

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 8, 2015
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

1. 9:30 a.m. County Commission Organization
 - a. Selection of President
 - b. Selection of Vice President
 - c. Committee Assignments

APPROVAL OF MINUTES

- December 11, 2014 Comprehensive Plan & Land Use Map Workshops
- December 18, 2014 Regular Meeting

APPROVAL OF PAYROLL

- December 18, 2014

APPROVAL OF ACCOUNTS PAYABLE

- December 24, 2014
- December 31, 2014
- January 8, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

2. 10:00 a.m. Ralph Lorenzetti, Prosecuting Attorney
 - Discuss position changes and proposed new employee for Prosecuting Attorney's office - Discussion/Action

3. 10:15 a.m. Peter Chakmakian, Attorney - Acardia Communities, Inc.
- Harvest Hills Subdivision (JCPC File No. 01-42) - Request for time extension regarding Tolling of Bond Agreement expiration - Discussion/Action
4. 10:30 a.m. Tamra Trafford, JCESA Employee Liasion
- JCESA Board of Directors - Discussion/Action
5. 10:45 a.m. Interviews and Appointments to the Jefferson County Building Commission - 2 five-year terms ending July 27, 2019 - Discussion/Action
6. 11:00 a.m. Barbara Miller, Director - Jefferson County Homeland Security and Emergency Management
- Emergency Operations Plan Update (Specific Annexes) Contract - Discussion/Action
- Jefferson County Government Continuity Operations Plan (COOP) Update - Discussion/Action

NEW BUSINESS

7. Request for compensation during temporary assignment for Sandy Slusher McDonald from Deputy County Administrator to Interim Administrator - Discussion/Action
8. Ambulance Fee Exoneration/Modification Requests - Discussion/Action
9. Comprehensive Plan Review - Discussion/Action
10. Legislative Updates

COUNTY ADMINISTRATOR REPORTS

- FOIA Policy - Discussion/Action
- HRA Update - Discussion/Action

FINANCE DIRECTOR REPORTS

- Review of Proposed FY16 Budget Worksheet - Discussion/Action

COUNTY COMMISSION REPORTS

11. 11:45 a.m. **RECESS**

~~~~~ **EVENING SESSION** ~~~~~

12. 7:00 p.m. Horse Racing Summit - Round Table Discussion

**13. ADJOURN**

**CORRESPONDENCE/INFORMATION**

Press Release - Commission Seeks Individuals to Serve for Various Boards, Commissions, Committees.

2015 Board of Review and Equalization Notice and Dates

Notice for the FY2015 Home Investment Partnership Program Public Hearing - January 15, 2015.

Anonymous letter regarding the conduct of JCESA board members.

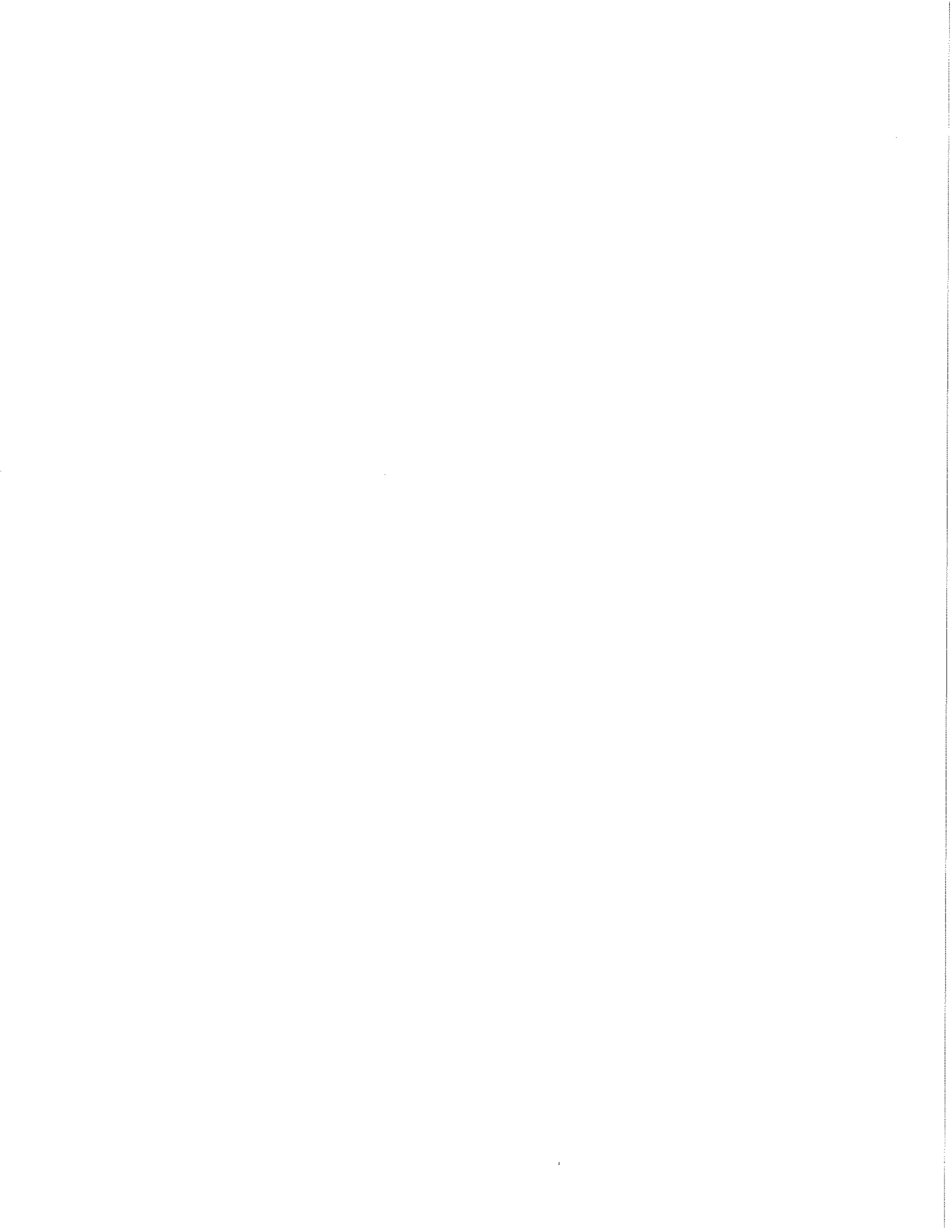
Letter from Dennis Barron, resident, regarding revenue sharing.

WV Lottery Weekly Settlement for Charles Town - week ending December 13, 2014.

WV Lottery Weekly Settlement for Charles Town - week ending December 20, 2014.

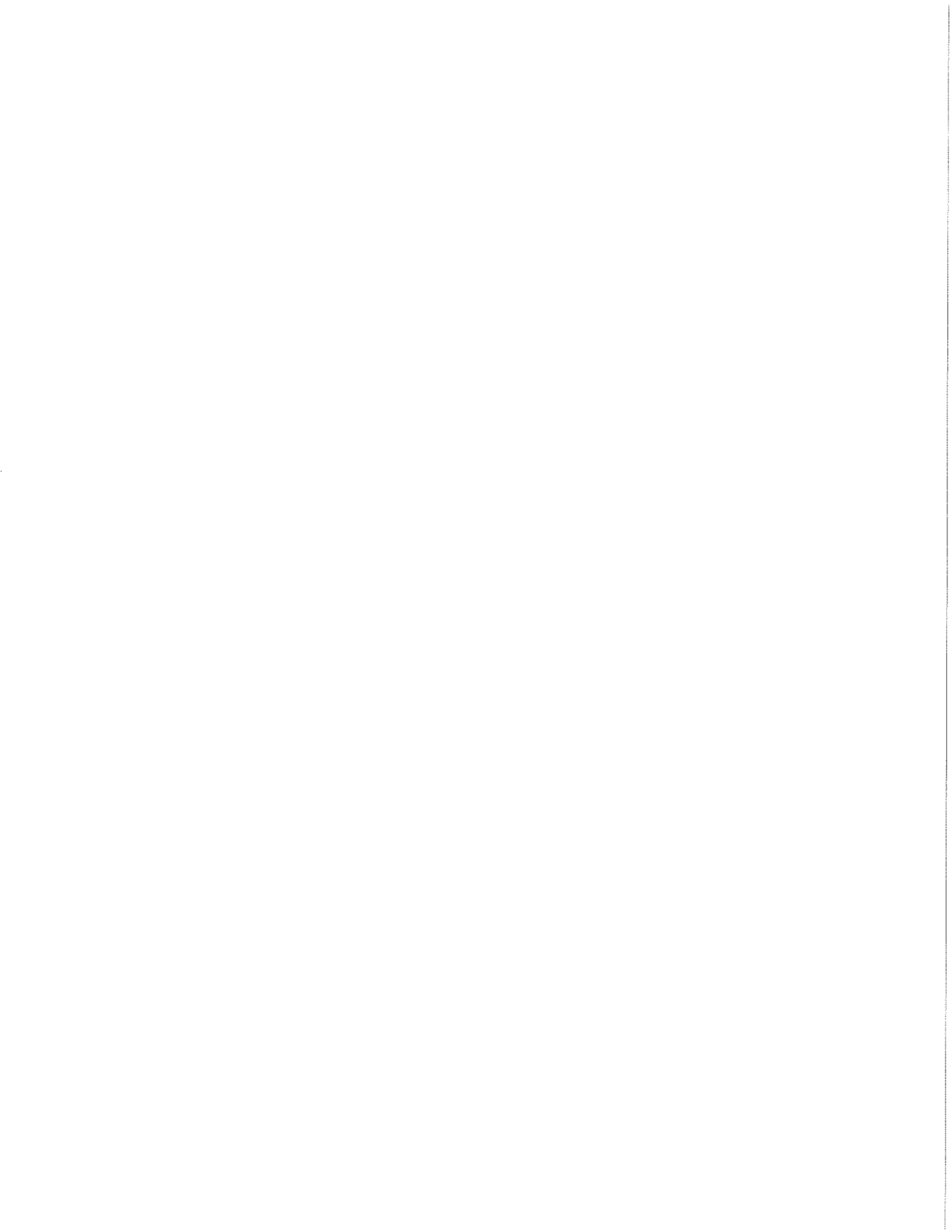
WV Lottery Weekly Settlement for Charles Town - week ending December 27, 2014.

*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.*



**Assignment to Boards, Commissions &  
Organizations  
Calendar Year 2014**

| <i>Organization</i>                                        | <i>Commissioner 2014</i> | <i>Commissioner 2015</i> |
|------------------------------------------------------------|--------------------------|--------------------------|
| Affordable Housing                                         | Manuel                   |                          |
| Air Quality Control Board (Region 9)                       | Pellish                  |                          |
| Approval of Bills                                          | Tabb                     |                          |
| Board of Health                                            | Widmyer                  |                          |
| Building Repair/Courthouse Committee                       | Manuel/Widmyer           |                          |
| Building Security Committee                                |                          |                          |
| Community Corrections Committee - Day Report Center        | Manuel/Widmyer           |                          |
| Development Authority                                      | Pellish                  |                          |
| E-911 Council                                              | Manuel                   |                          |
| Eastern Panhandle Transportation Board                     | Manuel                   |                          |
| Extension Service                                          | Tabb                     |                          |
| Farmland Protection Board                                  | Tabb                     |                          |
| Jefferson County Convention & Visitors Bureau              | Noland/Pellish           |                          |
| Jefferson County Emergency Services Agency / Fire & Rescue | Tabb                     |                          |
| Historic Landmarks Commission                              | Widmyer                  |                          |
| Homeland Security                                          | Tabb/Manuel              |                          |
| Legislative Liaison                                        | Noland/Manuel            |                          |
| Local Emergency Planning Committee                         | Tabb                     |                          |
| Mental Health Center                                       | Pros. Atty/Pellish       |                          |
| MPO Interstate Council                                     | Widmyer                  |                          |
| Pan Tran                                                   | Widmyer                  |                          |
| Parks and Recreation                                       | Manuel/Widmyer           |                          |
| Planning Commission                                        | Manuel                   |                          |
| Public Service District Liaison                            | Tabb/Noland              |                          |
| Region 9                                                   | Noland                   |                          |
| Roundtable/Council of Government                           |                          |                          |
| Solid Waste Authority                                      | Pellish                  |                          |
| Telamon Board                                              | Widmyer                  |                          |
| Water Advisory Committee                                   | Manuel/Widmyer           |                          |
| Workforce Investment Act Liaison                           | Widmyer                  |                          |



**SPECIAL SESSION:**

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the County Commission of said County and State continued and held at County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414 on December 11, 2014 at 9:30 am (An audio file of the December 11, 2014 meeting is available through the Jefferson County Commission Office.)

**PRESENT:**       Walt Pellish, President  
                  Jane Tabb, Vice President  
                  Dale Manuel, Commissioner  
                  Patsy Noland, Commissioner  
                  Lyn Widmyer, Commissioner  
                  Debbie Keyser, County Administrator  
                  Jennie Brockman, Director of Planning and Zoning  
                  Alex Beaulieu, Project Manager Planning and Zoning  
                  Jessica Carroll, Administrative Assistant

**RE:       Work Session on the 2014 Draft Comprehensive Plan**

Commissioner Pellish called the meeting to order at 9:32 am and Commissioner Widmyer led the Pledge of Allegiance. Jennie Brockman, Director of Planning and Zoning, provided the Commission with a draft of the comment matrix containing all of the public comments the Commission has received thus far as the result of the Public Hearing on the 2014 Draft Comprehensive Plan and the staff recommendations made in response to the comments. The departmental memorandum following these minutes reflects the consensual changes made to the 2014 Draft Comprehensive Plan document by the County Commission.

The work session recessed at 12:36 pm.  
The work session reconvened at 7:00 pm.

The work session was called back into session at 7:03 pm by Mr. Pellish. The Commission focused solely on editing the 2014 Draft Comprehensive Plan Land Use Maps during this session, and the suggested edits made to the Land Use Maps section can also be found in the memorandum attached to these minutes.

The work session was adjourned at 8:48 pm on a motion by Mr. Manuel. Motion was seconded and unanimously approved.

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WALT PELLISH, PRESIDENT

Respectfully submitted  
Jessica D. Carroll  
Executive Administrative Assistant



# Jefferson County, West Virginia

Departments of Planning and Zoning

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Charles Town, WV 25414

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## MEMORANDUM

**TO:** County Commission  
**FROM:** Jennifer M. Brockman, AICP, Director, Planning and Zoning  
**DATE:** January 6, 2015  
**RE:** Comments Received on Envision Jefferson 2035 Draft (12/11/14 Work Session)

\*\*\*\*\*

On December 11, 2014 the County Commission met with Planning and Zoning staff to review and discuss the current draft Envision Jefferson 2035 Comprehensive Plan. During this work session, we reviewed the Plan's Overview and all of Section 1, Land Use and Growth Management Element (pages 7-65). Staff is preparing the text and map edits related to all of the input received from the County Commission and a red-lined version will be presented back to the County Commission when the review of the Plan is complete. The final edited version for the County Commission's final approval will include changes highlighted in yellow, which are the County Commission's recommended revisions as well as redlined changes that are not highlighted, which are staff recommended changes (the majority of which are editorial). For the sake of remaining transparent, staff will track any and all changes to the Plan including grammar, spelling, and punctuation.

All of the Planning Commission's recommended changes that are shown as redlined edits to the current draft from October 14, 2014 have been accepted and will no longer be shown as a redlined edit on the next version of the Plan presented to the County Commission.

### Summary of County Commission Recommended Changes 12/11/14

- Page 7: added text from state code addressing general purpose of a Comp plan.
- Page 15: added reference to Future Land Development Map
- Page 17: added Future Land Development Map; also included 11x17 size in appendix F – Maps.
- Page 19: **Urban Growth Boundary**, last paragraph amended to read: "...Any property located within the UGB has the right to request to upzone to a more intense use."
- Pages 24, 25, 37, 38: Amended text to reflect the CC's request to eliminate the use of the LESA system.
- Page 26: amended text to read: "~~It is hoped~~ **This Plan recommends** that new development will take place in areas where infrastructure exists..."
- Page 30: amended Recommendations #2 and 2.a to read:
  - #2: "**Any property owner can initiate a zoning map amendment.**"
  - #2.a: "**The review of all zoning map amendment requests shall include consideration of the Future Land Use Map and Land Use policies created as part of this Plan.**"
- Page 31: deleted Recommendation 5.f which references two-tiered impact fees.
- Page 32: amended Recommendation 8.a to read: "**Encourage the clustering of development so that the developer retains their density while dedicating community facilities.**"

- Page 33: amended Recommendation 12.c to read: "...stating that public water and sewer infrastructure can be provided to the proposed property to be rezoned (**including cost**), before any zoning map amendments occur in this area."
- Page 33: delete the last sentence from Recommendation #13.b: "...~~The purpose this area would be to reduce conflicts in the future associated with any road widening.~~"
- Page 39: amended text to read: "In 2007, **28%** of all farm operators reported an income of **more** than \$10,000 from agricultural activities; however, in 2012 that number improved with **42%** of all farm operators reporting an income of **more** than \$10,000 from agricultural activities..."
- Page 41: amended Recommendation 4.b to reflect CC request to eliminate the LESA system.
- Page 42: deleted Recommendations #7, 7.a, and 7.b.
- Page 42: added Recommendations #7 and 7.a:
  - #7: "Explore policies in concert with the Public Service District (PSD) and municipalities regarding rural water and sewer infrastructure."
  - #7.a: "Explore legislative options that would allow equitable distribution of cost sharing with entire development community along with rate paying base (i.e. Capital Improvement Fees)."
- Page 42: added Recommendation #8.a: "The JCDA should employ a small farm agriculture agency."
- Page 50: delete last sentence of second paragraph under **Viewsheds and Gateways**: "...~~One option to protect viewsheds and enhance gateways is the adoption of a prepared meals tax that could be used to purchase easements or protect farmland.~~"
- Page 53: amended Recommendation #7 to include an example: "...**(e.g. Quarry Redevelopment Areas or Road Corridors)**."
- Page 60: deleted last sentence of the third paragraph under **Impact Fees**: "...~~The development of a two-tiered impact fee, where fees might be lower in the urban core, could possibly assist in the creation of affordable housing units.~~"
- Page 65: amended Recommendation #8 to read: "~~Request the Partnership for Affordable Housing and the Eastern Board of Realtors collaborate in conducting~~ Encourage a periodic 'housing market needs assessment' to identify both the construction/housing market's needs, the range of unmet housing types, and the supportive programs that should be established in Jefferson County and the Eastern Panhandle."
- Page 65: amended recommendation 11.a to clarify "...**West Virginia permitting process**".

#### **Staff's Recommended Edits to Section 1 Land Use and Growth Management Element**

- Pages 12 & 13: delete lists; information duplicated in Appendix C on page 201. Added Planning Commission and County Commission work sessions and public hearings to the list of **Public Workshops, Surveys, and Open Houses**, in Appendix C.
- Page 20: Add discussion of Ranson and Charles Town UGBs as "b" and "c" where Shepherdstown GMB discussion occurs, including discussion of Ranson UGB expansion
- Page 23: addition of text addressing Shenandoah Junction/School Based Preferred Growth Area (staff created as the result of 12/11/14 CC discussion and recommended change to Future Land Use Map).
- Page 27: relocated Recommendation #7.b from page 31 to the body of the document on page 27 - **Section 1.A: Urban Level Development**.

- Page 31: deleted Recommendation 7.b; moved text to page 27. Recommend adding language from Rural Land Use Planning Recommendations #7 and #7a, as revised, to the Urban Level Development Recommendation, referencing urban water and sewer extensions.
- Page 34: amended Recommendations 14, 14.a, and 14.b to reflect adoption of new commercial and industrial zoning categories.
- Page 65: deleted Recommendation #11.c on page 65 because the same recommendation is referenced in the Village recommendations (Rec. #5) on page 47.

#### **Future Land Use Map Edits from 12/11/14 Work Session**

- Expanded Shepherdstown PGA boundary to include two lots that belong to Harry Catrow (~25.83 acres) off of Route 45. Maintain future land use classification as low density residential (yellow).
- Expanded Shepherdstown PGA boundary to include 3.85 acre parcel that belongs to Charles Carter off of Route 45. Change future land use classification to Residential Commercial (magenta).
- Created a new PGA and village expansion boundary to incorporate Shenandoah Junction area from Flowing Springs to railroad tracks (called: Shenandoah Junction PGA / school based growth area). Within the new PGA, changed future land use classification for parcels closest to schools from agricultural to medium density residential (orange).
- Removed PGA around parcels off of Route 9/Luther Jones/Wiltshire Road area.
- Placed colored asterisks on each of the two Quarry Redevelopment areas with a note referencing back to the text (page 21-22).
- Placed an asterisk identifying the Northport parcel with a note referencing back to the text (page 117).
- Changed Breckenridge subdivision parcels (south of Job Corps Road and Walker property) to reflect Medium Density Residential (orange).
- Changed Gibson farm & adjoining rural parcels on Route 230 to reflect Future Large Lot Residential (pixelated light green).
- Changed Walker & Shade Tree Lane parcels to reflect medium density (orange).
- Changed Stonecrest parcels shown as Rural off Old Country Club Road to reflect Low Density Residential (yellow).
- Created a Village Expansion Boundary around the 19.63 acre parcel north of the current Manning's village boundary.
- Changed all parcels within the Mannings Village Expansion boundary to reflect residential/commercial (yellow & red stripe).
- Changed land use classification for Torlone's to reflect Neighborhood Commercial (pixelated red)
- Changed land use classification for Foodway Supermarket (formerly Weber's Market) off of Mission Road (~4.09 acres) to reflect Neighborhood Commercial (pixelated red).

#### **Additional Staff Recommended Edits to Sections 2 – 5 for Commission consideration**

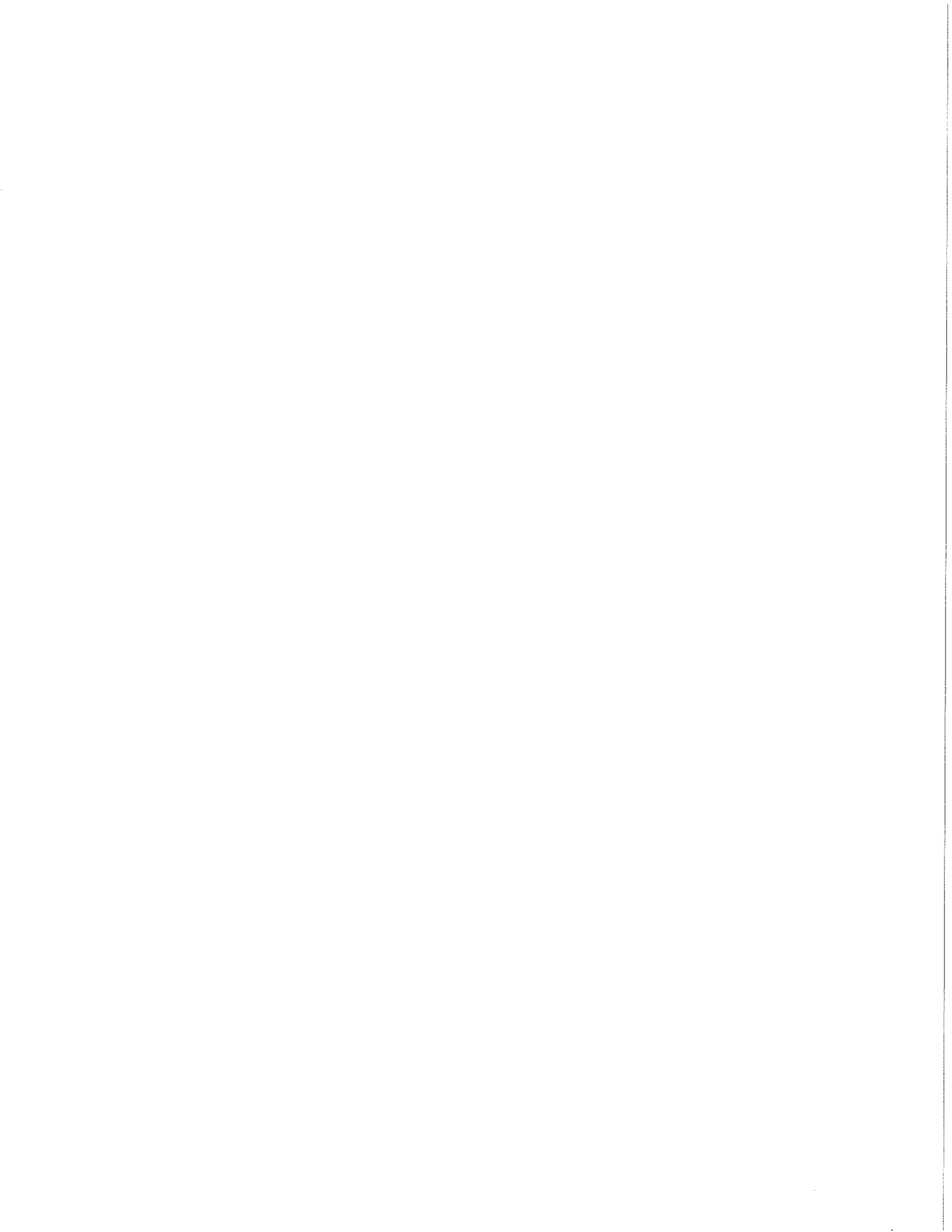
- Page 68: Re-ordered Jefferson County Target Industries to be in alphabetical order.
- Page 73: amended Recommendation #6 to exclude the term “economic gardening”:  

**“Develop methods to promote local business growth which include providing research, support, and marketing resources that would assist business start-ups in Jefferson County.”**

- Page 80: delete second sentence referencing prepared meals tax:  
~~“One option to protect farmland is the adoption of a prepared meals tax that could be used to augment other farmland funding to coordinate with the American...”~~
- Page 83: amended Recommendation #6.c (shortened):  
~~“Provide more alternatives to promote rural tourism and rural land uses.”~~
- Page 101: amended text in third paragraph to reference the term “ridesharing” rather than “car/van pooling”; added ridesharing to the definitions.
- Page 136: deleted the word “countywide” from Recommendation #6.i because it isn’t a countywide trail, it’s a trail system.
- Page 137: amend Recommendation #7 regarding a blueway plan to clarify how this concept applies to Jefferson County.
- Page 137: moved Recommendation #7.c to create a new recommendation 8.c.
- Page 143: deleted the word “and support” from Recommendation #8 because most private educators do not want Government regulations.
- Page 143: deleted Recommendation #9.a; amended recommendation #9 to include “such as Future Farmers of America”.
- Page 147: deleted Recommendation 1.b and amended Recommendation 1.a to include 1.b.
- Page 149: deleted first sentence of last paragraph: ~~“As part of this Plan effort, there has been an expressed interest in a two-tiered impact fee structure based on the location of new development.”~~
- Page 159: deleted Recommendation #13 as it is referenced in the following locations:
  - Recommendation #1 in Economic Development (pg. 73)
  - Recommendations #6 and 6.b in Ag & Rural Economy (pg. 83)
  - Recommendation #1 in Tourism (pg. 90)
- Pages 139 – 147: amended recommendations and text **Education and Public Libraries Element**.

## Appendix H: Definitions and Acronyms

- Deleted the following definitions because they are not referenced in the text:
  - American Community Survey
  - Census Designated Place
  - Co-working
  - Form Based Code
- Added the following definitions:
  - Capital Improvement Fee
  - Massing
  - Ridesharing
- Deleted the Following Acronyms (not used in the text):
  - AADT: Average Annual Daily Trip
  - ACS: American Community Survey
  - AHA: Arts and Humanities Alliance (now called Jefferson Arts Council)



## Minutes

### Jefferson County Commission

Thursday, December 18, 2014

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A meeting of the Jefferson County Commission was held on Thursday, December 18, 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, Walt Pellish, Jane Tabb, and Lyn Widmyer. Also present were Debbie Keyser, County Administrator, Jessica Carroll, Executive Administrative Assistant and Jimmy Eddy, Bailiff. (An audio file of the Thursday, December 18, 2014 meeting is available through the Jefferson County Commission Office.)

#### PLEDGE OF ALLEGIANCE

Commissioner Widmyer led the Pledge of Allegiance.

#### APPROVAL OF MINUTES

**Motion by Ms. Tabb to approve the Minutes from the December 2, 2014 Jefferson County Legislative Summit as presented. Motion seconded and unanimously approved.**

**Motion by Mr. Manuel to approve the Minutes from the December 4, 2014 Regular Meeting as presented. Motion seconded and unanimously approved.**

#### PAYROLL APPROVAL

**Motion by Ms. Noland to approve the Payroll for December 4, 2014 in the amount of \$234,357.90. Motion seconded and unanimously approved.**

#### APPROVAL OF ACCOUNTS PAYABLE

| CHCKNO | DEPT  | VENDOR                   | PONUM | POAMT       | NOAMT       | CHECK AMOUNT |
|--------|-------|--------------------------|-------|-------------|-------------|--------------|
| 073484 | 405   | ACCURATE SYSTEMS INC     |       | \$ -        | \$ 240.00   | \$ 240.00    |
| 073485 | ALLOC | AHA/ART&HUMANITIES ALLNC |       | \$ -        | \$ 1,095.45 | \$ 1,095.45  |
| 073486 | 425   | B-K OFFICE SUPPLY INC    |       | \$ -        | \$ 650.00   | \$ 650.00    |
| 073487 | 424   | BOLAND SERVICES          | 52629 | \$ 270.00   | \$ -        | \$ 270.00    |
| 073487 | 425   | BOLAND SERVICES          | 52367 | \$ 1,325.00 | \$ -        | \$ 1,325.00  |

|        |         |                          |       |             |               |               |
|--------|---------|--------------------------|-------|-------------|---------------|---------------|
| 073488 | 424     | CHARLES TOWN UTILITIES   |       | \$ -        | \$ 226.75     | \$ 226.75     |
| 073488 | 425     | CHARLES TOWN UTILITIES   |       | \$ -        | \$ 875.23     | \$ 875.23     |
| 073489 | 425     | COVENANT BUILDING MAINT  |       | \$ -        | \$ 6,478.58   | \$ 6,478.58   |
| 073490 | 700     | RONALD DANTZIC           |       | \$ -        | \$ 31.79      | \$ 31.79      |
| 073491 | 424     | J.C.EHRLICH              |       | \$ -        | \$ 30.00      | \$ 30.00      |
| 073491 | 425     | J.C.EHRLICH              |       | \$ -        | \$ 571.82     | \$ 571.82     |
| 073492 | 712     | FEDEX                    |       | \$ -        | \$ 68.72      | \$ 68.72      |
| 073493 | 717     | FISHER AUTO PARTS        |       | \$ -        | \$ 234.77     | \$ 234.77     |
| 073494 | 425     | JEFF CO PUBLIC SER DEPT  |       | \$ -        | \$ 191.41     | \$ 191.41     |
| 073495 | ALLOC   | JEFFERSON COUNTY HISTORI |       | \$ -        | \$ 1,622.09   | \$ 1,622.09   |
| 073496 | 401     | JEFFERSON PUBLISH CO INC |       | \$ -        | \$ 66.54      | \$ 66.54      |
| 073497 | 424     | THE JOURNAL              |       | \$ -        | \$ 72.24      | \$ 72.24      |
| 073498 | GRANT   | JEFFERSON DAY REPORT CNT |       | \$ -        | \$ 32,627.22  | \$ 32,627.22  |
| 073499 | 425     | JEFFERSON UTILITIES INC  |       | \$ -        | \$ 559.76     | \$ 559.76     |
| 073500 | 424     | NFPA                     |       | \$ -        | \$ 165.00     | \$ 165.00     |
| 073501 | ALLOC   | JEFF CO PARKS &          |       | \$ -        | \$ 24,668.81  | \$ 24,668.81  |
| 073502 | 402     | PIFER OFFICE SUPPLY, INC |       | \$ -        | \$ 524.90     | \$ 524.90     |
| 073502 | 406     | PIFER OFFICE SUPPLY, INC |       | \$ -        | \$ 74.33      | \$ 74.33      |
| 073503 | 424     | POTOMAC EDISON/OH        |       | \$ -        | \$ 1,411.78   | \$ 1,411.78   |
| 073503 | 425     | POTOMAC EDISON/OH        |       | \$ -        | \$ 13,432.53  | \$ 13,432.53  |
| 073503 | 425     | POTOMAC EDISON/OH        |       | \$ -        | \$ 1,729.02   | \$ 1,729.02   |
| 073504 | 403     | LAURA STORM              |       | \$ -        | \$ 401.95     | \$ 401.95     |
| 073505 | 424     | ROACH OIL COMPANY        |       | \$ -        | \$ 2,053.35   | \$ 2,053.35   |
| 073505 | 425     | ROACH OIL COMPANY        |       | \$ -        | \$ 1,193.79   | \$ 1,193.79   |
| 073506 | 404     | SHERIFF OF JEFFERSON CO  |       | \$ -        | \$ 114.70     | \$ 114.70     |
| 073507 | 403     | SOFTWARE SYSTEMS, INC    |       | \$ -        | \$ 1,161.08   | \$ 1,161.08   |
| 073507 | 424     | SOFTWARE SYSTEMS, INC    |       | \$ -        | \$ 689.92     | \$ 689.92     |
| 073508 | 405     | SPECIALTY BUS SUPPLIES   | 52683 | \$ 1,186.19 | \$ -          | \$ 1,186.19   |
| 073509 | 704     | ST/WV REGIONAL JAIL &    |       | \$ -        | \$ 112,036.50 | \$ 112,036.50 |
| 073510 | 424     | SHERWIN-WILLIAMS         |       | \$ -        | \$ 25.89      | \$ 25.89      |
| 073511 | 425     | SHENANDOAH VALLEY WATER  |       | \$ -        | \$ 562.35     | \$ 562.35     |
| 073512 | PAYROLL | SHERIFF OF JEFFERSON CO  |       | \$ -        | \$ 10,081.90  | \$ 10,081.90  |
| 073512 | PAYROLL | SHERIFF OF JEFFERSON CO  |       | \$ -        | \$ 6,848.77   | \$ 6,848.77   |
| 073513 | 700     | SHERIFF OF JEFFERSON CO  |       | \$ -        | \$ 11,936.20  | \$ 11,936.20  |
| 073514 | 717     | THOMASSEN AUTO GROUP     |       | \$ -        | \$ 74.38      | \$ 74.38      |
| 073514 | 717     | THOMASSEN AUTO GROUP     |       | \$ -        | \$ 47.97      | \$ 47.97      |
| 073515 | 425     | CAPITAL TRISTATE         |       | \$ -        | \$ 382.20     | \$ 382.20     |
| 073516 | 403     | UNITED SYSTEMS & SOFTWAR |       | \$ -        | \$ 227.00     | \$ 227.00     |
| 073517 | ALLOC   | JEFFERSON CO CONVENTION  |       | \$ -        | \$ 27,386.36  | \$ 27,386.36  |
| 073518 | 425     | WM OF WEST VIRGINIA, INC |       | \$ -        | \$ 672.01     | \$ 672.01     |
| 073519 | 439     | XEROX CORPORATION        | 52329 | \$ 564.57   | \$ -          | \$ 564.57     |

|       |  |  |  |             |               |               |
|-------|--|--|--|-------------|---------------|---------------|
| TOTAL |  |  |  |             |               | \$ 266,890.82 |
| TOTAL |  |  |  | \$ 3,345.76 | \$ 263,545.06 | \$ 266,890.82 |

**Motion by Ms. Noland to approve the Accounts Payable for December 11, 2014 in the amount of \$266,890.82. Motion seconded and unanimously approved.**

| CHCKNO | DEPT    | VENDOR                   | PONUM | POAMT | NOAMT        | CHECK AMOUNT |
|--------|---------|--------------------------|-------|-------|--------------|--------------|
| 073522 | 428     | ACCURATE SYSTEMS INC     |       | \$ -  | \$ 8,000.00  | \$ 8,000.00  |
| 073523 | PAYROLL | BUREAU F/CHILD SUPPORT   |       | \$ -  | \$ 49.85     | \$ 49.85     |
| 073524 | PAYROLL | BUREAU F/CHILD SPVRT ENF |       | \$ -  | \$ 212.31    | \$ 212.31    |
| 073525 | PAYROLL | BUREAU OF CHILD SUPPORT  |       | \$ -  | \$ 461.54    | \$ 461.54    |
| 073526 | PAYROLL | BUREAU OF CHILD SUPPORT  |       | \$ -  | \$ 119.54    | \$ 119.54    |
| 073527 | PAYROLL | BUREAU OF CHILD SUPPORT  |       | \$ -  | \$ 530.77    | \$ 530.77    |
| 073528 | 406     | CASTO & HARRIS INC       |       | \$ -  | \$ 1,095.00  | \$ 1,095.00  |
| 073529 | 405     | MARCIA LYNN CHANDLER     |       | \$ -  | \$ 24.00     | \$ 24.00     |
| 073530 | 402     | CLERK OF CO. COMMISSION  |       | \$ -  | \$ 85.65     | \$ 85.65     |
| 073531 | PAYROLL | CHILD SUPPORT ENFORCE AG |       | \$ -  | \$ 27.69     | \$ 27.69     |
| 073532 | 405     | KIMBERLEY CROCKETT       |       | \$ -  | \$ 243.60    | \$ 243.60    |
| 073533 | PAYROLL | DIVERSIFIED COLLECTION   |       | \$ -  | \$ 154.83    | \$ 154.83    |
| 073534 | 401     | FEDEX                    |       | \$ -  | \$ 68.47     | \$ 68.47     |
| 073534 | 405     | FEDEX                    |       | \$ -  | \$ 36.34     | \$ 36.34     |
| 073535 | 415     | GENERAL COUNTY FUND-J FE |       | \$ -  | \$ 13,210.45 | \$ 13,210.45 |
| 073536 | 405     | STEPHEN V GROH           |       | \$ -  | \$ 234.08    | \$ 234.08    |
| 073537 | 405     | STEPHANIE GROVE          |       | \$ -  | \$ 430.08    | \$ 430.08    |
| 073538 | 717     | GUTTMAN OIL CO           |       | \$ -  | \$ 9,961.34  | \$ 9,961.34  |
| 073539 | PAYROLL | VOYA FINANCIAL           |       | \$ -  | \$ 3,040.00  | \$ 3,040.00  |
| 073540 | 712     | ROBERT E. JONES III      |       | \$ -  | \$ 1,000.00  | \$ 1,000.00  |
| 073541 | PAYROLL | JEFFERSON SECURITY BANK  |       | \$ -  | \$ 5,870.00  | \$ 5,870.00  |
| 073542 | 405     | RALPH A LORENZETTI JR    |       | \$ -  | \$ 246.40    | \$ 246.40    |
| 073543 | 712     | LANGUAGE LINE SERVICES   |       | \$ -  | \$ 5.51      | \$ 5.51      |
| 073544 | 405     | LYNDSEY W. MATSCHAT      |       | \$ -  | \$ 255.92    | \$ 255.92    |
| 073545 | 405     | MATTHEW BENDER & CO      |       | \$ -  | \$ 370.31    | \$ 370.31    |
| 073546 | 406     | MONROE SYS FOR BUSINESS  |       | \$ -  | \$ 209.91    | \$ 209.91    |
| 073547 | ALLOC   | MIDDLEWAY FIRE CO        |       | \$ -  | \$ 43,375.00 | \$ 43,375.00 |
| 073548 | PAYROLL | HELEN M. MORRIS, TRUSTEE |       | \$ -  | \$ 150.00    | \$ 150.00    |
| 073549 | PAYROLL | NATIONWIDE RETIREMENT    |       | \$ -  | \$ 749.00    | \$ 749.00    |
| 073550 | 402     | PIFER OFFICE SUPPLY, INC |       | \$ -  | \$ 31.81     | \$ 31.81     |
| 073550 | 404     | PIFER OFFICE SUPPLY, INC |       | \$ -  | \$ 70.10     | \$ 70.10     |
| 073550 | 406     | PIFER OFFICE SUPPLY, INC |       | \$ -  | \$ 79.99     | \$ 79.99     |
| 073551 | 405     | HASSAN RASHEED           |       | \$ -  | \$ 473.92    | \$ 473.92    |
| 073552 | 401     | RICOH USA, INC./GA       |       | \$ -  | \$ 252.73    | \$ 252.73    |

|        |         |                         |  |      |              |              |
|--------|---------|-------------------------|--|------|--------------|--------------|
| 073552 | 403     | RICOH USA, INC./GA      |  | \$ - | \$ 287.58    | \$ 287.58    |
| 073552 | 404     | RICOH USA, INC./GA      |  | \$ - | \$ 123.90    | \$ 123.90    |
| 073552 | 405     | RICOH USA, INC./GA      |  | \$ - | \$ 423.90    | \$ 423.90    |
| 073552 | 406     | RICOH USA, INC./GA      |  | \$ - | \$ 123.90    | \$ 123.90    |
| 073552 | 425     | RICOH USA, INC./GA      |  | \$ - | \$ 48.10     | \$ 48.10     |
| 073552 | 433     | RICOH USA, INC./GA      |  | \$ - | \$ 197.41    | \$ 197.41    |
| 073552 | 440     | RICOH USA, INC./GA      |  | \$ - | \$ 197.41    | \$ 197.41    |
| 073552 | 700     | RICOH USA, INC./GA      |  | \$ - | \$ 295.90    | \$ 295.90    |
| 073552 | 712     | RICOH USA, INC./GA      |  | \$ - | \$ 267.08    | \$ 267.08    |
| 073553 | 402     | SOFTWARE SYSTEMS, INC   |  | \$ - | \$ 27.00     | \$ 27.00     |
| 073553 | 404     | SOFTWARE SYSTEMS, INC   |  | \$ - | \$ 2,564.78  | \$ 2,564.78  |
| 073553 | 406     | SOFTWARE SYSTEMS, INC   |  | \$ - | \$ 56.00     | \$ 56.00     |
| 073553 | 428     | SOFTWARE SYSTEMS, INC   |  | \$ - | \$ 377.00    | \$ 377.00    |
| 073554 | PAYROLL | SHERIFF OF JEFFERSON CO |  | \$ - | \$ 4.46      | \$ 4.46      |
| 073554 | PAYROLL | SHERIFF OF JEFFERSON CO |  | \$ - | \$ 9,994.28  | \$ 9,994.28  |
| 073554 | PAYROLL | SHERIFF OF JEFFERSON CO |  | \$ - | \$ 42,734.26 | \$ 42,734.26 |
| 073554 | PAYROLL | SHERIFF OF JEFFERSON CO |  | \$ - | \$ 1.04      | \$ 1.04      |
| 073554 | PAYROLL | SHERIFF OF JEFFERSON CO |  | \$ - | \$ 3.19      | \$ 3.19      |
| 073554 | PAYROLL | SHERIFF OF JEFFERSON CO |  | \$ - | \$ 40,111.89 | \$ 40,111.89 |
| 073555 | 405     | KATE A. SLAYDEN         |  | \$ - | \$ 36.00     | \$ 36.00     |
| 073556 | 405     | BRANDON C.H. SIMS       |  | \$ - | \$ 326.08    | \$ 326.08    |
| 073557 | 405     | STATE OF WEST VIRGINIA  |  | \$ - | \$ 200.00    | \$ 200.00    |
| 073558 | 712     | TELTRONIC               |  | \$ - | \$ 458.00    | \$ 458.00    |
| 073560 | 401     | UNITED BANKCARD CENTER  |  | \$ - | \$ 209.14    | \$ 209.14    |
| 073560 | 401     | UNITED BANKCARD CENTER  |  | \$ - | \$ 90.12     | \$ 90.12     |
| 073560 | 402     | UNITED BANKCARD CENTER  |  | \$ - | \$ 34.95     | \$ 34.95     |
| 073560 | 403     | UNITED BANKCARD CENTER  |  | \$ - | \$ 54.77     | \$ 54.77     |
| 073560 | 403     | UNITED BANKCARD CENTER  |  | \$ - | \$ 154.77    | \$ 154.77    |
| 073560 | 403     | UNITED BANKCARD CENTER  |  | \$ - | \$ 192.00    | \$ 192.00    |
| 073560 | 413     | UNITED BANKCARD CENTER  |  | \$ - | \$ 1,528.49  | \$ 1,528.49  |
| 073560 | 415     | UNITED BANKCARD CENTER  |  | \$ - | \$ 83.82     | \$ 83.82     |
| 073560 | 424     | UNITED BANKCARD CENTER  |  | \$ - | \$ 108.42    | \$ 108.42    |
| 073560 | 424     | UNITED BANKCARD CENTER  |  | \$ - | \$ 3.97      | \$ 3.97      |
| 073560 | 424     | UNITED BANKCARD CENTER  |  | \$ - | \$ 37.19     | \$ 37.19     |
| 073560 | 424     | UNITED BANKCARD CENTER  |  | \$ - | \$ 886.47    | \$ 886.47    |
| 073560 | 424     | UNITED BANKCARD CENTER  |  | \$ - | \$ 11,326.92 | \$ 11,326.92 |
| 073560 | 425     | UNITED BANKCARD CENTER  |  | \$ - | \$ 156.03    | \$ 156.03    |
| 073560 | 425     | UNITED BANKCARD CENTER  |  | \$ - | \$ 519.43    | \$ 519.43    |
| 073560 | 425     | UNITED BANKCARD CENTER  |  | \$ - | \$ 49.95     | \$ 49.95     |
| 073560 | 425     | UNITED BANKCARD CENTER  |  | \$ - | \$ 22.93     | \$ 22.93     |
| 073560 | 428     | UNITED BANKCARD CENTER  |  | \$ - | \$ 109.54    | \$ 109.54    |



David Tabb, resident – provided the Commission with an update on his activities and stated there would be “many tasks” to come before the Commission in the New Year.

Walt Pellish, Commission President – provided the Commission and the audience with an update on his health.

**PRESENTATIONS**

1. Recognition of Lyn Widmyer’s service to the Jefferson County Commission and its citizens.
2. Angie Banks, Assessor – Exonerations

| NAME             | DISTRICT | TYPE        | TICKET # | AMOUNT   |
|------------------|----------|-------------|----------|----------|
| William Shiflett | Ranson   | Real Estate | 25225    | \$285.12 |

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

3. Roger Goodwin, Chief County Engineer

- a. Requested the Commission’s approval to allow Engineering staff to call on any Letter of Credits that have not been renewed by Tuesday, January 6, 2015.

- **Motion by Ms. Tabb to authorize Engineering staff to call any Letter of Credits that are due that have not been renewed by the close of business on Tuesday, January 6, 2015. Motion seconded and unanimously approved.**

- b. Thorn Hill Subdivision – request for time extension on Tolling of Bonding Agreement.

- **Motion by Ms. Widmyer to deny the request for the time extension on the Tolling of Bonding Agreement with Thorn Hill Subdivision. Motion seconded but fails on a vote of 2-3 with Ms. Noland, Mr. Pellish, and Ms. Tabb opposing.**

- **Motion by Ms. Noland to extend the Tolling of Bonding Agreement with Thorn Hill Subdivision for three years with the condition the developers must adhere to current Stormwater Management Ordinance guidelines. Motion seconded and passes on a vote of 3-2 with Mr. Manuel and Ms. Widmyer opposing.**

- **Motion by Mr. Manuel to amend Ms. Noland’s prior motion to include the stipulation that developers must adhere to any and all**

**new ordinances passed by the Jefferson County Commission during the three year extension of the Tolling of Bonding Agreement. Motion seconded but fails on a vote of 2-3 with Ms. Noland, Mr. Pellish, and Ms. Tabb opposing.**

- **Motion by Ms. Widmyer to direct the Engineering Office to notify adjacent property owners via regular and certified mail at time of redline. Motion seconded and unanimously approved.**
4. Barb Miller, Director of Homeland Security and Emergency Management – requested the reappointment of expired members of the Jefferson County Homeland Security and Emergency Management Steering Committee.
- **Motion by Ms. Tabb to reappoint the following people to serve for a period of two years on the Jefferson County Homeland Security and Emergency Management Steering Committee: Lawrence “Jeff” Jeffries, WVU Healthcare-Jefferson Medical Center, representing health; Pete Dougherty, Sheriff of Jefferson County, representing Law Enforcement; Kelly Parsons, Nichols, DeHaven and Associates, representing the private sector; John Reisenweber, Jefferson County Development Authority, representing business; Holly Morgan Frye, Shepherd University, representing education; and Mason Carter, representing the Jefferson County Engineering Department. Motion seconded and unanimously approved.**
5. Stephanie Grove Assistant Prosecuting Attorney – Jefferson County Emergency Services mortgage kickback clause – Ms. Grove stated the Jefferson County Commission has no legal claim to the JCESA building, therefore, a kickback clause would not be relevant in the instance.
6. The Commission recessed for lunch at 12:15 pm.  
The Commission reconvened at 1:30 pm.

#### **NEW BUSINESS**

7. Ratification of the decision made on December 4, 2014 regarding an offer of donated property from Wells Fargo and to transfer the property at 756 Wiltshire Road to the Habitat for Humanity since the Jefferson County Commission is not interested in the property.
- **Motion by Mr. Manuel to ratify the motion made by the Jefferson County Commission on December 4, 2014 to not accept the donated property from Wells Fargo located at 756 Wiltshire Road, Kearneysville, WV and request them to transfer the property to the local Habitat for Humanity. Motion seconded and unanimously approved.**

8. Set date and time for a Public Hearing to approve a Resolution renewing its participation in the Eastern Panhandle HOME Consortium.
  - **Motion by Mr. Manuel to set January 15, 2014 at 11:00 am as the date and time for the Public Hearing to approve a Resolution renewing its participation in the Eastern Panhandle HOME Consortium. Motion seconded and unanimously approved.**
  
9. Approval of the 2015 Board of Review and Equalization Notice
  - **Motion by Ms. Widmyer to approve the 2015 Board of Review and Equalization Notice. Motion seconded and unanimously approved.**
  
10. Comprehensive Plan Review Update – Ms. Keyser reminded the Commission of two upcoming Comprehensive Plan Workshops scheduled for Tuesday, January 6 and Friday, January 9 at 9:30 am. Ms. Keyser also reminded the Commission the Comprehensive Plan decision deadline is January 14, 2015.
  
11. Legislative Updates – Mr. Manuel stated the legislature has enacted on some bills that have come out of the interim committees and stated he'd be keeping a close eye on the issues of purse funds and the Public Service District's regulation under the WV Public Service Commission.
  
12. Paul Rosa, citizen – requested the approval of a resolution encouraging AT&T Wireless to improve its cellular coverage in Charles Town, WV
  - **Motion by Ms. Noland to approve Mr. Rosa's resolution encouraging AT&T Wireless and other providers to improve its cellular coverage in Charles Town, WV. Motion seconded and unanimously approved.**
  
13. Tim Stanton, Finance Director
  - Approve Budget Revision
    - **Motion by Mr. Manuel to approve Budget Revision #8 as presented. Motion seconded and unanimously approved.**
  
  - Discussion and determination of FY16 Budget Instructions from Commission to Department – Mr. Stanton stated the FY16 Budget would need to be reduced by \$800,000. In order to make these reductions, the Commission will be examining the following: overtime, compensated absences/holiday pay, a hiring freeze, and zero based budgeting for all departments and contingency agencies.

## **COUNTY ADMINISTRATOR REPORTS**

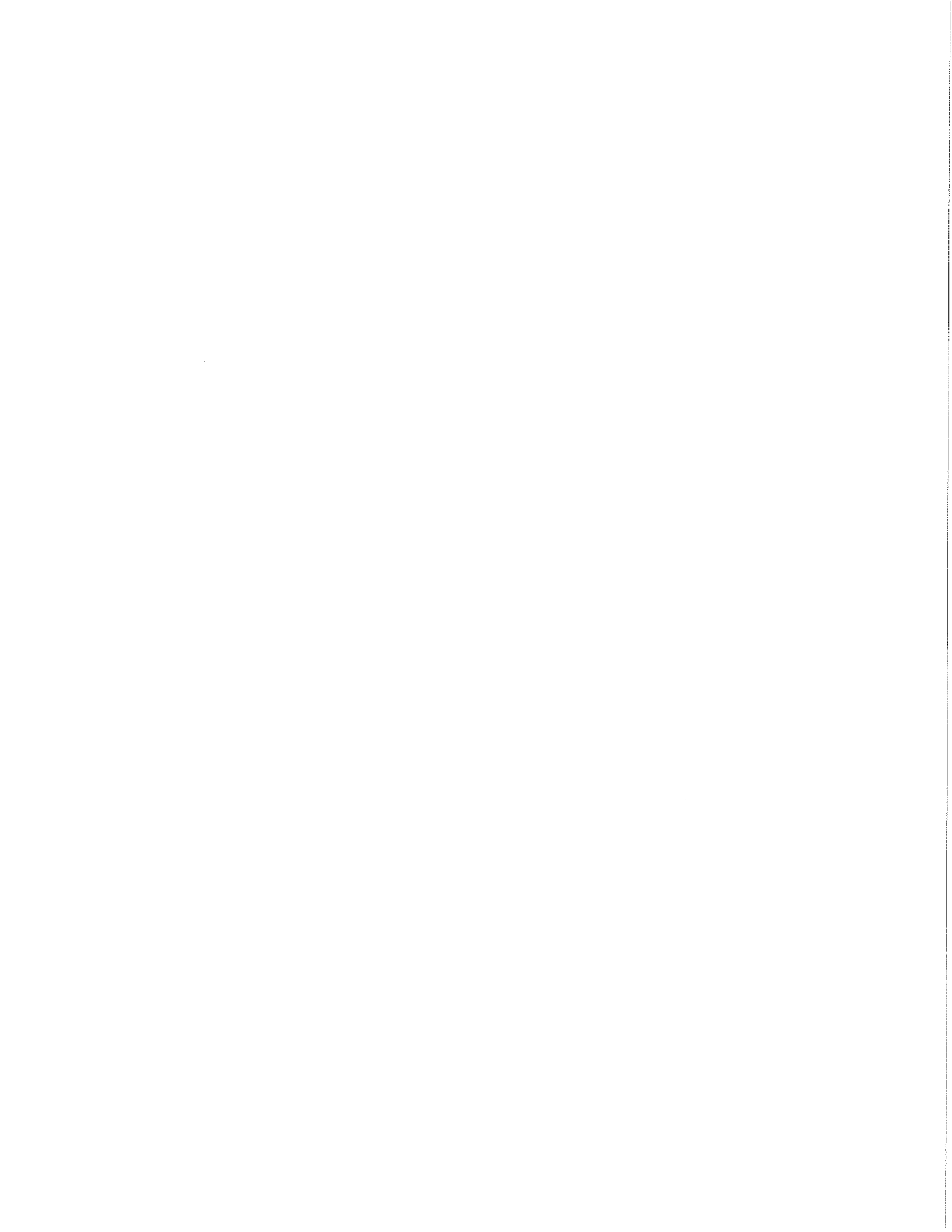
- Horse Summit – Ms. Keyser stated she was working on a draft agenda for the Jefferson County Horse Racing Summit to be held at 7:00 p.m. on Thursday, January 8, 2015. Ms. Keyser also stated she had contacted legislators and other key attendees to save the date.
- Worker’s Compensation Policy – Ms. Keyser stated she included a copy of the County’s Worker’s Compensation Policy in the agenda packet as instruction to the various department heads and contingency agencies to follow in the event an employee or citizen gets hurt while on County property.
- Holiday Schedule – Ms. Keyser reminded the Commission that County offices would be closed at noon on Wednesday, December 24 and all day on Thursday, December 25 for the Christmas holiday. Ms. Keyser also stated County offices would be closed at noon on Wednesday, December 31 and all day Thursday, January 1 for the New Year holiday. Stephanie Grove, Assistant Prosecuting Attorney, stated the Commission would not be able to close the County offices on Friday, December 26 because President Obama’s executive order declaring Friday, December 26, 2014 as a holiday was only applicable to federal employees.
- County Administrator Resignation – Ms. Keyser stated she had tendered her resignation, effective Friday, January 16, 2015 and thanked the Commission and staff for two productive years serving Jefferson County. Ms. Keyser also received the Commission’s consensus to advertise for the County Administrator position within the local papers.

14. The Commission adjourned at 3:17 pm on a motion by Mr. Manuel. Motion was seconded and unanimously approved.

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WALT PELLISH, PRESIDENT

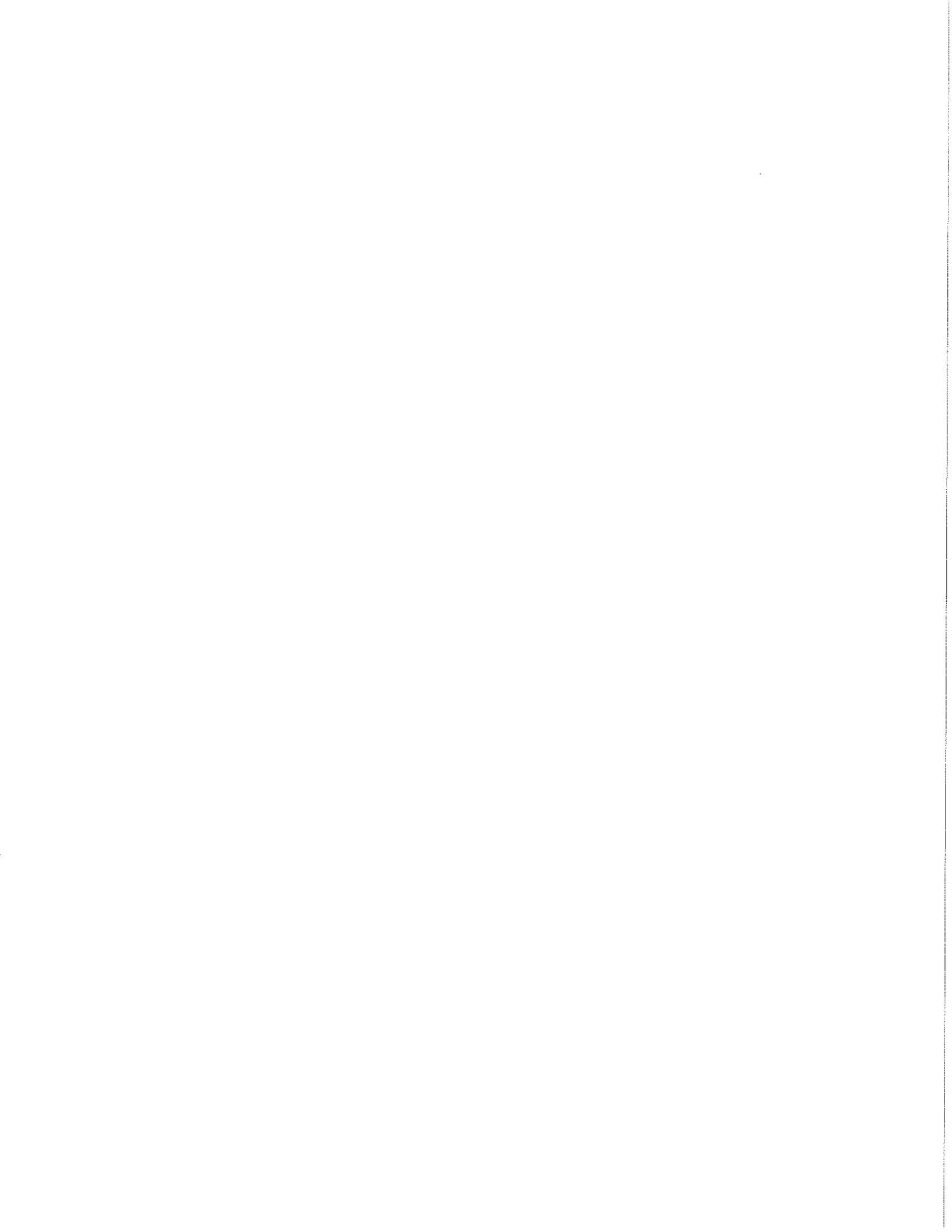
Respectfully submitted  
Jessica D. Carroll  
Administrative Assistant



Payroll Approval

Checks Dated: 12-18-2014

| DESCRIPTION                 | Fund 001 CO.         | Fund 003 Dog    | Total                |
|-----------------------------|----------------------|-----------------|----------------------|
| Gross Wages                 | \$ 357,495.33        | \$ 36.30        | \$ 357,531.63        |
| 6.2% Tax Payable OASDI      | \$ 21,367.13         | \$ 2.23         | \$ 21,369.36         |
| 1.45% Tax Payable HI        | \$ 4,997.14          | \$ 0.52         | \$ 4,997.66          |
| Fed Withholding             | \$ 40,111.89         | \$ 3.19         | \$ 40,115.08         |
| WV State Withholding        | \$ 15,126.62         | \$ 1.66         | \$ 15,128.28         |
| PERS Retirement Deduct      | \$ 12,507.88         | \$ 1.63         | \$ 12,509.51         |
| Hosp. Pre-Tax               | \$ 10,237.38         |                 | \$ 10,237.38         |
| Cancer/ICU Pre-Taxed        | \$ 1,272.09          |                 | \$ 1,272.09          |
| Cancer/ICU Not Pre-Taxed    | \$ 904.31            |                 | \$ 904.31            |
| Optional Life Not Pre-Taxed | \$ -                 |                 | \$ -                 |
| Christmas Club              | \$ 5,870.00          |                 | \$ 5,870.00          |
| Wage Attach #1              | \$ 1,339.39          |                 | \$ 1,339.39          |
| Wage Attach #2              | \$ 83.25             |                 | \$ 83.25             |
| Wage Attach #3              | \$ 212.31            |                 | \$ 212.31            |
| Wage Attach #4              | \$ 154.83            |                 | \$ 154.83            |
| DSRS Retirement Deduct 8.5% | \$ 5,097.57          |                 | \$ 5,097.57          |
| 457 - Nationwide            | \$ 749.00            |                 | \$ 749.00            |
| 4571 - ING                  | \$ 3,040.00          |                 | \$ 3,040.00          |
| MD State Tax                | \$ 348.98            |                 | \$ 348.98            |
| D/VF                        | \$ 1,354.76          |                 | \$ 1,354.76          |
| VA. State Tax               | \$ 86.94             |                 | \$ 86.94             |
| COLONIAL(PLUS)              | \$ 258.09            |                 | \$ 258.09            |
| <b>Total Deductions</b>     | <b>\$ 125,119.56</b> | <b>\$ 9.23</b>  | <b>\$ 125,128.79</b> |
| <b>Net Wages Total</b>      | <b>\$ 232,375.77</b> | <b>\$ 27.07</b> | <b>\$ 232,402.84</b> |
| Pay Dates                   | 18-Dec-2014          |                 |                      |



**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Ralph Lorenzetti, Prosecuting Attorney

Department or Organization: **Jefferson County Prosecuting Attorney's Office**

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1<sup>st</sup> Choice: **January 8, 2015**

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

Date Requested – 2<sup>nd</sup> Choice:

Subject (*Wording to be placed on agenda*): **Position Changes and Proposed New Employee for the Prosecuting Attorney's Office**

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

- Steve Groh will be moving to another position in the Prosecuting Attorney's office to fill a recent vacancy. We will utilize monies from the one vacated position to replace Steve Groh's Planning and Zoning position (and back-up support for Ms. Grove) and to add a Legal Assistant position for Abuse & Neglect cases (to work with Lyndsey Matchat, Esq.)

Is this a funding request? Y/N NO – Will be utilizing money in budget

If so, how much? \$

Provide exact financial impact/request:

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

Motion to approve the hiring of a legal assistant to help with Abuse and Neglect cases

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

If not attached, explain:

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

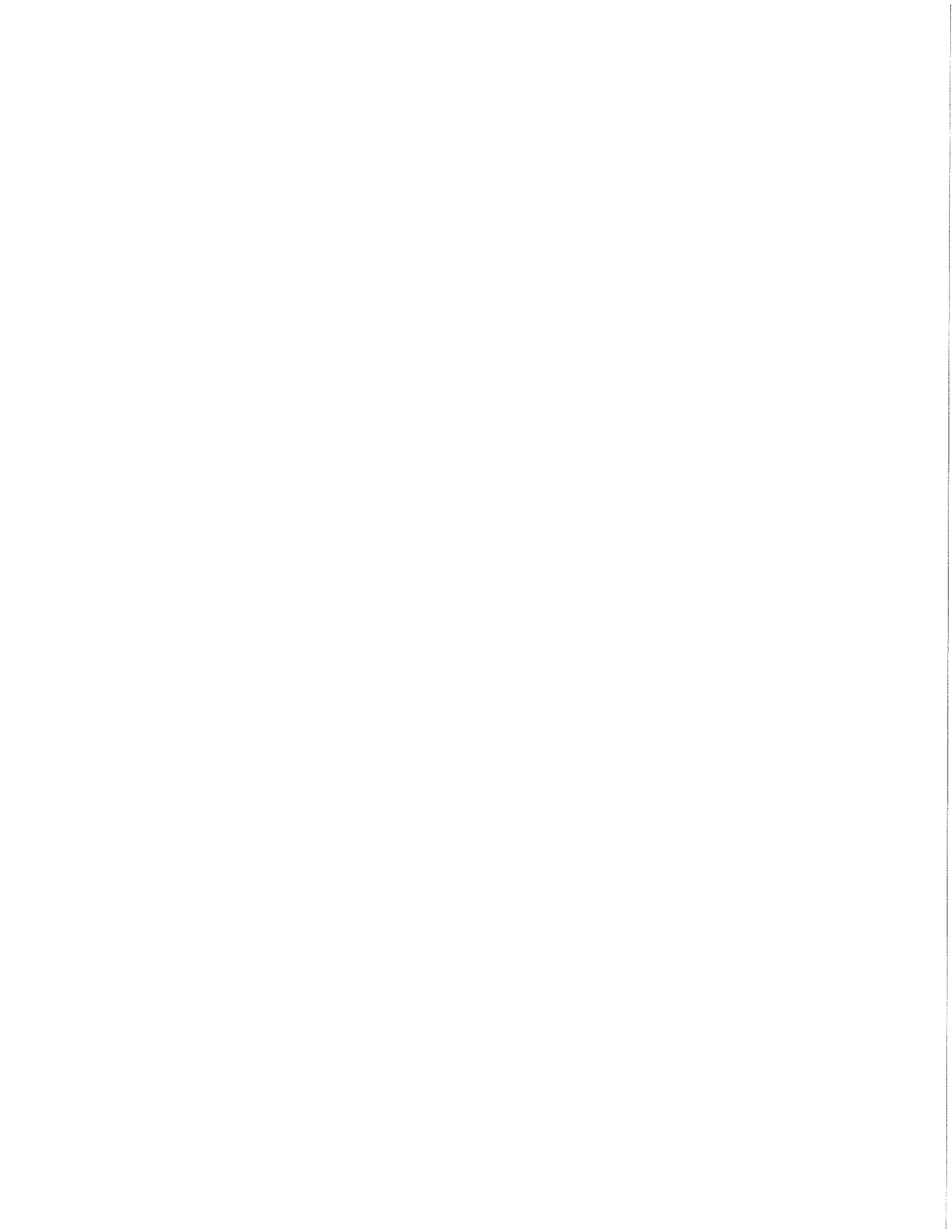
Contact information:

Email address:

Phone Number:

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION**

not applicable



AGENDA REQUEST FORM  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Peter L. Chakmakian, Attorney

Department or Organization: Arcadia Communities, Inc.

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1<sup>st</sup> Choice: January 8, 2015

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

Date Requested – 2<sup>nd</sup> Choice: January 15, 2015

Subject (*Wording to be placed on agenda*): Harvest Hills Subdivision (JCPC File No. 01-42)  
**Request for time extension regarding Tolling of Bond Agreement expiration**  
Please provide the County Commission with a description of your request or presentation, including any background information:

SEE ATTACHED

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

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):  
Attach supporting documents for request, or request may be denied.  
If not attached, explain: Attached

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

Contact information:

Email address: [pchakmakian@frontiernet.net](mailto:pchakmakian@frontiernet.net) Phone Number: (304) 725-9797

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

|  |
|--|
|  |
|--|

**REQUEST:**

An Agreement Regarding Bonding Obligation and Declaration of Covenants, Conditions and Restrictions dated January 6, 2011, was entered into by Arcadia Development Co., a California corporation authorized to do business in West Virginia, therein referred to as the “Declarant”, and former titled owner of the Harvest Hills Subdivision, and the County Commission of Jefferson County, West Virginia, hereinafter referred to as “County Commission”, pursuant to an Amendment to the Bonding Policy of the County Commission, under which the parties agree for the tolling of the existing Infrastructure Bond for a period of four (4) years. The market conditions which made the Agreement Regarding Bonding Obligation and Declaration of Covenants, Conditions and Restrictions necessary and appropriate, as set forth therein, have not abated. By deed dated July 23, 2012, and recorded in the Office of the Clerk of the County Commission of Jefferson County, West Virginia, in Deed Book 1114 at page 471, the titled owner of the Harvest Hills Subdivision became Arcadia Communities, Inc., a Virginia Corporation, which is now the “New” Declarant herein. The “New” Declarant hereby applies for an additional extension of time of four (4) years upon the same covenants, conditions and restrictions set forth in the Agreement Regarding Bond Obligation and Declaration of Covenants, Conditions and Restrictions hereinabove mentioned. The Harvest Hills Tolling of Bond Agreement is due to expire on January 6, 2015.

**MOTION**

Move to approve the request to extend the Agreement Regarding Bonding Obligation and Declaration of Covenants, Conditions and Restrictions upon the same covenants, conditions and restrictions contained in the Agreement dated January 6, 2011, and to extend the expiration date by four (4) years for the Harvest Hills Subdivision Jefferson County Planning Commission File No. 01-42 and that a new/amended Agreement be executed and recorded in the Office of the Clerk of the County Commission of Jefferson County, West Virginia; between Arcadia Communities, Inc., and the Jefferson County Commission.

**THIS DEED OF MERGER** made this \_\_\_\_\_ day of January, 2015, by and between ARCADIA COMMUNITIES, INC., a Virginia corporation authorized to do business in the State of West Virginia, hereinafter referred to as GRANTOR; and ARCADIA COMMUNITIES, INC., a Virginia corporation authorized to do business in the State of West Virginia, hereinafter referred to as GRANTEE.

**WITNESSETH:** That for and in consideration of the sum of Ten Dollars (\$10.00), cash in hand paid, and other good and valuable consideration, the receipt of all of which is hereby acknowledged, the said Grantor does hereby grant and convey, with covenants of general warranty, in fee simple, unto the said Grantee, all that certain lot or parcel of real estate, with improvements thereon and appurtenances thereunto belonging, situate in the Shepherdstown District of Jefferson County, West Virginia, which is more particularly bounded and described as follows:

Lots 28 through and including 50 of the Harvest Hills Subdivision; the lot designated as "Open Space"; and the 50' Right of Way called Plowman Road, situate in the Shepherdstown District, Jefferson County, West Virginia, which are more particularly bounded and described according to a survey and plat entitled "Plat of Correction and Merger Plat Harvest Hills Subdivision Section 1 -- Phase 1 (Lots A, B and 28-50), made by Greenway Engineering, dated June 9, 2008, which plat is recorded in the Office of the

Clerk of the County Commission of Jefferson County, West Virginia, on September 23, 2008, in Plat Book 25 at page 70.

**AND BEING** a portion of the same parcel of real estate that was conveyed unto the Grantor, herein by a confirmatory deed dated July 23, 2012, recorded in the aforesaid Clerk's Office in Deed Book 1114 at page 471.

The property to be merged (Lots 28 through and including 50 of the Harvest Hills Subdivision; the lot designated as "Open Space"; and the 50' Right of Way called Plowman Road), hereby conveyed is adjacent to and contiguous to other lands (all that certain tract or parcel of real estate comprising 82.9296 Acres called Residue [Future Development] as the same is shown and depicted upon a survey and plat entitled "Plat of Correction and Merger Plat Harvest Hills Subdivision Section 1 – Phase 1 [Lots A, B and 28-50] made by Greenway Engineering dated June 9, 2008, which plat was recorded in the aforesaid Clerk's Office on September 23, 2008, in Plat Book 25 at page 70), owned by the Grantee herein, having been conveyed to it by a confirmatory deed of record in the aforesaid Clerk's Office in Deed Book 1114 at page 471, and this conveyance is made for the purpose of adjusting the boundary line(s) of said presently owned land(s) of the Grantee, thus creating a single lot after merger, and the parcels are no longer to be

considered as separate parcels and may not be used or sold individually, unless in agreement with prevailing county land development laws.

**THIS CONVEYANCE IS MADE SUBJECT, HOWEVER,** to all restrictive covenants, conditions, easements and limitations of record.

This Deed of Merger is made pursuant to the provisions of the Jefferson County Land Development Site Improvements Bonding & Bond Surety Policy, effective September 2, 2010; and to the Agreement Regarding Bonding Obligations and Declaration of Covenants, Conditions and Restrictions (tolling of Bonding Agreement) dated the 6<sup>th</sup> day of January, 2011.

**DECLARATION OF CONSIDERATION OR VALUE**

Under penalties of fine and imprisonment, as provided by law, the undersigned hereby declare that the total consideration paid for the real estate hereby conveyed by the document to which this declaration was less than \$100.00 and therefore exempt from the West Virginia Excise Tax on the transfer of real estate.

**THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK**

WITNESS the following signature and seal:

ARCADIA COMMUNITIES, INC.

By: \_\_\_\_\_ (SEAL)  
Its \_\_\_\_\_

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_, to wit:

I, \_\_\_\_\_, a Notary Public within and for said County and State, do hereby certify that \_\_\_\_\_, \_\_\_\_\_, whose name is signed to the writing hereto attached, bearing date the \_\_\_\_\_ day of January, 2015, for ARCADIA COMMUNITIES, INC., has this day acknowledged the same before me on behalf of the Corporation.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

My commission expires:

\_\_\_\_\_  
(Affix Notary Seal)

\_\_\_\_\_  
Notary Public

THIS INSTRUMENT PREPARED BY: Peter L. Chakmakian, Attorney at Law, P.O. Box 547, Charles Town, West Virginia 25414

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

**THIS AGREEMENT REGARDING BONDING OBLIGATIONS AND DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS** (this "Declaration") is made and entered into as of the 6<sup>th</sup> day of January, 2011, by Arcadia Development Company ("Declarant"), and the **COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA** (the "County Commission").

**WHEREAS**, Declarant is the owner of a certain tract of land located in Jefferson County, West Virginia, legally described in the deed found recorded in the Jefferson County Clerk's Office in Deed Book 985, Page 363 (the "Land"); and

**WHEREAS**, the Land has been legally subdivided (the "Subdivision") into Harvest Hills Subdivision, Section 1, Phase 1, Lots A, B and Lots 28-50 & Residue consisting of (23) single family lots (the "Lots") pursuant to and in accordance with the subdivision ordinance of Jefferson County, West Virginia in effect on July 18, 1979 (the "Subdivision Ordinance"), and as shown on that certain plat of the Harvest Hills Subdivision, Lots A, B and Lots 28-50 & Residue, recorded in the Office of the Clerk of the County Commission of Jefferson County, West Virginia, in Plat Book 25 at Page 50 (the "Final Plat"); and

**WHEREAS**, Declarant posted a bond with the County Commission, in the form of a *letter-of-credit*, in the amount of \$1,752,605.00 (the "Existing Infrastructure Bond") to secure the completion of all infrastructure improvements to be made in connection with the development of the Subdivision (the "Infrastructure Improvements") as itemized on that certain Construction Bond – Estimate, dated September 1, 2005 (the "Bond Estimate"), and approved by the Jefferson County Department of Planning, Zoning & Engineering (the "Department") on November 16, 2006; and

**WHEREAS**, due to severe down turn in the economy, and in particular, the housing industry, the Declarant has decided to delay construction of the Infrastructure Improvements and, accordingly, has requested that the County Commission modify the Declarant's original bonding obligations with respect to the Subdivision (the "Original Bonding Obligations") until such time as the Declarant commences construction of the Infrastructure Improvements; and

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

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

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

2. **Modification of Original Bonding Obligations.**

(a) The County Commission's agreement to modify the Original Bonding Obligations shall be subject to the satisfaction of the following condition precedent (the "Modification Conditions"):

(i) The Declarant submits to the Department a surety in the amount of \$10,000 as a Site Stability Bond.

(b) Upon satisfaction of the Modification Condition, the County Commission shall return the Existing Infrastructure Bond to the Declarant and the Original Bonding Obligations shall be deemed modified as follows:

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

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

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

3. **Covenant Not to Commence Construction.** In consideration of the County Commission's agreement to modify the Original Bonding Obligations, Declarant covenants and agrees that prior to satisfying the conditions set forth in Section 2(b)(ii) above, Declarant

shall not commence, or cause any third party to commence, the construction of any Infrastructure Improvements, including without limitation any Site Stability Work.

**4. Covenant Prohibiting Construction of Homes or Sale or Transfer of Lots.**

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

**5. Default.**

(a) The failure of Declarant to observe or perform any of the covenants, conditions or obligations of this Declaration shall constitute a default under this Declaration. If Declarant fails to cure any default within thirty (30) days after the issuance of a notice by the County Commission, specifying the nature of the default; the County Commission may exercise any rights and remedies it may have hereunder or applicable law. Notwithstanding the foregoing, Declarant shall not be entitled to any notice of a violation of the covenant not to sell or transfer any Lot under Section 4(b) of this Declaration.

(b) The County Commission shall have the right to bring any proceedings at law or in equity against the Declarant for violating or attempting to violate or defaulting upon any of the provisions contained in this Declaration, and to recover actual damages for any such violation or default. Such proceeding shall include the right to restrain by injunction any violation or threatened violation by the Declarant or any other person of any of the terms, covenants or conditions of this Declaration, or to obtain a decree to compel performance of any such terms, covenants or conditions. All of the remedies permitted or available to the County Commission under this Declaration or at law or in equity shall be cumulative and not alternative, and the invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right or remedy. In any action brought by the County Commission pursuant to these provisions, the County Commission will be entitled to costs (including but not limited to its reasonable attorneys' fees). In addition, the County Commission shall have the right to draw on the Site Stability Bond and apply the proceeds thereof in accordance with the Bonding Policy.

(c) The maximum length of time for tolling the bond shall be four (4) years. At the time of executing this agreement, the Declarant shall execute a merger deed that merges the lots back into the parent tract. The merger deed shall be held by the Bonding Administrator for the Jefferson County Commission. If the Declarant fails to repost the New Infrastructure Bond and the Bond Surety within four (4) years of the date of this agreement, the County Commission shall have the right to record the merger deed and revoke all project approvals; and the \$10,000 surety for the Site Stability Bond shall be forfeited to the County Commission. The merger deed may not be recorded by the County Commission if the Declarant reposts the Construction Bond and Bond Surety prior to expiration of the four (4) year tolling period; in such case, the merger deed shall be returned by the County

Commission to the Declarant. In the event of recordation of the merger deed, the parent tract and residue parcel shall retain all future development rights under the land development ordinances in effect at the time the future application for land development is presented to the County.

6. **Waiver.** No waiver by the County Commission of any default under this Declaration shall be effective or binding unless made in writing by the County Commission and no such waiver shall be implied from any failure of the County Commission to take any action with respect to any default or violation.

7. **Binding Effect.** The terms of this Declaration shall constitute covenants running with the land and shall bind the Land described herein and inure to the benefit of and be binding upon the Declarant and all parties having any right, title or interest in the Land (or any part thereof), their heirs, successors, successors-in-title and assigns. This Declaration is not intended to supersede, modify, amend or otherwise change the provisions of any prior instrument affecting the land burdened hereby.

8. **Amendment of Declaration.** This Declaration may not be amended except by a written agreement executed by the Declarant and the County Commission and recorded in the Office of the County Clerk of Jefferson County, West Virginia.

9. **Declaration Shall Continue Notwithstanding Breach.** It is expressly agreed that no breach of this Declaration shall entitle the Declarant to cancel, rescind, or otherwise terminate this Declaration

10. **Term of this Declaration.** This Declaration shall be effective as of the date first above written and shall continue in full force and effect until the Declarant satisfies the conditions set forth in Section 2(b)(ii) above. Upon the termination of this Declaration, all rights and privileges derived from and all duties and obligations created and imposed by the provisions of this Declaration, except for the provisions of Section 2(b)(iii) above, shall terminate and have no further force or effect.

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

Harvest Hills Subdivision, Section 1, Phase 1, Lots A, B & Lots 28-50 & Residue  
(Subdivision Name)

Jefferson County Planning Commission File No. 01-42

Brad Durga, Vice President, Arcadia Development Co.  
~~Eli Reinhard, President, Arcadia Development Company~~  
(Applicant/Developer Name)

By: [Signature] Date: 1/4/10

Print Name: Brad Durga Title: Vice President

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

STATE OF California, COUNTY OF Santa Clara, to wit:

I Kathleen Loveall, a Notary Public in and for the State and  
County aforesaid, do hereby certify that Brad Durga  
and N/A, as Vice President  
and N/A, respectively of the Arcadia Development Co.

whose names are signed to the foregoing, this day personally appeared before me in my State  
and County aforesaid and acknowledged their signatures above (and the Corporate Seal as the  
genuine Seal of the said corporation).

Given under my hand this 4th day of January 2011.



My Commission Expires: 10-1-2014

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

State of California

County of Santa Clara

On 1/4/2011 before me, Kathleen Loveall N° 1906148

Date

Here Insert Name and Title of the Officer

personally appeared Paul Duriga Vice President of

Name(s) of Signer(s)

Armadillo Development Co.

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature: Kathleen Loveall

Place Notary Seal Above

Signature of Notary Public

**OPTIONAL**

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

**Description of Attached Document**

Title or Type of Document: Agmt. regarding boundary adjacent to lot 4 of CC # 70

Document Date: 1/6/2011 Number of Pages: 6

Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_ Signer's Name: \_\_\_\_\_

Corporate Officer — Title(s): \_\_\_\_\_  Corporate Officer — Title(s): \_\_\_\_\_

Individual  Individual

Partner —  Limited  General  Partner —  Limited  General

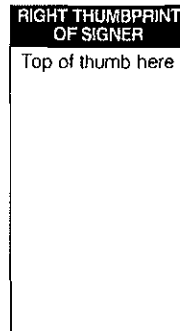
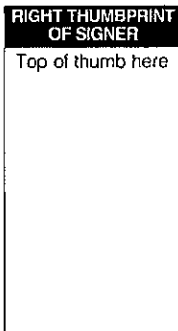
Attorney in Fact  Attorney in Fact

Trustee  Trustee

Guardian or Conservator  Guardian or Conservator

Other: \_\_\_\_\_  Other: \_\_\_\_\_

Signer Is Representing: \_\_\_\_\_ Signer Is Representing: \_\_\_\_\_



COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA

By: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Print Name: \_\_\_\_\_, President

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

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, to wit:

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

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Commission Expires: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Jennifer S. Maghan  
Clerk, County Commission of Jefferson County, WV

| DATE                 | INVOICE NO. | DESCRIPTION         | INVOICE AMOUNT     | DEDUCTION | BALANCE  |
|----------------------|-------------|---------------------|--------------------|-----------|----------|
| 1-04-11              | 010411/HH2  | HH Ph I Sec 2, Cash | 10000.00           |           | 10000.00 |
| CHECK DATE > 1-04-11 |             |                     | CHECK NUMBER > 568 |           | TOTALS > |
|                      |             |                     | 10000.00           |           | 10000.00 |

**ARCADIA EAST CO**  
117 N BAILEY LANE  
PURCELLVILLE, VA 20134  
540-751-0321

WACHOVIA BANK, N.A.  
wachovia.com

68-54  
514

568

Pay: \*\*\*\*\*Ten thousand dollars and no cents

DATE

CHECK NO.

AMOUNT

January 4, 2011

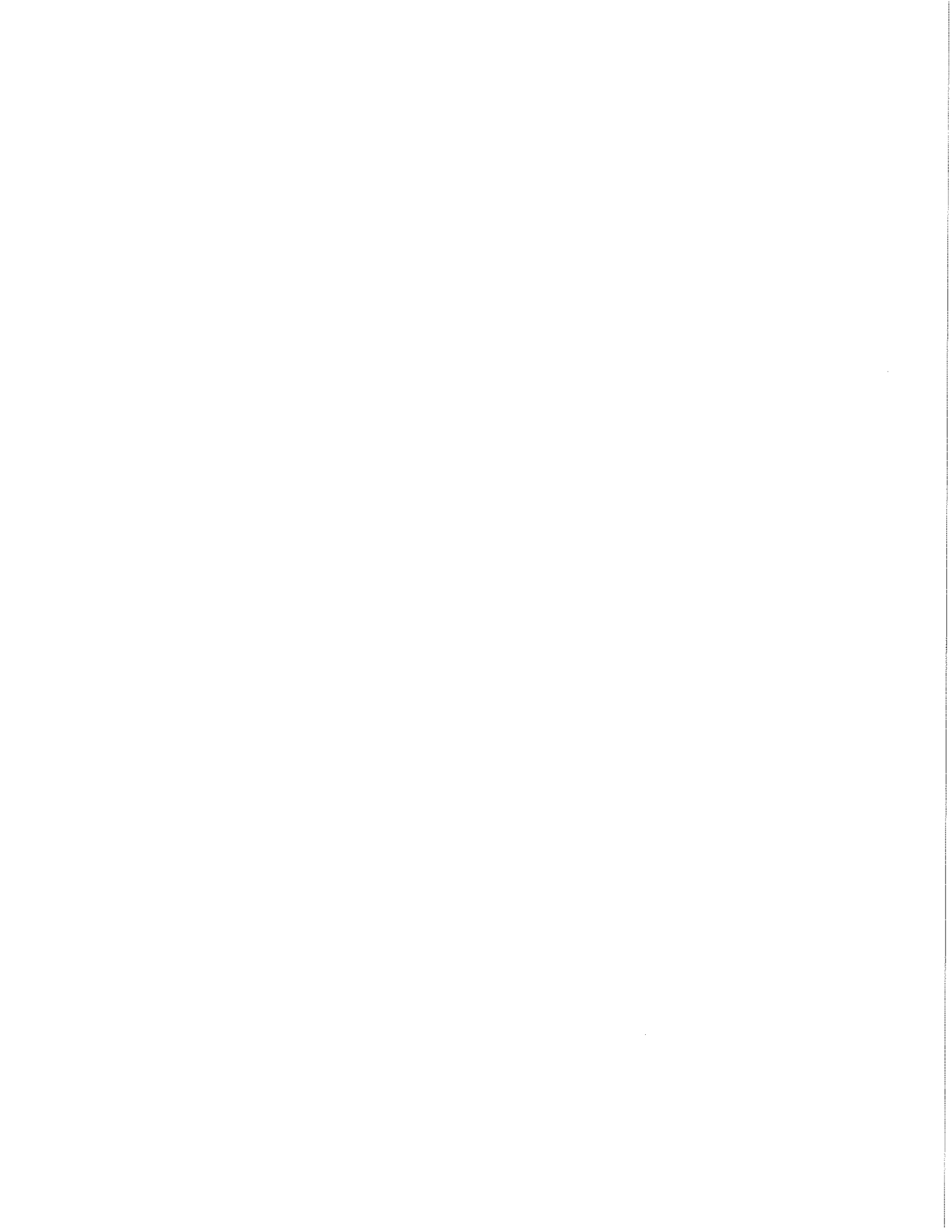
568 \$\*\*\*\*\*10,000.00

**PAY**  
TO THE  
ORDER  
OF

Jefferson Co. Commission



⑈000568⑈ ⑆051400549⑆ 2000049333 286⑈



ATTN:  
Jessica

**TAGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Tamra Trafford

Department or Organization: JCESA Employee Liaison

Estimation of amount of time needed for appointment: 20 Minutes

Date Requested – 1<sup>st</sup> Choice: January 8<sup>th</sup>, 2015

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

Date Requested – 2<sup>nd</sup> Choice: January 15<sup>th</sup>, 2015

Subject (Wording to be placed on agenda): JCESA Board of Directors

Please provide the County Commission with a description of your request or presentation, including any background information:  
Concerns regarding recent JCESA BOD conduct and actions.

Is this a funding request? No  
If so, how much? \$

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

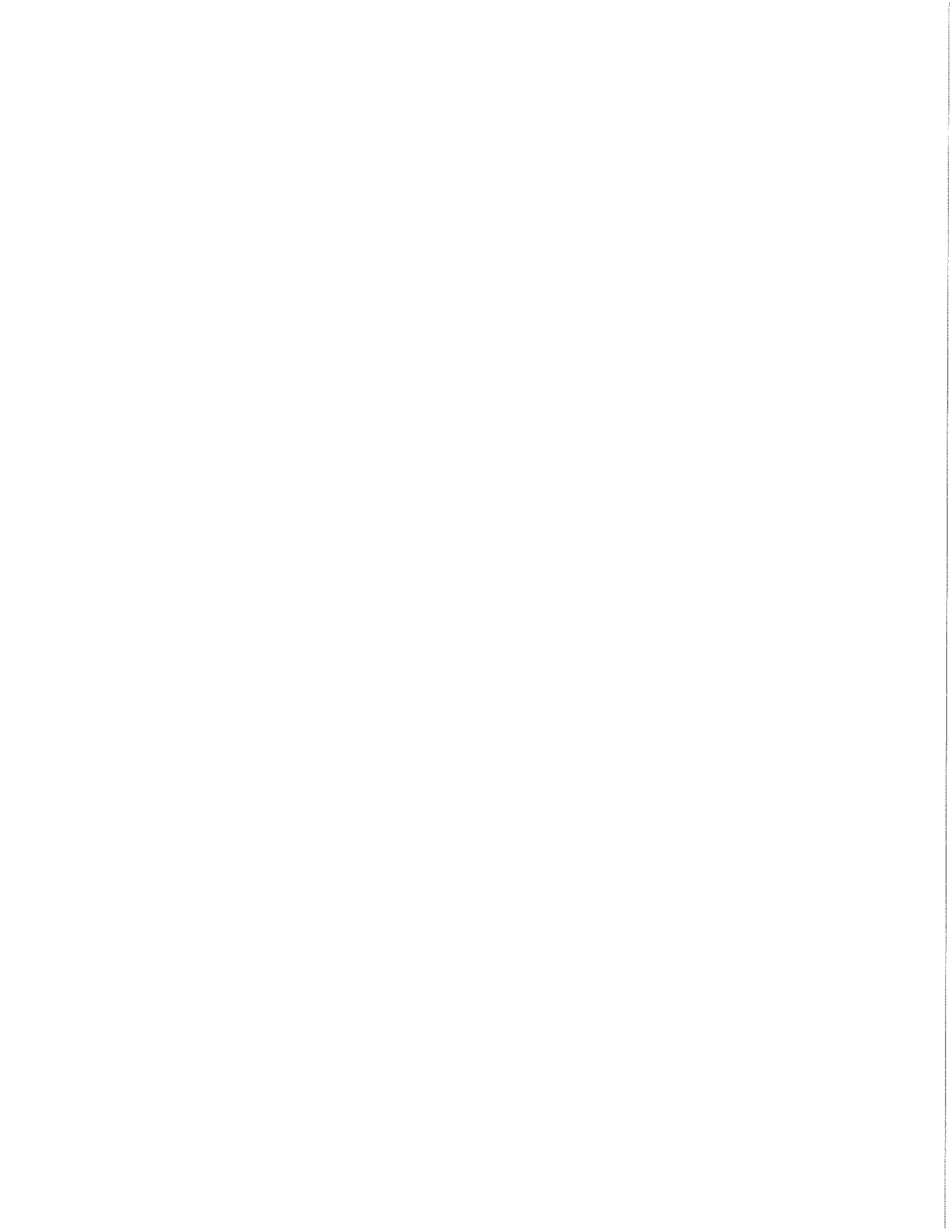
Attach supporting documents for request, or request may be denied.  
If not attached, explain: Not attached. Audio recording from recent BOD meeting...will be quoted with copies provided for Commission record at presentation.

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

Contact Information: Tamra Trafford  
Email address: Traftnt@aol.com Phone Number: 571-216-7427

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS**

Click here to enter text.



AGENDA REQUEST FORM  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Jessica Carroll

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1<sup>st</sup> Choice: January 8, 2015

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

Date Requested – 2<sup>nd</sup> Choice:

Subject (*Wording to be placed on agenda*): Appointment of an additional member to the Jefferson County Building Commission

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

- Ms. Grove, Assistant Prosecuting Attorney, has stated an additional member needs to be appointed to the Jefferson County Building Commission to ensure a quorum as two of the current Building Commission members have ties to local banks which may bid on Building Commission projects and potentially present a conflict of interest.

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

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

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

If not attached, explain:

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

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

## Jessica Carroll

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**From:** Jeff Haymaker [jeffhaymaker@outlook.com]  
**Sent:** Friday, January 02, 2015 2:59 PM  
**To:** dkeyser@jeffersoncountywv.org  
**Cc:** jcarroll@jeffersoncountywv.org  
**Subject:** Jefferson County Building Commission

Good afternoon Debbie,

I am writing this to inform you that I am interested in being appointed to the vacancy on the Jefferson County Building Commission. I am registered Independent and meet the other statutory criteria for appointment. If you have any questions or concerns please feel free to contact me at the numbers below.

Best Regards,

Jeff Haymaker, Broker  
ReMax 1<sup>st</sup> Realty  
ReMax Commercial  
304-725-1001 office  
540-336-1456 mobile

Jefferson County Commission  
Application for Boards, Committees or Commissions

Please type or print information

Name: Kelvin Upson

Home Telephone Number: 304-728-9904

Work Address: 336 Pebble Beach Drive, Charles Town, WV. 25414

Work Phone Number: N/A

Mobile Phone Number: 571-271-8133

E-mail Address: kelvin.upson@gmail.com

Party Affiliation: *(Building Commission and Health Department applicants)*  
Republican

Occupation: Retired Naval Officer

Education: High School \_\_\_\_\_

College Bachelors in Computer Science; Masters in Systems Engineering

Trade/Business School \_\_\_\_\_

Are you a United States citizen?                      Yes                       No\_\_

Are you a West Virginia resident?                      Yes                       No\_\_

Are you a resident of Jefferson County?                      Yes                       No\_\_

Are you able to produce verification of residency?                      Yes                       No\_\_

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

Address:  
336 Pebble Beach Drive  
Charles Town, WV. 25414  
\_\_\_\_\_

Magisterial District: Kabletown

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

Military Leader and Manager  
Team Builder  
Engineer

Organization Memberships and Positions Held : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of any felonies? If yes, please list. No


| Date: | Offense: |
|-------|----------|
|       |          |
|       |          |
|       |          |

Statement: I am excited for the opportunity to demonstrate my dedication and commitment to building a better Jefferson County. I am ready to bring honor, courage and loyalty to the Building Commission.

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

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

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

Signature:  Date: Jan 5, 2015

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

**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Barbara J. Miller, Director.

Department or Organization: Jefferson County Homeland Security and Emergency Management

Estimation of amount of time needed for appointment: 10

Date Requested – 1<sup>st</sup> Choice: January 8, 2015

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

Date Requested – 2<sup>nd</sup> Choice: Click here to enter text.

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

1. Emergency Operations Plan Update (Specific Annexes) Contract.
2. Jefferson County Government Continuity of Operations Plan (COOP) update.

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

1. All annexes within our County Emergency Operations Plan are reviewed and updated on a rotating basis. The annexes that are up for review/revision/updates this year are listed on the proposal.
2. The Jefferson County Government Continuity of Operations Plan (COOP) update was completed in December, 2014, with assistance of a contractor, department heads, elected officials, and county staff. The document needs County Commission approval.

Is this a funding request? Yes, the amount of the contract for the EOP update is  
If so, how much? \$6,700

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

1. I move to approve the contract with J.H. Consulting, LLC in the amount of \$6,700 for the Emergency Operations Plan update.
2. I move to approve the Jefferson County Government Continuity of Operations Plan, as presented.

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

If not attached, explain:

Attachment: Copy of the proposal from J.H. Consulting, LLC for the EOP update.

A copy of the Jefferson County Government Continuity of Operations Plan is in the Deputy County Administrator's Office for review by County Commissioners. This is not a public document. It is marked, For Official Use Only.

Is equipment needed? Projector N Click here to enter text. Internet/Wi Fi N Click here to enter text. Telephone  
for conference call N Click here to enter text.

Contact information:

Email address: [bmiller@jeffersoncountywv.org](mailto:bmiller@jeffersoncountywv.org). Phone Number: 304-728-3290

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS**

## CONSULTING AGREEMENT

This Consulting Agreement, effective as of January 8, 2015, is between the Jefferson County Commission, a county board of government with an address of 124 East Washington Street, Charles Town, WV 25414, hereinafter referred to as "Commission", and JH Consulting, LLC, a limited liability company with an address of 29 East Main Street, Suite 1, Buckhannon, WV 26201, hereinafter referred to as "Contractor".

WHEREAS Contractor provides services related to emergency preparedness, including but not limited to assessing vulnerability, operations planning, and exercising;

WHEREAS the Commission desires to obtain from Contractor certain emergency preparedness services, and Contractor desires to provide such services to the Commission, all on the terms and conditions set forth in this Agreement.

The parties agree as follows:

1. **Services to Be Provided.** Subject to the availability of Contractor resources, Contractor will provide services as detailed in the Scope of Work, attached hereto as Exhibit A. It is expressly understood and agreed that for the purposes of this Agreement, the services are undertaken by Contractor in the capacity of an independent contractor. Contractor shall be entitled to give priority to its own business needs in determining the availability of its employees to provide the services.
2. **Term and Termination.** The Agreement shall begin as of the date first stated above and continue until May 31, 2015, unless either party serves written notice thirty (30) days in advance of its intent to cancel the Agreement.
3. **Compensation, Payment, and Expense Reimbursement.** Contractor will provide the Commission with invoices for services upon completion of the Scope of Work. The Commission will pay invoices within 60 days of the date of the invoice. Payments not received in a timely manner will incur interest at the rate of 5% per annum.
4. **Data Ownership and Security.** The Commission shall retain ownership of the data and all work produced by the Contractor and will be transferred upon completion of the contractual obligations and payment of all outstanding invoices.
5. **Client Confidentiality.** The Contractor and all support staff agree to comply with all federal and state laws concerning the confidentiality of information concerning individuals rendering services by the Commission. Such information shall only be used for the purpose of carrying out this Agreement. Disclosure of information for any other purpose is prohibited except upon the written consent of the eligible individual or appropriate order of a court. Information is not considered confidential if it: (i) is generally available to the public at the time of the disclosure; (ii) is already known to Contractor at the time of the disclosure, (iii) has been disclosed to Contractor by a third party under no obligation of confidentiality, or (iv) has been established independently by Contractor.
6. **Contractor Work Product.** The Commission agrees to keep Contractor's work product confidential and will not disseminate Contractor's work product to third parties or cause it to be modified without Contractor's consent.
7. **Liability and Indemnification.** Neither party shall be liable to the other for the death or injury to any employee of the other, or loss of or cause of damage to its property, unless caused solely by its own negligence or willful action. Each party shall indemnify and hold harmless the other for any loss, damage or injury, including reasonable attorneys' fees and expenses, (a) caused by a breach of this Agreement by such party, or (b) suffered by any third party and arising out of such party's performance of this Agreement.

8. **Disclaimer; No Assurance of Success.** Except as otherwise provided herein, Contractor makes no warranties, representations, or assurances of success of any kind or nature, express or implied, relating to the services, including any warranties of merchantability and fitness for a particular purpose. Contractor specifically disclaims any and all warranties or representations concerning the services.
9. **Limitations of Liability.** Contractor shall not be responsible for any third party actions or inactions preventing Contractor from providing services. Furthermore, Contractor shall not be liable to the Commission with respect to services or this Agreement under any contract, negligence, tort, strict liability, or other legal or equitable theory for any amounts representing loss of revenues, loss of profits, loss of business, cost of the procurement of substitute goods or services, loss of anticipated benefits and/or indirect or consequential, special, incidental, contingent, exemplary or punitive damages, even if Contractor was advised, had other reason to know, or in fact knew of the possibility of such damages.
10. **Non-Solicitation.** During the term of this Agreement and for a period of one (1) year after the termination of this Agreement, each party agrees not to seek to persuade any of the other party's employees, consultants, directors, or officers to discontinue their association with the other party or become involved directly or indirectly in any endeavor that might compete with the other party's business.
11. **Amendment of Agreement.** This Agreement is the entire Agreement between the parties and may not be amended at any time except by a written Agreement signed by both parties.
12. **No Third Party Beneficiaries.** This Agreement is not intended to create any third party beneficiary rights in any person not a party to this Agreement, regardless of whether any other person may be named herein.
13. **Assignment.** The Commission may not assign or transfer, by operation of law or otherwise, any of its rights or obligations under this Agreement to any third party without the prior written consent of Contractor, except pursuant to an assignment of its interests to an entity within its control group.
14. **Force Majeure.** The date for performance of either party's obligations hereunder shall be postponed to the extent any event of force majeure delays the performance of the obligations of either party hereunder.
15. **Signatures.** Each person executing this Agreement represents and warrants that he or she has the authority to act for and bind the entity on whose behalf he or she purports to act.
16. **Notice.** Any notice, request, or approval or other document required or permitted to be given under this Agreement shall be in writing unless otherwise provided herein; and shall be deemed to have been sufficiently given if delivered in person, dispatched by U.S. mails, or sent by other electronic means where receipt can be verified, as follows.

If to Contractor, addressed to: Jeffery W. Harvey, Managing Member, JH Consulting, LLC,  
29 East Main Street, Suite 1, Buckhannon, WV 26201

If to the Commission, addressed to: President, Jefferson County Commission, P. O. Box  
250, Charles Town, WV 25414

Either party may change its address for receipt of notices by delivering a notice thereof pursuant to this Section 16.


17. **Severability.** Should any portion of this Agreement be found unenforceable to operation of statute or by administrative or judicial decision, the operation of the balance of this

Agreement is not affected thereby, provided, however, the absence of the illegal provision does not render the performance of the remainder of the Agreement impossible.

18. **Applicable Law.** This Agreement is to be construed in accordance with the laws of the State of West Virginia.
19. **Entire Agreement.** This Agreement contains the entire agreement between the parties, and supersedes all prior negotiations, understandings, and writings between the parties as to the matters covered herein.
20. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
21. **Binding Effect.** This Agreement shall be binding upon the legal representatives, heirs, successors, and assigns of the respective parties.
22. **Waiver.** Any waiver by any party of any act, failure to act, or breach on the part of the other party shall not constitute a waiver of such waiving party of any prior or subsequent act, failure to act, or breach by such other party.
23. **Survival.** The terms and provisions of Sections 3 through 10 shall survive the termination of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**Contractor**

  
\_\_\_\_\_  
Managing Member  
JH Consulting, LLC

1-08-2015

\_\_\_\_\_  
Date

**Commission**

\_\_\_\_\_  
President  
Jefferson County Commission

\_\_\_\_\_  
Date

## EXHIBIT A SCOPE OF WORK

### Tasks

- The following annexes will be reviewed and updated as part of this project:
  - Annex B – Communications,
  - Annex D – Evacuation and Re-Entry,
  - Annex E – Mass Care,
  - Annex H – Public Safety and Security,
  - Annex J – Engineering,
  - Annex K – Damage Assessment, and
  - Annex S – Transportation.
  
- Annex updates will include research, performed by the Contractor, relative to changes in governing regulations, best practices, lessons learned, etc.
- The project will also include at least one day of field reconnaissance during which Contractor staff will meet with coordinating and stakeholder agencies for each of the updated annexes. Additional virtual and/or teleconferences will be held to ensure that coordinating and stakeholder agencies participate in the annex updates.

### Costs

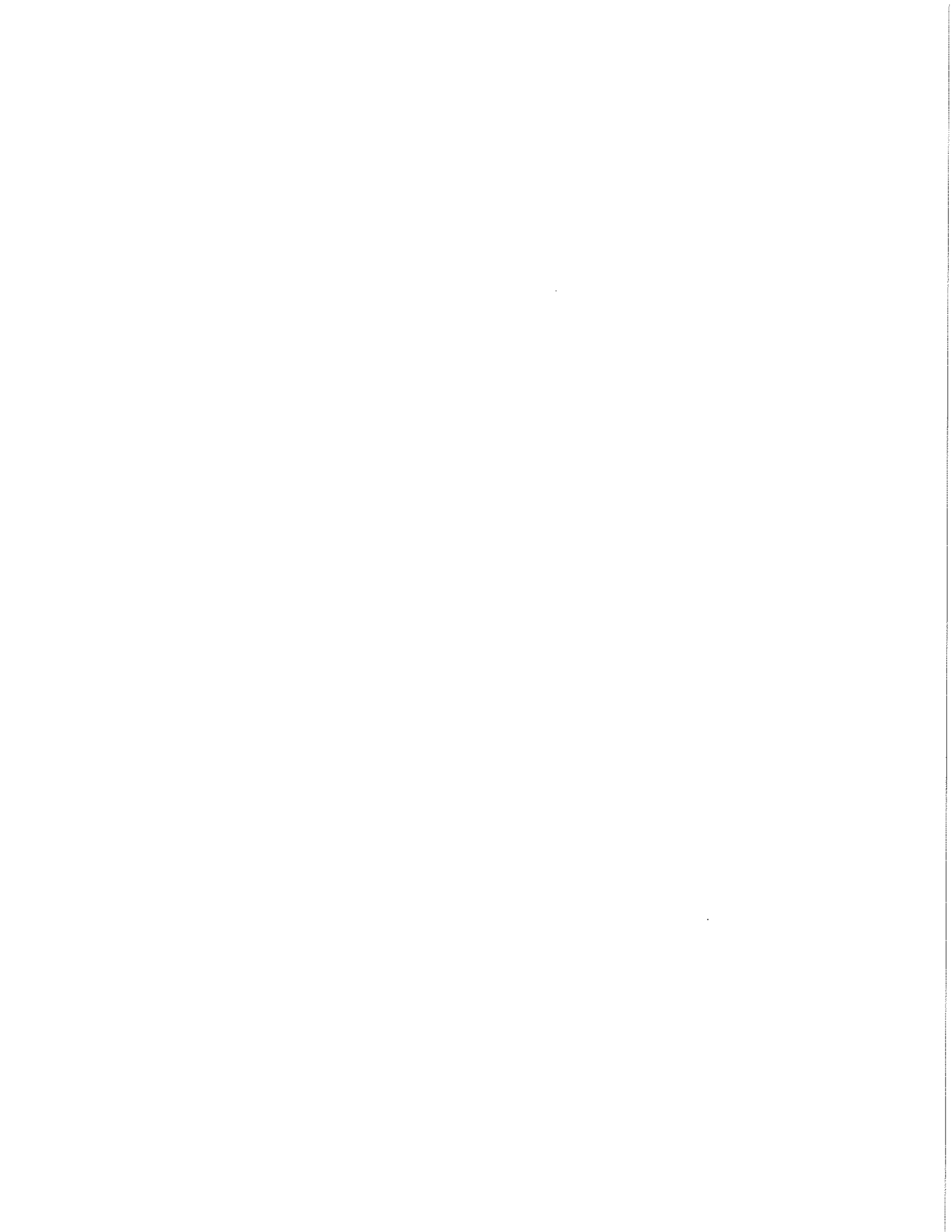
- The Contractor fee for this project will be a lump sum of \$6,700.00.
- This fee includes all hourly and direct costs necessary to complete the project.

### Deliverables

- Ten paper copies of the updated emergency operations plan.
- Twenty-five (25) distributable electronic copies of the updated emergency operations plan.
- One master (i.e., editable) copy of the updated emergency operations plan.

### Timelines

- Contractor will provide deliverables to Jefferson County Homeland Security and Emergency Management on or before May 31, 2015.
- Contractor will submit an invoice to Jefferson County Homeland Security and Emergency Management on or before May 31, 2015.





**AGENDA REQUEST FORM**  
**[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)**

Name: **Debbie Keyser, County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **January 8, 2015**

*If a specific date is needed, please provide reason for specific date:* [Click here to enter text.](#)

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

Subject (*Wording to be placed on agenda*): **Request for compensation during temporary assignment for Sandy Slusher McDonald from Deputy County Administrator to Interim County Administrator effective January 17 or January 26, 2015**

Please provide the County Commission with a description of your request or presentation, including any background information:  
**With the resignation and departure of Debbie Keyser, County Administrator the need to move Ms. McDonald from Grade V step E to Grade VIII step A as Interim County Administrator until an individual has been hired to fill the position of County Administrator**

Is this a funding request? **Y/N** [Click here to enter text.](#)

If so, how much? **\$**[Click here to enter text.](#)

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

**Move to approve temporary assignment of Sandy Slusher McDonald from Deputy County Administrator to Interim County Administrator with a change from Grade V Step E to Grade VIII Step A effective**

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

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

Is equipment needed? **Projector** **Y/N** [Click here to enter text.](#) **Internet/Wi Fi** **Y/N** [Click here to enter text.](#)

Telephone for conference call **Y/N** [Click here to enter text.](#)

Contact information:

Email address: [Click here to enter text.](#) Phone Number: [Click here to enter text.](#)

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS**

[Click here to enter text.](#)

## Bi-Weekly/Annual Salaries for Jefferson County Government

| Grade | Pay Rate | Percentage Increase | Bi-Weekly Hours | Step A    | Step B    | Step C     | Step D     | Step E     | Step F     | Step G     | Step H     |
|-------|----------|---------------------|-----------------|-----------|-----------|------------|------------|------------|------------|------------|------------|
| I     | 11.26    | 4.25%               | 70              | 20,500.00 | 21,371.25 | 22,279.53  | 23,226.41  | 24,213.53  | 25,242.61  | 26,315.42  | 27,433.82  |
|       |          |                     | 80              | 23,420.80 | 24,416.18 | 25,453.87  | 26,535.66  | 27,663.43  | 28,839.12  | 30,064.79  | 31,342.54  |
| II    | 14.08    | 3.75%               | 70              | 25,625.00 | 26,585.94 | 27,582.91  | 28,617.27  | 29,690.42  | 30,803.81  | 31,958.95  | 33,157.41  |
|       |          |                     | 80              | 29,286.46 | 30,384.70 | 31,524.13  | 32,706.28  | 33,932.77  | 35,205.25  | 36,525.44  | 37,895.15  |
| III   | 16.9     | 3.25%               | 70              | 30,750.00 | 31,749.38 | 32,781.23  | 33,846.62  | 34,946.63  | 36,082.40  | 37,255.08  | 38,465.87  |
|       |          |                     | 80              | 35,152.00 | 36,294.44 | 37,474.01  | 38,691.91  | 39,949.40  | 41,247.76  | 42,588.31  | 43,972.43  |
| IV    | 19.71    | 2.90%               | 70              | 35,875.00 | 36,915.38 | 37,985.92  | 39,087.51  | 40,221.05  | 41,387.46  | 42,587.70  | 43,822.74  |
|       |          |                     | 80              | 40,996.80 | 42,185.71 | 43,409.09  | 44,667.96  | 45,963.33  | 47,296.26  | 48,667.86  | 50,079.22  |
| V     | 28.16    | 2.50%               | 70              | 51,250.00 | 52,531.25 | 53,844.53  | 55,190.64  | 56,570.41  | 57,984.67  | 59,434.29  | 60,920.14  |
|       |          |                     | 80              | 58,572.80 | 60,037.12 | 61,538.05  | 63,076.50  | 64,653.41  | 66,269.75  | 67,926.49  | 69,624.65  |
| VI    | 36.6     | 2.25%               |                 | 66,625.00 | 68,124.06 | 69,656.85  | 71,224.13  | 72,826.68  | 74,465.28  | 76,140.75  | 77,853.91  |
| VII   | 42.24    | 2.25%               |                 | 76,875.00 | 78,604.69 | 80,373.29  | 82,181.69  | 84,030.78  | 85,921.47  | 87,854.71  | 89,831.44  |
| VIII  | 53.5     | 1.45%               |                 | 97,375.00 | 98,786.94 | 100,219.35 | 101,672.53 | 103,146.78 | 104,642.41 | 106,159.72 | 107,699.04 |

AGENDA REQUEST FORM  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Carol Swiger

Department or Organization: County Commission office / Ambulance Fee

Estimation of amount of time needed for appointment: 3-5 minutes

Date Requested – 1<sup>st</sup> Choice: Jan. 8, 2015  
If a specific date is needed, please provide reason for specific date:

Date Requested – 2<sup>nd</sup> Choice: Jan. 15, 2015

Subject (Wording to be placed on agenda): Ambulance Fee Exoneration / Modification Requests

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

Is this a funding request? Y/N/NO

If so, how much? \$

Provide exact financial impact/request:

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

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

If not attached, explain:

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

Contact information:

Email address: [CSwiger@jeffersoncountywv.org](mailto:CSwiger@jeffersoncountywv.org) Phone Number: 304-728-5606

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

## Ambulance Fee Exoneration/Modification Requests

1. Property Owner: Sharon Hanson

Fee amount: \$170 (2 business fees)

Request: Seeking to waive or reduce fee for 2014 on both parcels owned at 1059 & 1060 Box Factory Rd.

Reason for request: For the majority of the year both parcels had been vacant with no tenants or income and have taken a huge financial loss. Buildings just leased November 1<sup>st</sup> and December 1<sup>st</sup>. Leases attached.

APPROVED/DENIED

REASON: \_\_\_\_\_

---

2. Deborah Swartz

Fee amount: \$40

Request: Seeking fee be exonerated

Reason for request: House burned down August 27, 2014. Ambulance Fee bill was postmarked 9/2/14. (Assessor confirmed)

APPROVED/DENIED

REASON: \_\_\_\_\_

---

Jefferson County Emergency Ambulance Service Fee  
**Exoneration/Modification Request**  
Jefferson County, West Virginia

#16075  
Erinided Angie  
(No Demo Permits)

Date: 10/28/14

I hereby request a review by the Jefferson County Commission. I believe there to be an error in the amount I was billed for the Emergency Ambulance Service Fee.

Amount billed: \$40

I believe I qualify for the fee assessment circled:

Residence - \$40

Business - \$85

Farm Exemption - \$40  
(no commercial retail open to the public)

Homestead Exemption  
50% off approved parcel

**Proof of exemption must be included with this form**

**RETURN THIS FORM BY SEPTEMBER 30<sup>TH</sup>**

Describe the reason for this request:

Bill postmarked 9/2/14  
House burned down in August. (Bills went out end of Aug.)

Deborah Swartz  
Printed Name

  
Signature

11064 Leetown Rd Kearneysville WV 25430  
Address

304-725-8259  
Phone number

Do not write below this line—For Official Use Only

Approved / Denied

Date: \_\_\_\_\_

Reason: \_\_\_\_\_



# JEFFERSON COUNTY COMMISSION • AMBULANCE FEE

124 East Washington Street • Charles Town, WV 25414 • Phone: (304) 728-5606

SWARTZ DEBORAH B &  
SANDRA K CHRISMAN  
11064 LEETOWN RD  
KEARNEYSVILLE, WV 25430

Customer #: 16075

## EMERGENCY AMBULANCE FEE INVOICE FOR FISCAL YEAR 2014-2015

| TICKET | DISTRICT/MAP/PARCEL/CARD | LEGAL DESCRIPTION / LOCATION | AMOUNT   |
|--------|--------------------------|------------------------------|----------|
| 18306  | 07 8 0005 0000 0000 1    | LT #1 (2.14 AC) EDGEWOOD     | \$ 40.00 |

| TOTAL IF PAID ON OR BEFORE SEPT. 30th, 2014 | IF PAID AFTER SEPT. 30, 2014 AND ON OR BEFORE DEC. 31 2014 | IF PAID AFTER DEC. 31, 2014 AND ON OR BEFORE MAR. 31 2014 |
|---------------------------------------------|------------------------------------------------------------|-----------------------------------------------------------|
| <b>\$ 40.00</b>                             | <b>\$ 50.00</b>                                            | <b>\$ 70.00</b>                                           |

Delinquent fees not paid by March 31, 2015 may, at the discretion of the County Commission, be recovered through civil action filed in a Court of competent jurisdiction. In Such case, the County Commission is authorized to recover its reasonable costs of collection, including court costs, attorney's fees, service costs, and statutory interest.

**WHEN PAYING IN PERSON, PLEASE BRING THE ENTIRE BILL**

**ADDITIONAL INFORMATION ON THE REVERSE SIDE**

### RETURN THIS PORTION WITH YOUR PAYMENT

#### MAIL PAYMENTS TO:

JEFFERSON COUNTY COMMISSION  
PO BOX 250  
CHARLES TOWN, WV 25414

Customer #: 16075

**MAKE CHECKS PAYABLE TO  
JEFFERSON COUNTY COMMISSION**

SWARTZ DEBORAH B &  
SANDRA K CHRISMAN  
11064 LEETOWN RD  
KEARNEYSVILLE, WV 25430

PAYMENT AMOUNT \$ \_\_\_\_\_  
ENCLOSED  
CHECK # \_\_\_\_\_

## Carol

---

**From:** Angie Banks <abanks@jeffersoncountywv.org>  
**Sent:** Wednesday, December 31, 2014 9:49 AM  
**To:** 'Carol'  
**Subject:** RE: Deborah Swartz

The house burned on August 27, 2014. It was ok on July 1<sup>st</sup> so they will get assessed for it as a livable house for 2015. We will go out check it in June of 2015 to see if it has been removed or replaced for the 2016 tax year.

Also, congratulations!

Angie

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**From:** Carol [mailto:cswiger@jeffersoncountywv.org]  
**Sent:** Tuesday, December 30, 2014 2:16 PM  
**To:** 'Angie Banks'  
**Subject:** Deborah Swartz

Hi Angie,  
Can I get verification that this house is unlivable?  
Dist/Map/Parcel 07/8/5  
Swartz, Deborah B & Sandra K Chrisman

Hope you had a great Christmas. I found out we are getting another grandbaby in July!

Carol Swiger  
Fee Collector/Administrative Assistant  
Jefferson County Commission  
Phone: 304-728-5606  
Fax: 304-725-7916

Jefferson County Emergency Ambulance Service Fee  
Exoneration/Modification Request  
Jefferson County, West Virginia

Date: 12-15-14

I hereby request a review by the Jefferson County Commission. I believe there to be an error in the amount I was billed for the Emergency Ambulance Service Fee.

Amount billed: 85 x 2 = 170

I believe I qualify for the fee assessment circled:

- |                                                                    |                                                |
|--------------------------------------------------------------------|------------------------------------------------|
| Residence - \$40                                                   | Business - \$85                                |
| Farm Exemption - \$40<br>(no commercial retail open to the public) | Homestead Exemption<br>50% off approved parcel |

Proof of exemption must be included with this form  
RETURN THIS FORM BY SEPTEMBER 30<sup>TH</sup>

Describe the reason for this request:

We are seeking to waive (or reduce) the ambulance fee for 2014 on both parcels of prop. we own at 1059 + 1060 Box Factory Rd. For the majority of the year BOTH parcels <sup>all</sup> buildings have been vacant w/ no tenants or income + we have taken a huge loss. It was only as of Nov 1, that one bldg was leased as storage, + in Dec 1, a second bldg was rented, but not occupied as of yet. See attached leases.

Sharon Hansen DBA: DBF Properties  
Printed Name

Sharon Hansen  
Signature

1059 + 1060 Old Box Factory Rd.  
Address

540 955 5740  
Phone number

Do not write below this line—For Official Use Only

Approved / Denied

Date: \_\_\_\_\_

Reason: \_\_\_\_\_



**JEFFERSON COUNTY COMMISSION • AMBULANCE FEE**

124 East Washington Street • Charles Town, WV 25414 • Phone: (304) 728-5606

OBF PROPERTIES LLC  
3 CATTLEMANS LN  
BERRYVILLE, VA 22611

Customer #: 12084

**EMERGENCY AMBULANCE FEE INVOICE FOR FISCAL YEAR 2014-2015**

| TICKET | DISTRICT/MAP/PARCEL/CARD | LEGAL DESCRIPTION / LOCATION | AMOUNT  |
|--------|--------------------------|------------------------------|---------|
| 13738  | 07 27 0011 0000 0000 1   | 7.19 A SWIMLEY               | \$85.00 |
| 13739  | 07 28 0004 0001 0000 1   | LOT B (8.90 AC)-BURCH        | \$85.00 |

| TOTAL IF PAID ON OR BEFORE SEPT. 30th, 2014 | IF PAID AFTER SEPT. 30, 2014 AND ON OR BEFORE DEC. 31 2014 | IF PAID AFTER DEC. 31, 2014 AND ON OR BEFORE MAR. 31 2014 |
|---------------------------------------------|------------------------------------------------------------|-----------------------------------------------------------|
| <b>\$170.00</b>                             | <b>\$190.00</b>                                            | <b>\$230.00</b>                                           |

Delinquent fees not paid by March 31, 2015 may, at the discretion of the County Commission, be recovered through civil action filed in a Court of competent jurisdiction. In such case, the County Commission is authorized to recover its reasonable costs of collection, including court costs, attorney's fees, service costs, and statutory interest.

**WHEN PAYING IN PERSON, PLEASE BRING THE ENTIRE BILL**

**ADDITIONAL INFORMATION ON THE REVERSE SIDE**

*\* Please make a change to address. It should be:  
OBF Properties LLC  
P.O. Box 838  
Berryville, VA 22611*

**RETURN THIS PORTION WITH YOUR PAYMENT**

**MAIL PAYMENTS TO:**

JEFFERSON COUNTY COMMISSION  
PO BOX 250  
CHARLES TOWN, WV 25414

Customer #: 12084

**MAKE CHECKS PAYABLE TO  
JEFFERSON COUNTY COMMISSION**

OBF PROPERTIES LLC  
Attn: Sharon Hanson  
P.O. Box 838  
BERRYVILLE, VA 22611

PAYMENT AMOUNT \$ \_\_\_\_\_  
ENCLOSED

CHECK # \_\_\_\_\_

## LEASE AGREEMENT

This Agreement is made this 1 day of November, 2014, between OBF Properties LLC, a West Virginia Corporation (Lessor), and Frank Hum, (Lessee).

WHEREAS, Lessor is the Owner of a compound known as 1060 Box Factory Road, Summit Point, WVA 25446

WHEREAS, Lessor intends to lease the workshop building (indicated as Bldg.# 1 in Exhibit "A") containing approximately 2,000 square feet of operations and storage area and Lessee intends to lease such improvements from Lessor upon the terms and conditions set forth herein, the parties herewith agree as follows:

1. The Premises. The Premises shall be approximately a total of 2000 sq ft. It includes a 10x10 office space fully enclosed inside the workshop structure, plus two drive-in loading doors. **There will be a maximum of 4 parking spots along the right side of the building that faces Box Factory Rd, as well as room alongside the left side of the building to park a 20ft car trailer as indicated in Exhibit "A", with no untagged and inoperable vehicles left outside the workshop or on the property.**

There will also be access to the bathroom across the street for no additional fee at this time and must be supplied and maintained by all Lessees on the premises.

### 2. Term, Occupancy Options & Penalties

a. **Term of this Lease shall begin on November 1, 2014, "Lease Commencement"** for a firm term of One (1) year, terminating October 31, 2015.

## LEASE AND PURCHASE AGREEMENT

This Agreement is made this 2<sup>nd</sup> day of December, 2014, between OBF Properties, LLC, a Virginia Corporation (Lessor), and ABS Enterprises, Inc. a Pennsylvania Corporation (Lessee) and Saad Shadkami, Guarantor.

WHEREAS, Lessor is the Owner of a compound known as 1059 and 1060 Box Factory Road, Summit Point, West Virginia, as shown on Exhibit "A" the boundary survey.

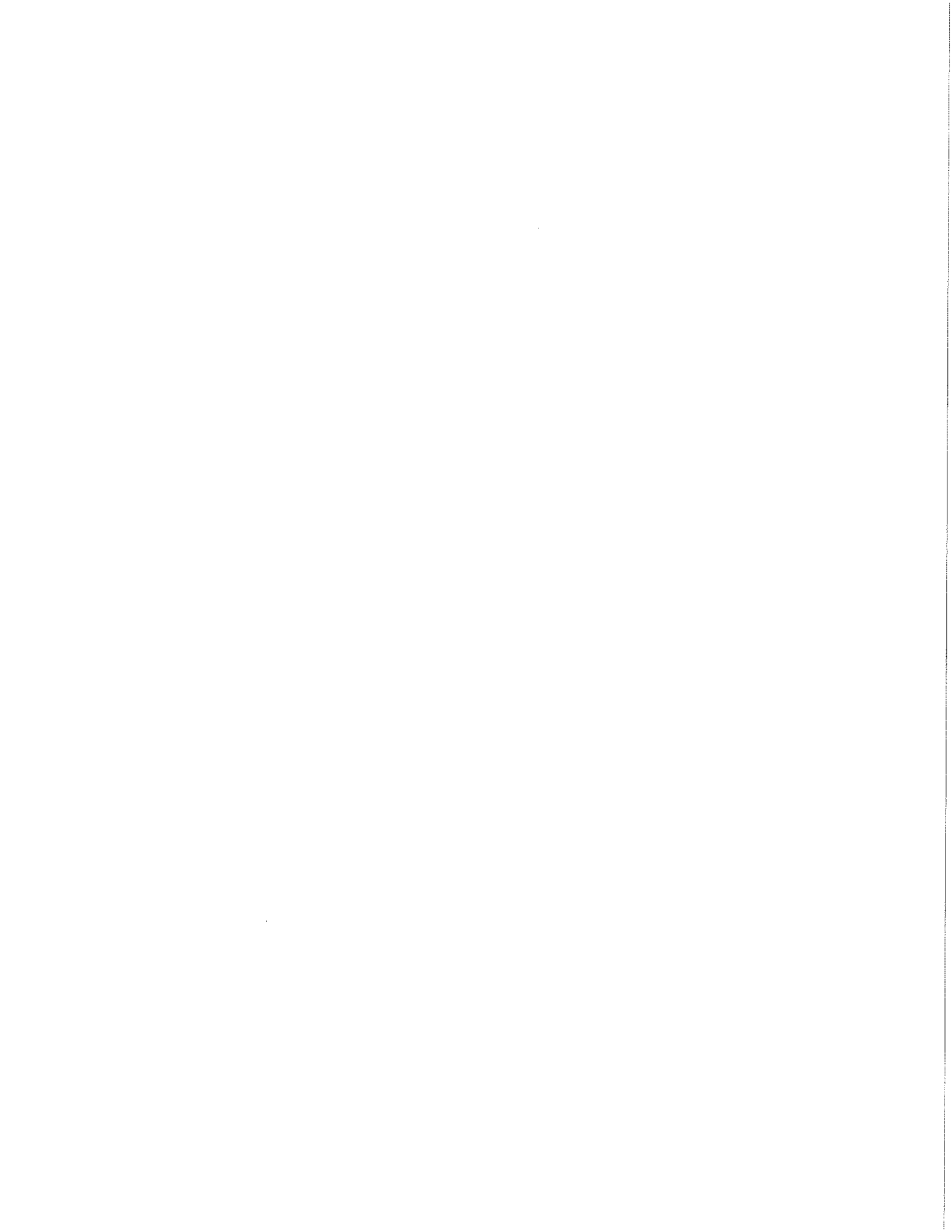
WHEREAS, Lessor intends to lease the entire property containing approximately 16 acres including twelve (12) structures and Lessee intends to lease such improvements from Lessor upon the terms and conditions set forth herein, the parties herewith agree as follows:

1. The Premises. The Premises shall be the entire property including structures, as shown in Exhibit "A" and further described as 1059-1060 Box Factory Road, Summit Point, Jefferson County, WV.

### 2. Term, Occupancy Options & Penalties

a. Term of this Lease shall begin on December 1, 2014, "Lease Commencement" for a firm term of Three (3) years terminating November 30, 2017.

c. If the Lessee is not in material default of the lease, the Lessor will hereby allow the Lessee to purchase the property over time. The total price for the Property purchase is \$ 725,000.00 Seven Hundred Twenty Five Thousand and 00/100 Dollars ("Purchase Price"). The Lessee is required to pay the Lessor One Hundred Thousand and 00/100 (\$100,00.00) down no later than December 1 of each calendar year, however, the Lessee may payoff the Purchase Price at any



**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: **Debbie Keyser, County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice:

*If a specific date is needed, please provide reason for specific date:* Click here to enter text.

Date Requested – 2<sup>nd</sup> Choice: Click here to enter text.

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

**Comprehensive Plan Review – Discussion/Action**

Please provide the County Commission with a description of your request or presentation, including any background information:  
Click here to enter text.

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

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

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

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

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

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

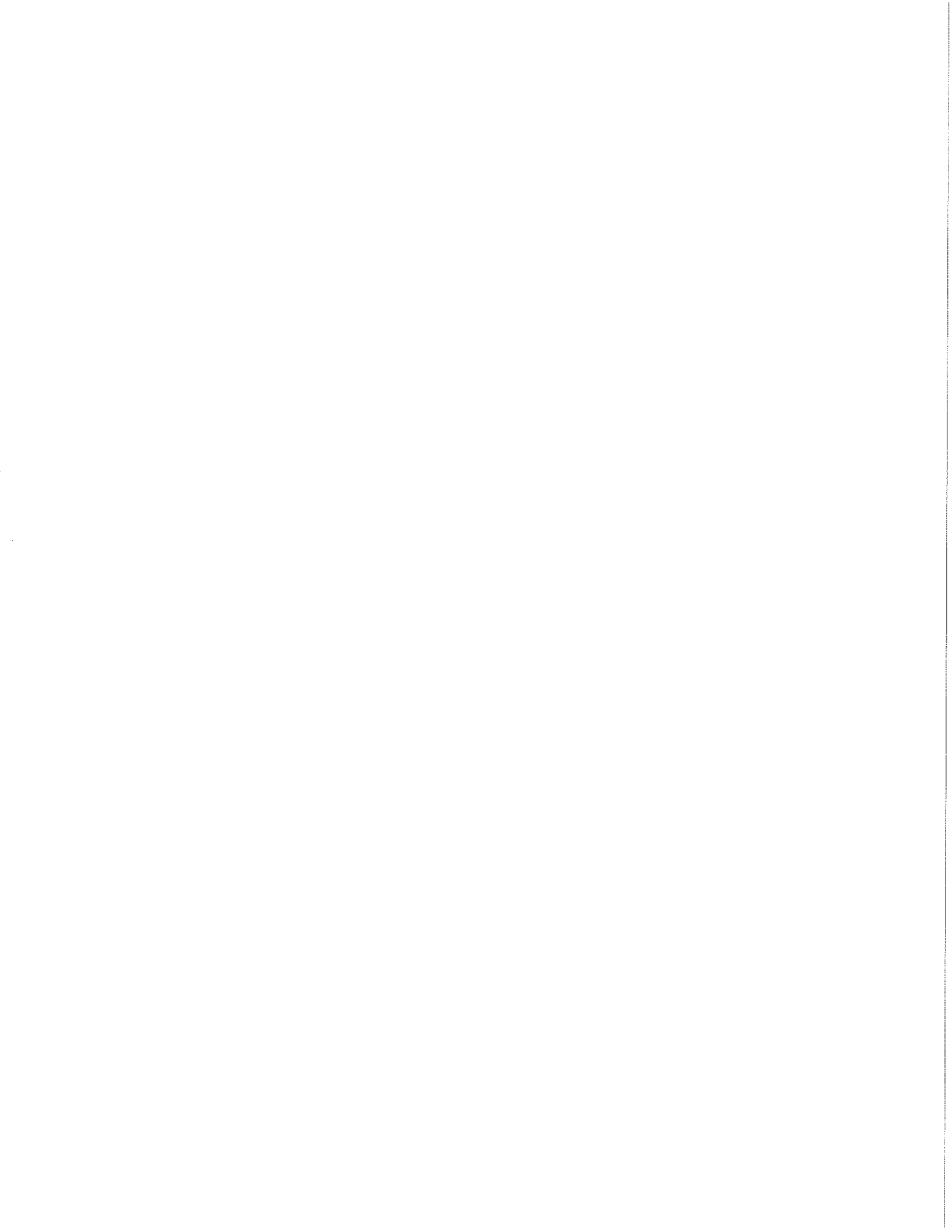
Telephone for conference call Y/N Click here to enter text.

Contact information:

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

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.





**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)

Name:

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **January 8, 2015**

*If a specific date is needed, please provide reason for specific date:* Click here to enter text.

Date Requested – 2<sup>nd</sup> Choice: Click here to enter text.

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

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

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

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

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

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

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

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

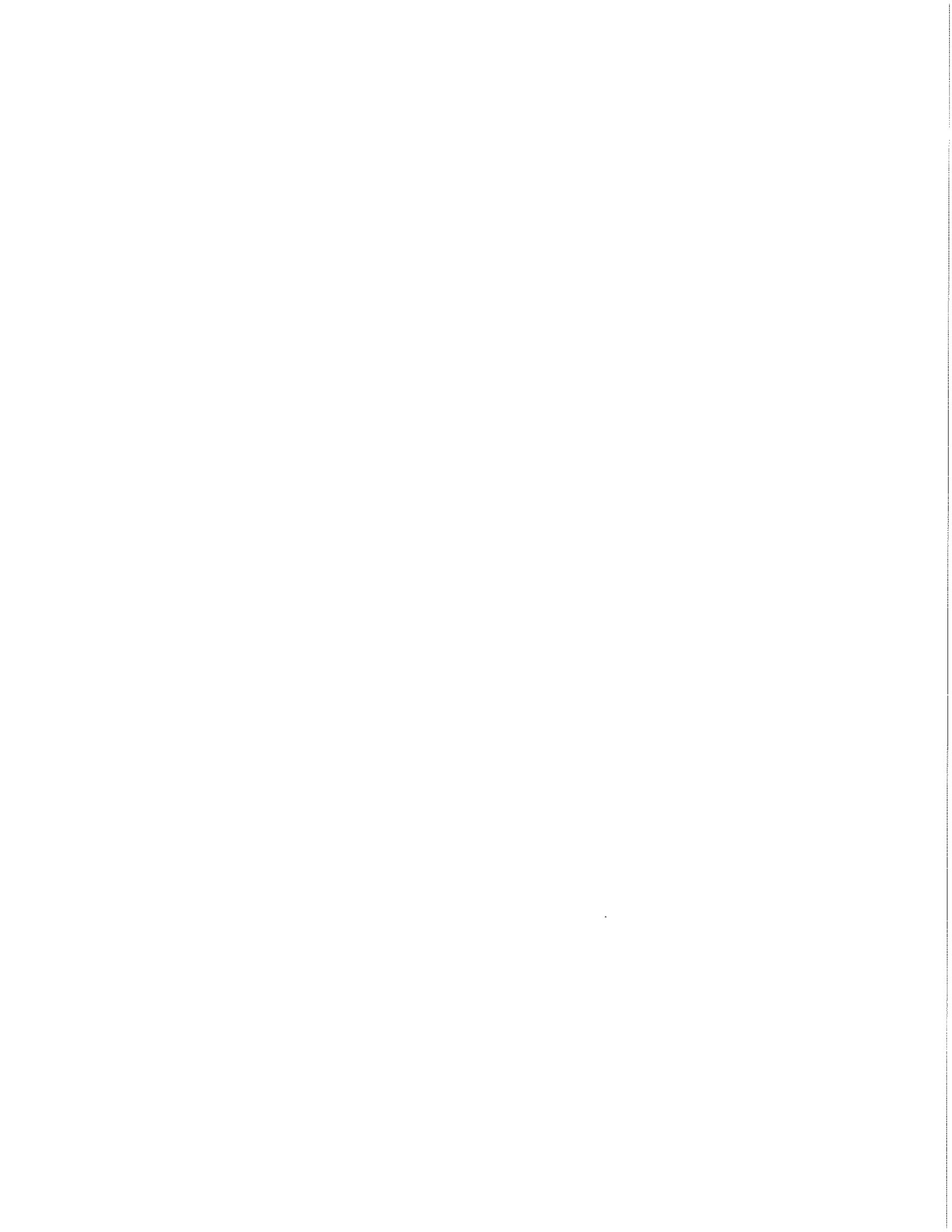
Telephone for conference call Y/N Click here to enter text.

Contact information:

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

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS**

Click here to enter text.



**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Debbie Keyser

Department or Organization: **Jefferson County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1<sup>st</sup> Choice: **January 8, 2015**

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

Date Requested – 2<sup>nd</sup> Choice:

Subject (*Wording to be placed on agenda*): **Review of County FOIA Request Policy**

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

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

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

I move to approve the County FOIA Policy as presented/as amended.

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

If not attached, explain:

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

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

| <i>Jefferson County Policies &amp; Procedures</i> |               |           |  |
|---------------------------------------------------|---------------|-----------|--|
| Policy Name:                                      | FOIA Requests | Approved: |  |
| Policy Number:                                    |               | Author:   |  |
| Associated:                                       |               |           |  |

**\*\*\* DRAFT III \*\*\***

The West Virginia FOIA (Freedom of Information Act – WV Code 29B-1-1) requires public bodies to provide records in response to requests, unless those records are exempt from disclosure in accordance with the Act. Chapter 29B Article 1 exclaims “Public Records states every person has a right to inspect or copy any public record of a public body in this state, except as otherwise expressly provided by section four of this article. A request to inspect or copy any public record of a public body shall be made directly to the custodial of such public record. The custodian shall furnish proper and reasonable opportunities for inspection and examination of the records in his/her office and reasonable facilities for making memoranda or abstracts therefrom, during the usual business hours to all person having occasion to make examination of them. If records requested exist in magnetic, electronic or computer form, the custodian of the records shall make such copies available on magnetic or electronic media, if so requested. All requests for information must state with reasonable specificity the information sought. The custodian, upon demand for records made under this statute”, shall as soon as practicable furnish copies or a time and place to inspect, “within a maximum of five days not including Saturdays, Sunday, or legal holidays. If a request is denied, it must state in writing the reason for the denial. The public body may establish fees reasonable calculated to reimburse it for its actual cost in making reproductions of such records.”

A requestor cannot require the County to create, maintain, or compile the information in a format in which the County does not create, maintain or compile that information. The requestor cannot require the County to create or compile a record that does not currently exist.

No particular form is required to submit a FOIA request, although one is attached to this policy and posted on our website for our citizens’ convenience and to assist us in supplying the appropriate requested information. To ensure we understand exactly what information is being requested, the request should always be in writing, and as such, you are authorized to request information to be submitted to you in writing from the citizen.

In the event the FOIA request is for documentation which is readily available on our Jefferson County website, the citizen should be directed to the website and the location on the website where the information can be obtained. ~~Nothing else further needs to be done. The employee is responsible for submitting an email to Civil Counsel advising them of the citizen, the FOIA request, and what you advised the citizen regarding their FOIA request.~~

Our internal process:

--Immediately upon receipt, ALL requests for County information must be submitted to our internal Civil Counsel (our Legal Department) with a copy to the County Administrator ~~and Legal~~

**Counsel.** This applies to all employees (including Elected Official employees), Commissioners and Elected Officials. (Civil Counsel will advise if you do not need to provide the documentation upon receipt of the FOIA request from the employee).

--Each department is responsible for providing the necessary information to our Civil Counsel regarding the citizen's specific request to the Legal Department.

--The Legal Department Civil Counsel is required to will prepare an appropriate response with required documentation as provided by our internal resources, and submit a response to the citizen. Civil Counsel Legal is to provide a copy of all FOIA their responses to the County Administrator. In addition, Civil Counsel should also copy the Commissioner(s), Elected Official or the department employees which has produced the documentation so it is clear what an answer was provided. Civil Counsel Legal will be responsible for maintaining records of all FOIA requests, and responses and associated costs charged to the citizen. Civil Counsel will be responsible for assisting the citizen should they wish to inspect the document(s) instead of obtaining copies and apply charges, if applicable.

--Under no circumstances should any response for a citizen FOIA request be provided without the review and approval of the Civil Counsel. Prosecuting Attorney or Assistant Prosecuting Attorneys.

--A response must occur within 5 days of the receipt of the request (excluding week-end and holidays) as required by State Code.

For searches where the information requires ten minutes or less to gather and prepare limited time and resources, the citizen is entitled to 10 free pages (paper or electronic) annually. On or after the 11<sup>th</sup> page, the citizen is required to pay \$1.00 per page whether paper or electronic. Civil Counsel should advise the citizen electronic copies cannot be guaranteed or verified, so the citizen will be responsible for advising us if the electronic copy is not delivered to their email address. whether it's written copies or electronic copies. In the event the citizen does not wish to inspect, but requests documents to be mailed, the citizen will be responsible for postage above \$2.50.

Formatted: Superscript

For searches exceeding fifteen minutes, the County is authorized to charge \$12.00 per hour for its employees' time to search for and/or compile requested records, with a minimum charge of \$12.00 for the first hour and then prorated for each quarter hour thereafter. If IT personnel are required to complete searches or compile data exceeding fifteen minutes, the County is authorized to charge \$21.00 per hour, with a minimum charge of \$21.00 for the first hour and then prorated for each quarter hour thereafter.

In the event the request is so voluminous that special IT accessories are required such as a flash drive or a CD, the cost of the purchase of the storage device will also be included.

The citizen will be notified if the charge is anticipated to reach or exceed \$520.00, along with a listing of the associated costs. The citizen has the right to change or withdraw their request based on the

associated fees, however, they should complete a new form with their revised request or the internal respondent should clearly document the conversation with the citizen and the new request and anticipated fees.

~~Whether it's paper or electronic, it~~ the appropriate fees are to be submitted to the County prior to ANY information being delivered. Checks should be made payable to the Sheriff of Jefferson County. Both checks and cash are to be sent to the Tax Office with a note identifying the citizen and the amount charged.

There are special requests for law enforcement and the Emergency 911 Center which involves the release of data/audio recordings which are a normal function of their business requirements (usually for court/legal purposes), which will be exempt from this policy. They should each follow their standard protocols, guidelines and policies. However, should law enforcement or the Emergency 911 Center receive a request outside their normal legal scope, such as personnel or budget information, the FOIA request shall follow these guidelines.

## FOIA Request Form

Date Submitted: \_\_\_\_\_ Citizen Name: \_\_\_\_\_

Best Phone # to reach you: \_\_\_\_\_

Request Submitted via:  Email  Website  US Mail  Fax  In-Person

Records Requested: (Provide as much detail as possible. Use additional sheets as necessary.)

Where/how do you want the information provided to you:

US Mail Address: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

Inspect Records at 124 E. Washington Street, Charles Town, WV 25414:

You will be notified in advance if the cost meets or exceeds \$250.00. Please retain a copy of this request for your files. You will need to pay for the cost in advance. Please see our policy to understand our cost structure for your request. Please bring your check or cash to the County Commission office at the address above when notified of the amount due. Checks should be made payable to the Sheriff of Jefferson County. Questions regarding your request should be addressed to the County Administrator at Civil Counsel: [dkeyser@jeffersoncountywv.org](mailto:dkeyser@jeffersoncountywv.org) or [crowther@jeffersoncountywv.org](mailto:crowther@jeffersoncountywv.org).

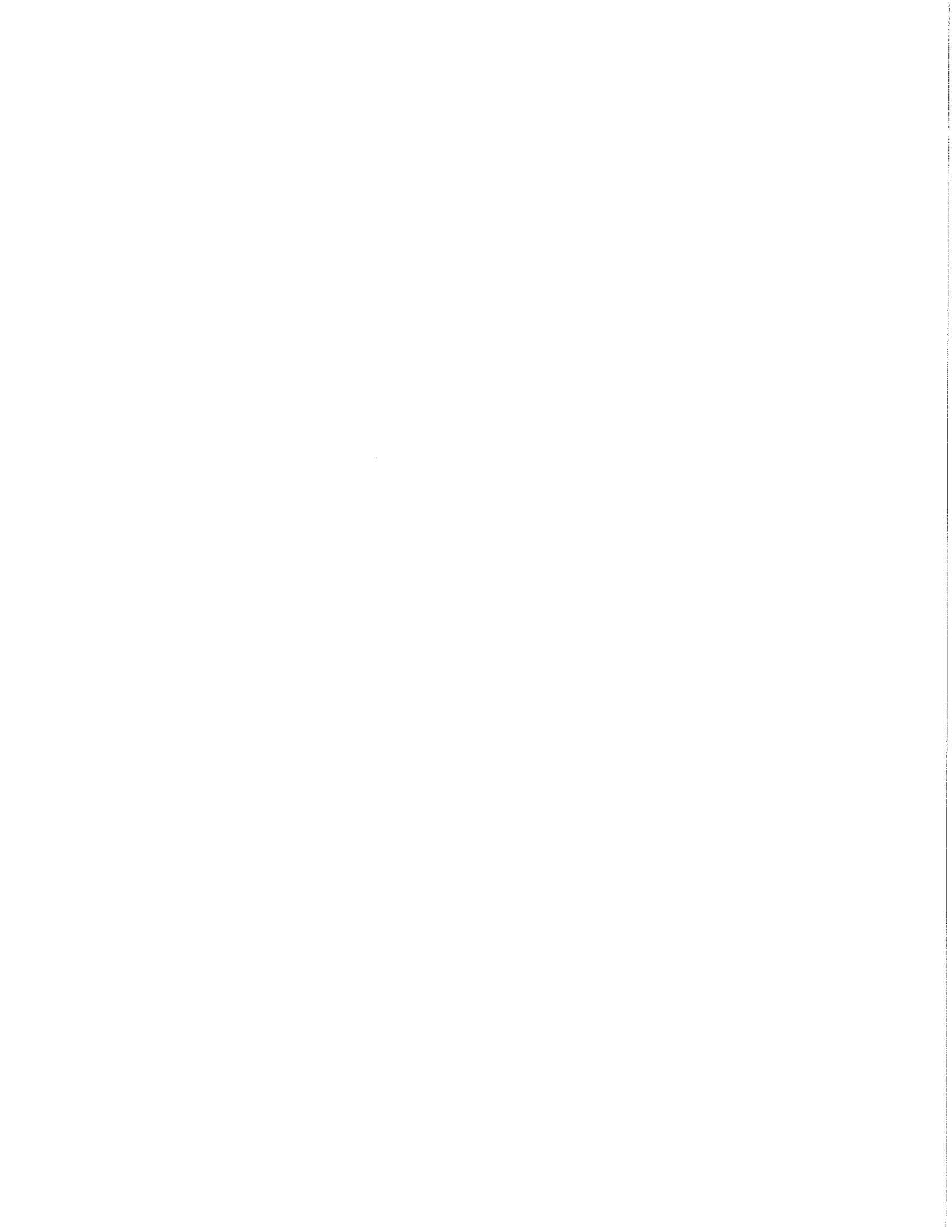
Internal Use Only:

Date Request Received: \_\_\_\_\_ Date Provided to Citizen: \_\_\_\_\_

Internal Respondent: \_\_\_\_\_ Total Amount Due: \$ \_\_\_\_\_

Calculation of individual costs: \_\_\_\_\_

Formatted: Left



**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Debbie Keyser

Department or Organization: **Jefferson County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1<sup>st</sup> Choice: **January 8, 2015**

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

Date Requested – 2<sup>nd</sup> Choice:

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

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

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

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

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

If not attached, explain:

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

Contact information:

Email address:

Phone Number:

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION**

not applicable

Jefferson County Employees  
Charles Town, WV

HRA Update January, 2015

**Health Care Deductibles:**

Your health care deductibles changed July 1, 2014 due to necessary budget revisions. Otherwise, your health care deductible is on an annual basis so your health care deductibles start over January 1, 2015. The County Commission will NOT be making contributions to the HRA Plan A, but will continue to fund the HRA Plan B which is reimbursement for the difference between the old deductible and new deductible. Specific details are listed below.

**HRA Plan A:**

Highmark West Virginia will continue as the HRA A vendor for part of the 2015 benefit plan year. This is the fund in which the Jefferson County Commission has previously funded \$1,000 for the past several years. A contribution will NOT be made this year, and **this plan will terminate in its entirety on 9/30/2015.** You will have an additional three months beyond the termination date to submit receipts for reimbursements (from 10/1/2015 through 12/31/2015). **Any remaining monies not used in your account with a service date of 9/30/2015 or before will be forfeited.** Therefore, you should make every effort to utilize the funds you may have left in this account prior to termination. The funds in this account allow you to be reimbursed for co-pays, prescriptions, and deductibles for dental and vision and your out-of-pocket expenses for medical deductibles of up to \$750 per individual and \$1,500 per family. Medical deductible expenses in excess of \$750 per individual and \$1,500 per family should be reimbursed through the HRA Plan B Account. Remember, all monies for the 2015 calendar year reimbursement will be held until all of 2014 has been paid on or before March 31, 2015.

**HRA Plan B:**

In order to contain healthcare costs, the decision was made to choose a plan option with a policy year medical in-network deductible of \$2,000 per individual / \$4,000 per family effective 7/1/2014. This HRA Plan will reimburse you only for the difference between the old deductible and the new deductible. The Jefferson County HRA B Plan will provide deductible reimbursements based on the following enrollment structure:

**Deductible Reimbursement for the "Employee Only":**

The Employee pays the first \$750 and the HRA Plan B will reimburse the employee for the 2nd portion of the In-Network Deductible met on an individual basis up to a maximum of \$1,250.

**Deductible Reimbursement for the "Employee + 1 or more":**

The Employee & Dependent(s) pay \$750 per individual up to a maximum of \$1,500 per family and the HRA Plan B will reimburse the employee for the 2nd portion of the In-Network Deductible up to \$1,250 per individual or up to a maximum of \$2,500 per family.

With HRA Plan B only the deductible will be reimbursed. All in-network medical co-payments, RX co-payments, etc. are excluded from reimbursement. Also, out-of-network expenses are not eligible for reimbursement. The deductible will reset effective January 1, 2015 with the Commission continuing to reimburse employees for their deductible costs as outlined above.

Calendar Year 2014: Your insurance deductibles are based on a calendar year basis from Jan. 1 through Dec. 30 annually. Your HRA account is also based on a calendar year. So any eligible deductible expenses (only) incurred within the current calendar January 1, 2014 through December 31, 2014 can be reimbursed through your HRA Plan B account. You can be reimbursed anytime during the year in which you submit an eligible claim, or you have between January 1 and March 31 of 2015 to be reimbursed for 2014 expenses. After March 31, 2015 you will no longer be eligible for reimbursement for 2014 deductible claims.

Calendar Year 2015: For 2015, it will be necessary for you to complete the 2015 Activation Form (attached) in order to submit claims for the 2015 calendar year.

Reimbursement: In order to receive reimbursement for the in-network deductible, a copy of the Highmark Explanation of Benefits (EOB) and a completed and signed Deductible Reimbursement Claim Form will need to be submitted to AmeriFlex, the contracted HRA Administrator. Due to federal confidentiality restrictions, this can only be done by the employee or through our broker Millenium.

All reimbursement requests will be adjudicated based on the employer's in-network plan specifications. Upon verification of the in-network deductible, the HRA Plan B account will reimburse the employee. A check will be mailed to the employee's home. It is the employee's responsibility to pay all providers associated with this reimbursement. All reimbursements will be processed on a weekly basis.

If you have questions or issues contact AmeriFlex at 888-868-FLEX. Their fax number to file a claim is 888-631-1038. Atten: Claims Department. You can email a claim to: [claims@flex125.com](mailto:claims@flex125.com). Their website: [www.flex125.com](http://www.flex125.com).

**AGENDA REQUEST FORM**  
**www.jeffersoncountywv.org**



Name: Tim Stanton, Finance Director

Department or Organization: County Commission

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1<sup>st</sup> Choice: January 8, 2015

*If a specific date is needed, please provide reason for specific date:* Click here to enter text.

Date Requested – 2<sup>nd</sup> Choice: Click here to enter text.

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

⚡ Review of proposed FY16 budget worksheet

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

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

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

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

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

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

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

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

Contact information:

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

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS**

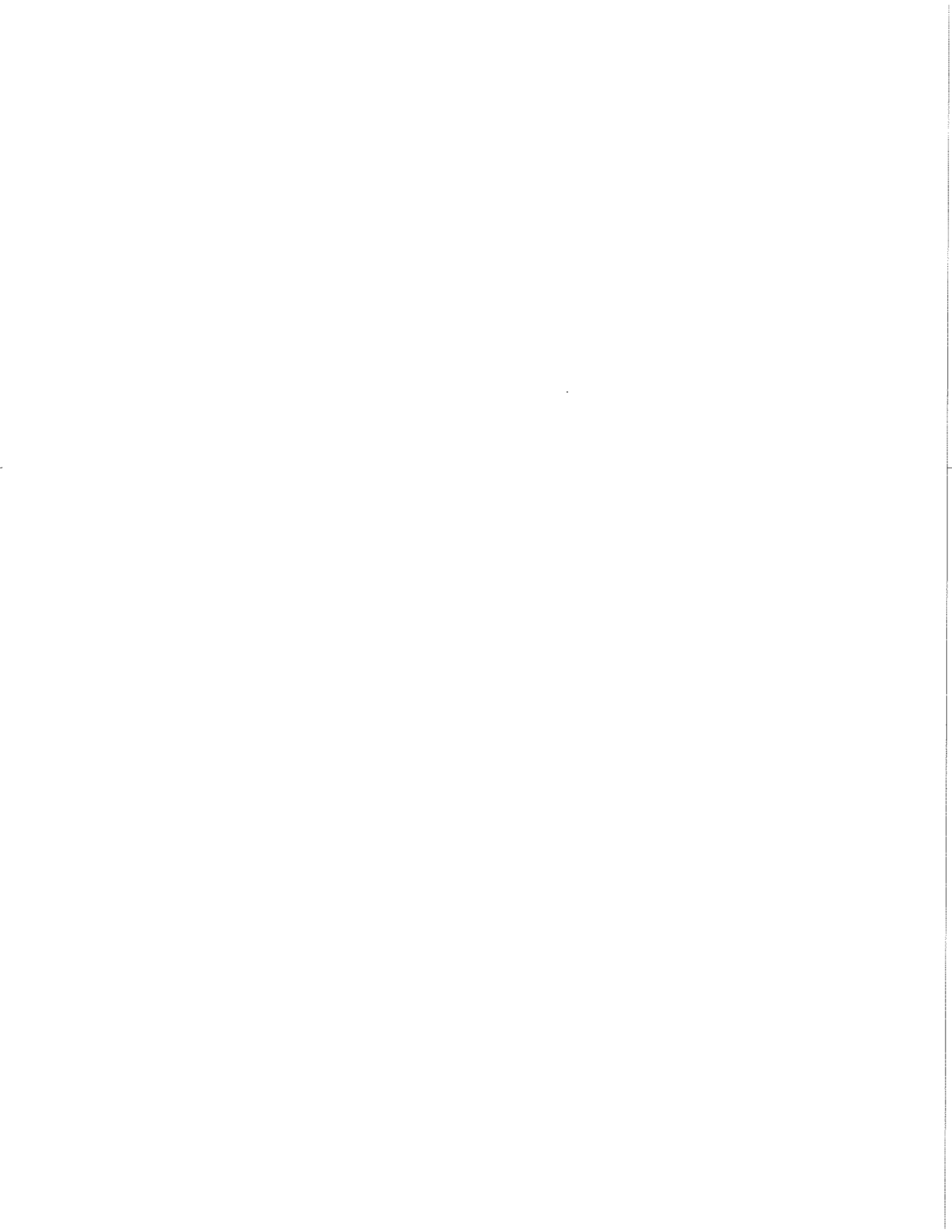
Click here to enter text.

| BUDGET REQUEST                    |                                   |                                   |                      |                      |                       |               |                 |
|-----------------------------------|-----------------------------------|-----------------------------------|----------------------|----------------------|-----------------------|---------------|-----------------|
| Fiscal Year:                      |                                   | 2015 - 2016                       |                      |                      |                       |               |                 |
| Department:                       |                                   | Dog Warden                        |                      |                      |                       |               |                 |
| Account Number:                   |                                   | 716                               |                      |                      |                       |               |                 |
| Notes:                            |                                   | Expenditure data as of 12/31/2014 |                      |                      |                       |               |                 |
|                                   | 6/30/14 YTD Actual                | Budget FY15                       | 12/31/14 YTD Actual  | % Spent YTD          | Requested FY16 Budget | Working Total | Approved 15 -16 |
| <b>Personnel Services</b>         |                                   |                                   |                      |                      |                       |               |                 |
| 103                               | Salary & Wages of Employees       | \$ 187,709.39                     | \$ 183,294.00        | \$ 91,057.03         | 49.68%                |               |                 |
| 104                               | FICA Tax - Social Security        | \$ 12,012.78                      | \$ 12,604.00         | \$ 6,628.76          | 52.59%                |               |                 |
| 104                               | Medicare                          | \$ 2,809.41                       | \$ 2,948.00          | \$ 1,550.24          | 52.59%                |               |                 |
| 105                               | Group Insurance Expense           | \$ 49,059.19                      | \$ 49,081.00         | \$ 19,827.54         | 40.40%                |               |                 |
| 106                               | Retirement Expense                | \$ 28,758.46                      | \$ 28,461.00         | \$ 15,375.68         | 54.02%                |               |                 |
| 108                               | Overtime                          | \$ 19,520.86                      | \$ 20,000.00         | \$ 9,873.16          | 49.37%                |               |                 |
| <b>Total Personnel Services</b>   |                                   | <b>\$ 299,870.09</b>              | <b>\$ 296,388.00</b> | <b>\$ 144,312.41</b> | <b>48.69%</b>         | <b>\$ -</b>   | <b>\$ -</b>     |
| <b>Contractual Services</b>       |                                   |                                   |                      |                      |                       |               |                 |
| 212                               | Printing                          | \$ 679.35                         | \$ 500.00            | \$ 138.00            | 27.60%                |               |                 |
| 213                               | Utilities                         | \$ 510.81                         | \$ 1,200.00          | \$ -                 | 0.00%                 |               |                 |
| 214                               | Travel                            | \$ 1,734.80                       | \$ 2,000.00          | \$ 1,014.28          | 50.71%                |               |                 |
| 220                               | Advertising & Legal Publications  | \$ 568.85                         | \$ 750.00            | \$ -                 | 0.00%                 |               |                 |
| 221                               | Training & Education              | \$ 1,965.50                       | \$ 2,500.00          | \$ 306.00            | 12.24%                |               |                 |
| 222                               | Dues & Subscription               | \$ 471.20                         | \$ 375.00            | \$ 375.00            | 100.00%               |               |                 |
| 223                               | Professional Services             | \$ 12,405.89                      | \$ 12,000.00         | \$ 4,854.87          | 40.46%                |               |                 |
| 223                               | Prof Services - Horses            | \$ 4,000.00                       | \$ -                 | \$ -                 | #DIV/0!               |               |                 |
| 230                               | Contracted Services               | \$ 4,195.43                       | \$ 3,000.00          | \$ 556.00            | 18.53%                |               |                 |
| <b>Total Contractual Services</b> |                                   | <b>\$ 26,531.83</b>               | <b>\$ 22,325.00</b>  | <b>\$ 7,244.15</b>   | <b>32.45%</b>         | <b>\$ -</b>   | <b>\$ -</b>     |
| <b>Commodities</b>                |                                   |                                   |                      |                      |                       |               |                 |
| 341                               | Departmental Supplies & Materials | \$ 4,474.33                       | \$ 10,000.00         | \$ 2,073.01          | 20.73%                |               |                 |
| 343                               | Automobile Supplies               | \$ 400.00                         | \$ 1,000.00          | \$ -                 | 0.00%                 |               |                 |
| 345                               | Uniforms                          | \$ 2,302.97                       | \$ 1,875.00          | \$ 980.47            | 52.29%                |               |                 |
| 354                               | Computer Hardware                 | \$ -                              | \$ 2,000.00          | \$ -                 | 0.00%                 |               |                 |
| 355                               | IT Support                        | \$ -                              | \$ 1,000.00          | \$ -                 | 0.00%                 |               |                 |
| <b>Total Commodities</b>          |                                   | <b>\$ 7,177.30</b>                | <b>\$ 15,875.00</b>  | <b>\$ 3,053.48</b>   | <b>19.23%</b>         | <b>\$ -</b>   | <b>\$ -</b>     |
| <b>Department Grand Total</b>     |                                   | <b>\$ 333,579.22</b>              | <b>\$ 334,588.00</b> | <b>\$ 154,610.04</b> | <b>46.21%</b>         | <b>\$ -</b>   | <b>\$ -</b>     |

8 Year Budget Analysis







## Horse Racing Summit Agenda

January 8, 2015

7:00 p.m.

Attendees for Round Table Discussion: Senator Herb Snyder, Delegate Stephen Skinner, Delegate Paul Espinosa, Jefferson County Commissioners, Randy Funkhouser (President CT HBPA - Horsemen's Benevolent Protective Association), Phil Real (Lobbyist CT HBPA), Dr. Doug Allara (President WV Thoroughbred Breeder's Association), Carol Fulk (Lobbyist WV Thoroughbred Breeder's Association), Carol Holden (President WV Breeder's Classic), Terry Meyocks (National Manager Jockey's Guild), Eric Zimny (Vice President Horse Racing Hollywood Casino).

### Meeting Agenda

Meeting Objective: Brief overview of horse racing in Jefferson County and the impact to the community, followed by discussion and recommendations for Legislators to assist them in the preservation of this vital industry for Jefferson County.

|                 |                                              |            |
|-----------------|----------------------------------------------|------------|
| Dr. Allara      | Economic Impact to the industry and locality | 10 Minutes |
|                 | History of local horse racing                |            |
| Phil Real       | Update from Lobbyist                         | 10 Minutes |
| Paul Espinosa   | Legislative Standpoint                       | 10 Minutes |
| Herb Snyder     | Legislative Standpoint                       | 10 Minutes |
| Stephen Skinner | Legislative Standpoint                       | 10 Minutes |
| All             | Round Table Discussion – Brainstorming       | 20 Minutes |

--Request Legislators to ask for public hearing on any bills that are introduced due to reduction of purse monies

Adjourn

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### Additional Meeting Information

This meeting will be held in the Charles Town Library in the basement at the side entrance. Physical location is 200 E. Washington Street, Charles Town, WV.

The meeting will start promptly at 7:00 p.m. and be recorded and streamed live via our website at [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org).

The meeting room will hold approximately 50 people, not including those at the Round Table. Everyone must be seated. No standing around the room is permitted. The hallway is allowed to hold one single file line between the meeting room door and the outside door. An audio box speaker in the hallway will allow those in line to hear what is being conveyed in the meeting room. Under no circumstances will exceptions be made to seating and standing guidelines as we must adhere to the Fire Marshall's code.

Since it is being recorded, anyone unable to attend will be able to view the broadcast in its entirety on the website at any time after 12:00 noon the following morning.

No one but the Round Table Attendees will be allowed to speak during the presentations and discussion.

If you have comments you'd like to submit in writing, you can do so by submitting them the night of the meeting or send at your convenience via email to: [jcarroll@jeffersoncountywv.org](mailto:jcarroll@jeffersoncountywv.org). The Commission Staff will see that all of the attending legislators receive copies of your comments.

Questions regarding the Horse Racing Summit should be addressed to [jcarroll@jeffersoncountywv.org](mailto:jcarroll@jeffersoncountywv.org).

**PRESS RELEASE**

For Immediate Release

Contact: Sandra Slusher McDonald, Deputy County Administrator

**Commission Seeks Individuals to Serve**

The Jefferson County Commission is seeking individuals who would be willing to serve on the following Boards and Commissions:

- ▶ Jefferson County Parks and Recreation Commission - one unexpired term ending June 30, 2015
- ▶ Harpers Ferry/Bolivar Public Library Board - one 4-year term ending June 30, 2018
- ▶ Jefferson County Building Commission - two 5-year terms ending July 27, 2019

The Jefferson County Commission will hold interviews and appointments on Thursday, January 8, 2015 in the Commission Meeting Room located in the lower level of the Old Charles Town Library, 200 E. Washington Street, Charles Town, WV.

If you are interested, please submit your information to the following: [jcarroll@jeffersoncountywv.org](mailto:jcarroll@jeffersoncountywv.org) or at P.O. Box 250, Charles Town, WV 25414. The County Commission office is located at 124. E. Washington Street, Charles Town, WV.

For information on current Boards and Commissions please visit:

<http://www.jeffersoncountywv.org/government/boards-commissions-and-authorities.html>

Please visit [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org) and subscribe to the email alerts to stay informed of upcoming events and public hearings.

For further information contact: Jessica Carroll, Executive Administrative Assistant - 304-728-3284

# #

**NOTICE  
Board of Review and  
Equalization**

The County Commission of Jefferson County will convene as a Board of Review and Equalization in the County Commission Courtroom at the Courthouse of said County, 100 E. Washington Street, Charles Town, WV on Thursday, January 29, 2015, at 1:30 p.m., for the purpose of reviewing and equalizing assessments returned by the Assessor of Jefferson County for the tax year 2015.

If you disagree with your appraisal, you may appeal by filing a written petition for an informal review with your county Assessor within eight (8) business days of receiving your Notice of Increase in Assessment.

No questions of class changes or late filing of farms shall be addressed, only questions of assessed value will be reviewed.

The Jefferson County Commission will continue to sit as a Board of Review and Equalization in February, 2015 and hold hearings at the Courthouse of said County, 100 E. Washington Street, Charles Town, WV on the following dates:

|          |                   |           |
|----------|-------------------|-----------|
| Tuesday  | February 3, 2015  | 1:30 p.m. |
| Thursday | February 5, 2015  | 1:30 p.m. |
| Tuesday  | February 10, 2015 | 1:30 p.m. |
| Thursday | February 12, 2015 | 1:30 p.m. |

Persons wishing to appear before the Commission should apply to the Assessor no later than Friday, February 13, 2015 in order to complete the proper forms and to schedule a hearing date prior to the planned final date of Tuesday, February 17, 2015.

You may also appeal by filing a written protest with the Clerk of the County Commission no later than February 20, 2015, indicating you wish your protest to be heard by the County Commission sitting as a Board of Assessment Appeals in October. If the Board of Review and Equalization has adjourned sine die before February 20, 2015, and a request to have your protest heard by the Board of Assessment Appeals is filed no later than February 20, 2015 with the Clerk of the County Commission, your appeal will be heard by the County Commission sitting as a Board of Assessment Appeals in October, 2015.

Given under my hand this 18<sup>th</sup> day of December, 2014.

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JENNIFER MAGHAN, COUNTY CLERK

**JEFFERSON COUNTY COMMISSION, JEFFERSON COUNTY, WEST VIRGINIA  
FY 2015 HOME INVESTMENT PARTNERSHIP PROGRAM**

Notice is hereby given by the Jefferson County Commission that it will hold a public hearing on **Thursday, January 15, 2015 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 2015. 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 2015. 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 2015 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 2016 beginning December 18, 2014. 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**

**Walt Pellish, President**  
Jefferson County Commission

Commissioners,

The JCESA Board meeting that took place on December 16 was a very disorganized, disruptive and vulgar filled meeting. From the start there was confusion on the public comment time period. The Chairman had little to no control of the meeting and often appeared lost as to which direction to proceed with despite having an agenda to follow. Throughout the meeting there were numerous side bar conversations in the audience and even among members of the board while others were giving reports. At one point during the meeting one gentleman interrupted the meeting and verbally attacked two members of the board. This impassioned dialog included profanity and a challenge to the Chairman to throw him out of the meeting. At the conclusion of his remarks this gentleman told the chairman that he would leave if instructed to do so. The Chairman again appeared lost and confused and just went on to the next item on the agenda without addressing the outburst. This lack of action set the tone for later in the meeting when another gentleman in the audience made a laughing gesture towards a report being given by Commissioner Tabb. Ms. Tabb quickly addressed this even though his remarks contained no profanity just question. Again the Chairman looked on as this took place without commenting. The level of dysfunction reached it peak when a board member gave a loud profanity laden report on employee's laziness in his station. He appeared to be chastising the two gentlemen in the white shirts, as his rant continued the Chairman allowed this highly vulgar and inappropriate report to continue.

This is a newly appointed board and you may want to revisit and replace the ineffective and vulgar members that are currently serving on this board. Please address this at your next County Commission meeting. I am submitting this anonymously as I do not wish to enter into a dialog with any member of this board. I will simply ask the Commission to look into this further as these are the people you placed on a board that are responsible to protect our lives.

Cc: JCESA

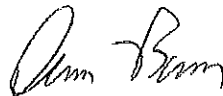
1329 Shepherd Grade Rd.  
Shepherdstown WV 25443

Dec. 26, 2014

Letter to the Editor – “Revenue Sharing Needs to Go Away”

In my opinion revenue sharing should never have been a part of the new emergency service ordinance. On March 5, 2014 a special meeting of the Jefferson County Emergency Services Agency was held to discuss the JCESA and the proposals made by Commissioner Walt Pellish. One of the discussion points was to have 50% revenue sharing of ambulance insurance fees collected be given to the JCESA. All departments in attendance voiced opposition to this proposal because this is a very important part of the cash flow to operate our volunteer departments and after all things are considered there really are not any funds to share after one consider the expenses to purchase and to operate our ambulances. After this meeting I shared with Commissioner Pellish the financial position of the Shepherdstown Fire Department and with a 50% revenue sharing we would not have been able to pay anything on the principal of our debt during 2013. Having served as the treasurer for twenty five years I can attest that our members and volunteers do not have any more energy or time to do additional fund raisers nor do we need any more forms and paperwork to complete. In 2014 we spent approximate 60 days doing fund raising and this does not include the planning of them. We are already smothered with paperwork and we are now beginning to plan for the replacement of at least one ambulance not to mention the expenses to maintain and replace our fire equipment plus maintain our property.

I want to encourage the Jefferson County Commission to amend the ordinance and to remove the revenue sharing. The JCESA should not even have to deal with this issue. I recognize the budget problems of Jefferson County but please do not expect our volunteer fire and ambulance departments to help the JCESA financially when they were created to help and assist us. The real problem will occur someday when we can no longer attract volunteers and the county will be expected to provide the services now provided by dedicated volunteers.



Dennis L. Barron  
Home – 304-876-6686

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

|                                                         |                            |
|---------------------------------------------------------|----------------------------|
| <b>Week Ending Date</b>                                 | <b>December 13, 2014</b>   |
| <b>To be Deposited on:</b>                              | <b>December 19, 2014</b>   |
| <b>Amount Played</b>                                    | <b>44,269,228.19</b>       |
| <b>Amount Won</b>                                       | <b>39,785,135.35</b>       |
| <b>Amount Promo</b>                                     | <b>220,343.00</b>          |
| <b>MWAP Contribution</b>                                | <b><u>2,814.47</u></b>     |
| <b>Adjusted Gross Terminal Revenue</b>                  | <b><u>4,260,935.37</u></b> |
| <b>Administrative Costs @ 4%</b>                        | <b>159,710.40</b>          |
| <b>Excess Lottery Fund @ 4%</b>                         | <b><u>10,727.02</u></b>    |
| <b>Net Terminal Revenue</b>                             | <b><u>4,090,497.95</u></b> |
| <b>Surcharge @ 10%</b>                                  | <b>0.00</b>                |
| <b>State Share Excess @ 58% &amp; 10% of 42%</b>        | <b>0.00</b>                |
| <b>Track Share of Capital Reinvestment @ 90% of 42%</b> | <b><u>0.00</u></b>         |
| <i>Track Share of Capital Reinvestment @ 96%</i>        | <i>0.00</i>                |
| <i>Track Share of Capital Reinvestment @ 4%</i>         | <i>0.00</i>                |
| <b>Adjusted Net Terminal Revenue</b>                    | <b><u>4,090,497.95</u></b> |
| <b>Racetrack @ 46.50% / 42%</b>                         | <b>1,902,081.55</b>        |
| <b>Lottery Fund @ 30% / 0%</b>                          | <b>1,227,149.38</b>        |
| <b>Excess Lottery Fund @ 0% / 41%</b>                   | <b>0.00</b>                |
| <b>Excess Lottery Fund @ 12.85% / 9.55%</b>             | <b>525,628.99</b>          |
| <b>Race Track Purses @ 90% of 7% / 4%</b>               | <b>257,701.37</b>          |
| <b>Employee Pension Fund @ 1% / .5%</b>                 | <b>40,904.98</b>           |
| <b>Greyhound Development @ 90% of .75%</b>              | <b>27,610.86</b>           |
| <b>Thoroughbred Development @ 90% of .75%</b>           | <b>27,610.86</b>           |
| <b>County/Municipality @ 2%</b>                         | <b><u>81,809.96</u></b>    |
|                                                         | <b><u>4,090,497.95</u></b> |

WEST VIRGINIA LOTTERY

First Benchmark  
Charles Town  
County / City Split  
Fiscal Year 2015

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

| DATE                       | 2% OF<br>ADJ. NET<br>REVENUE | TO<br>JEFFERSON<br>COUNTY | TO<br>FIVE<br>CITIES | BOLIVAR<br>7.93% | CHARLES<br>TOWN<br>39.90% | HARPERS<br>FERRY<br>2.17% | RANSON<br>33.68% | SHEPHERDS<br>TOWN<br>16.32% |
|----------------------------|------------------------------|---------------------------|----------------------|------------------|---------------------------|---------------------------|------------------|-----------------------------|
| 5 days ending:<br>07/05/14 | \$ 106,819.12                | \$ 106,819.12             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| Week ending:               |                              |                           |                      |                  |                           |                           |                  |                             |
| 07/12/14                   | \$ 111,792.16                | \$ 111,792.16             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 07/19/14                   | \$ 116,320.32                | \$ 116,320.32             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 07/26/14                   | \$ 112,502.48                | \$ 112,502.48             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/02/14                   | \$ 117,145.12                | \$ 117,145.12             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/09/14                   | \$ 114,374.60                | \$ 114,374.60             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/16/14                   | \$ 114,105.32                | \$ 114,105.32             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/23/14                   | \$ 116,097.04                | \$ 116,097.04             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/30/14                   | \$ 117,652.72                | \$ 60,280.02              | \$ 57,372.70         | \$ 4,549.65      | \$ 22,891.71              | \$ 1,244.99               | \$ 19,323.13     | \$ 9,363.22                 |
| 09/06/14                   | \$ 122,840.56                | \$ 61,420.28              | \$ 61,420.28         | \$ 4,870.63      | \$ 24,506.69              | \$ 1,332.82               | \$ 20,686.35     | \$ 10,023.79                |
| 09/13/14                   | \$ 102,729.92                | \$ 51,364.96              | \$ 51,364.96         | \$ 4,073.24      | \$ 20,494.62              | \$ 1,114.62               | \$ 17,299.72     | \$ 8,382.76                 |
| 09/20/14                   | \$ 101,329.08                | \$ 50,664.54              | \$ 50,664.54         | \$ 4,017.70      | \$ 20,215.15              | \$ 1,099.42               | \$ 17,063.82     | \$ 8,268.45                 |
| 09/27/14                   | \$ 100,254.44                | \$ 50,127.22              | \$ 50,127.22         | \$ 3,975.09      | \$ 20,000.76              | \$ 1,087.76               | \$ 16,882.85     | \$ 8,180.76                 |
| 10/04/14                   | \$ 107,062.56                | \$ 53,531.28              | \$ 53,531.28         | \$ 4,245.03      | \$ 21,358.98              | \$ 1,161.63               | \$ 18,029.34     | \$ 8,736.30                 |
| 10/11/14                   | \$ 102,254.00                | \$ 51,127.00              | \$ 51,127.00         | \$ 4,054.37      | \$ 20,399.67              | \$ 1,109.46               | \$ 17,219.57     | \$ 8,343.93                 |
| 10/18/14                   | \$ 112,829.28                | \$ 56,414.64              | \$ 56,414.64         | \$ 4,473.68      | \$ 22,509.44              | \$ 1,224.20               | \$ 19,000.45     | \$ 9,206.87                 |
| 10/25/14                   | \$ 99,780.40                 | \$ 49,890.20              | \$ 49,890.20         | \$ 3,956.29      | \$ 19,906.19              | \$ 1,082.62               | \$ 16,803.02     | \$ 8,142.08                 |
| 11/01/14                   | \$ 104,484.68                | \$ 52,242.34              | \$ 52,242.34         | \$ 4,142.82      | \$ 20,844.69              | \$ 1,133.66               | \$ 17,595.22     | \$ 8,525.95                 |
| 11/08/14                   | \$ 105,638.52                | \$ 52,819.26              | \$ 52,819.26         | \$ 4,188.57      | \$ 21,074.88              | \$ 1,146.18               | \$ 17,789.53     | \$ 8,620.10                 |
| 11/15/14                   | \$ 103,620.64                | \$ 51,810.32              | \$ 51,810.32         | \$ 4,108.56      | \$ 20,672.32              | \$ 1,124.28               | \$ 17,449.72     | \$ 8,455.44                 |
| 11/22/14                   | \$ 92,457.24                 | \$ 46,228.62              | \$ 46,228.62         | \$ 3,665.93      | \$ 18,445.22              | \$ 1,003.16               | \$ 15,569.80     | \$ 7,544.51                 |
| 11/29/14                   | \$ 111,186.88                | \$ 55,593.44              | \$ 55,593.44         | \$ 4,408.56      | \$ 22,181.78              | \$ 1,206.38               | \$ 18,723.87     | \$ 9,072.85                 |
| 12/06/14                   | \$ 93,585.00                 | \$ 46,792.50              | \$ 46,792.50         | \$ 3,710.64      | \$ 18,670.21              | \$ 1,015.40               | \$ 15,759.71     | \$ 7,636.54                 |
| 12/13/14                   | \$ 81,809.96                 | \$ 40,904.98              | \$ 40,904.98         | \$ 3,243.76      | \$ 16,321.09              | \$ 887.64                 | \$ 13,776.80     | \$ 6,675.69                 |
| Subtotal                   | \$ 2,568,672.04              | \$ 1,740,367.76           | \$ 828,304.28        | \$ 65,684.52     | \$ 330,493.40             | \$ 17,974.22              | \$ 278,972.90    | \$ 135,179.24               |

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

**VIDEO LOTTERY REPORT**

| FY 2011    |            | FY 2012    |            | FY 2013    |            | FY 2014    |            | FY 2015    |            |
|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Date       | Amount     | Date       | Amount     | Date       | Amount     | Date       | Amount     | Date       | Amount     |
| 7/3/2010   | 115,402.58 | 7/1-2/2011 | 69,824.12  | 7/7/2012   | 161,637.92 | 7/6/2013   | 123,196.88 | 7/5/2014   | 106,819.12 |
| 7/10/2010  | 205,731.64 | 7/9/2011   | 171,717.28 | 7/14/2012  | 129,458.04 | 7/13/2013  | 128,060.40 | 7/12/2014  | 111,792.16 |
| 7/17/2010  | 161,386.76 | 7/16/2011  | 143,019.52 | 7/21/2012  | 130,037.00 | 7/20/2013  | 115,128.84 | 7/19/2014  | 116,320.32 |
| 7/24/2010  | 160,368.28 | 7/23/2011  | 146,508.00 | 7/28/2012  | 137,164.44 | 7/27/2013  | 123,049.56 | 7/26/2014  | 112,502.48 |
| 7/31/2010  | 157,802.08 | 7/30/2011  | 144,510.28 | 8/4/2012   | 132,931.16 | 8/3/2013   | 116,180.80 | 8/2/2014   | 117,145.12 |
| 8/7/2010   | 136,494.98 | 8/6/2011   | 151,495.28 | 8/11/2012  | 134,212.88 | 8/10/2013  | 120,078.64 | 8/9/2014   | 114,374.60 |
| 8/14/2010  | 78,376.68  | 8/13/2011  | 117,350.38 | 8/18/2012  | 110,241.90 | 8/17/2013  | 124,888.56 | 8/16/2014  | 114,105.32 |
| 8/21/2010  | 76,199.02  | 8/20/2011  | 71,614.12  | 8/25/2012  | 66,209.90  | 8/24/2013  | 89,882.12  | 8/23/2014  | 116,097.04 |
| 8/28/2010  | 72,460.03  | 8/27/2011  | 63,432.14  | 9/1/2012   | 67,133.42  | 8/31/2013  | 58,913.18  | 8/30/2014  | 60,280.02  |
| 9/4/2010   | 76,362.84  | 9/3/2011   | 80,837.76  | 9/8/2012   | 74,029.40  | 9/7/2013   | 67,758.74  | 9/6/2014   | 61,420.28  |
| 9/11/2010  | 82,969.36  | 9/10/2011  | 84,845.80  | 9/15/2012  | 61,838.04  | 9/14/2013  | 53,374.22  | 9/13/2014  | 51,364.96  |
| 9/18/2010  | 67,638.78  | 9/17/2011  | 66,748.62  | 9/22/2012  | 56,996.90  | 9/21/2013  | 54,277.94  | 9/20/2014  | 50,664.54  |
| 9/25/2010  | 70,435.06  | 9/24/2011  | 68,929.80  | 9/29/2012  | 61,611.40  | 9/28/2013  | 54,881.50  | 9/27/2014  | 50,127.22  |
| 10/2/2010  | 71,013.86  | 10/1/2011  | 68,871.64  | 10/6/2012  | 62,715.20  | 10/5/2013  | 55,950.74  | 10/4/2014  | 53,531.28  |
| 10/9/2010  | 69,311.50  | 10/8/2011  | 70,866.90  | 10/13/2012 | 60,710.18  | 10/12/2013 | 55,837.92  | 10/11/2014 | 51,127.00  |
| 10/16/2010 | 75,234.62  | 10/15/2011 | 75,262.66  | 10/20/2012 | 62,333.08  | 10/19/2013 | 61,327.20  | 10/18/2014 | 56,414.64  |
| 10/23/2010 | 70,290.80  | 10/22/2011 | 68,757.72  | 10/27/2012 | 58,073.54  | 10/26/2013 | 52,854.06  | 10/25/2014 | 49,890.20  |
| 10/30/2010 | 65,615.04  | 10/29/2011 | 60,507.98  | 11/3/2012  | 56,545.30  | 11/2/2013  | 57,543.54  | 11/1/2014  | 52,242.34  |
| 11/6/2010  | 61,337.62  | 11/5/2011  | 70,673.88  | 11/10/2012 | 56,110.96  | 11/9/2013  | 54,666.76  | 11/8/2014  | 52,819.26  |
| 11/13/2010 | 64,595.28  | 11/12/2011 | 67,627.10  | 11/17/2012 | 57,432.36  | 11/16/2013 | 56,495.96  | 11/15/2014 | 51,810.32  |
| 11/20/2010 | 56,010.08  | 11/19/2011 | 60,690.60  | 11/24/2012 | 65,888.86  | 11/23/2013 | 48,628.62  | 11/22/2014 | 46,228.62  |
| 11/27/2010 | 71,170.90  | 11/26/2011 | 74,140.54  | 12/1/2012  | 50,243.34  | 11/30/2013 | 59,645.66  | 11/29/2014 | 55,593.44  |
| 12/4/2010  | 53,215.08  | 12/3/2011  | 59,429.94  | 12/8/2012  | 50,770.96  | 12/7/2013  | 47,306.24  | 12/6/2014  | 46,792.50  |
| 12/11/2010 | 46,944.00  | 12/10/2011 | 51,395.44  | 12/15/2012 | 47,022.38  | 12/14/2013 | 29,229.02  | 12/13/2014 | 40,904.98  |
| 12/18/2010 | 42,076.76  | 12/17/2011 | 55,981.32  | 12/22/2012 | 46,838.96  | 12/21/2013 | 44,581.02  |            |            |
| 12/25/2010 | 50,450.28  | 12/24/2011 | 54,248.62  | 12/29/2012 | 59,697.22  | 12/28/2013 | 62,117.14  |            |            |
| 1/1/2011   | 85,152.12  | 12/31/2011 | 94,661.00  | 1/5/2013   | 71,673.52  | 1/4/2014   | 62,963.88  |            |            |
| 1/8/2011   | 54,301.30  | 1/7/2012   | 74,863.40  | 1/12/2013  | 50,416.30  | 1/11/2014  | 37,935.94  |            |            |
| 1/15/2011  | 54,005.90  | 1/14/2012  | 58,901.92  | 1/19/2013  | 51,211.88  | 1/18/2014  | 49,418.64  |            |            |
| 1/22/2011  | 60,924.74  | 1/21/2012  | 61,819.92  | 1/26/2013  | 46,966.26  | 1/25/2014  | 42,720.80  |            |            |
| 1/29/2011  | 48,036.94  | 1/28/2012  | 62,898.78  | 2/2/2013   | 52,067.92  | 2/1/2014   | 47,681.60  |            |            |
| 2/5/2011   | 60,777.44  | 2/4/2012   | 72,154.66  | 2/9/2013   | 52,222.20  | 2/8/2014   | 45,434.52  |            |            |
| 2/12/2011  | 67,471.84  | 2/11/2012  | 66,429.04  | 2/16/2013  | 64,243.52  | 2/15/2014  | 41,076.08  |            |            |
| 2/19/2011  | 72,018.54  | 2/18/2012  | 77,455.88  | 2/23/2013  | 64,115.70  | 2/22/2014  | 61,523.98  |            |            |
| 2/26/2011  | 75,544.02  | 2/25/2012  | 77,611.78  | 3/2/2013   | 62,602.74  | 3/1/2014   | 57,744.78  |            |            |
| 3/5/2011   | 74,535.34  | 3/3/2012   | 75,963.86  | 3/9/2013   | 59,213.26  | 3/8/2014   | 50,439.94  |            |            |
| 3/12/2011  | 66,979.48  | 3/10/2012  | 76,808.62  | 3/16/2013  | 62,366.36  | 3/15/2014  | 54,414.66  |            |            |
| 3/19/2011  | 73,113.26  | 3/17/2012  | 76,883.92  | 3/23/2013  | 59,841.02  | 3/22/2014  | 50,734.62  |            |            |
| 3/26/2011  | 68,490.80  | 3/24/2012  | 72,108.36  | 3/30/2013  | 57,567.98  | 3/29/2014  | 51,174.60  |            |            |
| 4/2/2011   | 70,846.58  | 3/31/2012  | 74,244.22  | 4/6/2013   | 63,108.84  | 4/5/2014   | 55,229.90  |            |            |
| 4/9/2011   | 67,076.78  | 4/7/2012   | 75,382.98  | 4/13/2013  | 56,849.30  | 4/12/2014  | 48,653.18  |            |            |
| 4/16/2011  | 64,698.56  | 4/14/2012  | 71,065.34  | 4/20/2013  | 55,432.12  | 4/19/2014  | 54,469.22  |            |            |
| 4/23/2011  | 67,674.14  | 4/21/2012  | 68,055.08  | 4/27/2013  | 58,612.74  | 4/26/2014  | 51,637.18  |            |            |

|           |           |           |           |           |           |           |           |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 4/30/2011 | 66,807.50 | 4/28/2012 | 72,880.66 | 5/4/2013  | 61,102.92 | 5/3/2014  | 54,757.72 |
| 5/7/2011  | 66,379.74 | 5/5/2012  | 71,582.30 | 5/11/2013 | 57,428.70 | 5/10/2014 | 51,011.76 |
| 5/14/2011 | 66,699.76 | 5/12/2012 | 63,357.92 | 5/18/2013 | 61,172.80 | 5/17/2014 | 51,148.34 |
| 5/21/2011 | 63,210.44 | 5/19/2012 | 78,984.36 | 5/25/2013 | 57,131.24 | 5/24/2014 | 53,082.60 |
| 5/28/2011 | 64,724.06 | 5/26/2012 | 67,396.24 | 6/1/2013  | 65,920.66 | 5/31/2014 | 62,642.98 |
| 6/4/2011  | 74,952.34 | 6/2/2012  | 76,959.44 | 6/8/2013  | 55,233.74 | 6/7/2014  | 49,517.18 |
| 6/11/2011 | 62,203.12 | 6/9/2012  | 63,584.86 | 6/15/2013 | 54,067.52 | 6/14/2014 | 50,266.50 |
| 6/18/2011 | 61,200.76 | 6/16/2012 | 59,436.12 | 6/22/2013 | 54,690.28 | 6/21/2014 | 48,768.14 |
| 6/25/2011 | 65,470.44 | 6/23/2012 | 55,921.30 | 6/29/2013 | 55,991.38 | 6/28/2014 | 49,250.32 |
| 6/30/2011 | 34,351.16 | 6/30/2012 | 58,207.40 | 6/30/2013 | 11,509.54 | 6/30/2014 | 12,010.70 |

TOTALS **4,016,541.01**

**4,124,906.80**

**3,580,645.18**

**3,261,565.02**

**1,740,367.76**

## Table Game Revenue

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

| Date            | Amount    |
|-----------------|-----------|
| July, 2014      | 78,639.07 |
| August, 2014    | 84,726.51 |
| September, 2014 | 71,967.51 |
| October, 2014   | 66,257.02 |
| November, 2014  | 71,046.66 |

**Total 2014-2015**      **372,636.77**

**Table Game Revenue Distribution - Jefferson County School Board**

| <u>Date</u>            | <u>Amount</u>       | <u>Date</u>            | <u>Amount</u>       | <u>Date</u>            | <u>Amount</u>       | <u>Date</u>            | <u>Amount</u>       |
|------------------------|---------------------|------------------------|---------------------|------------------------|---------------------|------------------------|---------------------|
| July, 2011             | 425,154.03          | July, 2012             | 415,990.92          | July, 2013             | 297,823.08          | July, 2014             | 235,917.21          |
| August, 2011           | 412,421.76          | August, 2012           | 399,737.49          | August, 2013           | 334,283.25          | August, 2014           | 254,179.53          |
| September, 2011        | 331,125.75          | September, 2012        | 382,597.20          | September, 2013        | 242,573.22          | September, 2014        | 215,902.53          |
| October, 2011          | 372,821.82          | October, 2012          | 379,446.06          | October, 2013          | 243,198.27          | October, 2014          | 198,771.06          |
| November, 2011         | 363,356.61          | November, 2012         | 403,331.79          | November, 2013         | 239,561.82          | November, 2014         | 213,139.98          |
| December, 2011         | 421,529.79          | December, 2012         | 440,033.75          | December, 2013         | 238,851.93          |                        |                     |
| January, 2012          | 413,438.04          | January, 2013          | 397,951.05          | January, 2014          | 225,281.43          |                        |                     |
| February, 2012         | 428,310.03          | February, 2013         | 381,857.07          | February, 2014         | 225,512.70          |                        |                     |
| March, 2012            | 455,536.38          | March, 2013            | 447,100.86          | March, 2014            | 234,604.53          |                        |                     |
| April, 2012            | 383,586.78          | April, 2013            | 316,635.69          | April, 2014            | 217,142.18          |                        |                     |
| May, 2012              | 413,715.39          | May, 2013              | 329,242.14          | May, 2014              | 279,575.67          |                        |                     |
| June, 2012             | 387,706.12          | June, 2013             | 314,410.11          | June, 2014             | 217,052.10          |                        |                     |
| <b>Total 2011-2012</b> | <b>4,808,702.50</b> | <b>Total 2012-2013</b> | <b>4,608,334.13</b> | <b>Total 2013-2014</b> | <b>2,995,460.18</b> | <b>Total 2014-2015</b> | <b>1,117,910.31</b> |

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

**Week Ending Date**

**December 20, 2014**

**To be Deposited on:**

**December 26, 2014**

|                                                         |                            |
|---------------------------------------------------------|----------------------------|
| <b>Amount Played</b>                                    | <b>46,219,905.80</b>       |
| <b>Amount Won</b>                                       | <b>41,598,665.82</b>       |
| <b>Amount Promo</b>                                     | <b>237,425.00</b>          |
| <b>MWAP Contribution</b>                                | <b><u>3,334.53</u></b>     |
| <b>Adjusted Gross Terminal Revenue</b>                  | <b><u>4,380,480.45</u></b> |
| <b>Administrative Costs @ 4%</b>                        | <b>0.00</b>                |
| <b>Excess Lottery Fund @ 4%</b>                         | <b><u>175,219.21</u></b>   |
| <b>Net Terminal Revenue</b>                             | <b><u>4,205,261.24</u></b> |
| <b>Surcharge @ 10%</b>                                  | <b>45,176.67</b>           |
| <b>State Share Excess @ 58% &amp; 10% of 42%</b>        | <b>28,099.89</b>           |
| <b>Track Share of Capital Reinvestment @ 90% of 42%</b> | <b><u>17,076.78</u></b>    |
| <i>Track Share of Capital Reinvestment @ 96%</i>        | <i>16393.71</i>            |
| <i>Track Share of Capital Reinvestment @ 4%</i>         | <i>683.07</i>              |
| <b>Adjusted Net Terminal Revenue</b>                    | <b><u>4,160,084.57</u></b> |
| <b>Racetrack @ 46.50% / 42%</b>                         | <b>1,916,142.78</b>        |
| <b>Lottery Fund @ 30% / 0%</b>                          | <b>1,126,048.41</b>        |
| <b>Excess Lottery Fund @ 0% / 41%</b>                   | <b>166,701.88</b>          |
| <b>Excess Lottery Fund @ 12.85% / 9.55%</b>             | <b>521,153.39</b>          |
| <b>Race Track Purses @ 90% of 7% / 4%</b>               | <b>251,107.40</b>          |
| <b>Employee Pension Fund @ 1% / .5%</b>                 | <b>39,567.89</b>           |
| <b>Greyhound Development @ 90% of .75%</b>              | <b>28,080.57</b>           |
| <b>Thoroughbred Development @ 90% of .75%</b>           | <b>28,080.57</b>           |
| <b>County/Municipality @ 2%</b>                         | <b><u>83,201.68</u></b>    |
|                                                         | <b><u>4,160,084.57</u></b> |

WEST VIRGINIA LOTTERY

First Benchmark

Charles Town

County / City Split

Fiscal Year 2015

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

| DATE                       | 2% OF<br>ADJ. NET<br>REVENUE | TO<br>JEFFERSON<br>COUNTY | TO<br>FIVE<br>CITIES | BOLIVAR<br>7.93% | CHARLES<br>TOWN<br>39.90% | HARPERS<br>FERRY<br>2.17% | RANSON<br>33.68% | SHEPHERDS<br>TOWN<br>16.32% |
|----------------------------|------------------------------|---------------------------|----------------------|------------------|---------------------------|---------------------------|------------------|-----------------------------|
| 5 days ending:<br>07/05/14 | \$ 106,819.12                | \$ 106,819.12             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| Week ending:<br>07/12/14   | \$ 111,792.16                | \$ 111,792.16             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 07/19/14                   | \$ 116,320.32                | \$ 116,320.32             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 07/26/14                   | \$ 112,502.48                | \$ 112,502.48             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/02/14                   | \$ 117,145.12                | \$ 117,145.12             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/09/14                   | \$ 114,374.60                | \$ 114,374.60             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/16/14                   | \$ 114,105.32                | \$ 114,105.32             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/23/14                   | \$ 116,097.04                | \$ 116,097.04             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/30/14                   | \$ 117,652.72                | \$ 60,280.02              | \$ 57,372.70         | \$ 4,549.65      | \$ 22,891.71              | \$ 1,244.99               | \$ 19,323.13     | \$ 9,363.22                 |
| 09/06/14                   | \$ 122,840.56                | \$ 61,420.28              | \$ 61,420.28         | \$ 4,870.83      | \$ 24,506.69              | \$ 1,332.82               | \$ 20,686.35     | \$ 10,023.79                |
| 09/13/14                   | \$ 102,729.92                | \$ 51,364.96              | \$ 51,364.96         | \$ 4,073.24      | \$ 20,494.62              | \$ 1,114.62               | \$ 17,299.72     | \$ 8,382.76                 |
| 09/20/14                   | \$ 101,329.08                | \$ 50,664.54              | \$ 50,664.54         | \$ 4,017.70      | \$ 20,215.15              | \$ 1,099.42               | \$ 17,063.82     | \$ 8,268.45                 |
| 09/27/14                   | \$ 100,254.44                | \$ 50,127.22              | \$ 50,127.22         | \$ 3,975.09      | \$ 20,000.76              | \$ 1,087.76               | \$ 16,882.85     | \$ 8,180.76                 |
| 10/04/14                   | \$ 107,062.56                | \$ 53,531.28              | \$ 53,531.28         | \$ 4,245.03      | \$ 21,358.98              | \$ 1,161.63               | \$ 18,029.34     | \$ 8,736.30                 |
| 10/11/14                   | \$ 102,254.00                | \$ 51,127.00              | \$ 51,127.00         | \$ 4,054.37      | \$ 20,399.67              | \$ 1,109.46               | \$ 17,219.57     | \$ 8,343.93                 |
| 10/18/14                   | \$ 112,829.28                | \$ 56,414.64              | \$ 56,414.64         | \$ 4,473.68      | \$ 22,509.44              | \$ 1,224.20               | \$ 19,000.45     | \$ 9,206.87                 |
| 10/25/14                   | \$ 99,780.40                 | \$ 49,890.20              | \$ 49,890.20         | \$ 3,956.29      | \$ 19,906.19              | \$ 1,082.62               | \$ 16,803.02     | \$ 8,142.08                 |
| 11/01/14                   | \$ 104,484.68                | \$ 52,242.34              | \$ 52,242.34         | \$ 4,142.82      | \$ 20,844.69              | \$ 1,133.66               | \$ 17,595.22     | \$ 8,525.95                 |
| 11/08/14                   | \$ 105,638.52                | \$ 52,819.26              | \$ 52,819.26         | \$ 4,188.57      | \$ 21,074.88              | \$ 1,146.18               | \$ 17,789.53     | \$ 8,620.10                 |
| 11/15/14                   | \$ 103,620.64                | \$ 51,810.32              | \$ 51,810.32         | \$ 4,108.56      | \$ 20,672.32              | \$ 1,124.28               | \$ 17,449.72     | \$ 8,455.44                 |
| 11/22/14                   | \$ 92,457.24                 | \$ 46,228.62              | \$ 46,228.62         | \$ 3,665.93      | \$ 18,445.22              | \$ 1,003.16               | \$ 15,569.80     | \$ 7,544.51                 |
| 11/29/14                   | \$ 111,186.88                | \$ 55,593.44              | \$ 55,593.44         | \$ 4,408.56      | \$ 22,181.78              | \$ 1,206.38               | \$ 18,723.87     | \$ 9,072.85                 |
| 12/06/14                   | \$ 93,585.00                 | \$ 46,792.50              | \$ 46,792.50         | \$ 3,710.64      | \$ 18,670.21              | \$ 1,015.40               | \$ 15,759.71     | \$ 7,636.54                 |
| 12/13/14                   | \$ 81,809.96                 | \$ 40,904.98              | \$ 40,904.98         | \$ 3,243.76      | \$ 16,321.09              | \$ 887.64                 | \$ 13,776.80     | \$ 6,675.69                 |
| 12/20/14                   | \$ 83,201.68                 | \$ 41,600.84              | \$ 41,600.84         | \$ 3,298.95      | \$ 16,598.73              | \$ 902.74                 | \$ 14,011.16     | \$ 6,789.26                 |
| Subtotal                   | \$ 2,651,873.72              | \$ 1,781,968.60           | \$ 869,905.12        | \$ 68,983.47     | \$ 347,092.13             | \$ 18,876.96              | \$ 292,984.06    | \$ 141,968.50               |

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

**VIDEO LOTTERY REPORT**

| FY 2011    |            | FY 2012    |            | FY 2013    |            | FY 2014    |            | FY 2015    |            |
|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Date       | Amount     | Date       | Amount     | Date       | Amount     | Date       | Amount     | Date       | Amount     |
| 7/3/2010   | 115,402.58 | 7/1-2/2011 | 69,824.12  | 7/7/2012   | 161,637.92 | 7/6/2013   | 123,196.88 | 7/5/2014   | 106,819.12 |
| 7/10/2010  | 205,731.64 | 7/9/2011   | 171,717.28 | 7/14/2012  | 129,458.04 | 7/13/2013  | 128,060.40 | 7/12/2014  | 111,792.16 |
| 7/17/2010  | 161,386.76 | 7/16/2011  | 143,019.52 | 7/21/2012  | 130,037.00 | 7/20/2013  | 115,128.84 | 7/19/2014  | 116,320.32 |
| 7/24/2010  | 160,368.28 | 7/23/2011  | 146,508.00 | 7/28/2012  | 137,164.44 | 7/27/2013  | 123,049.56 | 7/26/2014  | 112,502.48 |
| 7/31/2010  | 157,802.08 | 7/30/2011  | 144,510.28 | 8/4/2012   | 132,931.16 | 8/3/2013   | 116,180.80 | 8/2/2014   | 117,145.12 |
| 8/7/2010   | 136,494.98 | 8/6/2011   | 151,495.28 | 8/11/2012  | 134,212.88 | 8/10/2013  | 120,078.64 | 8/9/2014   | 114,374.60 |
| 8/14/2010  | 78,376.68  | 8/13/2011  | 117,350.38 | 8/18/2012  | 110,241.90 | 8/17/2013  | 124,888.56 | 8/16/2014  | 114,105.32 |
| 8/21/2010  | 76,199.02  | 8/20/2011  | 71,614.12  | 8/25/2012  | 66,209.90  | 8/24/2013  | 89,882.12  | 8/23/2014  | 116,097.04 |
| 8/28/2010  | 72,460.03  | 8/27/2011  | 63,432.14  | 9/1/2012   | 67,133.42  | 8/31/2013  | 58,913.18  | 8/30/2014  | 60,280.02  |
| 9/4/2010   | 76,362.84  | 9/3/2011   | 80,837.76  | 9/8/2012   | 74,029.40  | 9/7/2013   | 67,758.74  | 9/6/2014   | 61,420.28  |
| 9/11/2010  | 82,969.36  | 9/10/2011  | 84,845.80  | 9/15/2012  | 61,838.04  | 9/14/2013  | 53,374.22  | 9/13/2014  | 51,364.96  |
| 9/18/2010  | 67,638.78  | 9/17/2011  | 66,748.62  | 9/22/2012  | 56,996.90  | 9/21/2013  | 54,277.94  | 9/20/2014  | 50,664.54  |
| 9/25/2010  | 70,435.06  | 9/24/2011  | 68,929.80  | 9/29/2012  | 61,611.40  | 9/28/2013  | 54,881.50  | 9/27/2014  | 50,127.22  |
| 10/2/2010  | 71,013.86  | 10/1/2011  | 68,871.64  | 10/6/2012  | 62,715.20  | 10/5/2013  | 55,950.74  | 10/4/2014  | 53,531.28  |
| 10/9/2010  | 69,311.50  | 10/8/2011  | 70,866.90  | 10/13/2012 | 60,710.18  | 10/12/2013 | 55,837.92  | 10/11/2014 | 51,127.00  |
| 10/16/2010 | 75,234.62  | 10/15/2011 | 75,262.66  | 10/20/2012 | 62,333.08  | 10/19/2013 | 61,327.20  | 10/18/2014 | 56,414.64  |
| 10/23/2010 | 70,290.80  | 10/22/2011 | 68,757.72  | 10/27/2012 | 58,073.54  | 10/26/2013 | 52,854.06  | 10/25/2014 | 49,890.20  |
| 10/30/2010 | 65,615.04  | 10/29/2011 | 60,507.98  | 11/3/2012  | 56,545.30  | 11/2/2013  | 57,543.54  | 11/1/2014  | 52,242.34  |
| 11/6/2010  | 61,337.62  | 11/5/2011  | 70,673.88  | 11/10/2012 | 56,110.96  | 11/9/2013  | 54,666.76  | 11/8/2014  | 52,819.26  |
| 11/13/2010 | 64,595.28  | 11/12/2011 | 67,627.10  | 11/17/2012 | 57,432.36  | 11/16/2013 | 56,495.96  | 11/15/2014 | 51,810.32  |
| 11/20/2010 | 56,010.08  | 11/19/2011 | 60,690.60  | 11/24/2012 | 65,888.86  | 11/23/2013 | 48,628.62  | 11/22/2014 | 46,228.62  |
| 11/27/2010 | 71,170.90  | 11/26/2011 | 74,140.54  | 12/1/2012  | 50,243.34  | 11/30/2013 | 59,645.66  | 11/29/2014 | 55,593.44  |
| 12/4/2010  | 53,215.08  | 12/3/2011  | 59,429.94  | 12/8/2012  | 50,770.96  | 12/7/2013  | 47,306.24  | 12/6/2014  | 46,792.50  |
| 12/11/2010 | 46,944.00  | 12/10/2011 | 51,395.44  | 12/15/2012 | 47,022.38  | 12/14/2013 | 29,229.02  | 12/13/2014 | 40,904.98  |
| 12/18/2010 | 42,076.76  | 12/17/2011 | 55,981.32  | 12/22/2012 | 46,838.96  | 12/21/2013 | 44,581.02  | 12/20/2014 | 41,600.84  |
| 12/25/2010 | 50,450.28  | 12/24/2011 | 54,248.62  | 12/29/2012 | 59,697.22  | 12/28/2013 | 62,117.14  |            |            |
| 1/1/2011   | 85,152.12  | 12/31/2011 | 94,661.00  | 1/5/2013   | 71,673.52  | 1/4/2014   | 62,963.88  |            |            |
| 1/8/2011   | 54,301.30  | 1/7/2012   | 74,863.40  | 1/12/2013  | 50,416.30  | 1/11/2014  | 37,935.94  |            |            |
| 1/15/2011  | 54,005.90  | 1/14/2012  | 58,901.92  | 1/19/2013  | 51,211.88  | 1/18/2014  | 49,418.64  |            |            |
| 1/22/2011  | 60,924.74  | 1/21/2012  | 61,819.92  | 1/26/2013  | 46,966.26  | 1/25/2014  | 42,720.80  |            |            |
| 1/29/2011  | 48,036.94  | 1/28/2012  | 62,898.78  | 2/2/2013   | 52,067.92  | 2/1/2014   | 47,681.60  |            |            |
| 2/5/2011   | 60,777.44  | 2/4/2012   | 72,154.66  | 2/9/2013   | 52,222.20  | 2/8/2014   | 45,434.52  |            |            |
| 2/12/2011  | 67,471.84  | 2/11/2012  | 66,429.04  | 2/16/2013  | 64,243.52  | 2/15/2014  | 41,076.08  |            |            |
| 2/19/2011  | 72,018.54  | 2/18/2012  | 77,455.88  | 2/23/2013  | 64,115.70  | 2/22/2014  | 61,523.98  |            |            |
| 2/26/2011  | 75,544.02  | 2/25/2012  | 77,611.78  | 3/2/2013   | 62,602.74  | 3/1/2014   | 57,744.78  |            |            |
| 3/5/2011   | 74,535.34  | 3/3/2012   | 75,963.86  | 3/9/2013   | 59,213.26  | 3/8/2014   | 50,439.94  |            |            |
| 3/12/2011  | 66,979.48  | 3/10/2012  | 76,808.62  | 3/16/2013  | 62,366.36  | 3/15/2014  | 54,414.66  |            |            |
| 3/19/2011  | 73,113.26  | 3/17/2012  | 76,883.92  | 3/23/2013  | 59,841.02  | 3/22/2014  | 50,734.62  |            |            |
| 3/26/2011  | 68,490.80  | 3/24/2012  | 72,108.36  | 3/30/2013  | 57,567.98  | 3/29/2014  | 51,174.60  |            |            |
| 4/2/2011   | 70,846.58  | 3/31/2012  | 74,244.22  | 4/6/2013   | 63,108.84  | 4/5/2014   | 55,229.90  |            |            |
| 4/9/2011   | 67,076.78  | 4/7/2012   | 75,382.98  | 4/13/2013  | 56,849.30  | 4/12/2014  | 48,653.18  |            |            |
| 4/16/2011  | 64,698.56  | 4/14/2012  | 71,065.34  | 4/20/2013  | 55,432.12  | 4/19/2014  | 54,469.22  |            |            |
| 4/23/2011  | 67,674.14  | 4/21/2012  | 68,055.08  | 4/27/2013  | 58,612.74  | 4/26/2014  | 51,637.18  |            |            |

|           |           |           |           |           |           |           |           |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 4/30/2011 | 66,807.50 | 4/28/2012 | 72,880.66 | 5/4/2013  | 61,102.92 | 5/3/2014  | 54,757.72 |
| 5/7/2011  | 66,379.74 | 5/5/2012  | 71,582.30 | 5/11/2013 | 57,428.70 | 5/10/2014 | 51,011.76 |
| 5/14/2011 | 66,699.76 | 5/12/2012 | 63,357.92 | 5/18/2013 | 61,172.80 | 5/17/2014 | 51,148.34 |
| 5/21/2011 | 63,210.44 | 5/19/2012 | 78,984.36 | 5/25/2013 | 57,131.24 | 5/24/2014 | 53,082.60 |
| 5/28/2011 | 64,724.06 | 5/26/2012 | 67,396.24 | 6/1/2013  | 65,920.66 | 5/31/2014 | 62,642.98 |
| 6/4/2011  | 74,952.34 | 6/2/2012  | 76,959.44 | 6/8/2013  | 55,233.74 | 6/7/2014  | 49,517.18 |
| 6/11/2011 | 62,203.12 | 6/9/2012  | 63,584.86 | 6/15/2013 | 54,067.52 | 6/14/2014 | 50,266.50 |
| 6/18/2011 | 61,200.76 | 6/16/2012 | 59,436.12 | 6/22/2013 | 54,690.28 | 6/21/2014 | 48,768.14 |
| 6/25/2011 | 65,470.44 | 6/23/2012 | 55,921.30 | 6/29/2013 | 55,991.38 | 6/28/2014 | 49,250.32 |
| 6/30/2011 | 34,351.16 | 6/30/2012 | 58,207.40 | 6/30/2013 | 11,509.54 | 6/30/2014 | 12,010.70 |

|               |                     |                     |                     |                     |                     |
|---------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>TOTALS</b> | <b>4,016,541.01</b> | <b>4,124,906.80</b> | <b>3,580,645.18</b> | <b>3,261,565.02</b> | <b>1,781,968.60</b> |
|---------------|---------------------|---------------------|---------------------|---------------------|---------------------|

**Table Game Revenue**

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

| <u>Date</u>     | <u>Amount</u> |
|-----------------|---------------|
| July, 2014      | 78,639.07     |
| August, 2014    | 84,726.51     |
| September, 2014 | 71,967.51     |
| October, 2014   | 66,257.02     |
| November, 2014  | 71,046.66     |

|                        |                   |
|------------------------|-------------------|
| <b>Total 2014-2015</b> | <b>372,636.77</b> |
|------------------------|-------------------|

**Table Game Revenue Distribution - Jefferson County School Board**

| <u>Date</u>            | <u>Amount</u>       | <u>Date</u>            | <u>Amount</u>       | <u>Date</u>            | <u>Amount</u>       | <u>Date</u>            | <u>Amount</u>       |
|------------------------|---------------------|------------------------|---------------------|------------------------|---------------------|------------------------|---------------------|
| July, 2011             | 425,154.03          | July, 2012             | 415,990.92          | July, 2013             | 297,823.08          | July, 2014             | 235,917.21          |
| August, 2011           | 412,421.76          | August, 2012           | 399,737.49          | August, 2013           | 334,283.25          | August, 2014           | 254,179.53          |
| September, 2011        | 331,125.75          | September, 2012        | 382,597.20          | September, 2013        | 242,573.22          | September, 2014        | 215,902.53          |
| October, 2011          | 372,821.82          | October, 2012          | 379,446.06          | October, 2013          | 243,198.27          | October, 2014          | 198,771.06          |
| November, 2011         | 363,356.61          | November, 2012         | 403,331.79          | November, 2013         | 239,561.82          | November, 2014         | 213,139.98          |
| December, 2011         | 421,529.79          | December, 2012         | 440,033.75          | December, 2013         | 238,851.93          |                        |                     |
| January, 2012          | 413,438.04          | January, 2013          | 397,951.05          | January, 2014          | 225,281.43          |                        |                     |
| February, 2012         | 428,310.03          | February, 2013         | 381,857.07          | February, 2014         | 225,512.70          |                        |                     |
| March, 2012            | 455,536.38          | March, 2013            | 447,100.86          | March, 2014            | 234,604.53          |                        |                     |
| April, 2012            | 383,586.78          | April, 2013            | 316,635.69          | April, 2014            | 217,142.18          |                        |                     |
| May, 2012              | 413,715.39          | May, 2013              | 329,242.14          | May, 2014              | 279,575.67          |                        |                     |
| June, 2012             | 387,706.12          | June, 2013             | 314,410.11          | June, 2014             | 217,052.10          |                        |                     |
| <b>Total 2011-2012</b> | <b>4,808,702.50</b> | <b>Total 2012-2013</b> | <b>4,608,334.13</b> | <b>Total 2013-2014</b> | <b>2,995,460.18</b> | <b>Total 2014-2015</b> | <b>1,117,910.31</b> |

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

**Week Ending Date**

**December 27, 2014**

To be Deposited on:

January 2, 2015

|                                                  |                            |
|--------------------------------------------------|----------------------------|
| Amount Played                                    | 64,696,680.26              |
| Amount Won                                       | 57,704,569.20              |
| Amount Promo                                     | 261,606.00                 |
| MWAP Contribution                                | <u>4,269.83</u>            |
| <b>Adjusted Gross Terminal Revenue</b>           | <b><u>6,726,235.23</u></b> |
| Administrative Costs @ 4%                        | 0.00                       |
| Excess Lottery Fund @ 4%                         | <u>269,049.41</u>          |
| <b>Net Terminal Revenue</b>                      | <b><u>6,457,185.82</u></b> |
| Surcharge @ 10%                                  | 645,718.57                 |
| State Share Excess @ 58% & 10% of 42%            | 401,636.95                 |
| Track Share of Capital Reinvestment @ 90% of 42% | <u>244,081.62</u>          |
| Track Share of Capital Reinvestment @ 96%        | 234318.36                  |
| Track Share of Capital Reinvestment @ 4%         | 9763.26                    |
| <b>Adjusted Net Terminal Revenue</b>             | <b><u>5,811,467.25</u></b> |
| Racetrack @ 46.50% / 42%                         | 2,440,816.25               |
| Lottery Fund @ 30% / 0%                          | 0.00                       |
| Excess Lottery Fund @ 0% / 41%                   | 2,382,701.54               |
| Excess Lottery Fund @ 12.85% / 9.55%             | 554,995.14                 |
| Race Track Purses @ 90% of 7% / 4%               | 209,212.82                 |
| Employee Pension Fund @ 1% / .5%                 | 29,057.34                  |
| Greyhound Development @ 90% of .75%              | 39,227.40                  |
| Thoroughbred Development @ 90% of .75%           | 39,227.40                  |
| County/Municipality @ 2%                         | <u>116,229.36</u>          |
|                                                  | <b><u>5,811,467.25</u></b> |

WEST VIRGINIA LOTTERY  
 First Benchmark  
 Charles Town  
 County / City Split  
 Fiscal Year 2015

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

| DATE                       | 2% OF<br>ADJ. NET<br>REVENUE | TO<br>JEFFERSON<br>COUNTY | TO<br>FIVE<br>CITIES | BOLIVAR<br>7.93% | CHARLES<br>TOWN<br>39.90% | HARPERS<br>FERRY<br>2.17% | RANSON<br>33.68% | SHEPHERDS<br>TOWN<br>16.32% |
|----------------------------|------------------------------|---------------------------|----------------------|------------------|---------------------------|---------------------------|------------------|-----------------------------|
| 5 days ending:<br>07/05/14 | \$ 106,819.12                | \$ 106,819.12             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| Week ending:               |                              |                           |                      |                  |                           |                           |                  |                             |
| 07/12/14                   | \$ 111,792.16                | \$ 111,792.16             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 07/19/14                   | \$ 116,320.32                | \$ 116,320.32             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 07/26/14                   | \$ 112,502.48                | \$ 112,502.48             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/02/14                   | \$ 117,145.12                | \$ 117,145.12             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/09/14                   | \$ 114,374.60                | \$ 114,374.60             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/16/14                   | \$ 114,105.32                | \$ 114,105.32             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/23/14                   | \$ 116,097.04                | \$ 116,097.04             | \$ -                 | \$ -             | \$ -                      | \$ -                      | \$ -             | \$ -                        |
| 08/30/14                   | \$ 117,652.72                | \$ 60,280.02              | \$ 57,372.70         | \$ 4,549.65      | \$ 22,891.71              | \$ 1,244.99               | \$ 19,323.13     | \$ 9,363.22                 |
| 09/06/14                   | \$ 122,840.56                | \$ 61,420.28              | \$ 61,420.28         | \$ 4,870.63      | \$ 24,506.69              | \$ 1,332.82               | \$ 20,686.35     | \$ 10,023.79                |
| 09/13/14                   | \$ 102,729.92                | \$ 51,364.96              | \$ 51,364.96         | \$ 4,073.24      | \$ 20,494.62              | \$ 1,114.62               | \$ 17,299.72     | \$ 8,382.76                 |
| 09/20/14                   | \$ 101,329.08                | \$ 50,664.54              | \$ 50,664.54         | \$ 4,017.70      | \$ 20,215.15              | \$ 1,099.42               | \$ 17,063.82     | \$ 8,268.45                 |
| 09/27/14                   | \$ 100,254.44                | \$ 50,127.22              | \$ 50,127.22         | \$ 3,975.09      | \$ 20,000.76              | \$ 1,087.76               | \$ 16,882.85     | \$ 8,180.76                 |
| 10/04/14                   | \$ 107,062.56                | \$ 53,531.28              | \$ 53,531.28         | \$ 4,245.03      | \$ 21,358.98              | \$ 1,161.63               | \$ 18,029.34     | \$ 8,736.30                 |
| 10/11/14                   | \$ 102,254.00                | \$ 51,127.00              | \$ 51,127.00         | \$ 4,054.37      | \$ 20,399.67              | \$ 1,109.46               | \$ 17,219.57     | \$ 8,343.93                 |
| 10/18/14                   | \$ 112,829.28                | \$ 56,414.64              | \$ 56,414.64         | \$ 4,473.68      | \$ 22,509.44              | \$ 1,224.20               | \$ 19,000.45     | \$ 9,206.87                 |
| 10/25/14                   | \$ 99,780.40                 | \$ 49,890.20              | \$ 49,890.20         | \$ 3,956.29      | \$ 19,906.19              | \$ 1,082.62               | \$ 16,803.02     | \$ 8,142.08                 |
| 11/01/14                   | \$ 104,484.68                | \$ 52,242.34              | \$ 52,242.34         | \$ 4,142.82      | \$ 20,844.69              | \$ 1,133.66               | \$ 17,595.22     | \$ 8,525.95                 |
| 11/08/14                   | \$ 105,638.52                | \$ 52,819.26              | \$ 52,819.26         | \$ 4,188.57      | \$ 21,074.88              | \$ 1,146.18               | \$ 17,789.53     | \$ 8,620.10                 |
| 11/15/14                   | \$ 103,620.64                | \$ 51,810.32              | \$ 51,810.32         | \$ 4,108.56      | \$ 20,672.32              | \$ 1,124.28               | \$ 17,449.72     | \$ 8,455.44                 |
| 11/22/14                   | \$ 92,457.24                 | \$ 46,228.62              | \$ 46,228.62         | \$ 3,665.93      | \$ 18,445.22              | \$ 1,003.16               | \$ 15,569.80     | \$ 7,544.51                 |
| 11/29/14                   | \$ 111,186.88                | \$ 55,593.44              | \$ 55,593.44         | \$ 4,408.56      | \$ 22,181.78              | \$ 1,206.38               | \$ 18,723.87     | \$ 9,072.85                 |
| 12/06/14                   | \$ 93,585.00                 | \$ 46,792.50              | \$ 46,792.50         | \$ 3,710.64      | \$ 18,670.21              | \$ 1,015.40               | \$ 15,759.71     | \$ 7,636.54                 |
| 12/13/14                   | \$ 81,809.96                 | \$ 40,904.98              | \$ 40,904.98         | \$ 3,243.76      | \$ 16,321.09              | \$ 887.64                 | \$ 13,776.80     | \$ 6,675.69                 |
| 12/20/14                   | \$ 83,201.68                 | \$ 41,600.84              | \$ 41,600.84         | \$ 3,298.95      | \$ 16,598.73              | \$ 902.74                 | \$ 14,011.16     | \$ 6,789.26                 |
| 12/27/14                   | \$ 116,229.36                | \$ 58,114.68              | \$ 58,114.68         | \$ 4,608.49      | \$ 23,187.76              | \$ 1,261.09               | \$ 19,573.02     | \$ 9,484.32                 |
| Subtotal                   | \$ 2,768,103.08              | \$ 1,840,083.28           | \$ 928,019.80        | \$ 73,591.96     | \$ 370,279.89             | \$ 20,138.05              | \$ 312,557.08    | \$ 151,452.82               |

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

**VIDEO LOTTERY REPORT**

| FY 2011    |            | FY 2012    |            | FY 2013    |            | FY 2014    |            | FY 2015    |            |
|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Date       | Amount     | Date       | Amount     | Date       | Amount     | Date       | Amount     | Date       | Amount     |
| 7/3/2010   | 115,402.58 | 7/1-2/2011 | 69,824.12  | 7/7/2012   | 161,637.92 | 7/6/2013   | 123,196.88 | 7/5/2014   | 106,819.12 |
| 7/10/2010  | 205,731.64 | 7/9/2011   | 171,717.28 | 7/14/2012  | 129,458.04 | 7/13/2013  | 128,060.40 | 7/12/2014  | 111,792.16 |
| 7/17/2010  | 161,386.76 | 7/16/2011  | 143,019.52 | 7/21/2012  | 130,037.00 | 7/20/2013  | 115,128.84 | 7/19/2014  | 116,320.32 |
| 7/24/2010  | 160,368.28 | 7/23/2011  | 146,508.00 | 7/28/2012  | 137,164.44 | 7/27/2013  | 123,049.56 | 7/26/2014  | 112,502.48 |
| 7/31/2010  | 157,802.08 | 7/30/2011  | 144,510.28 | 8/4/2012   | 132,931.16 | 8/3/2013   | 116,180.80 | 8/2/2014   | 117,145.12 |
| 8/7/2010   | 136,494.98 | 8/6/2011   | 151,495.28 | 8/11/2012  | 134,212.88 | 8/10/2013  | 120,078.64 | 8/9/2014   | 114,374.60 |
| 8/14/2010  | 78,376.68  | 8/13/2011  | 117,350.38 | 8/18/2012  | 110,241.90 | 8/17/2013  | 124,888.56 | 8/16/2014  | 114,105.32 |
| 8/21/2010  | 76,199.02  | 8/20/2011  | 71,614.12  | 8/25/2012  | 66,209.90  | 8/24/2013  | 89,882.12  | 8/23/2014  | 116,097.04 |
| 8/28/2010  | 72,460.03  | 8/27/2011  | 63,432.14  | 9/1/2012   | 67,133.42  | 8/31/2013  | 58,913.18  | 8/30/2014  | 60,280.02  |
| 9/4/2010   | 76,362.84  | 9/3/2011   | 80,837.76  | 9/8/2012   | 74,029.40  | 9/7/2013   | 67,758.74  | 9/6/2014   | 61,420.28  |
| 9/11/2010  | 82,969.36  | 9/10/2011  | 84,845.80  | 9/15/2012  | 61,838.04  | 9/14/2013  | 53,374.22  | 9/13/2014  | 51,364.96  |
| 9/18/2010  | 67,638.78  | 9/17/2011  | 66,748.62  | 9/22/2012  | 56,996.90  | 9/21/2013  | 54,277.94  | 9/20/2014  | 50,664.54  |
| 9/25/2010  | 70,435.06  | 9/24/2011  | 68,929.80  | 9/29/2012  | 61,611.40  | 9/28/2013  | 54,881.50  | 9/27/2014  | 50,127.22  |
| 10/2/2010  | 71,013.86  | 10/1/2011  | 68,871.64  | 10/6/2012  | 62,715.20  | 10/5/2013  | 55,950.74  | 10/4/2014  | 53,531.28  |
| 10/9/2010  | 69,311.50  | 10/8/2011  | 70,866.90  | 10/13/2012 | 60,710.18  | 10/12/2013 | 55,837.92  | 10/11/2014 | 51,127.00  |
| 10/16/2010 | 75,234.62  | 10/15/2011 | 75,262.66  | 10/20/2012 | 62,333.08  | 10/19/2013 | 61,327.20  | 10/18/2014 | 56,414.64  |
| 10/23/2010 | 70,290.80  | 10/22/2011 | 68,757.72  | 10/27/2012 | 58,073.54  | 10/26/2013 | 52,854.06  | 10/25/2014 | 49,890.20  |
| 10/30/2010 | 65,615.04  | 10/29/2011 | 60,507.98  | 11/3/2012  | 56,545.30  | 11/2/2013  | 57,543.54  | 11/1/2014  | 52,242.34  |
| 11/6/2010  | 61,337.62  | 11/5/2011  | 70,673.88  | 11/10/2012 | 56,110.96  | 11/9/2013  | 54,666.76  | 11/8/2014  | 52,819.26  |
| 11/13/2010 | 64,595.28  | 11/12/2011 | 67,627.10  | 11/17/2012 | 57,432.36  | 11/16/2013 | 56,495.96  | 11/15/2014 | 51,810.32  |
| 11/20/2010 | 56,010.08  | 11/19/2011 | 60,690.60  | 11/24/2012 | 65,888.86  | 11/23/2013 | 48,628.62  | 11/22/2014 | 46,228.62  |
| 11/27/2010 | 71,170.90  | 11/26/2011 | 74,140.54  | 12/1/2012  | 50,243.34  | 11/30/2013 | 59,645.66  | 11/29/2014 | 55,593.44  |
| 12/4/2010  | 53,215.08  | 12/3/2011  | 59,429.94  | 12/8/2012  | 50,770.96  | 12/7/2013  | 47,306.24  | 12/6/2014  | 46,792.50  |
| 12/11/2010 | 46,944.00  | 12/10/2011 | 51,395.44  | 12/15/2012 | 47,022.38  | 12/14/2013 | 29,229.02  | 12/13/2014 | 40,904.98  |
| 12/18/2010 | 42,076.76  | 12/17/2011 | 55,981.32  | 12/22/2012 | 46,838.96  | 12/21/2013 | 44,581.02  | 12/20/2014 | 41,600.84  |
| 12/25/2010 | 50,450.28  | 12/24/2011 | 54,248.62  | 12/29/2012 | 59,697.22  | 12/28/2013 | 62,117.14  | 12/27/2014 | 58,114.68  |
| 1/1/2011   | 85,152.12  | 12/31/2011 | 94,661.00  | 1/5/2013   | 71,673.52  | 1/4/2014   | 62,963.88  |            |            |
| 1/8/2011   | 54,301.30  | 1/7/2012   | 74,863.40  | 1/12/2013  | 50,416.30  | 1/11/2014  | 37,935.94  |            |            |
| 1/15/2011  | 54,005.90  | 1/14/2012  | 58,901.92  | 1/19/2013  | 51,211.88  | 1/18/2014  | 49,418.64  |            |            |
| 1/22/2011  | 60,924.74  | 1/21/2012  | 61,819.92  | 1/26/2013  | 46,966.26  | 1/25/2014  | 42,720.80  |            |            |
| 1/29/2011  | 48,036.94  | 1/28/2012  | 62,898.78  | 2/2/2013   | 52,067.92  | 2/1/2014   | 47,681.60  |            |            |
| 2/5/2011   | 60,777.44  | 2/4/2012   | 72,154.66  | 2/9/2013   | 52,222.20  | 2/8/2014   | 45,434.52  |            |            |
| 2/12/2011  | 67,471.84  | 2/11/2012  | 66,429.04  | 2/16/2013  | 64,243.52  | 2/15/2014  | 41,076.08  |            |            |
| 2/19/2011  | 72,018.54  | 2/18/2012  | 77,455.88  | 2/23/2013  | 64,115.70  | 2/22/2014  | 61,523.98  |            |            |
| 2/26/2011  | 75,544.02  | 2/25/2012  | 77,611.78  | 3/2/2013   | 62,602.74  | 3/1/2014   | 57,744.78  |            |            |
| 3/5/2011   | 74,535.34  | 3/3/2012   | 75,963.86  | 3/9/2013   | 59,213.26  | 3/8/2014   | 50,439.94  |            |            |
| 3/12/2011  | 66,979.48  | 3/10/2012  | 76,808.62  | 3/16/2013  | 62,366.36  | 3/15/2014  | 54,414.66  |            |            |
| 3/19/2011  | 73,113.26  | 3/17/2012  | 76,883.92  | 3/23/2013  | 59,841.02  | 3/22/2014  | 50,734.62  |            |            |
| 3/26/2011  | 68,490.80  | 3/24/2012  | 72,108.36  | 3/30/2013  | 57,567.98  | 3/29/2014  | 51,174.60  |            |            |
| 4/2/2011   | 70,846.58  | 3/31/2012  | 74,244.22  | 4/6/2013   | 63,108.84  | 4/5/2014   | 55,229.90  |            |            |
| 4/9/2011   | 67,076.78  | 4/7/2012   | 75,382.98  | 4/13/2013  | 56,849.30  | 4/12/2014  | 48,653.18  |            |            |
| 4/16/2011  | 64,698.56  | 4/14/2012  | 71,065.34  | 4/20/2013  | 55,432.12  | 4/19/2014  | 54,469.22  |            |            |
| 4/23/2011  | 67,674.14  | 4/21/2012  | 68,055.08  | 4/27/2013  | 58,612.74  | 4/26/2014  | 51,637.18  |            |            |

|           |           |           |           |           |           |           |           |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 4/30/2011 | 66,807.50 | 4/28/2012 | 72,880.66 | 5/4/2013  | 61,102.92 | 5/3/2014  | 54,757.72 |
| 5/7/2011  | 66,379.74 | 5/5/2012  | 71,582.30 | 5/11/2013 | 57,428.70 | 5/10/2014 | 51,011.76 |
| 5/14/2011 | 66,699.76 | 5/12/2012 | 63,357.92 | 5/18/2013 | 61,172.80 | 5/17/2014 | 51,148.34 |
| 5/21/2011 | 63,210.44 | 5/19/2012 | 78,984.36 | 5/25/2013 | 57,131.24 | 5/24/2014 | 53,082.60 |
| 5/28/2011 | 64,724.06 | 5/26/2012 | 67,396.24 | 6/1/2013  | 65,920.66 | 5/31/2014 | 62,642.98 |
| 6/4/2011  | 74,952.34 | 6/2/2012  | 76,959.44 | 6/8/2013  | 55,233.74 | 6/7/2014  | 49,517.18 |
| 6/11/2011 | 62,203.12 | 6/9/2012  | 63,584.86 | 6/15/2013 | 54,067.52 | 6/14/2014 | 50,266.50 |
| 6/18/2011 | 61,200.76 | 6/16/2012 | 59,436.12 | 6/22/2013 | 54,690.28 | 6/21/2014 | 48,768.14 |
| 6/25/2011 | 65,470.44 | 6/23/2012 | 55,921.30 | 6/29/2013 | 55,991.38 | 6/28/2014 | 49,250.32 |
| 6/30/2011 | 34,351.16 | 6/30/2012 | 58,207.40 | 6/30/2013 | 11,509.54 | 6/30/2014 | 12,010.70 |

TOTALS **4,016,541.01**

**4,124,906.80**

**3,580,645.18**

**3,261,565.02**

**1,840,083.28**

**Table Game Revenue**

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

| <u>Date</u>     | <u>Amount</u> |
|-----------------|---------------|
| July, 2014      | 78,639.07     |
| August, 2014    | 84,726.51     |
| September, 2014 | 71,967.51     |
| October, 2014   | 66,257.02     |
| November, 2014  | 71,046.66     |

|                        |                   |
|------------------------|-------------------|
| <b>Total 2014-2015</b> | <b>372,636.77</b> |
|------------------------|-------------------|

**Table Game Revenue Distribution - Jefferson County School Board**

| <u>Date</u>            | <u>Amount</u>       | <u>Date</u>            | <u>Amount</u>       | <u>Date</u>            | <u>Amount</u>       | <u>Date</u>            | <u>Amount</u>       |
|------------------------|---------------------|------------------------|---------------------|------------------------|---------------------|------------------------|---------------------|
| July, 2011             | 425,154.03          | July, 2012             | 415,990.92          | July, 2013             | 297,823.08          | July, 2014             | 235,917.21          |
| August, 2011           | 412,421.76          | August, 2012           | 399,737.49          | August, 2013           | 334,283.25          | August, 2014           | 254,179.53          |
| September, 2011        | 331,125.75          | September, 2012        | 382,597.20          | September, 2013        | 242,573.22          | September, 2014        | 215,902.53          |
| October, 2011          | 372,821.82          | October, 2012          | 379,446.06          | October, 2013          | 243,198.27          | October, 2014          | 198,771.06          |
| November, 2011         | 363,356.61          | November, 2012         | 403,331.79          | November, 2013         | 239,561.82          | November, 2014         | 213,139.98          |
| December, 2011         | 421,529.79          | December, 2012         | 440,033.75          | December, 2013         | 238,851.93          |                        |                     |
| January, 2012          | 413,438.04          | January, 2013          | 397,951.05          | January, 2014          | 225,281.43          |                        |                     |
| February, 2012         | 428,310.03          | February, 2013         | 381,857.07          | February, 2014         | 225,512.70          |                        |                     |
| March, 2012            | 455,536.38          | March, 2013            | 447,100.86          | March, 2014            | 234,604.53          |                        |                     |
| April, 2012            | 383,586.78          | April, 2013            | 316,635.69          | April, 2014            | 217,142.18          |                        |                     |
| May, 2012              | 413,715.39          | May, 2013              | 329,242.14          | May, 2014              | 279,575.67          |                        |                     |
| June, 2012             | 387,706.12          | June, 2013             | 314,410.11          | June, 2014             | 217,052.10          |                        |                     |
| <b>Total 2011-2012</b> | <b>4,808,702.50</b> | <b>Total 2012-2013</b> | <b>4,608,334.13</b> | <b>Total 2013-2014</b> | <b>2,995,460.18</b> | <b>Total 2014-2015</b> | <b>1,117,910.31</b> |