

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 09, 2014
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

- January 2, 2014

APPROVAL OF PURCHASE ORDERS

- January 9, 2014

APPROVAL OF ACCOUNTS PAYABLE

- January 9, 2014

PUBLIC COMMENT

BUDGET WORK SESSION:

1. 9:45 a.m. Tim Stanton, Finance Director
 - Budget - Discussion/Action
 - General County Budget Revisions - Discussion/Action

UNFINISHED BUSINESS:

2. Discuss Budget Goal - Discussion/Action (JT)

COUNTY ADMINISTRATOR REPORTS

- Discuss Capital Outlay Policy - Discussion/Action

COUNTY COMMISSION REPORTS

3. **ADJOURN**

CORRESPONDENCE:

Letter from the Honorable Delegate Paul Espinosa regarding the status of the Community Participation Project grants for FY 2014.

Letter from Jeff Amburgey, Chairman of the Property Valuation Training and Procedures Commission regarding the Assessor's requirement to draft and submit a Proposed Budget Document to the PVC.

Jefferson County Commission Notice of Public Hearing on FY 2014 Home Investment Partnership.

Jefferson County Commission Notice of Public Hearing on Zoning Map Amendment Request.

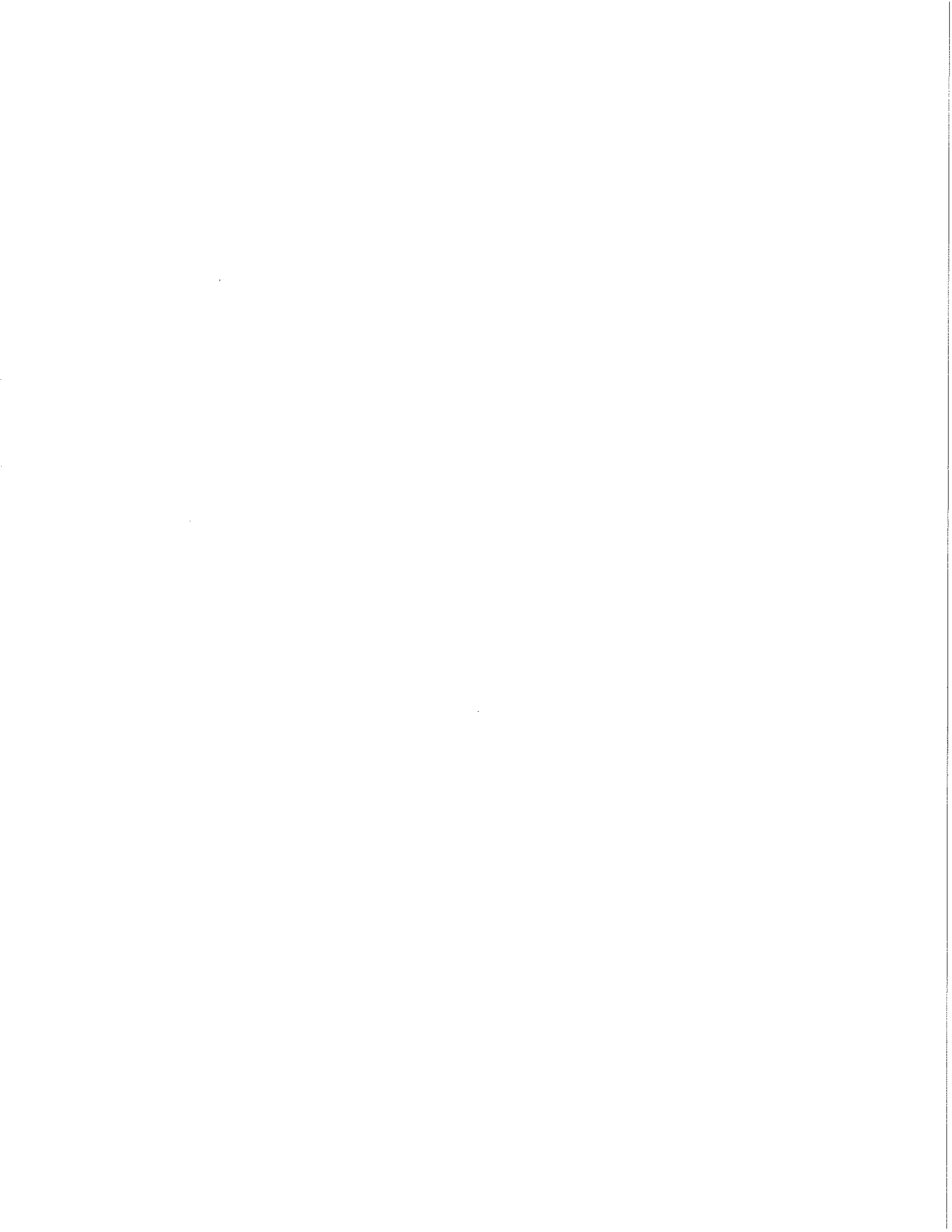
Letter from Sandra Mitchell, Budget and Finance Manager of the Public Service Commission of West Virginia, regarding the disbursement of wireless E-9-1-1 Subscriber Fees and a copy of the check.

Letter from Eric Fox, Acting Manager of Operations Support at the Air Traffic Organization Eastern Service Center, regarding the DC Optimization of Airspace and Procedures in the Metroplex Environmental Assessment Finding of No Significant Impact

WVACO 2014 Conference of Counties Registration Information and Agenda

West Virginia Lottery Weekly Settlement for Charles Town week ending December 28, 2013.

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, January 2, 2014

A meeting of the Jefferson County Commission was held on Thursday, January 2, 2014 in the County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414. Present were Commissioners Dale Manuel, Patsy Noland, Walter Pellish, Jane Tabb and Lyn Widmyer. Also present were Debbie Keyser, County Administrator, Jessica Carroll, Executive Administrative Assistant and, Bailiff Willy Potter. (An audio tape of the Thursday, January 2, 2014 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

The Boy Scouts, visiting for the session, led the Pledge of Allegiance.

COUNTY COMMISSION ORGANIZATION

A. Selection of President

Ms. Widmyer nominated Mr. Manuel as President of the Jefferson County Commission for 2014, however, Commissioner Manuel declined the nomination.

Ms. Noland nominated Mr. Pellish as President of the Jefferson County Commission for 2014.

- **Motion by Ms. Tabb to close nominations. Motion seconded and unanimously approved, with Commissioner Pellish approved to serve as the President of the Jefferson County Commission for 2014.**

B. Selection of Vice President

Mr. Manuel nominated Ms. Widmyer to serve as Vice President of the Jefferson County Commission for 2014.

Ms. Noland nominated Ms. Tabb to serve as Vice President of the Jefferson County Commission for 2014, with a second from Mr. Pellish.

- **Commissioner Tabb approved to serve as the Vice President of the Jefferson County Commission for 2014 on a vote of 3-2 with Mr. Manuel and Ms. Widmyer opposing.**

APPROVAL OF MINUTES

**Motion by Mr. Manuel to approve the Regular Meeting Minutes of December 19, 2013.
Motion seconded and unanimously approved.**

APPROVAL OF PURCHASE ORDERS

Motion by Ms. Noland to approve Purchase Orders in the amount of \$99,327.42 to include P.O. Nos. 52194, 51680, 52220, 52195, 52197, 51832, 51833, and 51831. Motion seconded and unanimously approved contingent upon further research and verification of Purchase Order Nos. 51680 (Communications) and 51833 (Prosecuting Attorney's Office).

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
071326	406	ASSESSOR OF JEFFERSON CO	51425	\$ 95.26	\$ -	\$ 95.26
071327	428	ACS GOVERNMENT SYSTEMS	51807	\$ 192.06	\$ -	\$ 192.06
071328	412	COMCAST		\$ -	\$ 80.50	\$ 80.50
071328	425	COMCAST		\$ -	\$ 454.36	\$ 454.36
071329	425	BATTERY MART	52183	\$ 107.50	\$ -	\$ 107.50
071330	425	B-K OFFICE SUPPLY INC	52154	\$ 631.70	\$ -	\$ 631.70
071330	425	B-K OFFICE SUPPLY INC	52189	\$ 77.44	\$ -	\$ 77.44
071331	712	FRONTIER WV, INC		\$ -	\$ 380.00	\$ 380.00
071332	405	MARCIA L. CHANDLER, RPR	51665	\$ 245.00	\$ -	\$ 245.00
071333	425	APPLE VALLEY TIRE	52159	\$ 208.25	\$ -	\$ 208.25
071334	425	DODSON'S SEPTIC	52179	\$ 265.00	\$ -	\$ 265.00
071335	717	DONALD B. RICE TIRE CO.	52184	\$ 129.84	\$ -	\$ 129.84
071336	424	DEL MARTIN INC.	52192	\$ 360.48	\$ -	\$ 360.48
071337	405	FEDEX		\$ -	\$ 77.88	\$ 77.88
071337	700	FEDEX		\$ -	\$ 354.20	\$ 354.20
071338	700	GALLS,LLC/QUATERMASTER L	51544	\$ 3,038.09	\$ -	\$ 3,038.09
071338	716	GALLS,LLC/QUATERMASTER L	51544	\$ 726.75	\$ -	\$ 726.75
071339	425	GRAINGER, INC	52181	\$ 668.78	\$ -	\$ 668.78
071339	425	GRAINGER, INC	52191	\$ 143.52	\$ -	\$ 143.52
071340	406	GLOBAL SCIENCE & TECH	51424	\$ 480.00	\$ -	\$ 480.00
071341	716	RICHARD GLEASON	51540	\$ 665.00	\$ -	\$ 665.00
071342	700	JEFF CO DEPUTY SHERIFF'S	51542	\$ 1,380.00	\$ -	\$ 1,380.00
071343	717	JASPER ENGINE&TRANSMISSN	51849	\$ 1,899.00	\$ -	\$ 1,899.00
071344	717	J & K PRECISION AUTO CAR	52190	\$ 196.89	\$ -	\$ 196.89
071345	412	JUDITH A MATLICK		\$ -	\$ 231.70	\$ 231.70

071346	700	RONALD J. MOLTERE		\$ -	\$ 27.70	\$ 27.70
071347	700	MAXIM REPORTING LLC	51541	\$ 615.55	\$ -	\$ 615.55
071348	716	MATILDA BAY FARM	51924	\$ 602.00	\$ -	\$ 602.00
071349	424	NFPA	52187	\$ 165.00	\$ -	\$ 165.00
071350	700	ENHANCED PRINTING & PROM	51543	\$ 210.62	\$ -	\$ 210.62
071351	402	PIFER OFFICE SUPPLY, INC	51812	\$ 139.82	\$ -	\$ 139.82
071351	402	PIFER OFFICE SUPPLY, INC	51815	\$ 31.50	\$ -	\$ 31.50
071352	401	RICOH USA, INC./GA		\$ -	\$ 252.73	\$ 252.73
071352	403	RICOH USA, INC./GA		\$ -	\$ 287.58	\$ 287.58
071352	404	RICOH USA, INC./GA		\$ -	\$ 123.90	\$ 123.90
071352	405	RICOH USA, INC./GA		\$ -	\$ 423.90	\$ 423.90
071352	406	RICOH USA, INC./GA		\$ -	\$ 123.90	\$ 123.90
071352	425	RICOH USA, INC./GA		\$ -	\$ 48.10	\$ 48.10
071352	433	RICOH USA, INC./GA		\$ -	\$ 197.41	\$ 197.41
071352	440	RICOH USA, INC./GA		\$ -	\$ 197.41	\$ 197.41
071352	700	RICOH USA, INC./GA		\$ -	\$ 295.90	\$ 295.90
071352	712	RICOH USA, INC./GA		\$ -	\$ 267.08	\$ 267.08
071353	712	SPECIALTY BUS SUPPLIES	51692	\$ 1,457.00	\$ -	\$ 1,457.00
071354	700	SUPERIOR AUTO BODY	51545	\$ 2,000.00	\$ -	\$ 2,000.00
071355	711	SOFTWARE COMPUTER GROUP	50010	\$ 150.00	\$ -	\$ 150.00
071356	425	SPECTRUM FIRE PROTECTION	52186	\$ 365.00	\$ -	\$ 365.00
071357	425	STANLEY ACCESS TECH.	51864	\$ 466.40	\$ -	\$ 466.40
071357	425	STANLEY ACCESS TECH.	52182	\$ 308.00	\$ -	\$ 308.00
071358	700	THOMASSEN AUTO GROUP	51546	\$ 188.88	\$ -	\$ 188.88
071358	717	THOMASSEN AUTO GROUP	52180	\$ 144.47	\$ -	\$ 144.47
071359	424	TRENARY SERVICE CO	52185	\$ 89.00	\$ -	\$ 89.00
071359	424	TRENARY SERVICE CO	52188	\$ 442.24	\$ -	\$ 442.24
071360	716	TEVA/TOTAL EQUINE VET AS	51923	\$ 357.00	\$ -	\$ 357.00
071361	716	VALLEY PET CEMETERY	51922	\$ 276.00	\$ -	\$ 276.00
071362	405	THOMSON REUTER - WEST	51638	\$ 464.25	\$ -	\$ 464.25
071363	700	WV SIGNAL & LIGHT, INC.	51532	\$ 12,000.00	\$ -	\$ 12,000.00
071363	701	WV SIGNAL & LIGHT, INC.	51532	\$ 12,558.00	\$ -	\$ 12,558.00
071364	402	DONALD WATTS	51814	\$ 27.00	\$ -	\$ 27.00
TOTAL						\$ 48,392.54
TOTAL				\$ 44,568.29	\$ 3,824.25	\$ 48,392.54

Motion by Ms. Tabb to approve the accounts payable for December 26, 2013 in the amount of \$48,392.54. Motion seconded and unanimously approved.

CHKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
071367	712	AT&T/GA		\$ -	\$ 69.67	\$ 69.67
071368	ALLOC	BOLIVAR/HARPERS FERRY		\$ -	\$ 14,300.00	\$ 14,300.00
071369	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
071370	PAYROLL	BUREAU FOR CHILD SUPPORT		\$ -	\$ 28.85	\$ 28.85
071371	PAYROLL	BUREAU F/CHILD SPRT ENF		\$ -	\$ 212.31	\$ 212.31
071372	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
071373	401	201 N. GEORGE ST LLC		\$ -	\$ 9,638.92	\$ 9,638.92
071374	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
071375	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 530.77	\$ 530.77
071376	425	OLD CHARLES TOWN LIBRARY		\$ -	\$ 1,500.00	\$ 1,500.00
071376	ALLOC	OLD CHARLES TOWN LIBRARY		\$ -	\$ 14,300.00	\$ 14,300.00
071377	PAYROLL	CHILD SUPPORT ENFORCE AG		\$ -	\$ 27.69	\$ 27.69
071378	PAYROLL	DIVERSIFIED COLLECTION		\$ -	\$ 154.83	\$ 154.83
071379	PAYROLL	DELTA DENTAL OF WV		\$ -	\$ 5,916.51	\$ 5,916.51
071380	PAYROLL	GUARDIAN - APPLETON		\$ -	\$ 1,740.54	\$ 1,740.54
071380	PAYROLL	GUARDIAN - APPLETON		\$ -	\$ 1,980.64	\$ 1,980.64
071381	717	GUTTMAN OIL CO		\$ -	\$ 10,430.83	\$ 10,430.83
071382	PAYROLL	ING NATIONAL TRUST		\$ -	\$ 2,960.00	\$ 2,960.00
071383	ALLOC	JEFF CO DEVELOPMENT AUTH		\$ -	\$ 24,293.25	\$ 24,293.25
071384	ALLOC	JEFFERSON CO EMERGENCY		\$ -	\$ 530,063.25	\$ 530,063.25
071385	401	JEFFERSON PUBLISH CO INC		\$ -	\$ 292.64	\$ 292.64
071386	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 40.00	\$ 40.00
071386	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,328.00	\$ 5,328.00
071387	PAYROLL	HIGHMARK WV		\$ -	\$ 189,966.33	\$ 189,966.33
071388	717	MILLER'S CHRYSLER JEEP	52193	\$ 62.21	\$ -	\$ 62.21
071389	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 150.00	\$ 150.00
071390	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
071391	ALLOC	JEFF CO PARKS &		\$ -	\$ 63,155.50	\$ 63,155.50
071392	ALLOC	SHEPHERDSTOWN PUB LIBRAR		\$ -	\$ 14,300.00	\$ 14,300.00
071393	403	SOFTWARE SYSTEMS, INC	51439	\$ 502.16	\$ -	\$ 502.16
071393	424	SOFTWARE SYSTEMS, INC	51439	\$ 471.60	\$ -	\$ 471.60
071394	ALLOC	SOUTH JEFFERSON PUBLIC		\$ -	\$ 14,300.00	\$ 14,300.00
071395	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 105.90	\$ 105.90
071395	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 24.76	\$ 24.76
071395	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 45,047.32	\$ 45,047.32
071395	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,535.28	\$ 10,535.28
071395	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 43,114.76	\$ 43,114.76
071395	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 122.67	\$ 122.67
071396	975	SUMMIT COMMUNITY BANK		\$ -	\$ 2,081.69	\$ 2,081.69

071397	717	THOMASSEN AUTO GROUP	52199	\$ 20.82	\$ -	\$ 20.82
071398	717	TRI STATE TIRES	52196	\$ 50.00	\$ -	\$ 50.00
071399	425	WM OF WEST VIRGINIA, INC		\$ -	\$ 672.01	\$ 672.01
071400	ALLOC	WVU		\$ -	\$ 5,500.00	\$ 5,500.00
TOTAL						\$ 1,015,371.64
TOTAL				\$ 1,106.79	\$ 1,014,264.85	\$ 1,015,371.64

Motion by Mr. Manuel to approve the accounts payable for January 2, 2014 in the amount of \$1,015,371.64. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Ronda Eddy, director of the Jefferson/Berkeley Day Report Center – spoke regarding the Community Corrections Grant Application process and the upcoming deadline for the grant application.

David Tabb, resident – updated the Commission on his feelings regarding their performance.

Paul Rosa, resident – spoke regarding his concerns over the content of the Public Comment portion of the County Commission meetings and also gave his option regarding the current budget.

Johanna Grodzicki, resident – spoke regarding her concerns over ambulance and fire fees and appointments to the Jefferson County Emergency Services Agency.

PRESENTATIONS

1. Pete Dougherty, Sheriff

- A. Provided the Commission with a thorough discussion and demonstration of the Home Confinement Program with the assistance of Sergeant Fletcher, the overseer of the Home Confinement Program.
- B. Proposed possible revisions to the current county noise ordinance. Stephanie Grove, Assistant Prosecuting Attorney, to provide an updated Noise Ordinance for consideration as a result of the discussion.
- C. Discussed the costs associated with animal neglect and abuses cases handled by the Humane Officer.

2. Interviews and Appointments to the Jefferson County Board of Zoning Appeals for two three-year terms ending January 1, 2017 and three alternate positions ending January 1 2015, 2016, and 2017 respectively.

- o Ms. Widmyer offered her nomination for Mr. Ted Schiltz.
- o Ms. Tabb offered her nomination for Mr. Matt Knott.

- Mr. Manuel offered his nomination for Mr. J. Tyler Quynn.
- **After a vote, Mr. Knott and Mr. Quynn were each reappointed to the Jefferson County Board of Zoning Appeals for one three-year term ending January 1, 2017.**
- **After a vote, Mr. Ted Schiltz was appointed as an alternate to the Jefferson County Board of Zoning Appeals for one three-year term ending January 1, 2017, leaving two open alternate positions.**

Interviews and Appointments to the Jefferson County Emergency Services Agency for three three-year terms ending November 2, 2016 as follows: two Citizen Representatives and One EMS Representative.

- **Motion by Ms. Noland to appoint Christopher Conroy to the JCESA as a Citizen Representative of the Shepherdstown District for one three-year term ending November 2, 2016. Motion seconded and unanimously approved.**
- **Motion by Ms. Noland to appoint Bob Aitcheson to the JCESA as a Citizen Representative of the Kabletown District for one three-year term ending November 2, 2016. Motion seconded and unanimously approved.**
- **Motion by Mr. Manuel to appoint Tim O’Neal to the JCESA as an EMS Representative for one three-year term ending November 2, 2016. Motion seconded and unanimously approved.**

This leaves one unfilled Citizen Representative position (Harpers Ferry District)

3. The Commission recessed for break at 10:45 am.
The Commission reconvened at 11:00 am.
4. Barbara Miller, Director of Homeland Security – requested the approval of the 2013 Jefferson County Emergency Operations Plan.
 - **Motion by Ms. Tabb to approve the 2013 Jefferson County Emergency Operations Plan as presented. Motion seconded and unanimously approved.**
5. Roger Goodwin, Chief County Engineer and Michelle Mason, Impact Program Specialist – requested the approval of the modification of the Middleway Volunteer Fire Company Generator project from \$50,000 to \$68,420 to handle the additional operational capacity requirements for the current FY 2014 Capital Improvement Plan.

- This item was postponed until the January 16, 2014 Commission meeting to allow staff to include documentation for the requested increase in funds.

6. Jennifer Brockman, Director of Planning and Zoning

- A. Requested the approval of the Revised Version of the Proposed Minor Amendments (ZTA 13-01) to the Jefferson County Zoning and Land Development Ordinance (dated 12-19-13) effective immediately.

- **Motion by Mr. Pellish to approve the Revised Version of the Proposed Minor Amendments (ZTA 13-01) to the Jefferson County Zoning and Land Development Ordinance as presented to be effective immediately. Motion seconded and unanimously approved.**

- B. Requested the approval of the Proposed Zoning Ordinance Text Amendment (ZTA 12-01) to establish additional commercial and industrial zoning district categories, and related changes to the ordinance; including changed to the following sections of the Zoning and Land Development Ordinance: 4.4, 4.6, 4.10, 4.11, 5.1, 5.4, 5.6, 5.7, 5.8, 5.10, 6.3, 6.5, 8.1, 8.9, 8.12, 12.2, 12.3; Appendices A, B, and C; and the addition of the new Sections 5.11, 5.12, 5.12, 5.14, 5.15, 5.16, and 5.17.

- It was the consensus of the Commission to delay action on this item until the following Commission meeting scheduled for Thursday, January 16, 2014.

UNFINISHED BUSINESS

7. Lyn Widmyer, Commissioner – there was a discussion to clarify the role of voting and non-voting County Commission Liaisons to various boards, committees, and commissions. The assignment to the various boards and committees will take place at the regularly scheduled January 16th meeting.
8. Jane Tabb, Commissioner – requested the Commission set a budget goal to segregate gambling revenue for one-time expenses only.
- It was the consensus of the Commission to hold this discussion during the upcoming budget work session to be held on Thursday, January 9, 2014.
9. Debbie Keyser, County Administrator – requested the Commission discuss and approve the revised Capital Outlay Policy #307 as presented.
- Ms. Keyser stated she would like to hold this item until the following Commission meeting as she is waiting for further information from counsel.

NEW BUSINESS

10. Jeffrey Polczynski, Director of Communications – requested the approval of the compensation during temporary assignment of Public Safety Dispatcher Merri McIntyre while she fulfills the position of the Supervising Public Safety Dispatcher.

- **Motion by Mr. Manuel to approve the compensation of Merri McIntyre while she temporarily fulfills the position of the Supervising Public Safety Dispatcher. Motion seconded and unanimously approved. Total financial impact \$222.00.**

FINANIAL DIRECTOR REPORTS

Tim Stanton, Jefferson County Financial Director – provided the Commission with a review of the FY 2014 budget revisions as approved during the December 19, 2013 Commission meeting. Mr. Stanton also provided the Commission with a financial overview for the remainder of the current fiscal year, stating that while there has been a vast improvement in the County's finances over the last several weeks, the County is still \$1.2 million dollars away from obtaining an adequate fund balance and \$700,000 short of having a FY14 balanced budget.

COUNTY ADMINISTRATOR REPORTS

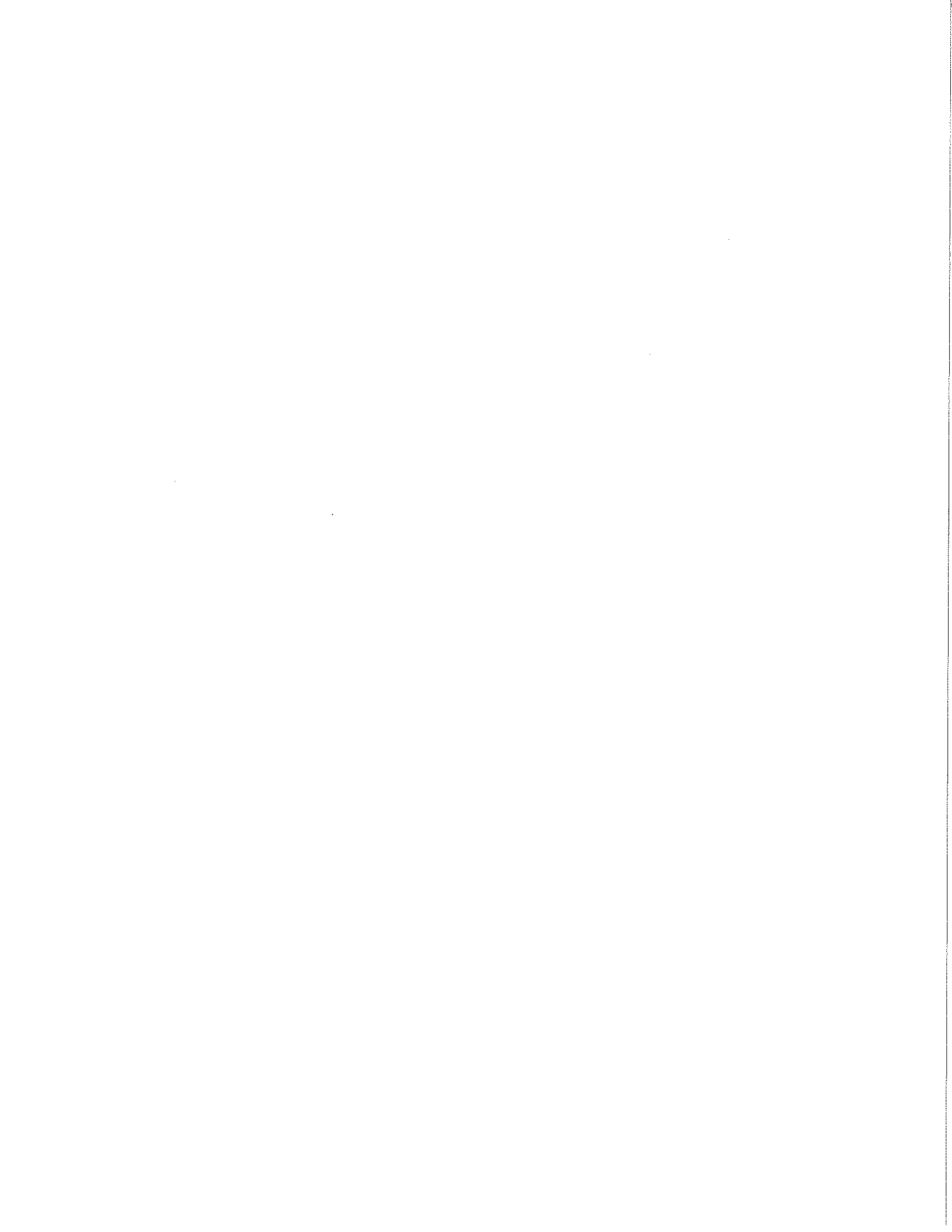
- Rescheduling of the Duncan Public Hearing (Probate) – Ms. Keyser notified the Commission of the need to reschedule the Duncan Public Hearing on Probate Matters. It was the consensus of the Commission to reschedule the Public Hearing for Thursday, January 16th at 1:30 pm.
- Worker's Compensation Injuries – Ms. Keyser notified the Commission of two employee injuries occurring in the past two weeks.
- Budget Meeting with Department Heads and Elected Officials – Ms. Keyser notified the Commission of the Strategic Planning/Budget meeting with the Department Heads, scheduled for Friday, January 10th from 9am – 12pm.

The Commission meeting was adjourned at 1:37pm on a motion by Mr. Manuel. Motion was seconded and unanimously approved.

WALT PELLISH, PRESIDENT

Respectfully submitted

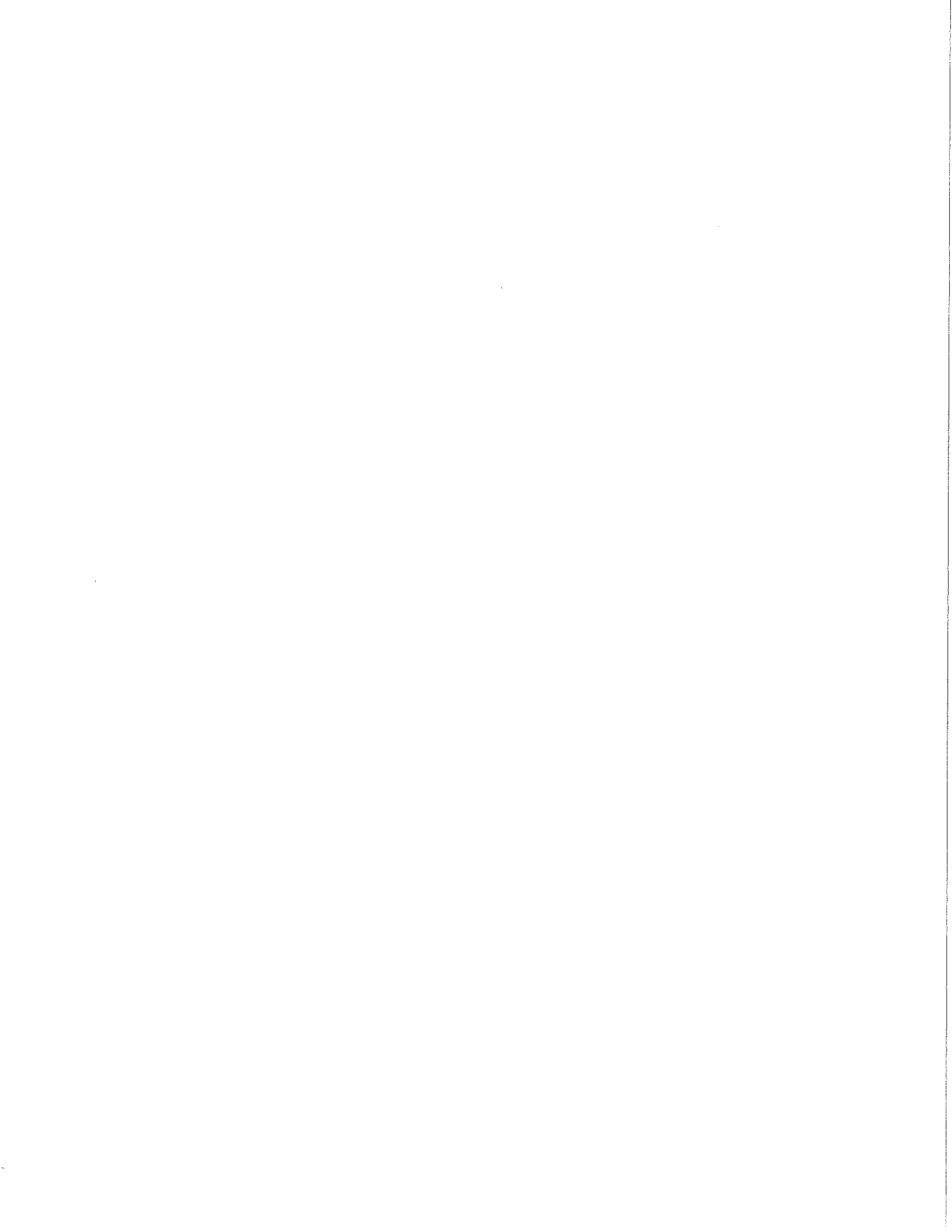
Jessica D. Carroll
Administrative Assistant



PURCHASE ORDERS TO BE APPROVED

January 9, 2014

DEPARTMENT	PURCHASE ORDER	AMOUNT	VENDOR	DESCRIPTION
CENTRAL GARAGE	52198	\$ 413.12	Rice Tire	Tires
CIRCUIT CLERK	51458	\$ 450.00	Vital Signs Plus	Office Supplies
COUNTY CLERK	51816	\$ 174.08	The Spirit of Jefferson	Notices of Administration
PROSECUTING ATTORNEY'S OFFICE	51834	\$ 595.00	National District Attorneys Assoc.	NDAA Forensic Evidence
	51835	\$ 875.00	NMS Labs	Expert Witness Fee
GRAND TOTAL		\$ 2,094.08		



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Tim Stanton, Finance Director

Department or Organization: County Commission

Estimation of amount of time needed for appointment: _____

Date Requested – 1st Choice: January 9, 2014

Date Requested – 2nd Choice: _____

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

Subject (Wording to be placed on agenda):

Work Session - Budget Discussion

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):

Are documents attachments? Yes No

If not, explain:

Is a projector needed? Yes No

Contact information:

Email address: _____

Phone number: _____

Director of Finance Summary

The cash balance as of December 31, 2013 was 4.2 million and as of January 3, 2014 the balance is 2.9 million dropping \$1.3 million due to one accounts payable and payroll batch processing. This reflects that the projected cash balance 1.6 million in July 2014 is not an adequate cash balance based on current spending. The month of January is historically a month with low cash balances. My projections of cash currently do not change as a result of the current cash balance. Cash balances are reviewed weekly which is currently the frequency of posting cash receipts in the County Clerk's office.

Attached for you review and approval are budget revision numbers 14 thru 19. Budget revision number 14 is budget revision number 7 that you previously approved dealing with the adjustment of health insurance. Budget revision number 7 was rejected by the State Auditor's Office as I did not include evidence that the elected officials agreed to the deductions. As a result budget revision number 14 includes all non-elected offices. I will seek the approval of the elected officials and submit the remaining balance in a separate budget revision. Budget revision number 15 is to adjust revenue lines within the budget. I have reviewed all revenue lines by comparing actual revenue received to budget and have recommended the budget revisions in revision number 15. The net increase to revenue as a result of budget revision number 15 is \$35,142. Budget revision number 16 represents verbally agreed reductions that the Commission agreed with on December 19th. The total expenditure reduction of budget revision number 16 is \$416,505. Budget revision number 17 represents a voluntarily shifting of expenditures from department 406 to department 407. Expenditures incurred by department 407 are then reimbursed to the General Fund by the Assessor. Budget revision number 18 represents a shift of General Fund expenditures to the Coal Severance fund in the amount of \$427,000. The Commission verbally agreed to shifting expenditures on December 19th. Budget revision number 18 shows my recommendation of the specific lines that should be adjusted within the General Fund. Budget revision number 19 makes the corresponding adjustments of revision number 18 in the Coal Severance Fund. Budget revision number 19 also makes corrections for other line numbers within the Coal Severance fund where spending is not consistent with budget.

The total budget reductions that you are asked to approve today amount to \$1,081,830 (those in green on the attached spreadsheet) which will put the total amount of budget reductions to \$2,167,667. Efforts are continuing to bring to you additional reductions in the FY14 budget.

It should also be noted as an amendment to the December 19, 2013 minutes referencing budget revisions 3 thru 13 that were approved by the Commission that the State Auditor's Office did not approve budget revision number 7 and as a result the budget revisions in the minutes were renumbered by the State Auditor's Office in the following manner. Budget revision number 8 is now number 7, number 9 is now number 8, number 10 is number 9, number 11 is number 10, number 12 is number 11, number 13 is number 12, number 14 is number 13. As a result the next budget revision number used by the County will be referenced as number 14.

Tentative proposals have been received by Highmark for the renewal of health insurance effective July 1, 2014. I will list four options for your consideration.

Option #1 - No change to our current medical insurance. This will result in an increased annual cost to the County in the amount of \$270,324. This represents a 12.30% increase. Our current plan provides for an individual deductible of \$750/family \$1500; \$20 office co-pay; retail drug costs of \$10/\$20/\$40; mail order cost of \$20/\$40/\$80; ER visit \$75.

Option #2 - Same as current plan with the deductible changing from \$750/\$1500 to \$1,000 individual/family \$2,000. This will result in an increased annual cost to the County in the amount of \$209,364. This represents a 9.53% increase.

Option #3 - Same as current plan with the deductible changing from \$750/\$1500 to \$2,000 individual/family \$4,000. This will result in an increased annual cost to the County in the amount of \$21,300 or a .97% increase.

Option #4 - Same as current plan with the exception of the following. Deductible changing from \$750/\$1000 to \$2,000 individual/family \$4,000. Office co-pays at three levels \$20 for general office visit, \$30 for specialist, \$40 for urgent center. ER visit increased from \$75 to \$125. Retail Rx maintains the same but mail order goes from \$20/\$40/\$80 to \$25/\$50/\$90. This option provides for no increase in premiums over FY14.

If the Commission had interest in option 4 you could do a reimbursable HRA for \$1,250 which represents the difference in the deductible. There are 171 insured individuals on the plan. If you assume 20% will go above their \$750 deductible to \$2,000 they will incur \$42,500 of extra expense (171 employees x20% x \$1,250 = \$42,500). Employee increased deductible expenses from 7/1/14 thru 12/31/14 could be reimbursed by the County to the employee, not to come from the employee's \$1,000 HRA. Effective January 2015 this practice could continue however the \$1,000 HRA funding could cease. The savings from the above in FY15 would be

Potential annual increase	\$270,324
Employer funded deduction	(\$42,500)
HRA savings 1/1/15 – 6/30/15	\$95,000
Total Savings	\$322,824

Savings over this year's budget would be \$95,000 - \$42,500 = \$52,500 and in future years the savings would be \$190,000 - \$42,500 = \$147,500 which represents a full years savings of the HRA.

Respectfully Submitted



Tim A. Stanton

Proposed FY14 Budget Reductions for Discussion										
GL Acct #	Department	Description						Reduction		
		Amount needed to restore to Fund Balance						3,900,000		
1		Budget reductions approved 12/27/13 by auditors office						(1,085,837)		
2								(1,085,837)		
3										
4										
	Various	Various	Health Insurance			Rev #7 edited non-elected	(108,997)	Rev # 14		
5	001-382-MM--000	Revenue	Reimbursements				(11,000)	Rev # 15		
6	001-394-TR-000	Revenue	Reimbursements				142,962	Rev # 15		
7	001-304-OT-000	Revenue	Transfer tax increase				(736,000)	Rev # 15		
8	001-302-TT-000	Revenue	Tax Penalties				(18,874)	Rev # 15		
9	001-325-IG-000	Revenue	Federal Payment in Lieu of taxes				(9,949)	Rev # 15		
10	001-346-CS-000	Revenue	Emer 911 fee				(94,822)	Rev # 15		
11	001-348-CS-000	Revenue	Franchise Agreements				(35,000)	Rev # 15		
12	001-322-IG-000	Revenue	Federal Grants				(80,000)	Rev # 15		
13	001-373-OT-001	Revenue	Video Lottery				(93,000)	Rev # 15		
14	001-301-TT-002	Revenue	AD Valorem Taxes 1st yr				286,711	Rev # 15		
15	001-301-TT-003	Revenue	AD Valorem Taxes 2nd yr				155,254	Rev # 15		
16	001-301-TT-004	Revenue	AD Valorem Taxes 3rd yr				38,576	Rev # 15		
17	001-370-OT-000	Revenue	Table Games				420,000	Rev # 15		
18	001-401-05-567-000	Commissioners	Affordable Housing			Verbally approved 12/19	(40,000)	Rev # 16		
19	001-916-05-567-000	Library	Library funding			Verbally approved 12/19	(15,600)	Rev # 16		
20	001-431-05-568-000	Econ Dev	Econ Dev Contribution			Verbally approved 12/19	(15,343)	Rev # 16		
21	001-431-05-568-000	Econ Dev	Airport Authority			Verbally approved 12/19	(6,500)	Rev # 16		
22	001-808-05-567-000	Solid Waste	Solid Waste			Verbally approved 12/19	(15,312)	Rev # 16		
23	001-952-05-567-000	Senior Citizens	Contribution			Verbally approved 12/19	(6,300)	Rev # 16		
24	001-953-05-567-000	Public Trans	Contribution			Verbally approved 12/19	(6,850)	Rev # 16		
25	001-715-05-567000	Ambulance Authority	Ambulance Authority			Verbally approved 12/19	(58,100)	Rev # 16		
26	001-401-05-568-000	Commissioners	Commissioner contributions			Verbally approved 12/19	(245,000)	Rev # 16		
27	001-425-02-213-001	Maintenance	Maintenance electricity			Verbally approved 12/19	(7,500)	Rev # 16		
28	001-406-xx-xxx-000	Assessor	Assessor budget adjustment				(94,186)	Rev # 17		

29			Coal Severance			Verbally approved 12/19	(427,000)	Rev # 18
30	Subtotal						(1,081,830)	
31								
32	001-424-xx-xxx-000	Maintenance	Estimated savings in Dept 424 CTHSE				(47,900)	
33	Various	Various	Payroll adjustment				(303,548)	
34	001-425-02-xxx-000	Maintenance	Estimated savings in Dept 425 Other bldgs				(5,000)	
35	001-403-xx-xxx-000	Cir Court	Cir Court budget Adjustment				(5,000)	
	Various	Various	Health Insurance			Rev #7 edited elected	(98,573)	
36	Various	Various	Telephone Adjustment				(150,000)	
37	Subtotal						(610,021)	
38								
39		EMS Fee costs not budgeted					83,417	
40	Subtotal						83,417	
41	Total Reductions						(2,694,271)	
42	Additional reductions which need to be made						1,205,729	
43		Approved by State						
###		Pending/Commissioners						
###		Additional discussion with Dept Manager						
###		For Commissioner discussion						

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 9th day of January, 2014, the following Order was made and entered:

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

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the Jefferson County Commission does hereby direct that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, as shown on budget revision number #14 to the General County Fund, a copy of which is entered as part of this record.

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

Dale Manuel	_____
Jane Tabb	_____
Patsy Noland	_____
Walter Pellish	_____
Lyn Widmyer	_____

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

Dale Manuel, President
Jefferson County Commission

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

REQUEST FOR REVISION TO APPROVED BUDGET

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

CONTROL NUMBER
 FY: 2014
 Fund: 1
 Rev. No. 14
 Pg. of No. 1

Jefferson County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding Request: P.O. Box 250 STREET OR PO BOX COUNTY
 Name: Tim Stanton
 Phone: 304-724-8425 ext 1008 Government Type
 Fax: 304-725-7916 Charles Town 25414 ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	2,397,702		108,997	2,288,705
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) -108,997

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

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	2,092,260		16,703	2,075,557
412	Agricultural Agent	139,584		862	138,722
424	Courthouse	1,312,119	7,513		1,319,632
428	Data Processing	419,506		13,372	406,134
431	Economic Development	471,405	14,319		485,724
433	Geographic Information System	277,136		3,039	274,097
439	Planning & Zoning	502,886		24,156	478,730
440	Engineering	765,345		11,092	754,253
451	Zoning Board	165,446		23,497	141,949
711	Emergency Services	274,989		3,039	271,950
712	Communication Center	2,178,225		44,794	2,133,431
717	Central Garage	342,478	9,725		352,203

NET INCREASE/(DECREASE) Expenditures -108,997

APPROVED BY THE STATE AUDITOR
 BY: _____ Date _____
 Deputy State Auditor, Local Government Services Div.

AUTHORIZED SIGNATURE OF ENTITY _____ APPROVAL DATE _____

Budget Revision Summary

Budget Revision #14 of FY14

The Payroll Department on November 14, 2013 analyzed the health insurance budget based on actual enrollment. In the budget a 20% increase was projected. The actual premium increase was 9%. As a result budget revisions are needed. This reduction will reduce the amount needed of prior year Unassigned Fund Balance. The specific accounts to reduce are as follows:

County Commission	001-401-01-105-000	\$16,703
Agricultural Agent	001-412-01-105-000	\$862
Data Processing	001-428-01-105-00	\$13,372
GIS	001-433-01-105-000	\$3,039
Planning and Zoning	001-439-01-105-000	\$24,156
Engineering	001-440-01-105-000	\$11,092
Zoning Board	001-451-01-105-000	\$23,497
Emergency Services	001-711-01-105-000	\$3,039
Communication Center	001-712-01-105-000	\$44,794

Accounts to be increased are as follows:

Courthouse	001-424-01-105-000	\$7,513
Economic Development	001-431-01-105-000	\$14,319
Central Garage	001-717-01-105-000	\$9,725

The offsetting revenue account to reduce is:

Unencumbered Fund Balance	001-299-00-002	\$108,997
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RESOLUTION

At a regular session of the Jefferson County Commission, held on the 9th day of January, 2014, the following Order was made and entered:

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

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the Jefferson County Commission does hereby direct that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, as shown on budget revision number #15 to the General County Fund, a copy of which is entered as part of this record.

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

Dale Manuel	_____
Jane Tabb	_____
Patsy Noland	_____
Walter Pellish	_____
Lyn Widmyer	_____

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

Dale Manuel, President
Jefferson County Commission

Budget Revision Summary

Budget Revision #15 of FY14

It is the recommendation that the following revenue accounts be adjusted as the current YTD revenue is not consistent with the budget or historical trends. The specific accounts to reduce are as follows:

AD Valorem Taxes 1 st yr	001-301-TT-002	\$286,711
AD Valorem Taxes 2 nd yr	001-301-TT-003	\$155,254
AD valorem Taxes 3 rd yr	001-301-TT-004	\$38,576
Unencumbered Fund Balance	001-299-00-002	\$35,142
School Reimbursements	001-394-TR-000	\$142,962
Table Games	001-370-OT-000	\$420,000

The offsetting revenue account to increase is:

Tax Penalties	001-302-TT-000	\$18,874
Emer 911 Fee	001-346-CS-000	\$94,822
Property Tax Transfer	001-304-OT-000	\$736,000
Franchise Agreements	001-348-CS-000	\$35,000
Federal Grants	001-322-IG-000	\$80,000
Fed payments Lieu of Taxes	001-325-IG-000	\$9,949
Video Lottery	001-373-OT-001	\$93,000
Reimbursements	001-382-MM-001	\$11,000

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 9th day of January, 2014, the following Order was made and entered:

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

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the Jefferson County Commission does hereby direct that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, as shown on budget revision number #16 to the General County Fund, a copy of which is entered as part of this record.

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

Dale Manuel	_____
Jane Tabb	_____
Patsy Noland	_____
Walter Pellish	_____
Lyn Widmyer	_____

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

Dale Manuel, President
Jefferson County Commission

REQUEST FOR REVISION TO APPROVED BUDGET

CONTROL NUMBER

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

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

2014
 FY
1
 FUND
16
 REV. NO.
1 of 1
 PG. OF NO.

Jefferson County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding
 Budget Revision: Tim Stanton
 Phone: 304-725-8425 ext 1008
 Fax: 304-725-7916

P.O. Box 250
 STREET OR PO BOX
Charles Town 25414
 CITY ZIP CODE

COUNTY
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	2,253,563		416,505	1,837,058
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) -416,505

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

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	2,075,557		285,000	1,790,557
425	Other Buildings	758,000		7,500	750,500
431	Economic Development	485,724		21,843	463,881
715	Ambulance Authority	2,236,453		58,100	2,178,353
808	Solid Waste Authority	36,750		15,312	21,438
916	Library	260,000		15,600	244,400
952	Senior Citizens	6,300		6,300	
953	Public Transit	13,700		6,850	6,850
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures -416,505

APPROVED BY THE STATE AUDITOR
 BY: _____ Date _____
 Director, Local Government Services Division

AUTHORIZED SIGNATURE
 OF ENTITY

APPROVAL
 DATE

Budget Revision Summary

Budget Revision #16 of FY14

On December 19, 2013 the County Commissioners agreed to the following FY14 budget reductions. These reductions will reduce the amount needed of prior year Unassigned Fund Balance. The specific accounts to reduce are as follows:

Partnership for Affordable Housing	001-401-05—567-000	\$40,000
Commissioner Contributions	001-401-05-568-000	\$245,000
Electricity	001-425-02-231-001	\$7,500
Contribution Econ Dev Authority	001-431-05-568-000	\$15,343
Airport Authority	001-431-05-568-001	\$6,500
Ambulance Authority	001-715-05-567-000	\$58,100
Solid Waste Authority	001-808-05-567-000	\$15,312
Library Contribution	001-916-05-567-000	\$15,600
Senior Citizens	001-952-05-567-000	\$6,300
Public Transportation	001-953-05-567-000	\$6,850

The offsetting revenue account to reduce is:

Unencumbered Fund Balance	001-299-00-002	\$416,505
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RESOLUTION

At a regular session of the Jefferson County Commission, held on the 9th day of January, 2014, the following Order was made and entered:

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

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the Jefferson County Commission does hereby direct that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, as shown on budget revision number #17 to the General County Fund, a copy of which is entered as part of this record.

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

Dale Manuel	_____
Jane Tabb	_____
Patsy Noland	_____
Walter Pellish	_____
Lyn Widmyer	_____

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

Dale Manuel, President
Jefferson County Commission

REQUEST FOR REVISION TO APPROVED BUDGET

CONTROL NUMBER

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

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

2014
 FY
 1
 FUND
 17
 REV. NO.
 1 of 1
 PG. OF NO.

Jefferson County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding
 Budget Revision: **Tim Stanton**
 Phone: **304-724-8425 ext 1008**
 Fax: **304-725-7916**

P.O. Box 250
 STREET OR PO BOX
 Charles Town 25414
 CITY ZIP CODE

COUNTY
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	1,837,058		94,186	1,742,872
399	Transfers Assessor's Valuation Fund	423,188	94,186		517,374
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

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

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
406	Assessor	666,226		94,186	572,040
407	Assessor's Valuation Fund	423,188	94,186		517,374
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures

APPROVED BY THE STATE AUDITOR
 BY: _____ Date _____
 Director, Local Government Services Division

AUTHORIZED SIGNATURE
 OF ENTITY

APPROVAL
 DATE

Budget Revision Summary

Budget Revision #17 of FY14

The County Assessor on November 14, 2013 voluntarily reduced their budget (#406) by \$94,186 by transferring budgeted amounts to department 407 and then agreeing to reimburse the General Fund for all expenditures in department 407. These reimbursements will reduce the amount needed of prior year Unassigned Fund Balance. The specific accounts to reduce are as follows:

Wages	001-406-01-103-000	\$61,538
FICA	001-406-01-104-000	\$3,480
Medicare	001-406-01-104-001	\$814
Medical Insurance	001-406-01-105-000	\$18,719
Retirement	001-406-01-106-000	\$9,013
Overtime	001-406-01-108-001	\$622
Unencumbered Fund Balance	001-299-00-002	\$94,186

The accounts to increase are:

Wages	001-407-01-103-000	\$61,538
FICA	001-407-01-104-000	\$3,480
Medicare	001-407-01-104-001	\$814
Medical Insurance	001-407-01-105-000	\$18,719
Retirement	001-407-01-106-000	\$9,013
Overtime	001-407-01-108-001	\$622
Transfer Assessor Valuation Fd	001-399-TR-000	\$94,186

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 9th day of January, 2014, the following Order was made and entered:

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

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the Jefferson County Commission does hereby direct that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, as shown on budget revision number #18 to the General County Fund, a copy of which is entered as part of this record.

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

Dale Manuel	_____
Jane Tabb	_____
Patsy Noland	_____
Walter Pellish	_____
Lyn Widmyer	_____

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

Dale Manuel, President
Jefferson County Commission

REQUEST FOR REVISION TO APPROVED BUDGET

CONTROL NUMBER

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

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

2014
 FY
1
 FUND
18
 REV. NO.
1 of 1
 PG. OF NO.

Jefferson County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding
 Budget Revision: Tim Stanton
 Phone: 304-724-8425 ext 1008
 Fax: 304-725-7916

P.O. Box 250
 STREET OR PO BOX
Charles Town
 CITY
25414
 ZIP CODE

COUNTY
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	1,742,872		427,000	1,315,872
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			-427,000		

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

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
715	Ambulance Authority	2,178,353		427,000	1,751,353
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			-427,000		

APPROVED BY THE STATE AUDITOR
 BY: _____ Date _____
 Director, Local Government Services Division

 AUTHORIZED SIGNATURE OF ENTITY
 APPROVAL DATE

Budget Revision Summary

Budget Revision #18 of FY14

The Commission on December 19, 2013 agreed to fund General Fund operating expenditures from the Coal Severance Fund. Listed below are the suggested budget changes. The specific account to reduce is:

Ambulance Authority	001-715-05-567-000	\$427,000
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The offsetting revenue account to reduce is:

Unencumbered Fund Balance	001-299-00-002	\$427,000
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RESOLUTION

At a regular session of the Jefferson County Commission, held on the 9th day of January, 2014, the following Order was made and entered:

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

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the Jefferson County Commission does hereby direct that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, as shown on budget revision number #19 to the General County Fund, a copy of which is entered as part of this record.

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

Dale Manuel	_____
Jane Tabb	_____
Patsy Noland	_____
Walter Pellish	_____
Lyn Widmyer	_____

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

Dale Manuel, President
Jefferson County Commission

REQUEST FOR REVISION TO APPROVED BUDGET

CONTROL NUMBER

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

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

2014
 FY
2
 FUND
19
 REV. NO.
1 of 1
 PG. OF NO.

Jefferson County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding
 Budget Revision: **Tim Stanton**
 Phone: **304-724-8425 ext 1008**
 Fax: **304-725-7916**

P.O. Box 250
 STREET OR PO BOX
 Charles Town 25414
 CITY ZIP CODE

COUNTY
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
298	Assigned Fund Balance	378,405	26,353		404,758
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 26,353

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

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	100,000		42,792	57,208
425	Other Buildings		61,450		61,450
715	Ambulance Authority		427,000		427,000
801	Mental Health		10,600		10,600
986	County Commission	429,905		429,905	
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 26,353

APPROVED BY THE STATE AUDITOR
 BY: _____ Date _____
 Director, Local Government Services Division

 AUTHORIZED SIGNATURE OF ENTITY
 APPROVAL DATE

Budget Revision Summary

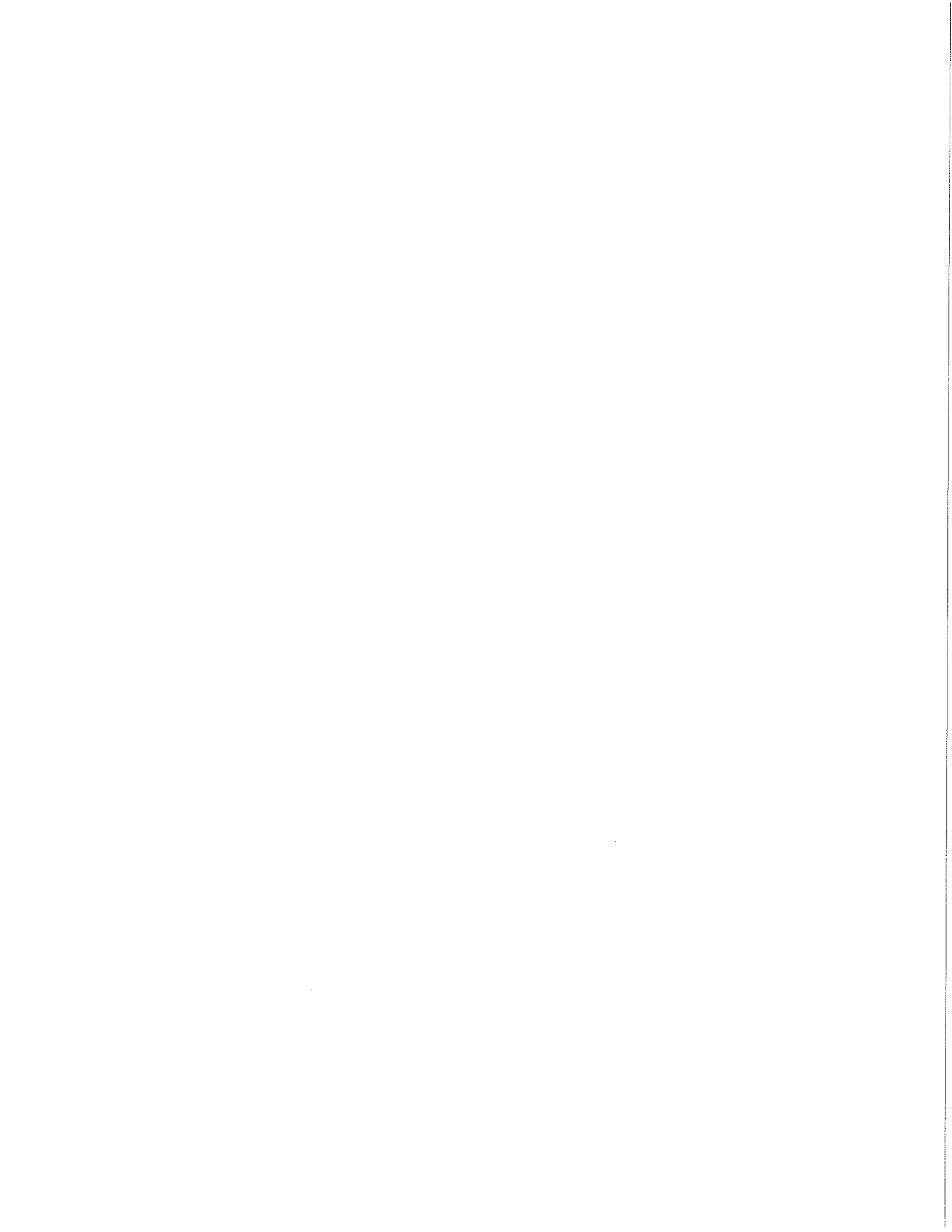
Budget Revision #19 of FY14

The Commission on December 19, 2013 agreed to fund General Fund operating expenditures from the Coal Severance Fund. Listed below are the suggested budget changes. The specific accounts to increase are as follows:

Ambulance Authority	002-715-05-567-000	\$427,000
Mental Health	002-801-05-567-000	\$10,600
Capital Projects in Process	002-425-04-460-000	\$61,450
Fund Balance	002-298-00-002	\$26,353

Accounts to decrease are as follows:

Capital Projects	002-986-04-459-000	\$429,905
Contracted Services	002-401-02-230-000	\$42,792



AGENDA REQUEST FORM

www.jeffersoncountywv.org



Name: *Diane Sisk*

Department or Organization: _____

Estimation of amount of time needed for appointment: _____

Date Requested – 1st Choice: _____

Date Requested – 2nd Choice: _____

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

Subject (Wording to be placed on agenda):

Budget Goal

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):

Segregate gambling revenue & budget for one-time expenses only.

Are documents attachments? Yes No

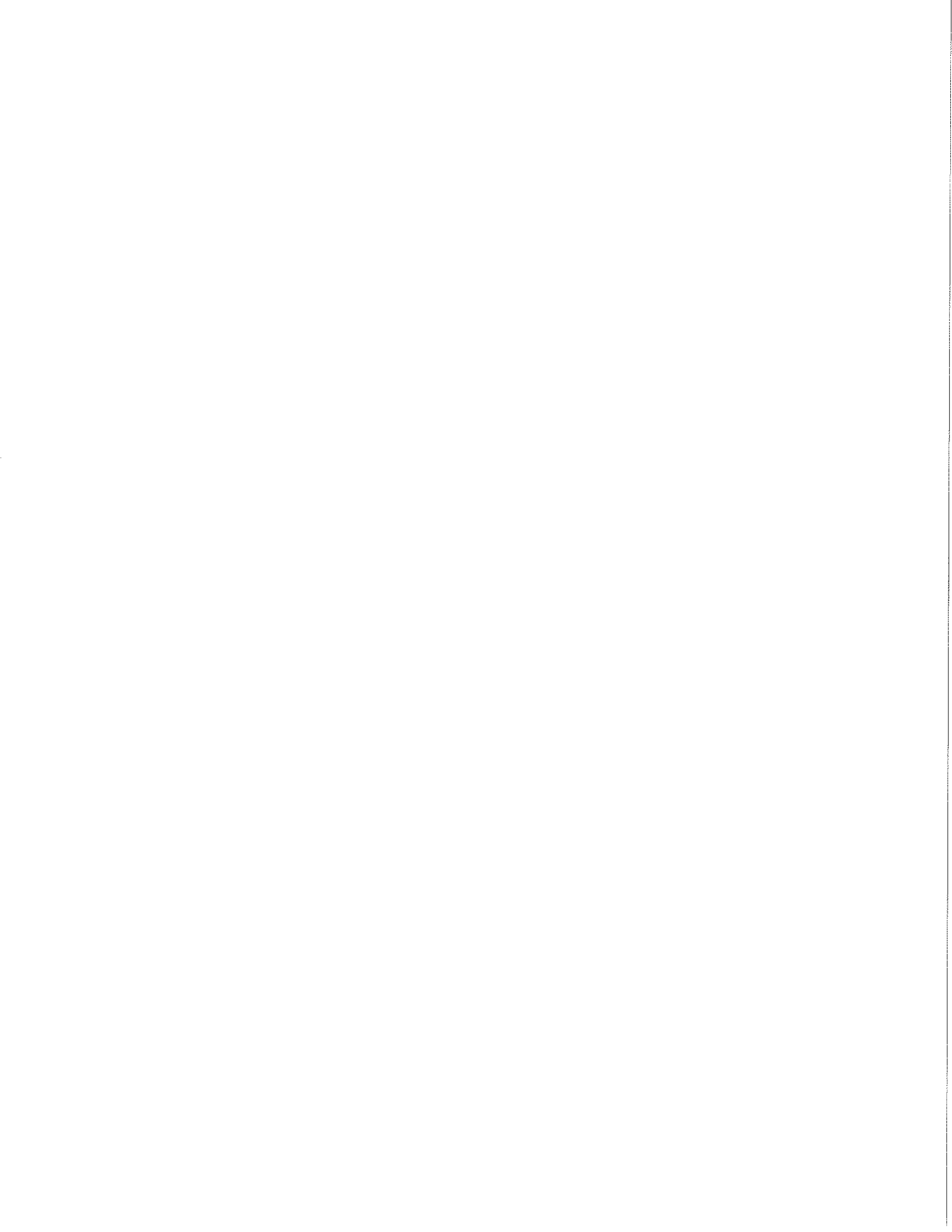
If not, explain:

Is a projector needed? Yes No

Contact information:

Email address: _____

Phone number: _____



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Debbie Keyser, County Administrator

Department or Organization: County Commission

Estimation of amount of time needed for appointment: _____

Date Requested – 1st Choice: January 2, 2014

Date Requested – 2nd Choice: _____

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

Subject (Wording to be placed on agenda):

Discuss Capital Outlay Policy

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):

Are documents attachments? Yes No
If not, explain:

Is a projector needed? Yes No

Contact information:

Email address: _____

Phone number: _____

<i>Jefferson County Policies & Procedures</i>			
Policy Name:	Capital Outlay Fund	Approved:	
Policy Number:	Finance – 307	Author:	Keyser/Stanton
Associated:	Capital Outlay Project Package/Forms		

All funds expended from the County Commission Capital Outlay Fund #246 must have prior approval of the Jefferson County Commission. **Funds expended from #246 must have a unanimous consent from the Commissioners to move monies to the operating funds. Funds expended from #246 for capital improvement projects, to be paid from #246, only requires a majority approval of the Commissioners.**

To be approved, a "Project Cost Sheet Packet" must be completed and submitted in the agenda packet as part of the presentation to the Commission for their consideration for an approval or denial. The packet must contain a description of the general scope of the project including expected service and financial benefits; a description and quantification of any impact the project will have on the current or future operating budget; estimated cost of the project; identification of all funding sources; and a method provided to measure the financial or service outcomes of the project. (There is a capital outlay fund number as part of each department's budget. This policy is in reference to the County Commission Capital Outlay fund (#246) only and NOT each department's individual budget)

Minimum Reserve: The County shall strive to maintain a minimum reserve of \$2,000,000 in the Capital Fund to be used in the event of a national disaster or operating emergency. In addition to the emergency reserve, the Capital budget shall be linked to a multi-year capital improvement plan. Funding for a specific project will only be provided in the Capital Fund after the Commissioners have approved the project.

Project Manager - Upon approval, the County Commission will appoint a project manager for oversight of the project.

Accounts Payable Responsibility - The Accounts Payable Department will assign a project number for which all invoices for the project must be coded for payment. All costs associated with a project will be considered "Construction/Work in Progress". Construction-in-Progress represents the cost of buildings or other capital projects that are under construction as of the balance sheet date. Construction-in-Progress represents a temporary capitalization of labor, material and equipment of a project. When the project is completed or substantially completed, when the structure or project is ready for the purpose intended, then depreciation will start on the asset. When the project is completed, the project manager must notify Accounts Payable the project is complete. Accounts Payable will then transfer the total cost of the project to the proper "Asset Category" of the Capital Outlay Fund.

Investment Limit - All projects less than \$10,000 cannot be charged to this fund without special approval of the Finance Director and the County Commission, as the intent of Capital Outlay is

to accommodate large invoice items with a life expectancy of one year or more and a value of \$10,000 or more.

Capital assets of the County include tangible personal property, real property, and software having a useful life of one year or more and an acquisition cost of \$10,000 or more per unit. A group of assets (e.g. 10 desks at \$1,000 each) are not capitalized. Acquisition cost includes the net invoice price of the equipment including cost of modifications, attachments, accessories, or auxiliary apparatus necessary to make the equipment operable. Other costs such as installation, professional services, freight, and taxes, are also included in the acquisition cost.

Software - Software is considered intangible property and is not included in this policy. Software that has been preloaded with the purchase of equipment should be included as part of the acquisition cost of the equipment. Major software systems are to be capitalized as separate items.

Repairs, Replacements, and Upgrades - Equipment repair, replacement, and upgrades will be capitalized only when these costs are \$10,000 or more and extend the useful life of the original asset by one year or more. When these costs are capitalized, the asset value and useful life of the original piece of equipment will be updated to reflect the new value and remaining useful life of the asset.

No funds shall be expended in excess of the approved "Project Cost Packet". Should it become apparent the total cost of the project will exceed the original estimate approved, a revised cost sheet must be approved by the County Commission, before costs are incurred.

Capital Project Evaluation and Cost Sheet Packet

Project Name: _____

Planning:

This packet is intended to provide a basic format for the initial steps that need to be taken to plan and evaluate a potential Capital Project and provide information related to the cost and benefit of the proposed Capital Project.

Various Considerations:

For each consideration list (4) brief topics to be considered in the Evaluation. If you need to change a topic to better fit the Evaluation of your proposed project, feel free to make changes.

Cost Sheet:

Each project submitted for consideration must have a Cost Sheet attached. Please try to make the cost estimates as accurate as possible.

Narrative:

The narrative should explain the various consideration you want the commission to make in their evaluation of the project. The narrative should also address the cost and benefits of the project if approved.

Capital Project Narrative

Project Name: _____

Benefits of this project:

Cost verses Benefit of this Project:

Project Cost Sheet
Jefferson County, West Virginia

Project Name:

Note: Use only this page if all costs can be presented on one page. Otherwise use the tabs at the bottom of the page to access a full page to list Planning Cost, In house labor cost, Contract Labor Cost, and Hardware and Material Cost. The cost from those pages will carry forward to this page. This worksheet has a total of (5) pages for listing various cost.

Planning Cost:

	Activity:	Hourly rate	Hours req	Cost
1				
2				
3				
4				
5				
6				
Total from Planning Cost Page:				0

In house labor cost:

	Position	Hourly rate	Hours req	Cost
1				
2				
3				
4				
5				
6				
Total from In House Labor Page:				0

Contract Labor Cost:

	Company Name:			Cost
1				
2				
3				
4				
5				
6				
Total from Contract Labor Page:				0

Hardware & Materials Cost:

	Item description:	Item cost	Items Req'd	Cost
1				
2				
3				
4				
5				
6				
Total from Contract Labor Page:				0

Total Project Cost			\$	0
---------------------------	--	--	----	---

**Project Cost Sheet
Jefferson County, West Virginia**

Total In House Labor Cost			\$	0
----------------------------------	--	--	----	----------

In house labor cost:				
	Position	Hourly rate	Hours req	Cost
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
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31				
32				
33				
34				
35				
36				
37				
38				
39				
40				

**Project Cost Sheet
Jefferson County, West Virginia**

Total Contract Labor Cost				\$	0
Contract Labor Cost:					
	Company Name:				Cost
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
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32					
33					
34					
35					
36					
37					
38					
39					
40					

Project Cost Sheet
Jefferson County, West Virginia

Total cost Hardware & Materials				\$	0
--	--	--	--	----	---

Hardware & Materials Cost:					
	Item description:	Item cost	Items Req'd	Cost	
1					
2					
3					
4					
5					
6					
7					
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13					
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38					
39					
40					

Capital Projects Evaluation Sheet

Project Name:

This worksheet list various considerations to be made in the process of approving expenditures from the Capital Outlay Fund. Any part of a consideration used to rate the capital project request submitted will be assigned a point value between (0) and (5) for rating the value of the project. The total value of the various consideration rated will be a consideration in the approval of all Capital Projects. Rating should be supported by the attached narrative. This form is formatted in Excel Software, if you need to change the wording in any cell of a Consideration to make a better point about your propose project, please free to change this form.

Consideration #1: Cost Reduction of Current Operations:

The cost of this project would be recovered in cost savings in (2) years?	The cost of this project would be recovered in cost savings in (3) years?	The cost of this project would be recovered in cost savings in (4) years?	The cost of this project would be recovered in cost savings in (5) years?		
Rating by submitter					Total
					0
Rating by Commission				Total	
				0	

Consideration #2: Needed replacement for a current capital asset:

Asset has been in service for (3) years, served it's useful life, and needs replaced.	Asset has been in service for (4) years, served it's useful life, and needs replaced.	Asset has been in service for (5) years, served it's useful life, and needs replaced.	Asset has been in service more than (5) years, served it's useful life, and needs replaced.		
Rating by submitter					Total
					0
Rating by Commission				Total	
				0	

Consideration #3: New technology to better serve the public.

This project would provide better access to county records for the public through computer technology.	This project would allow for quicker service to the public through computer technology.	This project would provide for a larger data base of information for public access.	This project is would reduce the time required to access and evaluate data.		
Rating by submitter					Total
					0
Rating by Commission				Total	
				0	

Project Name:

Consideration #4: Capital Improvement Project-Office Space:

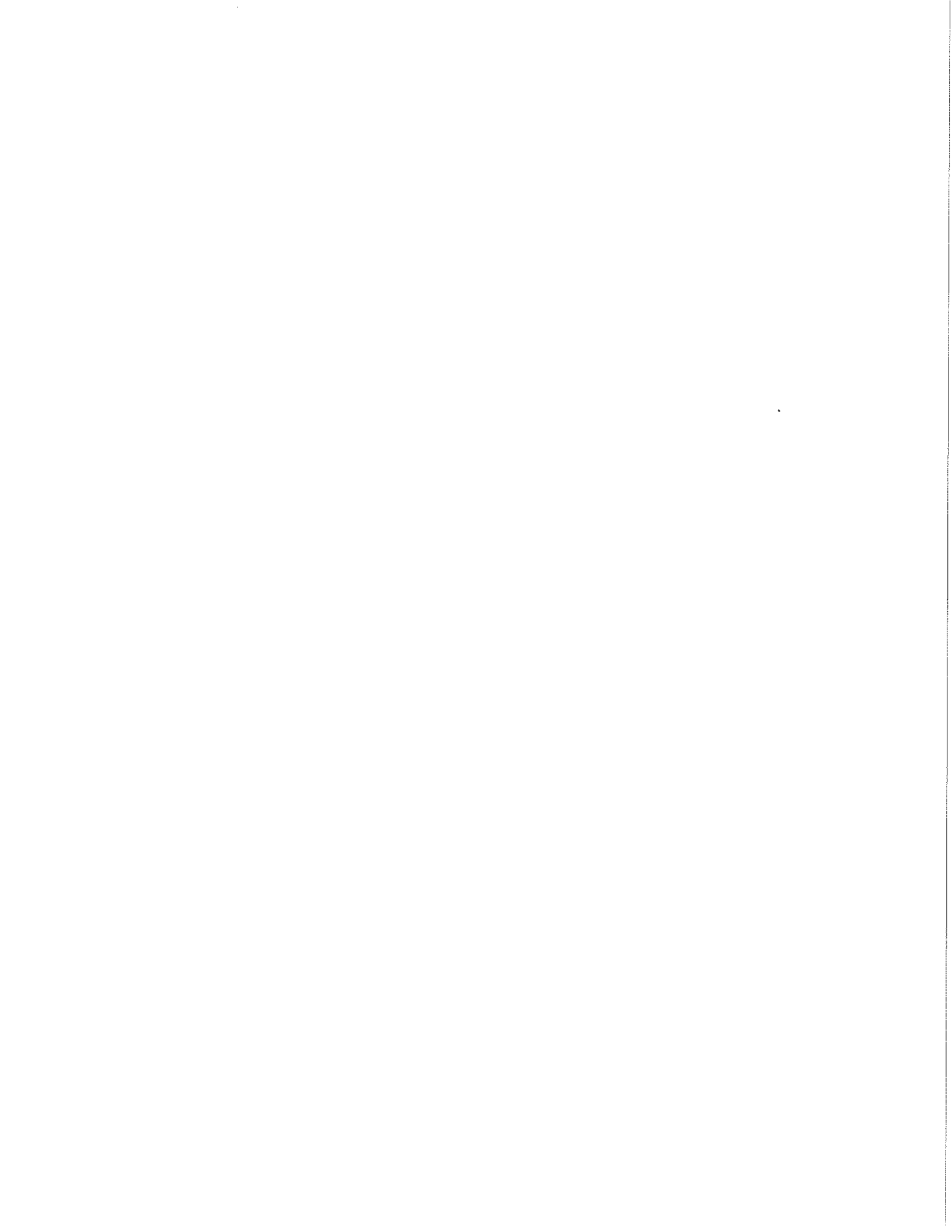
Additional office space is needed due to additional Staff requirements.	Changes are needed in current office space to provide for more service contact points with the public.	Changes are needed in current office space to provide better traffic flow for the public "in" and "out" of the office service area.	Volume of work handled by the department has increased to the point additional space is needed.		
Rating by submitter					Total
					0
Rating by Commission					Total
					0

Consideration #5: Additional Office Space needed due to county growth:

Additional office space in needed to relocate Complete departments	Consolidated departments in one location would provide better service to the public.	Some reduction in operation cost could be realized in a consolidated office complex.	Smaller office building could be sold to cover part of the cost of a larger office complex.		
Rating by submitter					Total
					0
Rating by Commission					Total
					0

Consideration #6: New Capital Asset needed due to county growth, Equipment:

Additional equipment is needed to service additional buildings and real property	Additional equipment will allow department to provide quicker service to our customers.	Assets needed at two locations.	Increase departmental activity requires the addition of an additional asset.		
Rating by submitter					Total
					0
Rating by Commission					Total
					0





**HOUSE OF DELEGATES
WEST VIRGINIA LEGISLATURE**

BUILDING 1, ROOM 231-E
1900 KANAWHA BLVD., EAST
CHARLESTON, WV 25305-0470
PHONE (304) 340-3130
EMAIL: PAUL.ESPINOSA@WVHOUSE.GOV

PAUL ESPINOSA
107 HANCOCK COURT
CHARLES TOWN, WV 25414
(304) 728-8139 (H)
(304) 728-8139 (B)

Committees:
Education
Political Subdivisions
Roads and Transportation

RECEIVED

DEC 18 2013

The Honorable Dale Manuel
President
Jefferson County Commission
P.O. Box 250
Charles Town, WV 25414

Jefferson County Commission

Dear Dale:

This letter is to bring you up to date on the status of Community Participation Project (CPP) grants for FY 2014.

In previous years, legislators have received a letter usually in July, from the Speaker and Finance Committee Chairman advising them that potential funding may be available for various CPP projects in their district. Although it is my understanding that the Senate followed a similar process this year, no such letter was sent to members by the House leadership in 2013. In June, Speaker Rick Thompson resigned and Delegate Tim Miley was elected the 56th Speaker of the House of Delegates.

Following his election as Speaker, Speaker Miley appointed Delegate Brent Boggs as Finance Committee Chair. It remains unclear at this time, but it appears that Speaker Miley, Finance Chair Boggs and the rest of the Democrat leadership team have decided to revise or discontinue the CPP program as it has been administered in the past. To my knowledge, no CPP grants have been approved or submitted to the Governor for funding by the current House leadership. It is, therefore, currently unknown whether your request for CPP funding will be granted.

I am hopeful that Speaker Miley, his leadership team, and the Governor will restore CPP funding and you may be assured that I will do all that I can to ensure that the education, EMS, senior service and library funding needs in our area are met.

Sincerely,

Delegate Paul Espinosa



STATE OF WEST VIRGINIA

Department of Revenue
State Tax Department

Earl Ray Tomblin
Governor

Mark W. Matkovich
Acting State Tax Commissioner

RECEIVED

December 20, 2013

DEC 31 2013

ALL COUNTY COMMISSIONS
ALL MUNICIPALITIES
ALL COUNTY BOARDS OF EDUCATION
STATE OF WEST VIRGINIA

Jefferson County Commission

West Virginia Code § 11-1C-8, as amended in 1998, authorizes the assessor to receive up to 2% of the previous year's projected tax collections. This money is to be used for the purpose of maintaining current valuations and performing periodic reevaluation of property.

In order to receive these funds, the assessor is required to prepare a budget detailing the proposed use of the money and submit the budget to the Property Valuation Training and Procedures Commission (PVC) by December 15th of each year. In addition, West Virginia Code § 11-1C-8 requires that a copy of the projected budget and justification is to be sent to the county commission, board of education, and all municipalities in the county. The PVC has directed the Property Tax Division to provide each entity with a copy of their assessor's proposed budget and justification. As of the date of this letter, neither the Property Tax Division nor the State Auditor's Office has reviewed the enclosed budget request. The levying body may present written evidence showing that a lesser amount than the amount requested by the assessor would be adequate. Written evidence to this effect should be submitted to the Property Tax Division on or before January 15, 2014. This information may be faxed to our office at 304-558-1843.

The PVC will meet January 16 - 17, 2014, and during that time will review the Proposed Budget Document. Prior to January 31, 2014, the PVC must approve a percent that the assessor will receive from your property tax levies for the upcoming fiscal year.

After the PVC has approved a percent for each county assessor, the percent will be certified to the State Auditor's Office. Each county sheriff and levying body will be notified of the amount due from his or her property tax levies for the 2014-2015 Fiscal Year. The percent so certified should be used to calculate the property tax levy rate and to complete the levy page of the entity's budget.

If you have any questions or need clarification regarding the enclosed budget request, you may contact your county assessor or me at 304-558-3940.

Sincerely,

Jeff Amburgey, Chairman
Property Valuation Training and Procedures Commission

JA/aj
Enclosure

**JEFFERSON COUNTY COMMISSION, JEFFERSON COUNTY, WEST VIRGINIA
FY 2014 HOME INVESTMENT PARTNERSHIP PROGRAM**

Notice is hereby given by the Jefferson County Commission that it will hold a public hearing on **Thursday, January 16, 2014 at 11:00 a.m.**, prevailing time, in the County Commission meeting room located at the Old Charles Town Library, 200 E. Washington Street, Charles Town, West Virginia. The Jefferson County Commission Chambers are accessible to persons with physical disabilities. If special arrangements need to be made to accommodate citizens in order for them to participate in the public hearing, please call **Sandy Slusher McDonald, Deputy County Administrator, at 304-728-3284** to make those arrangements.

The purpose of this public hearing is to discuss the specific housing needs of Jefferson County, WV. The Jefferson County Commission is a member of the Eastern Panhandle HOME Consortium of West Virginia which consists of the City of Martinsburg, Berkeley County, part of Jefferson County and part of Morgan County, West Virginia. The HOME Consortium is eligible to receive a HOME Investment Partnership Grant in FY 2014. The U.S. Department of Housing and Urban Development will be notifying the City of Martinsburg in the future of the amount of HOME funds that will be available for FY 2014. In order to receive those funds, the member jurisdictions in the Eastern Panhandle HOME Consortium must develop a program for the use of HOME funds as a part of the City of Martinsburg's FY 2014 Consolidated Annual Action Plan. The HOME Consortium will be preparing their HOME Program and they intend to afford citizens, local agencies, and interested parties the opportunity to become involved in the planning process.

The following general types of activities are eligible for funding under the HOME program: Homeowner Rehabilitation, including repair, rehabilitation or reconstruction of owner occupied houses; Homebuyer Activities, including funds for purchase and/or rehabilitation of existing houses or new construction of houses for homebuyers; Rental Housing, including acquisition and/or rehabilitation of existing rental housing or new construction of rental housing; and Tenant Based Rental Assistance, including financial assistance for rent, security deposits and under certain conditions, utility deposits for tenants. All HOME funds must be used for persons and households that meet the HUD income guidelines and definition of low- and moderate-income.

Notice is also hereby given that the JEFFERSON COUNTY COMMISSION is accepting proposals for the use of its portion of the HOME Consortium funds for FY 2014 beginning December 2, 2013. Application packets, instructions and information are available on an open basis. All interested applicants are encouraged to contact the Jefferson County Commission office, in order to obtain the application packet and to address any questions. **Please contact Sandy Slusher McDonald at 124 E. Washington Street, Charles Town, WV 25414 or 304-728-3284.**

All interested citizens are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the housing needs of Jefferson County and the use of HOME funds to address those needs. Written comments may be addressed to **Sandy Slusher McDonald, Deputy County Administrator, 124 E. Washington Street, Charles Town, WV 25414 or 304-728-3284**

Dale Manuel, President
Jefferson County Commission

JEFFERSON COUNTY COMMISSION
PUBLIC HEARING NOTICE

The Jefferson County Commission has scheduled a public hearing on a Zoning Map Amendment (Rezoning) request for the property designated as Tax District: Middleway (07); Tax Map: 1; Parcel: 2. The property is located on the north side of Route 115 (Old Rte 9 / Charles Town Rd), approximately 700 feet southeast of the Berkeley/Jefferson County Line and is a total of 107 acres. The property is currently zoned Rural and a request has been made by the owners, Ann, James, and Ernest Hunter, to change the zoning to Residential/Light Industrial/Commercial.

You may provide oral or written comments at the hearing, **6:00 PM, Thursday, January 23, 2014, in the Charles Town Library meeting room at 200 East Washington Street**, at the side entrance on Samuel Street. In addition, you may also provide written comments to info@jeffersoncountywv.org, or mail to P.O. Box 250, Charles Town, WV 25414, or fax to (304) 728-8126.

By Order of the Jefferson County Commission
Dale Manuel, President

Public Service Commission
Of West Virginia

201 Brooks Street, P. O. Box 812
Charleston, WV 25323



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

RECEIVED

December 19, 2013

DEC 31 2013

Jefferson County Commission

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

SUBJECT: Disbursement of Wireless E-911 Subscriber Fees

Dear County Commissioner:

A check in the amount of \$196,772.21 representing a disbursement of Wireless E-911 subscriber fees **will be mailed directly from the West Virginia State Auditor's Office**. This amount is your County's share of the fees remitted to the Public Service Commission for the months of September, October, and November 2013. The next disbursement will be in three months.

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

Sincerely,

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

Sandra Mitchell
Budget & Finance Manager

SM:kp

AGENCY: PUBLIC SERVICE COMMISSION
TOTAL: \$196,772.21

WARRANT #: 1013240177
DATE: 12/27/13

TRANSACTION ID	INVOICE NUMBER &	PAYEE REFERENCE	PURCHASE ORDER	AMOUNT
I014972281				\$196,772.21

If you have questions concerning the above, please call 304-340-0364.

REMOVE DOCUMENT ALONG THIS PERFORATION

CTL# 31590859

THIS WARRANT HAS MULTIPLE SECURITY FEATURES TO DETER FRAUD AND COUNTERFEITING
VOID UNLESS PRESENTED FOR PAYMENT WITHIN SIX MONTHS

State of West Virginia

Important remittance information on top panel
Remitter: PUBLIC SERVICE COMMISSION
Questions? Contact: ACCOUNTS PAYABLE at 304-340-0364

STATE WARRANT # 1013240177

PAYEE JEFFERSON COUNTY COMM

DECEMBER 27, 2013

*****\$196,772.21**

1013240177

WEST VIRGINIA TREASURY

John D. Perdue
STATE TREASURER

Glen B. Haines III
STATE AUDITOR

⑈ 1013240177⑈ ⑆ 051902322⑆ 0005270537822⑈



U.S. Department
of Transportation
**Federal Aviation
Administration**

Air Traffic Organization
Eastern Service Center

1701 Columbia Avenue.
College Park, GA 30337

RECEIVED

DEC 31 2013

Jefferson County Commission

December 24, 2013

The Hon. Dale Manuel
President
Jefferson County Commission
124 E. Washington St
Charles Town, WV 25414

Reference: Washington D.C. Metroplex Area Optimization of Airspace and Procedures in the Metroplex (DC OAPM) Environmental Assessment (EA) Finding of No Significant Impact (FONSI) and Record of Decision (ROD) – Notice of Availability

Dear Commissioner Manuel:

The DC OAPM project will improve the efficiency of the national airspace system in the Washington, D.C. area by optimizing aircraft arrival and departure procedures at a number of airports including:

- Dulles International Airport
- Ronald Reagan Washington National Airport
- Baltimore/Washington International/Thurgood Marshall Airport
- Joint Base Andrews
- Richmond International Airport
- Easton/Newnam Field Airport
- Frederick Municipal Airport
- Montgomery County Airpark
- Manassas Regional Airport/Harry P. Davis Field
- Leesburg Executive Airport
- Eastern West Virginia Regional Airport/Shepherd Field
- Martin State Airport
- Winchester Regional Airport
- Stafford Regional Airport

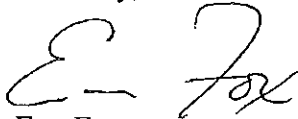
The Federal Aviation Administration (FAA) prepared an Environmental Assessment (EA) to assess the potential environmental impacts of the DC OAPM project. This notice announces that the FAA has issued a Finding of No Significant Impact and Record of Decision (FONSI-ROD) for the project. The FONSI-ROD documents the FAA's determination that the project as proposed would not significantly affect the quality of the human environment and that an Environmental Impact Statement (EIS) is therefore not necessary. The FONSI-ROD also documents the FAA's decision to proceed with the preferred alternative detailed in the EA. Implementation of the project is scheduled to begin in March 2014.

The FONSI-ROD and EA are available at
http://www.oapmenvironmental.com/dc_metroplex/dc_introduction.html

For additional information, contact:

Lee Kyker, Environmental Specialist
Eastern Service Center - Operations Support Group
1701 Columbia Avenue
College Park, GA 30337
(404) 305-5587 (tel)
(404)-305-5572 (fax)
e-mail address: DCOAPM@faa.gov

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Fox". The signature is stylized and cursive.

Eric Fox
Acting Manager, Operations Support Group
Eastern Service Center

2014 REGISTRATION



CHARLESTON EMBASSY SUITES - FEBRUARY 9-11, 2014

NAME _____

COUNTY _____ TITLE _____

Address _____
Street City State Zip

Phone _____

Email _____

REGISTRATION: \$199

February 9-11, 2014



GUEST NAME(S) _____

GUEST FEE \$40 per guest

ROOM RESERVATION:

EMBASSY SUITES MARRIOTT CHECK IN: _____ CHECK OUT: _____

NAME ON ROOM RESERVATION: _____

REQUESTED ROOM TYPE: _____ 2 QUEEN BEDS _____ 1 KING BED _____ Smoking _____ Non Smoking

SPECIAL REQUESTS: _____

Credit Card #: _____ Exp: _____

TAX ID #: _____

ALL ROOM RESERVATIONS WILL BE MADE BY THE WVACO - ALL CANCELLATIONS MUST BE DONE BY WVACO

CANCELLATIONS MUST BE MADE BY FEBRUARY 3, 2014 OR YOUR COUNTY WILL BE BILLED

Registration Fee: _____ Check Enclosed _____ Invoice My County _____ Credit Card

RETURN FORM TO:

(Make check payable to the: WVACO)

West Virginia Association of Counties
2211 Washington Street, East
Charleston, WV 25311
Voice: 304.346.0591 Fax: 304.346.0592

CONFERENCE
of COUNTIES

20
14

Registration available online at

<http://www.wvaco.org/events.html>



CONFERENCE OF COUNTIES 2014 AGENDA
Embassy Suites
FEBRUARY 9-11, 2014
LOOKING AHEAD FOR A BRIGHTER TOMORROW!

COUNTY SEALS DISPLAY

SUNDAY, Feb 9

9:00 - 5:00 Registration / Exhibits Open

2:00 - 4:30 WVACo Board of Directors Meeting

3:00 - 4:00 Leadership & Learning Opportunities

4:30 - 5:30 Encore Presentation: LIVING MONUMENTS - WEST VIRGINIA'S
COURTHOUSES *Enjoy a relaxing movie and popcorn!*
(book & DVD available for purchase)

6:00 - 9:00 Presidents Reception

9:00 Hospitality Suites Open - Hosted by Software Systems

MONDAY, Feb 10

Full Breakfast Buffet (Embassy Suites)

8:00 - 9:30 Registration , continued

8:45 Call to Order, Pledge of Allegiance

Welcome from the President & Executive Director

State of the Counties Address - *President Al Kisner, Sheriff of Monongalia
County*

Remarks from Legislative Leaders for Counties

9:45-10:45 Courageous! Embracing the Reality of Change
Keynote Speaker - *Julie Gaver*

11:00 Six Concurrent Leadership & Learning Sessions

12:15 Luncheon & Presentation of Richard Shelton Memorial Award
Governor Earl Ray Tomblin, Guest (invited)
Special Recognition of Senator Jay Rockefeller (invited)

Member Association Meetings

7:00-10:00 LEGISLATIVE RECEPTION - Entertainment by STREET PLAYERS

9:00 Hospitality Suites Open - Hosted By Software Systems

TUESDAY, Feb 11

8:30-9:00 Full Breakfast Buffet - Embassy Suites

- 9 - 10:30 WVACo Business Meeting & Legislative Presentation
Report from NACo
Report from the WV Counties Risk Pool - *Chris Carey & Steve Rawlings*
- 10:30-3:00 Trolleys to the Capitol - *Visit Your Legislators at the Capitol! Box lunches available outside the Minority Conference Room from 11:00-1:00*
- Noon Board of Directors/Board-Elect Meeting - Minority Conference Room, Capitol

LEADERSHIP & LEARNING OPPORTUNITIES

SUNDAY, 3:00 - 4:00

Understanding & Maximizing the Hotel/Motel Occupancy Tax - *Brian Helmick, Spilman Thomas Battle, pllc*

Important Points for Employers on the Affordable Care Act

Others To Be Announced

MONDAY: 11:00 - NOON

Putting the Customer Service into Public Service - *Donnie Evans, Monroe County Clerk*

An Energy Task Force: A Model for Every County - *Tom Hart, Marshall County EMS Director*

We're From the IRS and We're Here to Help You Understand Fringe Benefits

Property Tax Update - *Jerry Knight, WVACo Property Tax Consultant*

Ethics Law - What You Don't Know Can Hurt You! - *Joan Parker, Executive Director, WV Ethics Commission*

Valuing Our County Employees - *Margi Bush, Human Resources Consultant*



About Julie Gaver

Well known for her high energy presentation style, **Julie Gaver** has been professionally speaking nationwide for the past twenty three years. Her self-deprecating humor and ability to connect with audiences helps to make training programs, conferences and retreats memorable. A master storyteller, Julie uses a unique blend of experience and theatrics to bring her presentations to life.

Her training organization, *Julie Gaver Training & Development, LLC*, helps to create work environments which foster higher levels of attitude, productivity, teamwork, and creative thinking.

Prior to starting her training organization, Julie was an instructor for Dale Carnegie Systems, an international training organization where she consistently earned highest marks for effectiveness.

Julie graduated with honors from Frostburg State University with a BA in Sociology, a minor in Psychology. In addition, she earned a Master's Degree in Instructional Systems Development from UMBC in Baltimore, Maryland. The 36-hour program provided an in-depth study in curriculum design and development, effective research techniques for needs assessments, program evaluation tools, as well as the latest trends in e-learning, consulting practices, and issues related to human performance improvement.

During her tenure, she co-authored a paper entitled "The Role Subject Matter Plays in the Decision to Offer Online Training" which was published in Volume 7, Issue 1 of *Distance Learning*.

Julie is a member of the *National Speakers Association* and a past member of *Toastmasters International*, where she won numerous awards for humorous and motivational speaking. Other past and present affiliations include *SHRM- Frederick and Cumberland Valley Chapters (Society for Human Resource Managers)*, *ASTD (American Society of Training & Development)* and the *Mid-Atlantic Facilitators Network*.

Locally, Julie is Past-Board President of *Leadership Washington County*. She currently serves on the boards of *Cocktails for a Cause of Maryland*, which sponsors events to benefit nonprofits serving the needs of women and children and *Woman2Woman Mentoring*, providing mentors to women ages 18-25. Additionally, Julie is a board member of the *Washington County Chamber of Commerce* and the *United Way of Washington County*.

Julie is the author of the book series *Must Love Shoes: A Collection of Stories About Life in a Woman's Shoes*. In her popular series, Julie captures many of life's ordinary moments in such a way that we are able to see the meaning, lesson, and humor in the little things. Copies are available at her speaking engagements and online at www.mustloveshoes.com

PO Box 51 Myersville, MD 21773
(301) 293-4195

Julie@juliegaver.com
www.juliegaver.com

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

Week Ending Date	Week Ending December 28, 2013 FY14 January 6, 2014
To be Deposited on:	
Amount Played	70,380,371.68
Amount Won	62,980,379.69
Amount Promo	206,936.00
MWAP Contribution	<u>3,571.72</u>
Adjusted Gross Terminal Revenue	<u>7,189,484.27</u>
Administrative Costs @ 4%	0.00
Excess Lottery Fund @ 4%	<u>287,579.37</u>
Net Terminal Revenue	<u>6,901,904.90</u>
Surcharge @ 10%	690,190.49
State Share Excess @ 58%	400,310.48
Track Share of Capital Reinvestment @ 42%	289,880.01
<i>Track Share of Capital Reinvestment @ 42% - 96%</i>	<i>278284.81</i>
<i>Track Share of Capital Reinvestment @ 42% - 4%</i>	<i>11595.20</i>
Adjusted Net Terminal Revenue	<u>6,211,714.41</u>
Racetrack @ 46.50% / 42%	2,608,920.05
Lottery Fund @ 30% / 0%	0.00
Excess Lottery Fund @ 0% / 41%	2,546,802.93
Race Track Purses @ 7% / 14% / 8%	496,937.15
Workers' Compensation Debt Reduction @ 7% / 0%	0.00
Employee Pension Fund @ 1% / .5%	31,058.57
Greyhound Development @ .75%	46,587.86
Thoroughbred Development @ .75%	46,587.86
Racing Commission @ 1%	62,117.14
County/Municipality @ 2%	124,234.28
3% Funds:	
Tourism Promotion Fund @ 1.375%	85,411.07
Development Office Promotion Fund @ .375%	23,293.93
Research Challenge Fund @ .5%	31,058.57
Capitol Renovation and Improvement Fund @ .6875%	42,705.54
2004 Capitol Complex Parking Garage Fund @ .0625%	3,882.32
1% Funds:	
State Capitol Complex Parking Garage @ 1%	0.00
Cultural Facilities and Capitol Resources @ .5%	31,058.57
Capitol Dome and Capitol Improvements @ .5% / 1%	<u>31,058.57</u>
	<u>6,211,714.41</u>

WEST VIRGINIA LOTTERY
First Benchmark
Charles Town
County / City Split
Fiscal Year 2014

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

DATE	2% OF ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
6 days ending: 07/06/13	\$ 123,196.88	\$ 123,196.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending: 07/13/13	\$ 128,060.40	\$ 128,060.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/20/13	\$ 115,128.84	\$ 115,128.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/27/13	\$ 123,049.56	\$ 123,049.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/03/13	\$ 116,180.80	\$ 116,180.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/10/13	\$ 120,078.64	\$ 120,078.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/17/13	\$ 124,888.56	\$ 124,888.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/24/13	\$ 119,284.44	\$ 89,862.12	\$ 28,402.32	\$ 2,252.30	\$ 11,332.53	\$ 616.33	\$ 9,565.90	\$ 4,635.26
08/31/13	\$ 117,826.36	\$ 58,913.18	\$ 58,913.18	\$ 4,671.81	\$ 23,508.36	\$ 1,278.42	\$ 19,841.96	\$ 8,614.63
09/07/13	\$ 135,517.48	\$ 67,758.74	\$ 67,758.74	\$ 5,373.27	\$ 27,035.74	\$ 1,470.36	\$ 22,821.14	\$ 11,058.23
09/14/13	\$ 106,748.44	\$ 53,374.22	\$ 53,374.22	\$ 4,232.58	\$ 21,296.31	\$ 1,158.22	\$ 17,976.44	\$ 8,710.67
09/21/13	\$ 108,555.88	\$ 54,277.94	\$ 54,277.94	\$ 4,304.24	\$ 21,656.90	\$ 1,177.83	\$ 18,280.81	\$ 8,858.16
09/28/13	\$ 109,763.00	\$ 54,881.50	\$ 54,881.50	\$ 4,352.10	\$ 21,897.72	\$ 1,190.93	\$ 18,484.09	\$ 8,956.66
10/05/13	\$ 111,901.46	\$ 55,950.74	\$ 55,950.74	\$ 4,436.89	\$ 22,324.35	\$ 1,214.13	\$ 18,844.21	\$ 9,131.16
10/12/13	\$ 111,675.84	\$ 55,837.92	\$ 55,837.92	\$ 4,427.95	\$ 22,279.33	\$ 1,211.68	\$ 18,806.21	\$ 9,112.75
10/19/13	\$ 122,654.40	\$ 61,327.20	\$ 61,327.20	\$ 4,863.25	\$ 24,469.55	\$ 1,330.80	\$ 20,655.00	\$ 10,008.60
10/26/13	\$ 105,708.12	\$ 52,854.06	\$ 52,854.06	\$ 4,191.33	\$ 21,088.77	\$ 1,146.93	\$ 17,801.25	\$ 8,625.78
11/02/13	\$ 115,087.08	\$ 57,543.54	\$ 57,543.54	\$ 4,563.20	\$ 22,959.87	\$ 1,248.70	\$ 19,380.66	\$ 9,391.11
11/09/13	\$ 109,333.52	\$ 54,666.76	\$ 54,666.76	\$ 4,335.07	\$ 21,812.04	\$ 1,186.27	\$ 18,411.76	\$ 8,921.62
11/18/13	\$ 112,991.92	\$ 56,495.96	\$ 56,495.96	\$ 4,480.13	\$ 22,541.89	\$ 1,225.96	\$ 19,027.84	\$ 9,220.14
11/23/13	\$ 97,257.24	\$ 48,628.62	\$ 48,628.62	\$ 3,856.25	\$ 19,402.82	\$ 1,055.24	\$ 16,378.12	\$ 7,936.19
11/30/13	\$ 119,291.32	\$ 59,645.66	\$ 59,645.66	\$ 4,729.90	\$ 23,798.62	\$ 1,294.31	\$ 20,088.66	\$ 9,734.17
12/07/13	\$ 94,612.48	\$ 47,306.24	\$ 47,306.24	\$ 3,751.38	\$ 18,875.19	\$ 1,026.55	\$ 15,932.74	\$ 7,720.38
12/14/13	\$ 58,458.04	\$ 29,229.02	\$ 29,229.02	\$ 2,317.86	\$ 11,662.38	\$ 634.27	\$ 9,844.33	\$ 4,770.18
12/21/13	\$ 89,162.04	\$ 44,581.02	\$ 44,581.02	\$ 3,535.27	\$ 17,787.83	\$ 967.41	\$ 15,014.89	\$ 7,275.62
12/28/13	\$ 124,234.28	\$ 62,117.14	\$ 62,117.14	\$ 4,925.89	\$ 24,784.74	\$ 1,347.94	\$ 20,921.05	\$ 10,137.52
Subtotal	\$ 2,919,647.04	\$ 1,915,855.26	\$ 1,003,791.78	\$ 79,600.67	\$ 400,512.94	\$ 21,782.28	\$ 338,077.06	\$ 163,818.83

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

VIDEO LOTTERY REPORT

FY 2010		FY 2011		FY 2012		FY 2013		FY 2014	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
07/04/2009 *	128,262.42	07/03/2010	115,402.58	7/1-2/2011	69,824.12	07/07/2012	161,637.92	07/06/2013	123,196.88
07/11/2009	168,815.08	07/10/2010	205,731.64	07/09/2011	171,717.28	07/14/2012	129,458.04	07/13/2013	128,060.40
07/18/2009	160,652.98	07/17/2010	161,386.76	07/16/2011	143,019.52	07/21/2012	130,037.00	07/20/2013	115,128.84
07/25/2009	158,869.08	07/24/2010	160,368.28	07/23/2011	146,508.00	07/28/2012	137,164.44	07/27/2013	123,049.56
08/01/2009	174,493.08	07/31/2010	157,802.08	07/30/2011	144,510.28	08/04/2012	132,931.16	08/03/2013	116,180.80
08/08/2009	138,408.80	08/07/2010	136,494.98	08/06/2011	151,495.28	08/11/2012	134,212.88	08/10/2013	120,078.64
08/15/2009	81,222.14	08/14/2010	78,376.68	08/13/2011	117,350.38	08/18/2012	110,241.90	08/17/2013	124,888.56
08/22/2009	76,260.31	08/21/2010	76,199.02	08/20/2011	71,614.12	08/25/2012	66,209.90	08/24/2013	89,882.12
08/29/2009	80,472.92	08/28/2010	72,460.03	08/27/2011	63,432.14	09/01/2012	67,133.42	08/31/2013	58,913.18
09/05/2009	80,798.15	09/04/2010	76,362.84	09/03/2011	80,837.76	09/08/2012	74,029.40	09/07/2013	67,758.74
09/12/2009	86,286.92	09/11/2010	82,969.36	09/10/2011	84,845.80	09/15/2012	61,838.04	09/14/2013	53,374.22
09/19/2009	70,010.15	09/18/2010	67,638.78	09/17/2011	66,748.62	09/22/2012	56,996.90	09/21/2013	54,277.94
09/26/2009	69,316.87	09/25/2010	70,435.06	09/24/2011	68,929.80	09/29/2012	61,611.40	09/28/2013	54,881.50
10/03/2009	72,286.04	10/02/2010	71,013.86	10/01/2011	68,871.64	10/06/2012	62,715.20	10/05/2013	55,950.74
10/10/2009	69,650.63	10/09/2010	69,311.50	10/08/2011	70,866.90	10/13/2012	60,710.18	10/12/2013	55,837.92
10/17/2009	73,560.21	10/16/2010	75,234.62	10/15/2011	75,262.66	10/20/2012	62,333.08	10/19/2013	61,327.20
10/24/2009	67,581.66	10/23/2010	70,290.80	10/22/2011	68,757.72	10/27/2012	58,073.54	10/26/2013	52,854.06
10/31/2009	64,528.30	10/30/2010	65,615.04	10/29/2011	60,507.98	11/03/2012	56,545.30	11/02/2013	57,543.54
11/07/2009	63,741.59	11/06/2010	61,337.62	11/05/2011	70,673.88	11/10/2012	56,110.96	11/09/2013	54,666.76
11/14/2009	65,959.64	11/13/2010	64,595.28	11/12/2011	67,627.10	11/17/2012	57,432.36	11/16/2013	56,495.96
11/21/2009	59,547.05	11/20/2010	56,010.08	11/19/2011	60,690.60	11/24/2012	65,888.86	11/23/2013	48,628.62
11/28/2009	72,399.98	11/27/2010	71,170.90	11/26/2011	74,140.54	12/01/2012	50,243.34	11/30/2013	59,645.66
12/05/2009	51,006.51	12/04/2010	53,215.08	12/03/2011	59,429.94	12/08/2012	50,770.96	12/07/2013	47,306.24
12/12/2009	52,460.58	12/11/2010	46,944.00	12/10/2011	51,395.44	12/15/2012	47,022.38	12/14/2013	29,229.02
12/19/2009	32,834.39	12/18/2010	42,076.76	12/17/2011	55,981.32	12/22/2012	46,838.96	12/21/2013	44,581.02
12/26/2009	53,406.34	12/25/2010	50,450.28	12/24/2011	54,248.62	12/29/2012	59,697.22	12/28/2013	62,117.14
01/02/2010	92,980.40	01/01/2011	85,152.12	12/31/2011	94,661.00	01/05/2013	71,673.52		
01/09/2010	55,020.46	01/08/2011	54,301.30	01/07/2012	74,863.40	01/12/2013	50,416.30		
01/16/2010	60,551.28	01/15/2011	54,005.90	01/14/2012	58,901.92	01/19/2013	51,211.88		
01/23/2010	69,943.53	01/22/2011	60,924.74	01/21/2012	61,819.92	01/26/2013	46,966.26		
01/30/2010	48,527.75	01/29/2011	48,036.94	01/28/2012	62,898.78	02/02/2013	52,067.92		
02/06/2010	37,155.14	02/05/2011	60,777.44	02/04/2012	72,154.66	02/09/2013	52,222.20		
02/13/2010	44,334.00	02/12/2011	67,471.84	02/11/2012	66,429.04	02/16/2013	64,243.52		
02/20/2010	76,946.12	02/19/2011	72,018.54	02/18/2012	77,455.88	02/23/2013	64,115.70		
02/27/2010	72,024.40	02/26/2011	75,544.02	02/25/2012	77,611.78	03/02/2013	62,602.74		
03/06/2010	76,936.85	03/05/2011	74,535.34	03/03/2012	75,963.86	03/09/2013	59,213.26		

03/13/2010	71,007.37	03/12/2011	66,979.48	03/10/2012	76,808.62	03/16/2013	62,366.36
03/20/2010	74,335.38	03/19/2011	73,113.26	03/17/2012	76,883.92	03/23/2013	59,841.02
03/27/2010	69,941.88	03/26/2011	68,490.80	03/24/2012	72,108.36	03/30/2013	57,567.98
04/03/2010	70,636.28	04/02/2011	70,846.58	03/31/2012	74,244.22	04/06/2013	63,108.84
04/10/2010	69,692.79	04/09/2011	67,076.78	04/07/2012	75,382.98	04/13/2013	56,849.30
04/17/2010	69,335.92	04/16/2011	64,698.56	04/14/2012	71,065.34	04/20/2013	55,432.12
04/24/2010	68,714.11	04/23/2011	67,674.14	04/21/2012	68,055.08	04/27/2013	58,612.74
05/01/2010	68,799.06	04/30/2011	66,807.50	04/28/2012	72,880.66	05/04/2013	61,102.92
05/08/2010	67,403.54	05/07/2011	66,379.74	05/05/2012	71,582.30	05/11/2013	57,428.70
05/15/2010	70,186.32	05/14/2011	66,699.76	05/12/2012	63,357.92	05/18/2013	61,172.80
05/22/2010	64,695.71	05/21/2011	63,210.44	05/19/2012	78,984.36	05/25/2013	57,131.24
05/29/2010	67,157.40	05/28/2011	64,724.06	05/26/2012	67,396.24	06/01/2013	65,920.66
06/05/2010	77,371.80	06/04/2011	74,952.34	06/02/2012	76,959.44	06/08/2013	55,233.74
06/12/2010	66,106.29	06/11/2011	62,203.12	06/09/2012	63,584.86	06/15/2013	54,067.52
06/19/2010	64,888.48	06/18/2011	61,200.76	06/16/2012	59,436.12	06/22/2013	54,690.28
06/26/2010	63,950.29	06/25/2011	65,470.44	06/23/2012	55,921.30	06/29/2013	55,991.38
06/30/2010	29,667.19	06/30/2011	34,351.16	06/30/2012	58,207.40	06/30/2013	11,509.54

TOTALS **4041141.56**

4016541.01

4124906.8

3580645.18

1,915,855.26

Table Game Revenue

Date	Amount	Date	Amount	Date	Amount	Date	Amount
July/August, 2010	154,185.68	July, 2011	141,718.01	July, 2012	138,663.64	July, 2013	99,274.36
September, 2010	94,247.84	August, 2011	137,473.92	August, 2012	133,245.83	August, 2013	111,427.75
October, 2010	105,903.60	September, 2011	110,375.25	September, 2012	127,532.40	September, 2013	80,857.74
November, 2010	108,717.67	October, 2011	124,273.94	October, 2012	126,482.02	October, 2013	81,066.09
December, 2010	118,721.11	November, 2011	121,118.87	November, 2012	134,443.93	November, 2013	79,853.94
January, 2011	106,189.21	December, 2011	140,509.93	December, 2012	146,677.92		
February, 2011	105,776.45	January, 2012	137,812.68	January, 2013	132,650.35		
March, 2011	120,927.10	February, 2012	142,770.01	February, 2013	121,636.62		
April, 2011	130,654.61	March, 2012	151,845.46	March, 2013	149,033.62		
May, 2011	130,492.02	April, 2012	127,862.26	April, 2013	105,545.23		
June, 2011	121,576.41	May, 2012	137,905.13	May, 2013	109,747.38		
		June, 2012	129,235.38	June, 2013	104,803.37		
Total 2010-2011	1297391.7	Total 2011-2012	1602900.84	Total 2012-2013	1530462.31	Total 2013-2014	452479.88

Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82
December, 2011	421,529.79	December, 2012	440,033.75		
January, 2012	413,438.04	January, 2013	397,951.05		
February, 2012	428,310.03	February, 2013	381,857.07		
March, 2012	455,536.38	March, 2013	447,100.86		
April, 2012	383,586.78	April, 2013	316,635.69		
May, 2012	413,715.39	May, 2013	329,242.14		
June, 2012	387,706.12	June, 2013	314,410.11		
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	1,357,439.64