	0	1,549	0	1,424
31-Dec-44	1-Jul-45	1-Apr-46	0	1,549	0	1,424
31-Dec-45	1-Jul-46	1-Apr-47	0	1,549	0	1,424
31-Dec-46	1-Jul-47	1-Apr-48	0	1,549	0	1,424
31-Dec-47	1-Jul-48	1-Apr-49	0	1,549	0	1,424
31-Dec-48	1-Jul-49	1-Apr-50	0	1,549	0	1,424
31-Dec-49	1-Jul-50	1-Apr-51	0	1,549	0	1,424
31-Dec-50	1-Jul-51	1-Apr-52	0	1,549	0	1,424
Totals			1,549		1,424	

MuniCap, Inc.

22-Sep-2022

^(a) Provided by Developer.

^(b) Property is assessed on July 1 annually based on discussion with Jefferson County Assessor.

^(c) Property tax bills are mailed July 15 of each year and are based on the assessed value for the property as of July 1 of the preceding year. Property taxes are due in two installments, September 1 and March 1 of the following year, with April 1 as the final due date without

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Projected Sales
and Excise Tax Revenues

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APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-3.a: Projected Sales

Sales Period Ending ^(a)	Bond Year Ending	Inflation Factor ^(b)	Hotel/Rooms				Food and Beverage				
			Rooms ^(c)	Sales Per Room ^(d)	Operations ^(e)	Annual Sales	GSF ^(c)	Sales Per GSF ^(d)	Operations ^(e)	Annual Sales	
20-Mar-22	1-Jun-22	100.0%	0	\$0	0%	\$0	0	\$0	0%	\$0	
20-Mar-23	1-Jun-23	100.0%	0	\$0	0%	\$0	0	\$0	0%	\$0	
20-Mar-24	1-Jun-24	100.0%	0	\$0	0%	\$0	0	\$0	0%	\$0	
20-Mar-25	1-Jun-25	100.0%	0	\$0	0%	\$0	0	\$0	0%	\$0	
20-Mar-26	1-Jun-26	100.0%	122	\$114,975	25%	\$3,506,750	31,524	\$205	25%	\$1,617,250	
20-Mar-27	1-Jun-27	100.0%	122	\$132,803	100%	\$16,202,000	31,524	\$248	100%	\$7,827,000	
20-Mar-28	1-Jun-28	100.0%	122	\$142,451	100%	\$17,379,000	31,524	\$275	100%	\$8,670,000	
20-Mar-29	1-Jun-29	102.0%	122	\$145,300	100%	\$17,726,580	31,524	\$281	100%	\$8,843,400	
20-Mar-30	1-Jun-30	104.0%	122	\$148,206	100%	\$18,081,112	31,524	\$286	100%	\$9,020,268	
20-Mar-31	1-Jun-31	106.1%	122	\$151,170	100%	\$18,442,734	31,524	\$292	100%	\$9,200,673	
20-Mar-32	1-Jun-32	108.2%	122	\$154,193	100%	\$18,811,589	31,524	\$298	100%	\$9,384,687	
20-Mar-33	1-Jun-33	110.4%	122	\$157,277	100%	\$19,187,820	31,524	\$304	100%	\$9,572,381	
20-Mar-34	1-Jun-34	112.6%	122	\$160,423	100%	\$19,571,577	31,524	\$310	100%	\$9,763,828	
20-Mar-35	1-Jun-35	114.9%	122	\$163,631	100%	\$19,963,008	31,524	\$316	100%	\$9,959,105	
20-Mar-36	1-Jun-36	117.2%	122	\$166,904	100%	\$20,362,268	31,524	\$322	100%	\$10,158,287	
20-Mar-37	1-Jun-37	119.5%	122	\$170,242	100%	\$20,769,514	31,524	\$329	100%	\$10,361,453	
20-Mar-38	1-Jun-38	121.9%	122	\$173,647	100%	\$21,184,904	31,524	\$335	100%	\$10,568,682	
20-Mar-39	1-Jun-39	124.3%	122	\$177,120	100%	\$21,608,602	31,524	\$342	100%	\$10,780,055	
20-Mar-40	1-Jun-40	126.8%	122	\$180,662	100%	\$22,040,774	31,524	\$349	100%	\$10,995,656	
20-Mar-41	1-Jun-41	129.4%	122	\$184,275	100%	\$22,481,590	31,524	\$356	100%	\$11,215,569	
20-Mar-42	1-Jun-42	131.9%	122	\$187,961	100%	\$22,931,221	31,524	\$363	100%	\$11,439,881	
20-Mar-43	1-Jun-43	134.6%	122	\$191,720	100%	\$23,389,846	31,524	\$370	100%	\$11,668,678	
20-Mar-44	1-Jun-44	137.3%	122	\$195,554	100%	\$23,857,643	31,524	\$378	100%	\$11,902,052	
20-Mar-45	1-Jun-45	140.0%	122	\$199,466	100%	\$24,334,796	31,524	\$385	100%	\$12,140,093	
20-Mar-46	1-Jun-46	142.8%	122	\$203,455	100%	\$24,821,492	31,524	\$393	100%	\$12,382,895	
20-Mar-47	1-Jun-47	145.7%	122	\$207,524	100%	\$25,317,921	31,524	\$401	100%	\$12,630,553	
20-Mar-48	1-Jun-48	148.6%	122	\$211,674	100%	\$25,824,280	31,524	\$409	100%	\$12,883,164	
20-Mar-49	1-Jun-49	151.6%	122	\$215,908	100%	\$26,340,765	31,524	\$417	100%	\$13,140,827	
20-Mar-50	1-Jun-50	154.6%	122	\$220,226	100%	\$26,867,581	31,524	\$425	100%	\$13,403,644	
20-Mar-51	1-Jun-51	157.7%	122	\$224,631	100%	\$27,404,932	31,524	\$434	100%	\$13,671,717	
20-Mar-52	1-Jun-52	160.8%	122	\$229,123	100%	\$27,953,031	31,524	\$442	100%	\$13,945,151	
Total						\$576,363,329				\$287,146,949	

MuniCap, Inc.

22-Sep-2022

^(a) According to the West Virginia State Tax Department, sales taxes are due on either a monthly or quarterly basis. Assumes sales taxes are due on a monthly basis. According to the West Virginia State Tax Department, sales taxes for monthly filers are due on the 20th of the month following the reporting month. Assumes a two month lag for remittance to the Hill Top House from the State of West Virginia.

^(b) Assumes inflation rate of 2%.

^(c) See Schedule A.2.

^(d) Provided by Developer. Assumes stabilization occurs in sales period ending March 20, 2028, bond year ending June 1, 2028.

^(e) Assumes three months of sales are collected in year one.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-3.b: Projected Sales, continued

Sales Period Ending ^(a)	Bond Year Ending	Inflation Factor ^(b)	Spa/Health Club			Annual Sales
			GSF ^(c)	Sales Per GSF ^(d)	Operations ^(e)	
20-Mar-22	1-Jun-22	100.0%	0	\$0	0%	\$0
20-Mar-23	1-Jun-23	100.0%	0	\$0	0%	\$0
20-Mar-24	1-Jun-24	100.0%	0	\$0	0%	\$0
20-Mar-25	1-Jun-25	100.0%	0	\$0	0%	\$0
20-Mar-26	1-Jun-26	100.0%	11,894	\$239	25%	\$712,000
20-Mar-27	1-Jun-27	100.0%	11,894	\$267	100%	\$3,178,000
20-Mar-28	1-Jun-28	100.0%	11,894	\$286	100%	\$3,406,000
20-Mar-29	1-Jun-29	102.0%	11,894	\$244	100%	\$2,904,960
20-Mar-30	1-Jun-30	104.0%	11,894	\$249	100%	\$2,963,059
20-Mar-31	1-Jun-31	106.1%	11,894	\$254	100%	\$3,022,320
20-Mar-32	1-Jun-32	108.2%	11,894	\$259	100%	\$3,082,767
20-Mar-33	1-Jun-33	110.4%	11,894	\$264	100%	\$3,144,422
20-Mar-34	1-Jun-34	112.6%	11,894	\$270	100%	\$3,207,311
20-Mar-35	1-Jun-35	114.9%	11,894	\$275	100%	\$3,271,457
20-Mar-36	1-Jun-36	117.2%	11,894	\$281	100%	\$3,336,886
20-Mar-37	1-Jun-37	119.5%	11,894	\$286	100%	\$3,403,624
20-Mar-38	1-Jun-38	121.9%	11,894	\$292	100%	\$3,471,696
20-Mar-39	1-Jun-39	124.3%	11,894	\$298	100%	\$3,541,130
20-Mar-40	1-Jun-40	126.8%	11,894	\$304	100%	\$3,611,953
20-Mar-41	1-Jun-41	129.4%	11,894	\$310	100%	\$3,684,192
20-Mar-42	1-Jun-42	131.9%	11,894	\$316	100%	\$3,757,876
20-Mar-43	1-Jun-43	134.6%	11,894	\$322	100%	\$3,833,033
20-Mar-44	1-Jun-44	137.3%	11,894	\$329	100%	\$3,909,694
20-Mar-45	1-Jun-45	140.0%	11,894	\$335	100%	\$3,987,888
20-Mar-46	1-Jun-46	142.8%	11,894	\$342	100%	\$4,067,645
20-Mar-47	1-Jun-47	145.7%	11,894	\$349	100%	\$4,148,998
20-Mar-48	1-Jun-48	148.6%	11,894	\$356	100%	\$4,231,978
20-Mar-49	1-Jun-49	151.6%	11,894	\$363	100%	\$4,316,618
20-Mar-50	1-Jun-50	154.6%	11,894	\$370	100%	\$4,402,950
20-Mar-51	1-Jun-51	157.7%	11,894	\$378	100%	\$4,491,009
20-Mar-52	1-Jun-52	160.8%	11,894	\$385	100%	\$4,580,829
Total						\$95,670,294

MuniCap, Inc.

22-Sep-2022

^(a) According to the West Virginia State Tax Department, sales taxes are due on either a monthly or quarterly basis. Assumes sales taxes are due on a monthly basis. According to the West Virginia State Tax Department, sales taxes for monthly filers are due on the 20th of the month following the reporting month. Assumes a two month lag for remittance to the Hill Top House from the State of West Virginia.

^(b) Assumes inflation rate of 2%.

^(c) See Schedule A.2.

^(d) Provided by Developer. Assumes stabilization occurs in sales period ending March 20, 2028, bond year ending June 1, 2028.

^(e) Assumes three months of sales are collected in year one.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-3.c: Projected Sales, continued^(a)

Sales Period Ending	Bond Year Ending	Inflation Factor	Hotel/ Rooms	Food and Beverage	Spa/ Health Club	Total
20-Mar-22	1-Jun-22	100.0%	\$0	\$0	\$0	\$0
20-Mar-23	1-Jun-23	100.0%	\$0	\$0	\$0	\$0
20-Mar-24	1-Jun-24	100.0%	\$0	\$0	\$0	\$0
20-Mar-25	1-Jun-25	100.0%	\$0	\$0	\$0	\$0
20-Mar-26	1-Jun-26	100.0%	\$3,506,750	\$1,617,250	\$712,000	\$5,836,000
20-Mar-27	1-Jun-27	100.0%	\$16,202,000	\$7,827,000	\$3,178,000	\$27,207,000
20-Mar-28	1-Jun-28	100.0%	\$17,379,000	\$8,670,000	\$3,406,000	\$29,455,000
20-Mar-29	1-Jun-29	102.0%	\$17,726,580	\$8,843,400	\$2,904,960	\$29,474,940
20-Mar-30	1-Jun-30	104.0%	\$18,081,112	\$9,020,268	\$2,963,059	\$30,064,439
20-Mar-31	1-Jun-31	106.1%	\$18,442,734	\$9,200,673	\$3,022,320	\$30,665,728
20-Mar-32	1-Jun-32	108.2%	\$18,811,589	\$9,384,687	\$3,082,767	\$31,279,042
20-Mar-33	1-Jun-33	110.4%	\$19,187,820	\$9,572,381	\$3,144,422	\$31,904,623
20-Mar-34	1-Jun-34	112.6%	\$19,571,577	\$9,763,828	\$3,207,311	\$32,542,715
20-Mar-35	1-Jun-35	114.9%	\$19,963,008	\$9,959,105	\$3,271,457	\$33,193,570
20-Mar-36	1-Jun-36	117.2%	\$20,362,268	\$10,158,287	\$3,336,886	\$33,857,441
20-Mar-37	1-Jun-37	119.5%	\$20,769,514	\$10,361,453	\$3,403,624	\$34,534,590
20-Mar-38	1-Jun-38	121.9%	\$21,184,904	\$10,568,682	\$3,471,696	\$35,225,282
20-Mar-39	1-Jun-39	124.3%	\$21,608,602	\$10,780,055	\$3,541,130	\$35,929,787
20-Mar-40	1-Jun-40	126.8%	\$22,040,774	\$10,995,656	\$3,611,953	\$36,648,383
20-Mar-41	1-Jun-41	129.4%	\$22,481,590	\$11,215,569	\$3,684,192	\$37,381,351
20-Mar-42	1-Jun-42	131.9%	\$22,931,221	\$11,439,881	\$3,757,876	\$38,128,978
20-Mar-43	1-Jun-43	134.6%	\$23,389,846	\$11,668,678	\$3,833,033	\$38,891,557
20-Mar-44	1-Jun-44	137.3%	\$23,857,643	\$11,902,052	\$3,909,694	\$39,669,389
20-Mar-45	1-Jun-45	140.0%	\$24,334,796	\$12,140,093	\$3,987,888	\$40,462,776
20-Mar-46	1-Jun-46	142.8%	\$24,821,492	\$12,382,895	\$4,067,645	\$41,272,032
20-Mar-47	1-Jun-47	145.7%	\$25,317,921	\$12,630,553	\$4,148,998	\$42,097,472
20-Mar-48	1-Jun-48	148.6%	\$25,824,280	\$12,883,164	\$4,231,978	\$42,939,422
20-Mar-49	1-Jun-49	151.6%	\$26,340,765	\$13,140,827	\$4,316,618	\$43,798,210
20-Mar-50	1-Jun-50	154.6%	\$26,867,581	\$13,403,644	\$4,402,950	\$44,674,175
20-Mar-51	1-Jun-51	157.7%	\$27,404,932	\$13,671,717	\$4,491,009	\$45,567,658
20-Mar-52	1-Jun-52	160.8%	\$27,953,031	\$13,945,151	\$4,580,829	\$46,479,011
Total			\$576,363,329	\$287,146,949	\$95,670,294	\$959,180,571

MuniCap, Inc.

22-Sep-2022

^(a)See prior schedules.

APPENDIX A
Hill Top House - Harpers Ferry
Jefferson County, West Virginia

Appendix A-4: Projected Excise Tax Revenue

Sales Period Ending	Bond Year Ending	Inflation Factor	Total Sales ^(a)	Excise Tax Rate ^(b)	Total Excise Taxes
20-Mar-22	1-Jun-22	100.0%	\$0	6.00%	\$0
20-Mar-23	1-Jun-23	100.0%	\$0	6.00%	\$0
20-Mar-24	1-Jun-24	100.0%	\$0	6.00%	\$0
20-Mar-25	1-Jun-25	100.0%	\$0	6.00%	\$0
20-Mar-26	1-Jun-26	100.0%	\$5,836,000	6.00%	\$350,160
20-Mar-27	1-Jun-27	100.0%	\$27,207,000	6.00%	\$1,632,420
20-Mar-28	1-Jun-28	100.0%	\$29,455,000	6.00%	\$1,767,300
20-Mar-29	1-Jun-29	102.0%	\$29,474,940	6.00%	\$1,768,496
20-Mar-30	1-Jun-30	104.0%	\$30,064,439	6.00%	\$1,803,866
20-Mar-31	1-Jun-31	106.1%	\$30,665,728	6.00%	\$1,839,944
20-Mar-32	1-Jun-32	108.2%	\$31,279,042	6.00%	\$1,876,743
20-Mar-33	1-Jun-33	110.4%	\$31,904,623	6.00%	\$1,914,277
20-Mar-34	1-Jun-34	112.6%	\$32,542,715	6.00%	\$1,952,563
20-Mar-35	1-Jun-35	114.9%	\$33,193,570	6.00%	\$1,991,614
20-Mar-36	1-Jun-36	117.2%	\$33,857,441	6.00%	\$2,031,446
20-Mar-37	1-Jun-37	119.5%	\$34,534,590	6.00%	\$2,072,075
20-Mar-38	1-Jun-38	121.9%	\$35,225,282	6.00%	\$2,113,517
20-Mar-39	1-Jun-39	124.3%	\$35,929,787	6.00%	\$2,155,787
20-Mar-40	1-Jun-40	126.8%	\$36,648,383	6.00%	\$2,198,903
20-Mar-41	1-Jun-41	129.4%	\$37,381,351	6.00%	\$2,242,881
20-Mar-42	1-Jun-42	131.9%	\$38,128,978	6.00%	\$2,287,739
20-Mar-43	1-Jun-43	134.6%	\$38,891,557	6.00%	\$2,333,493
20-Mar-44	1-Jun-44	137.3%	\$39,669,389	6.00%	\$2,380,163
20-Mar-45	1-Jun-45	140.0%	\$40,462,776	6.00%	\$2,427,767
20-Mar-46	1-Jun-46	142.8%	\$41,272,032	6.00%	\$2,476,322
20-Mar-47	1-Jun-47	145.7%	\$42,097,472	6.00%	\$2,525,848
20-Mar-48	1-Jun-48	148.6%	\$42,939,422	6.00%	\$2,576,365
20-Mar-49	1-Jun-49	151.6%	\$43,798,210	6.00%	\$2,627,893
20-Mar-50	1-Jun-50	154.6%	\$44,674,175	6.00%	\$2,680,450
20-Mar-51	1-Jun-51	157.7%	\$45,567,658	6.00%	\$2,734,059
20-Mar-52	1-Jun-52	160.8%	\$46,479,011	6.00%	\$2,788,741
Total			\$959,180,571		\$57,550,834

MuniCap, Inc.

22-Sep-2022

^(a)See Schedule A.3.

^(b)Represents the state component of sales tax.

Attachment 19:

The ability of the County Commission and the Developer or project team to carry out the Project.

Attached are profiles of members of the Project Team, including:

- SWaN Hill Top House Hotel, LLC
- Frederick Schaufeld, Managing Director of SWaN & Legend Venture Partners
- Karen Schaufeld, CEO of SWaN Hill Top House Hotel, LLC
- Brett Stewart, Development Partner
- Laurel Ziemianski, Developer's Project Manager
- Steptoe & Johnson PLLC, Developer's Counsel
- _____, Bond Counsel
- B.C. Ziegler and Company, Underwriter

DRAFT

KAREN SCHAUFELD, CEO

As CEO of SWaN Hill Top, Karen Schaufeld is working to develop a re-imagined Hill Top House Hotel in historic Harpers Ferry, WV. She helped found NEW Customer Services Companies, Inc., the nation's largest administrator of consumer product warranties, now part of NEW Asurion, Inc., where she served as General Counsel. She is CEO and Co-Founder of Altor Locks, a company that creates innovative security products such as the lightest and strongest bike and trailer hitch locks on the market. She is the founder and President of 100WomenStrong, a granting organization that strategically invests in nonprofits and programs that enrich the lives of Loudoun County, VA, residents. Karen also co-founded All Ages Read Together (AART), a school readiness program for low-income preschool-aged children. She is an advocate for the growth of renewable energy in Virginia and a more secure and stable grid through distributed energy. She founded PoweredbyFacts.com and is actively involved in the passage of energy legislation. She also formed VAOurWay to educate voters to spur their action and attention during the Virginia legislative session. Along with serving on the Claude Moore Charitable Foundation Advisory Council, she currently serves on the boards of All Ages Read Together and Middleburg Film Festival and is a member of the National Council on White House History. She also is Co-Chair of Wolf Trap's Next Chapter Initiative. Previously, she served as Trustee for Lehigh University and was a board member of Wolf Trap Foundation for the Performing Arts, Venture Philanthropy Partners, Journey Through Hallowed Ground and OneVoice Movement.

Karen is the author and publisher "The Lollipop Tree" in 2014, "Larry and Bob" in 2016 and "How to Eat a Peach" in April 2019. Her fourth book, "Vultures, A Love Story," was released in February 2022. Karen earned a Bachelor's degree in English and Government from Lehigh University and a J.D. from George Washington University.

FREDRICK D. SCHAUFELD, DEVELOPMENT PARTNER

Fred is co-Founder and a Managing Director of SWaN. Fred also is a Partner in Monumental Sports and Entertainment, which owns the Washington Capitals (NHL), Wizards (NBA), Mystics (WNBA), Capital City GoGo (NBA-G), Wizards District Gaming (NBA-2K) and the Capital One Arena. He is a Partner in the Washington Nationals (MLB), Team Liquid (e-Sports), the Professional Fighters League (PFL) and American Bike Ride, parent of the DC Bike Ride. Prior to SWaN, Fred founded and led National Electronics Warranty Corporation (NEW), which was acquired by Asurion in 2008 (now NEWAsurion). NEWAsurion is the world's largest consumer product protection company, employing over 20,000 people worldwide. During his tenure, NEW was recognized by Inc. Magazine in its "Inc. 500" list of the fastest growing private companies. He is the patent holder of the Rigid Insurance Form and a Founder and former President of the Service Contract Industry Council (SCIC). Fred currently sits on the boards of Sugar23, Custom Ink, KIND, DuraStat, José Andrés ThinkFood Group, Mindshow, PFL, M34 Capital, Curator Solutions, Georgiammune and Telos. He is an advisor to the boards of CAVA, ClassEDU, Growcentia and Biothred. He previously sat on the boards of American Honors College, Anonymous Content, Asurion, Bio-Warn, Framebridge, NEW, Noodle, OrderGroove and SocialRadar.

Fred is a recipient of Ernst & Young's "Entrepreneur of the Year" award. He is a member of the Economic Club of Washington, DC, the Young Presidents' Organization (YPO) and its Peace Action Network Arab American Action Forum.

Fred and his wife, Karen, live in Virginia and are active in organizations dedicated to education, health, environment, peace, inter-faith tolerance, military support and the arts. He is the chairman of the Inova Health System Foundation and sits on the board of the Wolf Trap Foundation. He is a member of Venture Philanthropy Partners and a supporter of the Schaufeld Family Heart Center of the Inova Loudoun Hospital; the Fredrick D. and Karen G. Schaufeld Lower School of Loudoun Country Day School, Leesburg, VA; the Fredrick D. Schaufeld Scholarship program, Westbury, NY; Lehigh University's Karen Shihadeh Schaufeld and Fredrick D. Schaufeld Endowed Scholarship Fund and Joachim Schaufeld Center for Jewish Life; the Emil and Grace Shihadeh Innovation Center, Winchester, VA; All Ages Read Together; 100WomenStrong and the OneVoice Movement. He is a recipient of the Loudoun Laurels award and the Loudoun County Boy Scouts' Good Scout award. Fred received his Bachelor of Arts in Government from Lehigh University.

BRETT STEWART, DEVELOPMENT PARTNER

Brett Stewart is a hotel and real estate investment professional and entrepreneur involved in several hospitality and residential projects in the United States. Brett is working alongside Karen Schaufeld and team to develop the Hill Top House Hotel in Harpers Ferry, WV. Brett's background includes over 15 years of investment and ownership experience with leading players in the hospitality and real estate industries. Most recently, Brett led hotel real estate growth efforts for Sonder, a global alternative hospitality brand with a >\$1B valuation. Prior to that, Brett analyzed over \$2B of hotel assets across the U.S. as Senior Vice President of Acquisitions and Development with Interstate Hotel & Resorts (now Aimbridge Hospitality), the leading third-party hotel management company in the United States and Europe. At Interstate, Brett also supported the launch of the company's lifestyle and resort division as well as asset management efforts for \$300M of luxury assets in New York City and coastal California. Brett also has spent significant time on the ownership side of the business serving as Vice President of Strategy and Capital Markets at DiamondRock Hospitality Company (NYSE: DRH), a national full-service hotel Real Estate Investment Trust (REIT). Brett supported the CEO and CFO in strategic buy/sell, M&A, and capital investment decisions as well as in the execution of over \$1B in debt capital markets transactions for the >\$3.5B, 28-hotel company. In addition, Brett has also served as a hospitality and real estate consultant at EY and had a brief stint at Hilton Worldwide. Brett began his career in Asia as a strategy and branding consultant serving clients such as Samsung Electronics, LG Electronics, Hyundai Motors, Morgan Stanley, Unilever and AIG. He also launched a travel, lifestyle and media start up in Seoul, South Korea during his time there.

Brett holds a Bachelor's degree in Anthropology with a minor in Chemistry from the University of North Carolina – Chapel Hill and a Master's of Business Administration (MBA) from Columbia

Business School in New York, NY. Brett was a U.S. Fulbright Scholar, a Freeman Asia scholarship winner and was named to Real Estate Forum's list of "Fifteen Under 35" Emerging Leaders in Hotels in 2015.

DRAFT



John C. Stump | Member

PHONE (304) 353-8196
EMAIL john.stump@steptoe-johnson.com
LICENSURE KY | OH | WV
EDUCATION J.D. Washington & Lee

John Stump concentrates his practice in the areas of municipal bonds, project finance, economic development and utility regulation. Mr. Stump's experience includes significant involvement in tax-exempt and taxable bond issues of all types, a variety of economic development projects, and providing legal representation to utilities, financial institutions, and municipal and other public bodies.

Mr. Stump has extensive experience as bond counsel, underwriter's counsel, and issuer's counsel for tax-exempt and taxable bond issues for public works of state agencies, counties, municipalities, and public service districts, as well as conduit financings for 501(c)(3) corporations, private educational institutions, and industrial development projects.

Mr. Stump has represented a number of companies, ranging from *Fortune 500* international conglomerates to privately held start-ups, in the negotiation and identification of state economic development incentive packages. He has negotiated, and implemented, all types of development incentives, including Tax Increment Financing, Economic Opportunity Districts and Tourism Development Credits.

Mr. Stump regularly represents utilities before regulatory agencies. His experience includes testifying as an expert witness before regulatory agencies on project financing issues.

REPRESENTATIVE EXPERIENCE

Served as bond counsel for a tax increment financing private placement bond issue to finance public infrastructure costs associated with an 800 unit high-end residential and commercial community

Represented a start-up public utility in the acquisition of a 2,000 customer private utility serving a resort community

Represented a fiber optic cable not-for-profit utility to provide ultra-high speed broadband access to over 50,000 customers

Represented a national developer in the creation of the first stand-alone community enhancement district (assessment district) in West Virginia for a 1,200 unit high-end, second home development. Work included financial structuring, legislative modifications and local government representation. The entire investment was in excess of \$1.0 billion.

Represented an international manufacturing conglomerate in the location of a more than \$175 million

manufacturing facility, including negotiation, structuring and closing of financial incentives and structuring and documenting PILOT transaction

Served as bond counsel for the issuance of the first water revenue bonds secured solely by capacity improvement fees in the State of West Virginia

Represented a market leading international investment bank in the refinancing of over \$200 million dollars of pollution control and solid waste disposal bonds

Served as bond counsel for a national youth development organization in financing a portion of the capital costs associated with the acquisition and construction of a 12,000-acre, year-round leadership facility, with an estimated total investment of \$500 million

Represented a national youth development organization in the negotiation and implementation of a state incentive package, that included site preparation work, access roads and state tax considerations

Represented investment bankers in the purchase of bonds secured by sales tax revenues

Represented a municipal utility in the sale of a combined public waterworks and sewage system to a private utility; work included sale term negotiation, documentation, public hearings, election process, and closing

Served as bond counsel and issuers counsel for a \$5 billion incentive package for an international manufacturing company

WORK EXPERIENCE

1993 Steptoe & Johnson PLLC

MEMBERSHIPS AND AWARDS

PROFESSIONAL

Peer Review Rated AV by Martindale-Hubbell

Chambers USA America's Leading Lawyers for Business

Best Lawyers® 2021 Charleston, WV Government Relations Practice, Lawyer of the Year

Best Lawyers® 2019 Charleston, WV Project Finance Law, Lawyer of the Year

Best Lawyers® 2015 Charleston, WV Government Relations Practice, Lawyer of the Year

The Best Lawyers in America®, Economic Development Law (2020-Present), Government Relations Practice (2013-Present), Municipal Law (2010-Present), Project Finance Law (2008-Present), Public Finance Law (2007-Present), Securitization and Structured Finance Law (2010-Present)

National Association of Bond Lawyers

INDUSTRY/CIVIC

Vice President, Huntington Area Development Council

Board of Directors, Advantage Valley, Inc.



Jason W. Turner | Member

PHONE (304) 933-8120
EMAIL jason.turner@steptoe-johnson.com
LICENSURE WV
EDUCATION J.D. West Virginia University

Jason Turner is a native West Virginian with a passion for fostering economic development and growth in his home state. Jason enjoys working as part of a team and works closely with developers, municipalities, county commissions, and healthcare systems to help them plan and implement funding.

Jason's financing experience includes working with tax-exempt and taxable bond issues of all types, TIF Districts, and other government and tax incentives. His practice helps a variety of public and quasi-public organizations secure funding for asset purchase, infrastructure development, and land development projects to improve their communities.

REPRESENTATIVE EXPERIENCE

Assisted in serving as bond counsel for West Virginia county commission in issuance of tax increment financing bonds and special district excise tax bonds to finance public infrastructure improvements within a large mixed-use retail, office and entertainment development

Assisted in serving as bond counsel for West Virginia municipality in issuance of tax increment financing bonds to finance the acquisition, repair, renovation and maintenance of a public parking garage and other public infrastructure improvements

Served as bond counsel for West Virginia county commission in issuance of tax increment financing bonds and special district excise tax bonds to finance public infrastructure improvements within a large mixed-use retail, office, and entertainment development

Assisted in serving as bond counsel for West Virginia municipality for a sales tax revenue bond issue to finance road and bridge improvements and the total rehabilitation of a historic public theatre facility

Assisted in representation of regional underwriting firm for the issuance of tax increment financing bonds

Served as bond counsel for West Virginia municipality for a sales tax revenue bond issue to finance road and bridge improvements and the total rehabilitation of a historic public theatre facility

Served as bond counsel for tax increment financing bond issues to finance and refinance infrastructure improvements and mass grading of land in a 160 acre mixed-use professional office park

Served as bond counsel for a regional hospital facility for a private placement, tax-exempt 501(c)(3) bond financing for refinancing of outstanding debt

Served as bond counsel for a West Virginia municipal building commission in issuance of lease revenue bonds to finance replacement of bridge

Served as special commissioner appointed by West Virginia circuit court to conduct annual statutory audit of general receiver

WORK EXPERIENCE

- 2015 Steptoe & Johnson PLLC
- 2014 Summer Associate, Steptoe & Johnson PLLC
- 2013 Summer Clerk, Bowles Rice LLP
- 2009-2012 Director of Donor Relations, West Virginia University Foundation, Inc.
- 2005-2009 Director of Research & Project Management, West Virginia University Foundation, Inc.
- 2002-2005 Prospect Research Analyst, West Virginia University Foundation, Inc.

MEMBERSHIPS AND AWARDS

PROFESSIONAL

CALI Awards: Constitutional Law; Civil Disobedience and the Law; Complex Litigation; Intellectual Property; Legislative Process; Lawyers as Leaders; Nonprofit Organizations; United States Supreme Court Clinic 1; United States Supreme Court Clinic 2

ABA-Bloomberg BNA Award for Excellence in Labor and Employment Law

Patrick Duffy Koontz Award

Order of the Coif

Executive Research Editor, W. Va. Law Review, Vol. 117

Associate Editor, W. Va. Law Review, Vol. 116

Member, United States Supreme Court Clinic

INDUSTRY/CIVIC

Board of Directors and Chair of Development Committee, Spark! Imagination and Science Center, Morgantown, WV

National Association of Bond Lawyers

Attachment 20:

A listing of the businesses currently located in the proposed Development District, and which are anticipated to remain in the Development District following its creation.

There are no businesses currently operating within the proposed Development District. The Developer anticipates operating the Hill Top House Hotel in the proposed Development District following its creation.

DRAFT

Resolution Regarding Public Hearing - Excise TIF

RESOLUTION

WHEREAS, The County Commission of Jefferson County, West Virginia (the “County Commission”) is authorized by the County Economic Opportunity Development District Act, Chapter 7, Article 22 of the Code of West Virginia 1931, as amended (the “Act”) to create Economic Opportunity Development Districts, to approve Economic Development District projects, to issue bonds or notes to finance development expenditures and other costs permitted by the Act and to take other actions as are necessary or desirable to stimulate the construction, supplementation, reconstruction and repair of structures and facilities in undeveloped, underdeveloped or seriously deteriorated areas within Jefferson County, West Virginia (the “County”), which will serve a public purpose and promote the health, safety, prosperity, security and general welfare of all citizens in the State of West Virginia all as more fully set forth in the Act;

WHEREAS, SWaN Hill Top House Hotel, LLC (the “Developer”) has requested that the County Commission consider the creation and establishment of an Economic Opportunity Development District to be known and designated as “Hill Top House Hotel Economic Opportunity Development District” (the “Excise TIF District”);

WHEREAS, the Developer has provided certain information regarding the proposed Excise TIF District, including the proposed boundaries, to the County Commission for its review and consideration;

WHEREAS, the County Commission anticipates receiving for its review and consideration for approval and submission to the West Virginia Department of Economic Development and the West Virginia Legislature an application for approval of an Economic Opportunity Development District Project for the proposed Excise TIF District;

WHEREAS, the County Commission recognizes the potential of the Excise TIF District to stimulate the construction, supplementation, reconstruction and/or repair of modern and modernized structures and facilities in an undeveloped or underdeveloped area of the County, thereby stimulating economic growth and job creation in the County, which would serve a public purpose and promote the health, safety, prosperity, security and general welfare of all citizens in the County and State as provided for in the Act; and

WHEREAS, the Developer has requested that the County Commission, under and pursuant to the Act, hold a public hearing at which interested parties be afforded a reasonable opportunity to express their views on the proposed creation of the Excise TIF District and its proposed boundaries.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA, AS FOLLOWS:

1. It is hereby found and determined, subject to a public hearing and other required actions, that the County Commission will consider for approval the Economic Opportunity Development District Application (the “Application”) and, if approved, will submit the Application to the West Virginia Department of Economic Development and the West Virginia Legislature for consideration and obtain all other necessary approvals.

2. The County Commission recognizes the potential of the Excise TIF District to stimulate the construction, supplementation, reconstruction and/or repair of modern and modernized structures and facilities in an undeveloped or underdeveloped area of the County and State, thereby stimulating economic growth and job creation in the County, which would serve a public purpose and promote the health, safety, prosperity, security and general welfare of all citizens in the County and State as provided for in the Act.

3. The County Commission hereby sets a public hearing regarding the proposed creation of the Excise TIF District for November 3, 2022, at 9:30 a.m. prevailing time (or as soon thereafter on such date as the matter may be heard).

4. The County Commission hereby approves for publication, under and in accordance with the applicable provisions of the Act that certain Notice of Public Hearing, substantially in the form attached hereto as **Exhibit A** and incorporated herein by reference.

5. This Resolution is effective immediately upon adoption.

[Signature Page Follows]

Adopted this October 6, 2022.

THE COUNTY COMMISSION OF JEFFERSON
COUNTY

By: _____
Its President

CERTIFICATION

The undersigned, being the duly qualified, elected and acting Clerk of The County Commission of Jefferson County, does hereby certify that the foregoing Resolution was duly adopted by the County Commission, at a regular meeting duly held, pursuant to proper notice thereof, on October 6, 2022, a quorum being present and acting throughout, and which Resolution has not been modified, amended or revoked and is a true, correct and complete copy thereof as of this October 6, 2022.

By: _____

Name: Jacqueline C. Shadle

Title: County Clerk

EXHIBIT A

[TO BE PUBLISHED IN THE *SPIRIT OF JEFFERSON – FARMER'S ADVOCATE*
ON _____, _____, 2022]

NOTICE OF PUBLIC HEARING

APPLICATION REGARDING CREATION OF THE COUNTY COMMISSION OF JEFFERSON COUNTY HILL TOP HOUSE HOTEL ECONOMIC OPPORTUNITY DEVELOPMENT DISTRICT

A public hearing will be held at a regular meeting of The County Commission of Jefferson County, West Virginia (the "County Commission"), on Thursday, November 3, 2022, at 9:30 a.m. (or as soon thereafter on such date as the matter may be heard) at the Jefferson County Meeting Room located in the basement of the Old Charles Town Library at 200 East Washington Street, Charles Town, WV, and at such hearing any interested person may appear and present comments, protests, suggestions and otherwise express their views respecting an application regarding the creation of an Economic Opportunity Development District to be designated as "Hill Top House Hotel Economic Opportunity Development District" (the "Excise TIF District") in Jefferson County, West Virginia, and the approval of an Excise TIF District project (the "Project"). All comments, protests, suggestions and views shall be heard, and the County Commission shall thereafter take such actions as it shall deem proper in the premises regarding the approval, pursuant to Chapter 7, Article 22 of the Code of West Virginia, 1931, as amended (the "Act"), respecting the application regarding the creation of the Excise TIF District and the approval of the Projects. Following is a brief summary of such matters.

Creation of Excise TIF District

The proposed Excise TIF District is comprised of approximately 9 acres of contiguous real property located in the 5th (Harpers Ferry Corporation) property tax district of Jefferson County and includes real property and improvements constituting the former Hill Top House Hotel (the "Hotel") and surrounding properties, as set forth on the map below.

[Insert Map]

Purpose of Excise TIF District

The purpose of the Excise TIF District is to facilitate the construction of the Projects within the Excise TIF District by SWaN Hill Top House Hotel, LLC, as developer (the "Developer"). The Developer is seeking to redevelop the Hotel site and adjoining properties and proposes to develop certain capital improvements within or contiguous to the Excise TIF District and which serve the Excise TIF District. The Project includes development expenditures promoting the economic vitality of the Excise TIF District and the general welfare of Jefferson County consistent with Section 5 of the Act.

Proposed Method of Financing

To finance the costs of the Project, the County Commission proposes to issue bonds or other obligations (the "Financing Obligations") in an amount not to exceed \$ _____, with maturities not to exceed 30 years from the date of the creation of the Excise TIF District. Such obligations may be issued from time to time in one or more series. Proceeds of the Financing Obligations are generally planned and expected to be used to (i) finance all or portion of the costs of the Project; (ii) fund reserves for the Financing Obligations; (iii) fund capitalized interest on the Financing Obligations; and (iv) pay costs of issuance of the Financing Obligations and related costs, including costs relating to the Project and related costs. The Financing Obligations would be payable from and secured by a special district excise tax, which the County Commission may be authorized to impose by the West Virginia Legislature pursuant to Section 9 of the Act and other funds which may be deposited to the credit of the Economic Opportunity Development District Fund subaccount created for the Excise TIF District and maintained by the State Treasurer pursuant to Section 8 of the Act (the "District Fund"). A portion of the costs of the Project may also be paid directly from special district excise tax revenues and other funds deposited to the credit of the District Fund as provided in Section 13 of the Act.

The base of the special district excise tax which may be imposed by the County Commission for the Excise TIF District shall be identical to the base of the consumers sales and service tax imposed pursuant to Chapter 11, Article 15 of the Code of West Virginia, 1931, as amended (the "Sales Tax Act"). Except for the exemption provided in Section 9(f) of the Sales Tax Act, all exemptions and exceptions from the consumers sales and service tax also apply to the special district excise tax. The rate of the special district excise tax shall be identical to the rate or rates of the consumer sales and service tax imposed by the Sales Tax Act on sales made and services rendered within the boundaries of the Excise TIF District.

Further information regarding the proposed Excise TIF District, the Project and the Financing Obligations are on file and available for inspection at the office of the Clerk of the County Commission during regular business hours, located at the County Clerk's office in the Old Court House, 100 East Washington Street Charles Town, WV.

Dated: _____, 2022.

By: /s/ Jacqueline C. Shadle
County Clerk

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Nathan Cochran**

Department or Organization: **Prosecuting Attorney's Office**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **October 6, 2022**

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

Date Requested – 2nd Choice: **October 20, 2022**

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

- a. Discussion of legal issues and potential action regarding proposed Solar Text Amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA22-01, including bonding, comprehensive plan, and related matters. Discussion of public hearing on proposed text amendment, review and consideration of amendment text, adoption of amendment and/or modification of amendment text and/or Planning Commission review and associated fees. Discussion of Jefferson County Circuit Court Civil Action No.'s 2021-C- 33 through 37 and Jefferson County Circuit Court Civil Action No.'s 2021-C-46 through 50, Jefferson County Circuit Court Civil Action No. CC-19-2022-C-6, Jefferson County Circuit Court Civil Action No. 2022-C-81, Jefferson County Circuit Court Civil Action No. 2022-C-103 and WV Supreme Court No.'s 21-0727, 21-0728, and 21- 0731.
- b. Report on Jefferson County Circuit Court case number 2022-C-85.
- c. Report on Jefferson County Circuit Court case number 2022-C-48.
- d. Report on WVHRC EREP-49-21.
- e. Consider matters involving or affecting the construction, planning, or purchase, sale, or lease of property.
- f. Report by counsel on opioid case and consideration of recent developments in the case (Jefferson County Commission v. Purdue Pharmaceutical, et al. US District Court, Northern District of West Virginia, Civil Action #1:17-OP-45170).

Is this a funding request? **No**

If so, how much? **N/A**

Provide exact financial impact/request:

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

If not attached, explain:

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

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Bob Burner

Department or Organization: JCESA

Estimation of amount of time needed for appointment: 10mins

Date Requested – 1st Choice: **Oct 6, 2022**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): EMS Transition Update

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

Provide an update to the JCC on the progress of the EMS transition

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: bburner@jcesa.org Phone Number: 3047253287

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM

www.jeffersoncountywv.org



Name: **Dana DeJarnett** _____

Department or Organization: **WVU Berkeley and Jefferson Medical Centers**

Estimation of amount of time needed for appointment: **15 min.** _____

Date Requested – 1st Choice: **Oct. 6, 2022** _____

Date Requested – 2nd Choice: _____

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

Subject (Wording to be placed on agenda):

October Breast Cancer Awareness Month & /Day proclamation

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

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

I move that the County Commission adopt the Proclamation as presented; Oct. 6, 2022 as WV Breast Cancer Awareness Day and October as Breast Cancer Awareness Month.

Are documents attachments? Yes No

If not, explain:

Is a projector needed? Yes No

Contact information:

Email address: vinemont.farm@gmail.com

Phone number: 304.725.4325

PROCLAMATION

West Virginia Breast Cancer Awareness Day and Breast Cancer Awareness Month

In 2022, an estimated **1,470** West Virginia women will be diagnosed with breast cancer and approximately **290** women will die from the disease. Breast cancer continues to be a leading cause of cancer related deaths among WV women. A woman has about a 1 in 8 (13%) chance of developing breast cancer in her lifetime and about a 1 in 39 (3%) chance of dying from the disease. Currently, the best method to reduce deaths due to breast cancer is through early detection of the disease. Women age 50 and older should have a mammogram every year. Women ages 40-49 should talk with their health care provider about their screening schedule. Mammograms can save lives, and women should discuss with their care providers their individual Screening schedules.

In recognition of the important lifesaving early detection practices available for breast cancer, the Jefferson County Commission does hereby proclaim October 6, 2022 as West Virginia Breast Cancer Awareness Day and October 2022 as Breast Cancer Awareness Month. The Commission urges all Jefferson County women to become aware that they are at risk for developing breast cancer and to discuss screening with their health care providers.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica James, Assistant Deputy County Administrator

Department or Organization: **Jefferson County Commission**

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: **October 6, 2022**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Certificate of Achievement Request**

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

- ✚ Rosalyn Lavallo, resident of Summit Point, was recently awarded the Girl Scouts Gold Award for her project regarding the importance of bats within the ecosystem. The Gold Award is the highest award within the Girl Scouts of the USA. Her parents have requested a certificate to include in a scrapbook their creating to commemorate the award/occasion.

See attached e-mail for additional info.

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*):

- ✚ I move to approve the Certificate of Achievement for Rosalyn Lavallo and authorize the Commission President and the County Administrator to sign the document.

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

Jessica Carroll

From: WebmastervJCC <webmaster@jeffersoncountywv.org>
Sent: Friday, September 23, 2022 9:18 PM
To: JCCInfo
Subject: Jefferson County Commission, WV: Website Form Notification

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

Form Name: County Commission Contact
Date & Time: 09/23/2022 9:17 PM
Response #: 2763
Submitter ID: 6950
IP address: 69.138.88.59
Time to complete: 0 min. , 44 sec.

Survey Details

Page 1

1. Name

Angela Lavallee

2. Email

3. Questions or Concerns

To Whom It May Concern:

Having completed the requirements for, and having been examined by a Gold Award review committee, our daughter, Rosalyn Lavallee, received her Gold Award on September 21, 2022. She belongs to Troop 40437 in Charles Town, West Virginia and is part of the Girl Scout Council of the National Capital.

Her Gold Award project centered around education the public about the importance of bats and preserving their species. Rosalyn accomplished this in part by repurposing pallets and turning them into 10 bat boxes that were donated to a local conservatory. She also gave a presentation about the importance of bats and created a brochure to be given out, along with detailed instructions so others could also create bat boxes.

In honor of this achievement, we have scheduled a Gold Award recognition ceremony at our home in Charles Town, West Virginia.

We would appreciate a letter or certificate acknowledging Rosalyn's achievement. We will compile it with other acknowledgements and place them in a scrapbook commemorating this special occasion.

Thank you for taking the time from your extremely busy schedule to help us recognize the achievements and service of Gold Award recipient Rosalyn Lavallee.

Sincerely,

Angela D. Lavalley
Bryan M. Lavalley

Rosalyn M. Lavalley

Charles Town, WV 25414

4. **Would you like to receive email notifications from Jefferson County?**
(o) No

Thank you,
Jefferson County Commission, WV

This is an automated message generated by Granicus. Please do not reply directly to this email.

Jefferson County Commission



Our sincerest congratulations to Rosalyn Lavalley, member of Girl Scout Troop #40437 of Charles Town, West Virginia, recent recipient of the Gold Award, the highest achievement within the Girl Scouts of the USA.

The Jefferson County Commission is impressed by your exemplary leadership and dedication to serving our community and wishes you all the best in your future endeavors.

Commission President

Date

County Administrator

Date

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Michelle Gordon, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **October 6, 2022**

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

Date Requested – 2nd Choice:

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

- ARPA Funding for 12 EMS positions
- ARPA EMS Summary

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

- Reminder that we are scheduled to review ARPA requests on 10/13/2022 at 1PM.
- ARPA Funding for 12 EMS Positions:

Jefferson County Commission
 JCESA - Position Funding for 12 EMS Personnel
 10/15/2022-06/30/2025

	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>Grand Total</u>
<i>Estimated Expense for: Wages, Benefits, Uniforms, Training, etc</i>				
9 Medics	515,423	743,774	752,845	2,012,042
3 EMT's	156,204	225,288	227,846	609,338
Totals	671,627	969,062	980,691	2,621,380
<i>Funding Sources</i>				
ARPA Federal Grant	671,627	726,797	163,449	1,561,873
Billing Revenue	-	242,265	817,242	1,059,507
Totals	671,627	969,062	980,691	2,621,380

The remaining, unallocated ARPA- EMS budget is \$2,301,379. Approval of this request for funding in FY23 and FY24 (Total \$1,415,401) will reduce the remaining unallocated EMS budget to \$885,978.

- ARPA EMS Summary:

Jefferson County Commission
 Emergency Medical Services System
 ARPA Allocation (ARPA-48)

	<u>FY22</u>	<u>FY23</u>	<u>Totals</u>
207996-445900 ARP48	288,911.00	1,672,658.96	1,961,569.96
207996-445902 ARP48	153,958.00	337,399.00	491,357.00
207715-434100 ARP48	70,218.00	175,476.00	245,694.00
Totals	513,087.00	2,185,533.96	2,698,620.96

Approved Budget 5,000,000.00

Allocations Approved:

Bakerton - Ambulance & Equipment	220,000.00
2019 Ford F450 VIN 5259	
Friendship - Ambulance & Equipment	293,087.00
2011 Ford F450 VIN 3079	
2012 Ford F450 VIN 4663	
Independent - Ambulance & Equipment	569,104.00
2021 Ford F550 VIN 2305	
2013 Ram 4500 VIN 2677	
Blue Ridge - Ambulance & Equipment	290,000.00
2019 Ford F550 VIN 2645	
Atlantic Emergency Solution (Citizens)	309,979.00
2022 Ford F550-To be built + Stretcher	
Shepherdstown - Ambulance & Equipment	293,079.00
2016 Ram 4500 Chassis VIN 1607	
Citizens - Ambulance and Equipment	643,544.00
2021 Ford F550 VIN 9682	
2015 Ford F450 VIN 7361	
GS Images - Striping and Decals	74,100.00
Emergency Veh Spec-Pre-service Inspection	5,727.96
Total Allocated	2,698,620.96
Remaining Budget	<u>2,301,379.04</u>

Is this a funding request? Y/N YES

If so, how much? \$ 1,415,401

Provide exact financial impact/request: Fund with ARPA Federal Grant Revenue until ambulance billing revenue is received.

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

- Motion to approve ARPA funding for FY23 of \$671,627, for FY24 of \$743,774 and to give JCESA permission to advertise and hire 9 medics and 3 EMT positions effective 10/15/2022.

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

If not attached, explain:

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

Contact information:

The Jefferson County Commission proposes to select nominees to potentially serve on the following Authorities, Boards, Commissions, or Committees on Thursday, October 20, 2022, or as soon thereafter as the Commission may decide:

CHARLES TOWN UTILITY BOARD

Upon approval of the Ordinance authorizing the acquisition of the Jefferson County Public Service District sewer system, including the real and personal property, the Utility Board will continue to be comprised of five (5) members, each of which shall be appointed by the City Council. With respect to one (1) member of the Utility Board, the City Council will consider the recommendation of the County Commission for the individual to serve on the Utility Board as follows:

- a) The County Commission shall have the right to nominate not more than three (3) individuals to serve as a member of the Utility Board, each of whom shall satisfy all of the following criteria:
 - (1) Resident of Jefferson County, West Virginia
 - (2) Customer of the Charles Town Utility Board served by the Assets of the former "District Sewer System," or extensions thereof; and,
 - (3) Customer of the Charles Town Utility Board paying the same prevailing sewer rate charged to the customers of the former "District Sewer System"

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

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



Quarterly Report

July 1, 2022 – September 30, 2022

1. Active Projects

- a. Civil War Battlefield Preservation in Jefferson County – Ongoing
 - i. Shepherdstown Battlefield properties acquisition and management – ongoing
 - ii. Assist the American Battlefield Trust in the acquisition of Far Away Farm property
 - iii. Lobby for Antietam National Battlefield boundary expansion to include Shepherdstown Battlefield – ongoing
- b. Peter Burr Farm improvements and programing – ongoing
- c. Develop grant application and eligibility requirements for JCHPF, a new grant program
- d. WV GeoExplorer project – sponsor and coordinate - ongoing
- e. Duffields Depot rehabilitation - ongoing
- f. Concept Plan reviews in conjunction with JC Planning Department - ongoing
- g. Verification of JCHLC historic sites inventory data – ongoing
- h. Identify all cemeteries in Jefferson County - ongoing
- i. Hosting a part-time AmeriCorps Member – no applicants yet
- j. Text amendment to Zoning Ordinance to include - Delay of Demolition Ordinance – ongoing
- k. Duffield’s Depot brochure – text submitted for layout
- l. Rt. 340 mitigation - contractor hired to write NR nomination for *Shady Grove*
- m. Design Guidelines for Middleway Historic District – on review at Middleway Conservancy
- n. Designating the *Jefferson County Courthouse*, as a National Historic Landmark
- o. Kearneysville Methodist/Boyd Carter Cemetery - resetting head stones/ground peenting radar - ongoing
- p. National Register nomination for the *Issac Clymer House*
- q. National Register nomination for the *Susan Thornton House*
- r. National Register nomination for the *Nathan Haines House* – on review at WVSHPO
- s. National Register nomination for the *Osbourne Farm*- – on review at WVSHPO
- t. JC Landmark nomination for *Halltown Paperboard Mill* – waiting for contact from owner
- u. JC Landmark nomination for *Winchester Cold Storage aka Shenandoah Planing Mill*
- v. Monthly article on historic preservation too appear in the Observer – ongoing
- w. Work with JC Schools to implement *Teaching with Historic Places* – ongoing
- x. Work with JC Schools to bring programs to all 4th grade students

2. Projects Completed

- a. National Register nomination for *Weirick and Weller Water Wheel* -added to the NR August
- b. Submitted four grant applications to fund various projects
 - i. CSX Community grant for \$10,000 - Duffield's Depot Rehabilitation
 - ii. WV Humanities Council Mini Grant \$1,500 – reprinting out of print brochures
 - iii. Two Rivers Giving Circle \$2,500 – Duffield's Depot Rehabilitation
 - iv. Eastern WV Com. Foundation \$1,850 – to support a program for all 4th graders in JC Schools

Submitted by
Martin Burke, Chair

Jessica Carroll

From: WebmastervJCC <webmaster@jeffersoncountywv.org>
Sent: Sunday, September 18, 2022 9:30 AM
To: JCCInfo
Subject: Jefferson County Commission, WV: Website Form Notification

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

Form Name: County Commission Contact
Date & Time: 09/18/2022 9:29 AM
Response #: 2757
Submitter ID: 6938
IP address: 73.213.30.141
Time to complete: 3 min. , 6 sec.

Survey Details

Page 1

1. Name

Emma Casale

2. Email

EmmaCasale@TheFairiesAreComing.com

3. Questions or Concerns

Would you consider including the following in your events listing?

Shepherdstown Fairy Festival
Oct. 15-16, Shenandoah Junction
www.TheFairiesAreComing.com

Mike Cody
for Emma Casale

All-ages, family-friendly fairy festival set for Oct. 15-16 in Shenandoah Junction
SHEPHERDSTOWN, W.Va. -- The first-ever Shepherdstown Fairy Festival, an all-ages, family-friendly celebration of autumn, fairies and fairy tales, is scheduled for the weekend of Oct. 15-16 at Sam Michaels Park in Shenandoah Junction. The intent of the festival, which will include live music, appearances by children's authors and more than 70 vendors, is to promote community spirit and interest in fairies, said organizer Emma Casale, the owner of a gift shop in Shepherdstown. "The number of people who are taking a chance on a first-year show is pretty astonishing," Casale said. "The fairy community is a wonderful community."
Frenchy and the Punk, a dark-folk cabaret duo, and John Sprocket, the lead singer and guitarist of the steampunk band The Cog is Dead, will perform twice each on both days.
Children's book authors Bruce Coville and Michael Buckley will present and sign autographs on Saturday. Author and illustrator Kevin O'Malley will give away drawings all weekend and invite audience members to participate in the retelling of fairy tales on Sunday.

Folk musician Steve Haug, as Maugorn the Stray, and fiddler Keith Engle also will perform, as will a variety of wandering and stationary characters.

Child-oriented activities, including 50-cent carnival games and \$5 crafts, as well as interactive exhibits of snakes and raptors, are planned

Costumes are welcomed and encouraged but not required.

The festival will run from 10 a.m. to 7 p.m. Saturday and 10 a.m. to 6 p.m. Sunday.

For anyone 13 or older, admission is \$15 per day or \$25 for two days. A special \$60 ticket includes an autographed art poster and a tote bag.

Children 12 and under will be admitted free of charge.

Parking also is free.

Tickets are available from Eventbrite at <https://tinyurl.com/FairiesAreComing>.

For more information, including a detailed schedule of performers and their performances, go to www.TheFairiesAreComing.com.

Sam Michaels Park is at 235 Sam Michaels Lane.

The festival will proceed rain or shine.

###

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

No

Thank you,
Jefferson County Commission, WV

This is an automated message generated by Granicus. Please do not reply directly to this email.

Public Comment for Jefferson County Commission meeting September 15, 2022

I, David Tabb, a lifelong resident/taxpayer make the following comments:

PUBLIC COMMENT –

It appears this current sitting County Commission has no consideration for the safety and well-being of the residents and/or tourist/commerce traveling through or within Jefferson County. This County Commission has not properly submitted the required documentation to move forward on destroying the current volunteer emergency response facilities (Volunteer Fire Companies). The Jefferson County Volunteer Fire Companies are individually licensed and operational, independent from each other, within the county and surrounding areas.

I still believe that this current County Commission does not have the authority as five (5) elected officials to dismantle independently structured volunteer fire companies. Within West Virginia Code the County Commission is to only attend to the daily operations of the county. Any changes to those operations require the approval from the voters within that said county.

This attempt to destroy the services provided by the voluntary fire companies is at an end.

PRESENTATION # 5 Michelle Gordon, Finance Director

WV Dept of Arts – I question whether the money can even be used for this project. The contract (AH23-079127) WV Dept of Arts, project has not been posted as required. Within the contractual agreement, if any changes occur, the WV Dept of Arts must approve changes before any further action.

I believe that the current Commissioners need to read the actual policy and other legal requires (pages 65-70).

Review and Approval of EMS Project Request in the amount of \$74,100.00 (pages 76-81). -

It appears only one bid was received; where is the notice to submit bids? I contacted several local companies that could do this work, and they were never contacted. It appears that all the permits, to even use the new logoed ambulances, is not complete. This particular contract is only good for 30 days and cannot move forward without said permits.

Approve Requisition 23025 Request in the amount of \$5,727.96

Could not find any documentation and/or bids. Again, premature since the approval to operate under the new agency has not been finalized!

You have no authority, as County Commissioners, to jeopardize the lives of those who reside and travel through Jefferson County!

PRESENTATION # 6 Russell Burgess, Director, Jefferson County Information Technology

Audio/Visual Equipment and Software - I find it questionable how the bids were submitted and to what. (Page 83 \$65,678.50) No documentation and no bids. I believe that this bid, to include equipment and software, was strategically done with no written bid submitted with application. **Cannot approve!**

Multifunctional Copiers – (Page 85) Lease of \$1,845.53 plus monthly, per copy costs, no actual bids were made available within the agenda package. **Cannot approve!**

Was there any comparison of ownership versus lease?

Update on Response Plan (Emergency Communications) – (Jeffrey Polczynski) (page 89). No documentation to make up to a 20-minute discussion. Should not receive this discussion without public notification with documentation. **A requirement within the Jefferson County Commission Agenda Request form. Request should not be allowed.**

NEW BUSINESS:

#10 Ambulance Transition Update

No documentation. Does not say who submitted the request or any background information, as required within the agenda request form. This should not even be heard since the agenda request form was not properly completed.

“The public reserves the right to call out the public officials to follow the required laws to ensure the constitutional rights of the public. The Governor has ordered the Government to be “open for business” and not deprived the public of notice and comments that would violate ethic provisions.”

It is hard to be safe, with the current County Commission.

Have a nice day!

Harpers Ferry/ Bolivar PSD
P. O. BOX 235
192 LAKE QUIGLEY DRIVE
HARPERS FERRY, WEST VIRGINIA 25425
(304)-535-2390 FAX (304)-535-2524

THE HARPERS FERRY-BOLIVAR PUBLIC SERVICE DISTRICT CONDUCTED THE JUNE MEETING AT THE BOLIVAR TOWN HALL, LOCATED AT 60 PANAMA STREET, BOLIVAR WEST VIRGINIA. THE MEETING WAS HELD ON JUNE 10th, 2022.

The meeting was called to order at 8:08 a.m.

Those in attendance were:

David Simmons-Chairman Term 6/30/2027
Mike Lowrey-Secretary Term 6/30/2022

Eddy Tennant- Operations Supervisor
Joe Adams-Plant Operator
James E. Williams- Consultant

Motion by Mr. Lowrey, seconded by Mr. Simmons to approve the May minutes, approved.

Motion by Ms. Lowrey, seconded by Mr. Simmons to approve the May revenue checking account financial statement, approved.

Motion by Mr. Lowrey, seconded by Ms. Simmons to approve the May security deposits account financial statement, approved.

Motion by Mr. Lowrey, seconded by Mr. Simmons to approve the May working capital reserve account, approved.

Motion by Mr. Lowrey, seconded by Mr. Simmons to approve the May capital replacement account, approved.

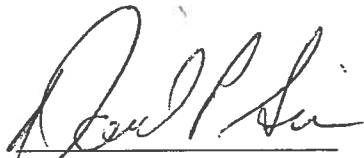
Discussion by Mr. Tennant to transfer \$4,047.00 from the working capital reserve acc. to the regular checking to pay for the Columbia Street alternate extension by Chad Gauthier.

Motion by Mr. Simmons, seconded by Ms. Dettmer to transfer \$4,047.00 from the working capital reserve account over to the regular checking account, approved.

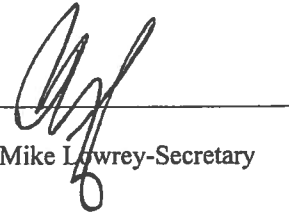
Discussion on reimbursement to mainline extension customers, can the payments be distributed over time in payments over one lump sum.

Discussion on the PSD handbook and operator list of daily duties.

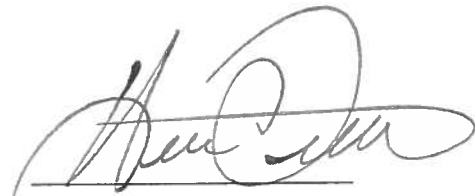
The meeting was adjourned at 8:45 a.m.



David Simmons-Chairman



Mike Lowrey-Secretary



Helen Dettmer-Treasurer