

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, July 16 , 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

APPROVAL OF MINUTES

- July 2, 2015 Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE

- July 9, 2015
- July 16, 2015

APPROVAL OF MANUAL CHECKS

- July 9, 2015
- July 16, 2015

PAYROLL APPROVAL

- July 2, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 10:00 a.m. Angie Banks, Assessor
- Exonerations - Discussion/Action

2. 10:10 a.m. Ed Hannon, Deputy Director, Jefferson County Emergency Services Agency
 - Introduction of Denise Pouget, newly hired Director of the Jefferson County Emergency Services Agency
 - ESA Report on All Good Festival
3. 10:30 a.m. Nikki Painter, Voter and Elections
 - Discussion on the possibility of upgrading our current election equipment and the costs associated with the upgrade - Discussion/Action
4. 10:45 a.m. Interviews and Appointment to the Regional Airport Authority for the One 3-year term ending July 2, 2016 - Discussion/Action
5. 11:00 a.m. **BREAK**
6. 11:15 a.m. Roger Goodwin, Chief County Engineer
 - Property Safety Enforcement Agency Case 12-002 (Williams) - Acceptance of contractor's bid to proceed with the work necessary to remediate the property - Discussion/Action
7. 11:30 a.m. Lynn Fields, Probate Office
 - Schedule a hearing on the Petition to Remove Co-Executor Mark E. Hicks from the estate of Joann V. Hicks, deceased - Discussion/Action
 - July Quarterly Review - Discussion/Action
8. 11:45 p.m. Tim Stanton, Finance Director
 - Review of Budget to Actual Variances as of June 30, 2015 - Discussion/Action
 - Review Policy Number 308 Fund Balance Policy - Discussion/Action
 - Approve Budget Revision Number 1 of General Fund for FY16 - Discussion/Action
 - Approve Budget Revision Number 1 of Coal Severance Fund for FY16 - Discussion/Action
 - Review GASB 45, actuarial study, and clarification on County's Post-Retirement Health Benefits - Discussion/Action

UNFINISHED BUSINESS

9. Request that all Jefferson County component units be placed on an equitable basis when receiving wage and benefits from the County Budget - Discussion/Action (DM)

NEW BUSINESS

10. Set date and time for meeting for the consolidation of sewer services in Jefferson County - Discussion/Action (DM)
11. Approval of Resolution and Contract - Community Participation Grant Program for the Blue Ridge Mountain Volunteer Fire Company in the amount of \$3,000 - Discussion/Action
12. Approval of Resolution and Contract - Community Participation Grant Program for the Citizens Fire Company in the amount of \$5,000 - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Revised Absence Time With Pay Policy - Discussion/Action
- Revise leave accrual rates for employees - Discussion/Action
- Ratification of vote made on July 2, 2015 to advertise for the position of Finance Director - Discussion/Action

COUNTY COMMISSION REPORTS

13. **ADJOURN**

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- ▶ Jefferson County Homeland Security and Emergency Management Quarterly Report
- ▶ Jefferson County Historic Landmarks Commission Quarterly Report

CORRESPONDENCE/INFORMATION

Letter from WV Governor Earl Ray Tomblin re: Community Corrections Grant award for Jefferson County.

Impact Fee Status Report for June 2015.

Memorandum from the Jefferson County Department of Engineering Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Schools Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Law Enforcement Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Parks and Recreation Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's EMS Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Schools Impact Fee Account.

Minutes from the July 1, 2015 Jefferson County Public Service District Board Special Meeting.

Minutes from the June 1, 2015 Jefferson County Public Service District Board Regular Meeting.

WVACO Joint Interim Select Committee on Tax Reform - A County Government Perspective of Personal Property Taxation.

WV Lottery weekly settlement for Charles Town, week ending June 20, 2015.

WV Lottery weekly settlement for Charles Town - week ending June 27, 2015.

WV Lottery weekly settlement for Charles Town - week ending July 4, 2015.

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

Minutes

Jefferson County Commission

Thursday, July 2, 2015

A meeting of the Jefferson County Commission was held on Thursday, July 2, 2015 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 Eric Bell, Dale Manuel, Patsy Noland, Walter Pellish, and Jane Tabb. Also present were Stephanie Grove, County Administrator, Jessica Carroll, Executive Administrative Assistant and Jim Eddy, Bailiff. (An audio tape of the Thursday, July 2, 2015 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Noland led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Ms. Noland to approve the June 18, 2015 Regular Meeting Minutes. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Mr. Manuel to approve the Regular Payroll for June 18, 2015 in the amount of \$229,652.94. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
074576	425	B-K OFFICE SUPPLY INC		\$ -	\$ 1,048.50	\$ 1,048.50
074577	712	FRONTIER WV, INC		\$ -	\$ 380.00	\$ 380.00
074578	425	CUSTOM CONTRACTING, INC.	52658	\$ 2,736.76	\$ -	\$ 2,736.76
074579	401	FEDEX		\$ -	\$ 35.47	\$ 35.47
074579	700	FEDEX		\$ -	\$ 805.50	\$ 805.50
074580	440	ROGER GOODWIN		\$ -	\$ 165.60	\$ 165.60

074581	717	GUTTMAN OIL CO		\$ -	\$ 13,515.26	\$ 13,515.26
074582	404	JEFFERSON PUBLISH CO INC		\$ -	\$ 55.20	\$ 55.20
074583	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
074584	711	J.H. CONSULTING LLC	52344	\$ 6,700.00	\$ -	\$ 6,700.00
074585	712	LANGUAGE LINE SERVICES		\$ -	\$ 249.35	\$ 249.35
074586	716	ELAINA MAZE		\$ -	\$ 308.00	\$ 308.00
074587	402	PIFER OFFICE SUPPLY, INC		\$ -	\$ 51.54	\$ 51.54
074588	GRANT	RCS SECURITY		\$ -	\$ 10,715.70	\$ 10,715.70
074589	405	SPECIALTY BUS SUPPLIES	52683	\$ 108.90	\$ -	\$ 108.90
074590	704	ST/WV REGIONAL JAIL &		\$ -	\$ 91,240.75	\$ 91,240.75
074591	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 1.42	\$ 1.42
074591	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 30,639.69	\$ 30,639.69
074591	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 2,159.09	\$ 2,159.09
074591	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 193.11	\$ 193.11
074592	GRANT	SHERIFF OF JEFFERSON CO		\$ -	\$ 987.42	\$ 987.42
074593	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 10,403.55	\$ 10,403.55
074593	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 15,299.25	\$ 15,299.25
074594	700	SHERIFF OF JEFFERSON CO		\$ -	\$ 1,000.00	\$ 1,000.00
074595	712	TELTRONIC		\$ -	\$ 1,832.00	\$ 1,832.00
074596	712	PANHANDLE ACCIDENT RECON		\$ -	\$ 2,100.00	\$ 2,100.00
074597	405	THOMSON REUTER - WEST	52685	\$ 1,680.75	\$ -	\$ 1,680.75
074598	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 78,286.77	\$ 78,286.77
074598	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 25,163.66	\$ 25,163.66
074598	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 1.55	\$ 1.55
074598	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 4.83	\$ 4.83
074599	412	WVU		\$ -	\$ 1,220.53	\$ 1,220.53
074599	412	WVU		\$ -	\$ 112.49	\$ 112.49
TOTAL						\$ 300,202.64
TOTAL				\$ 11,226.41	\$ 288,976.23	\$ 300,202.64

Motion by Ms. Noland to approve the accounts payable for June 25, 2015 in the amount of \$300,202.64. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
074602	717	AUTOZONE		\$ -	\$ 590.15	\$ 590.15
074603	ALLOC	BOLIVAR/HARPERS FERRY		\$ -	\$ 15,625.00	\$ 15,625.00
074604	405	MYOSHIA BRIGHT		\$ -	\$ 276.00	\$ 276.00
074605	717	BONDED APPLICATORS OF MD		\$ -	\$ 2,750.00	\$ 2,750.00

074606	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
074607	PAYROLL	BUREAU F/CHILD SPRT ENF		\$ -	\$ 212.31	\$ 212.31
074608	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
074609	401	201 N. GEORGE ST LLC		\$ -	\$ 9,638.92	\$ 9,638.92
074610	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
074611	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 530.77	\$ 530.77
074612	405	SHANNON BURLETT		\$ -	\$ 269.67	\$ 269.67
074613	425	OLD CHARLES TOWN LIBRARY		\$ -	\$ 1,500.00	\$ 1,500.00
074613	ALLOC	OLD CHARLES TOWN LIBRARY		\$ -	\$ 15,625.00	\$ 15,625.00
074614	405	LAUREN CROWTHER		\$ -	\$ 269.61	\$ 269.61
074615	425	CUSTOM CONTRACTING, INC.		\$ -	\$ 232.32	\$ 232.32
074616	405	NATHAN COCHRAN		\$ -	\$ 218.50	\$ 218.50
074617	700	DIV OF JUSTICE & COMMUNT		\$ -	\$ 1,500.00	\$ 1,500.00
074618	PAYROLL	DELTA DENTAL OF WV		\$ -	\$ 6,117.24	\$ 6,117.24
074619	ALLOC	EASTERN PANHANDLE TRANSI		\$ -	\$ 2,568.75	\$ 2,568.75
074620	700	DAVID EYRE		\$ -	\$ 31.75	\$ 31.75
074621	425	FIDELITY ENGINEERING	52657	\$ 914.50	\$ -	\$ 914.50
074622	402	VIVIAN FIELDS		\$ -	\$ 21.03	\$ 21.03
074623	405	STEPHEN V GROH		\$ -	\$ 276.00	\$ 276.00
074624	717	GUTTMAN OIL CO		\$ -	\$ 3,220.75	\$ 3,220.75
074625	405	CHARLES B HOWARD		\$ -	\$ 276.00	\$ 276.00
074626	700	INTERNATIONAL POLYGRAPH		\$ -	\$ 600.00	\$ 600.00
074627	PAYROLL	VOYA FINANCIAL		\$ -	\$ 3,085.00	\$ 3,085.00
074628	ALLOC	JEFF CO DEVELOPMENT AUTH		\$ -	\$ 29,500.00	\$ 29,500.00
074629	401	JEFFERSON PUBLISH CO INC		\$ -	\$ 97.60	\$ 97.60
074629	402	JEFFERSON PUBLISH CO INC		\$ -	\$ 157.68	\$ 157.68
074630	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,720.00	\$ 5,720.00
074631	700	ANARGYROS KEREAKES		\$ -	\$ 5,000.00	\$ 5,000.00
074632	405	RALPH A LORENZETTI JR		\$ -	\$ 271.97	\$ 271.97
074633	405	LYNDSEY W. MATSCHAT		\$ -	\$ 302.57	\$ 302.57
074634	403	MATTHEW BENDER & CO		\$ -	\$ 73.08	\$ 73.08
074634	405	MATTHEW BENDER & CO		\$ -	\$ 846.72	\$ 846.72
074635	405	JONELLE MAY		\$ -	\$ 247.25	\$ 247.25
074636	PAYROLL	HIGHMARK WV		\$ -	\$ 166,285.25	\$ 166,285.25
074637	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 150.00	\$ 150.00
074638	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
074639	PAYROLL	NATIONAL VISION ADMIN.		\$ -	\$ 1,799.26	\$ 1,799.26
074640	ALLOC	JEFF CO PARKS &		\$ -	\$ 62,277.75	\$ 62,277.75
074641	403	PIFER OFFICE SUPPLY, INC		\$ -	\$ 163.87	\$ 163.87
074641	403	PIFER OFFICE SUPPLY, INC		\$ -	\$ 272.16	\$ 272.16

074642	405	LECTOR DENISE RIDEOUTT		\$ -	\$ 271.97	\$ 271.97
074643	425	RCS SECURITY		\$ -	\$ 618.00	\$ 618.00
074643	425	RCS SECURITY		\$ -	\$ 456.00	\$ 456.00
074643	425	RCS SECURITY		\$ -	\$ 369.60	\$ 369.60
074644	GRANT	RCS SECURITY		\$ -	\$ 851.18	\$ 851.18
074645	405	HASSAN RASHEED		\$ -	\$ 251.27	\$ 251.27
074646	ALLOC	SHEPHERDSTOWN PUB LIBRAR		\$ -	\$ 15,625.00	\$ 15,625.00
074647	403	SOFTWARE SYSTEMS, INC		\$ -	\$ 1,934.98	\$ 1,934.98
074648	ALLOC	SOUTH JEFFERSON PUBLIC		\$ -	\$ 15,625.00	\$ 15,625.00
074649	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 43,026.68	\$ 43,026.68
074649	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,062.70	\$ 10,062.70
074649	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 40,747.67	\$ 40,747.67
074650	405	BRANDON C.H. SIMS		\$ -	\$ 235.75	\$ 235.75
074651	700	CONOR O'SHEA		\$ -	\$ 431.15	\$ 431.15
074652	712	TELTRONIC		\$ -	\$ 458.00	\$ 458.00
074653	403	VITAL SIGNS		\$ -	\$ 475.00	\$ 475.00
074654	425	WM OF WEST VIRGINIA, INC		\$ -	\$ 653.10	\$ 653.10
074655	401	WV ASSOCIATION/COUNTIES		\$ -	\$ 6,500.00	\$ 6,500.00
074656	ALLOC	WVU		\$ -	\$ 3,700.00	\$ 3,700.00
074657	401	WV ST TREASURER'S OFFICE		\$ -	\$ 4,800.00	\$ 4,800.00
074658	PAYROLL	WV COUNTIES GROUP		\$ -	\$ 150,625.50	\$ 150,625.50
074659	PAYROLL	WVCORP		\$ -	\$ 39,608.50	\$ 39,608.50
074660	717	WHOLESALE TIRES, INC.		\$ -	\$ 32.23	\$ 32.23
074661	405	NEIL ZAHRADNIK		\$ -	\$ 247.25	\$ 247.25
TOTAL						\$ 678,500.89

Motion by Mr. Bell to approve the accounts payable for July 2, 2015 in the amount of \$678,500.89. Motion seconded and unanimously approved.

APPROVAL OF MANUAL CHECKS

DOG/KENNEL			
OO3			
Date	Check #	VENDOR	Amount
6/24/2015	223	SHERIFF OF JEFFERSON CO	\$ 34,918.11
MAGISTRATE COURT			

OO5			
Date	Check #	VENDOR	Amount
6/24/2015	319	SHERIFF OF JEFFERSON CO	\$ 3,750.00
HOME DETENTION			
OO8			
Date	Check #	VENDOR	Amount
06/24/15	499	SHERIFF OF JEFFERSON CO	\$ 10,000.00
ASSESSOR VALUATION			
O56			
Date	Check #	VENDOR	Amount
6/24/2015	550	SHERIFF OF JEFFERSON CO	\$ 451,504.13
VOTER REG.			
63			
Date	Check #	VENDOR	Amount
6/26/2015	317	SECRETARY OF STATE'S OFF.	\$ 211.91
TOTAL			\$ 500,384.15

Motion by Ms. Noland to approve the Manual Checks for June 26, 2015 in the amount of \$500,384.15. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Paul Rosa, resident – requested the Commission require the Jefferson County Development Authority to present a report on the outcome of the two year reduction of Commercial Impact Fees in Jefferson County. Mr. Rosa also requested the Commission hold a public hearing on the subject once the report was made available to the public.

Eleanor Finn, resident – requested the Commission table any decisions regarding Commercial Impact Fees until the Jefferson County Development Authority presented their findings to the public.

David Tabb, resident – stated the Commission consistently fails to follow “the rules” and is pleased to see other Jefferson County citizens challenging the Commission.

PRESENTATIONS

1. Angie Banks, Assessor – requested the approval of the following Exoneration and Split Ticket:

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
C.T. Hardesty, III	Real Estate	Middleway	21418	\$472.30

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

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Catherine Mumaw	PP	Charles Town	303330	\$114.26
Michael Mumaw				\$23.56

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

2. Matt Mullenax, Hagerstown – Eastern Panhandle MPO, and Cheryl Kerouze, Eastern Panhandle Transit Authority – provided the Commission with a presentation on the 2015-2020 Transit Development Plan.
3. Barbara Scott, President, Summit Point Raceway Associates, Inc. – requested the Commission provide a letter of support to state elected officials for the retention of State Department Training at Summit Point Raceway.
 - **Motion by Mr. Pellish to approve/provide a letter of support regarding the retention of US State Department Training at Summit Point Raceway. Motion seconded and unanimously approved.**
4. Barbara Miller, Director of Jefferson County Homeland Security and Emergency Management – requested the approval of the 2015 Emergency Operations Plan.

- **Motion by Mr. Manuel to approve the 2015 Emergency Operations Plan as presented. Motion seconded and unanimously approved.**
5. The Commission recessed for break at 10:45 am.
The Commission reconvened at 11:00 am.
 6. Roger Goodwin, Chief County Engineer – requested the complete construction bond release for Demory Farms Subdivision.
 - **Motion by Ms. Tabb to authorize a complete release of Letter of Credit #16903157-4401 in the amount of \$163,704 construction bond amount for Skyline Farms, LLC fka Cameron Run LLC – Demory Farms Subdivision, Lots 1-73 (File #04-17). Motion seconded and unanimously approved.**
 7. Interviews and appointment to the Jefferson County Emergency Services Agency Board for one three-year term as a Citizen Representative, expiring June 20, 2018.
 - Ms. Noland offered her nomination for Mr. Eric Smith.
 - Mr. Manuel offered his nomination for Mr. Bob Aitcheson.
 - Mr. Bell offered his nomination for Mr. Steve Sowers.

After receiving the majority vote, Mr. Steve Sowers was appointed a citizen representative to the JCESA Board for a three year term expiring June 30, 2018.

8. Interviews and appointment to the Regional Airport Authority
 - It was the consensus of the Commission to table this item until an interested applicant came forward.
9. John Reisenweber, Director, Jefferson County Development Authority – requested the permanent abolishment of commercial impact fees in Jefferson County.
 - **Motion by Mr. Manuel to schedule a public hearing on the potential abolishment and/or reduction of commercial impact fees in Jefferson County. Motion seconded but fails on a vote of 1-4 with Mr. Bell, Ms. Tabb, Ms. Noland, and Mr. Pellish opposing.**
 - **Motion by Ms. Tabb to request the Jefferson County Development Authority complete an updated report on the data regarding the two year reduction of commercial impact fees in Jefferson County and to continue with the current reduced commercial impact fee rates until all impact fees are ready to be reviewed or as needed. Motion seconded and unanimously approved.**

10. Nathan Cochran, Assistant Prosecuting Attorney – provided the Commission with an update on litigation for Civil Action No. 13-C-432.

- **Motion by Mr. Manuel to enter into Executive Session to discuss pending litigation. Motion seconded and unanimously approved.**
- **Motion by Mr. Bell to come out of Executive Session and direct Mr. Cochran to proceed in the direction discussed during Executive Session. Motion seconded and unanimously approved.**

NEW BUSINESS

11. Pastor John Mason, Eastern Panhandle LGBTQ Alliance – requested the Commission declare July 11, 2015 as Panhandle Pride Day in Jefferson County.

- **Motion by Mr. Manuel to declare July 11, 2015 as Panhandle Pride Day in Jefferson County. Motion seconded and unanimously approved.**

12. Appointment of David Simmons to the Harpers Ferry Bolivar Public Service District Board for one unexpired term ending June 30, 2020.

- **Motion by Mr. Manuel to appoint David Simmons to the Harpers Ferry/Bolivar Public Service District Board for one unexpired term ending June 30, 2020. Motion seconded and unanimously approved.**

13. Change in Employee Assistance Program provider for JCESA Employees

- **Motion by Mr. Pellish to approve the inclusion of JCESA employees under the County's new EAP provider and make the appropriate budget revision to cover the \$750 cost of inclusion. Motion seconded and unanimously approved.**

14. Request to use the Jefferson County Commission Meeting Room – WV Department of Corrections Victim Services – on Monday, July 20, 2015 from 8:30 am – 2:00 pm.

- **Motion by Ms. Noland to approve the use of the Jefferson County Commission Meeting Room for the WV Department of Corrections Victim Services on Monday, July 20, 2015 from 8:30 am – 2:00 pm. Motion seconded and unanimously approved.**

COUNTY ADMINISTRATOR REPORTS

- Update on Zoning Map Amendment for Twin Oaks Subdivision, LLC – Ms. Grove stated the Public hearing on the Zoning Map Amendment for Twin Oaks Subdivision, LLC

would be held on Tuesday, August 11, 2015 at 7:00 pm during a regularly scheduled Planning Commission meeting.

- Fire Contracts – Ms. Grove explained the changes she made to the Fire Contracts for FY16, noting improvement in the format for better clarity on the part of the Fire Departments.
 - **Motion by Mr. Bell to approve the Fire Contract agreements as presented by Ms. Grove. Motion seconded and unanimously approved.**
- Executive Session – Personnel Matter – Finance Director
 - **Motion by Mr. Pellish to enter into Executive Session to discuss personnel matters. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to come out of Executive Session and authorize the County Administrator to begin advertising for the position of Financial Director. Motion seconded and unanimously approved.**

COUNTY COMMISSION REPORTS

Jane Tabb

- Hosted Farm Day.
- Attended an LEPC meeting.
- Attended a PSD meeting.
- Attended a retirement party for Mr. Fincham, a longtime Jefferson High School teacher.
- Stated the ESA has hired a new director.

Dale Manuel

- Attended an ESA meeting regarding the All Good Festival.
- Attended a PSD meeting.
- Attended an Affordable Housing meeting.

Eric Bell

- Attended a Community Corrections Board meeting.

Walt Pellish

- Attended a Development Authority meeting.
- Reminded the audience of the Shepherdstown 4th of July parade.

15. The Commission meeting adjourned at 12:13 pm on a motion by Ms. Tabb. Motion was seconded and unanimously approved.

JANE M. TABB, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant

DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 359,028.48	\$ -	\$ 359,028.48
6.2% Tax Payable OASDI	\$ 21,513.34	\$ -	\$ 21,513.34
1.45% Tax Payable HI	\$ 5,031.35	\$ -	\$ 5,031.35
Fed Withholding	\$ 40,747.67	\$ -	\$ 40,747.67
WV State Withholding	\$ 15,352.66	\$ -	\$ 15,352.66
PERS Retirement Deduct	\$ 12,645.00	\$ -	\$ 12,645.00
Hosp. Pre-Tax	\$ 11,039.50		\$ 11,039.50
Cancer/ICU Pre-Taxed	\$ 1,155.54		\$ 1,155.54
Cancer/ICU Not Pre-Taxed	\$ 896.75		\$ 896.75
Optional Life Not Pre-Taxed	\$ 2,239.86		\$ 2,239.86
Christmas Club	\$ 5,720.00		\$ 5,720.00
Wage Attach #1	\$ 1,311.70		\$ 1,311.70
Wage Attach #2	\$ 83.25		\$ 83.25
Wage Attach #3	\$ 212.31		\$ 212.31
Wage Attach #4	\$ -		\$ -
DSRS Retirement Deduct 8.5%	\$ 5,369.31		\$ 5,369.31
457 - Nationwide	\$ 749.00		\$ 749.00
457I - ING	\$ 3,085.00		\$ 3,085.00
MD State Tax	\$ 361.92		\$ 361.92
D/VF	\$ 1,481.48		\$ 1,481.48
VA. State Tax	\$ 22.65		\$ 22.65
COLONIAL(PLUS)	\$ 258.09		\$ 258.09
Total Deductions	\$ 129,276.38	\$ -	\$ 129,276.38
Net Wages Total	\$ 229,752.10	\$ -	\$ 229,752.10
Payroll Dated	2-Jul-2015		



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Angie Banks, Assessor

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


Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **July 16, 2015**

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

Date Requested – 2nd Choice: Click here to enter text.

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

 **Exonerations**

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

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

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

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

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

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

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

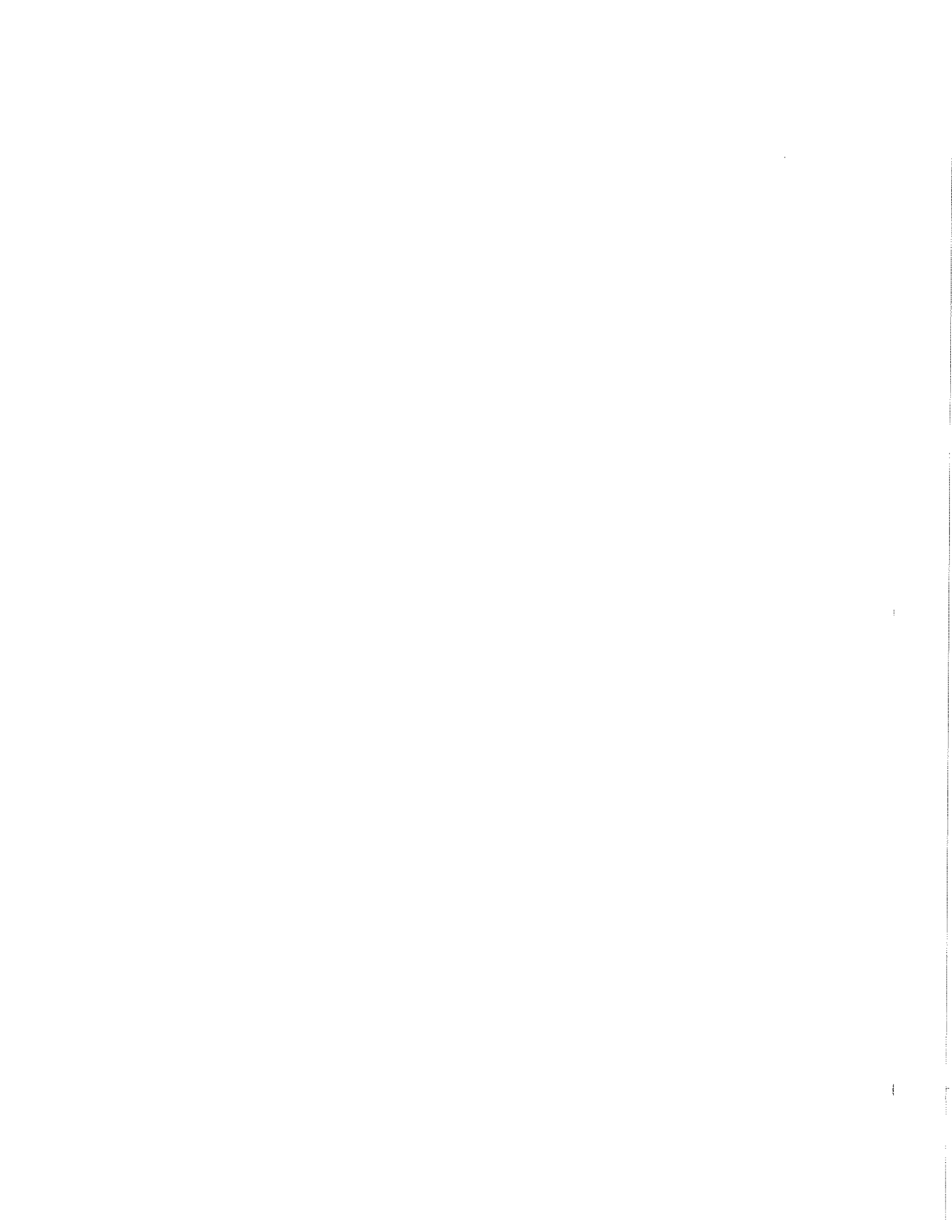
Telephone for conference call Y/N Click here to enter text.

Contact information:

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

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Department or Organization: **Jefferson County Emergency Services Agency**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **July 16, 2015**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Introduction of Denise Pouget, newly hired Director of the Jefferson County Emergency Services Agency**

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**

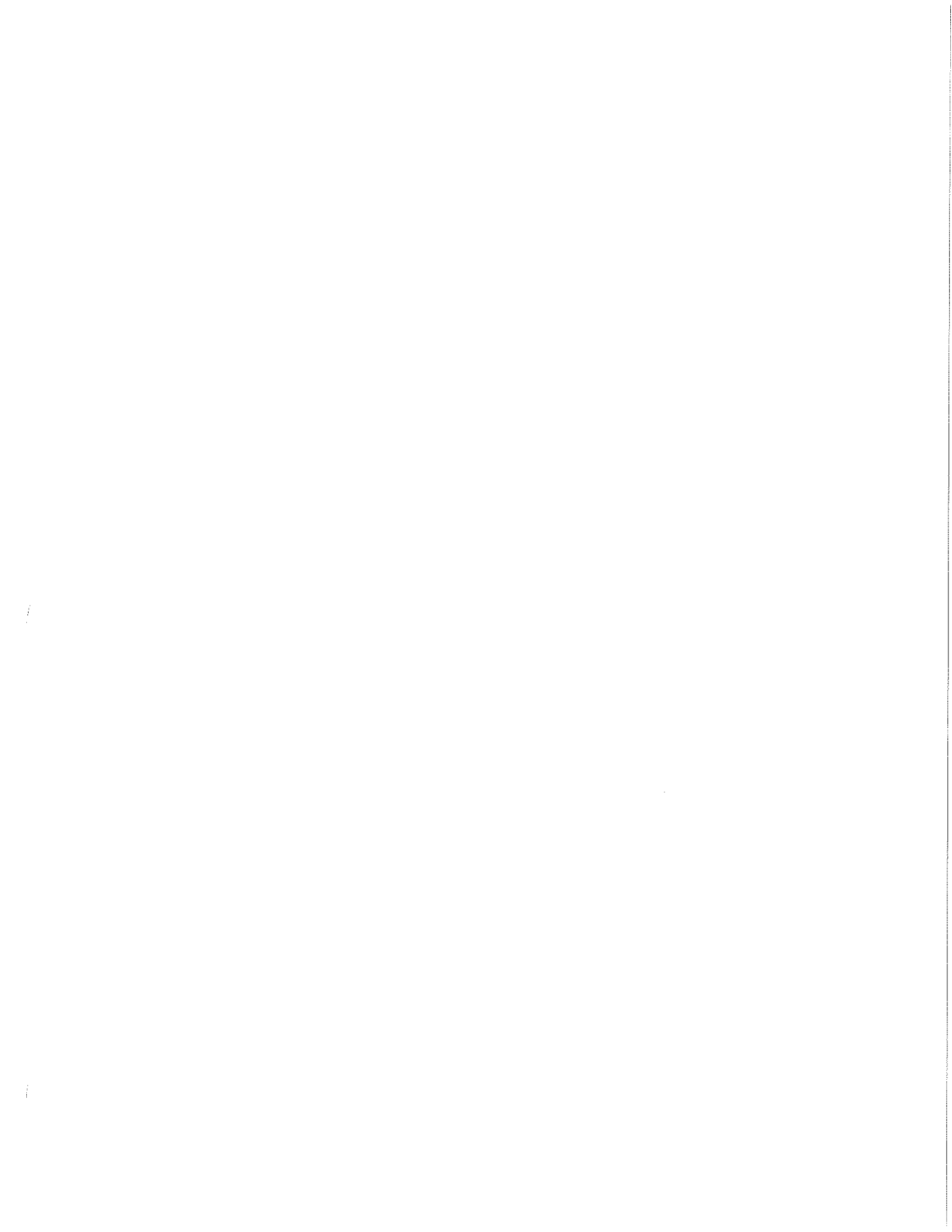
Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Nikki Painter**

Department or Organization: **Voter & Elections**

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

Date Requested – 1st Choice: **July 16, 2015**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Discussion on the possibility of upgrading our current election equipment and the costs associated with the upgrade.**

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

See attached memo.

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:

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

Contact information:

Email address: npainter@jeffersoncountywv.org Phone Number: **304-728-3246**

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Click here to enter text.



Jennifer S. Maghian
County Clerk

Jefferson County Clerk's Office Voter Registration & Elections

MEMORANDUM

TO: County Commission
FROM: Nikki Painter, Chief Deputy of Voter & Elections
DATE: July 8, 2015
RE: Update on current election equipment

While attending the annual County Clerk's training in June, I was told by our election supplier that our current election equipment, the M100 and AutoMARK, are no longer being manufactured. They have been replaced with the DS200 and ExpressVote touchscreen machine. The DS200 is the new in-precinct ballot scanner. It works much like our current M100 with a few improvements. The ExpressVote is a hybrid touchscreen and paper ballot based voting machine that complies with HAVA specifications. While they are not necessary for the system to work, electronic poll books work hand-in-hand with the new machines and are a recommended purchase.

This upgrade would cost the county approximately \$763,000 or \$856,248 if electronic poll books are included. This amount includes an \$18,000 credit that ES&S is offering as trade-in for our current equipment. We are eligible for \$79,840 that can be applied to the purchasing cost from the HAVA fund. This is offered as an interest free loan through the Secretary of State's office. Unfortunately, this is a fluid account and is administered on a first come, first serve basis so this amount could change. I spoke with the Secretary of State's office and there are 4 other counties (Kanawha, Monongalia, Ohio and Upshur) actively discussing a possible upgrade.

I have put together a cost comparison of the current and new voting machines. The biggest cost savings will be with the ballots. We currently pay approximately \$1.00 per ballot and are required to order a ballot for every voter plus 5% regardless of voter turnout. Turnout ranges from a low of 13% to a high of 65%. This is a huge expense that results in a large amount of unused ballots that we then have to store for 22 months. The ExpressVote prints the voters' selections on blank card stock, which only costs 10¢ per ballot, and is inserted into the machine at the beginning of the voting process. Any leftover card stock can be used for up to 7 years because it is not election specific. This would mean no more wasted ballots.

There are other potential cost savings after making a few procedural changes. They include reducing the number of trucks needed for equipment delivery, eliminates outside hired delivery riders and the elimination of election night rovers would reduce the number of extra positions needed on election night at the courthouse.

I am not asking the commission to purchase the new equipment at this time. However, I wanted to make you aware of the possibility of this as a future expense.

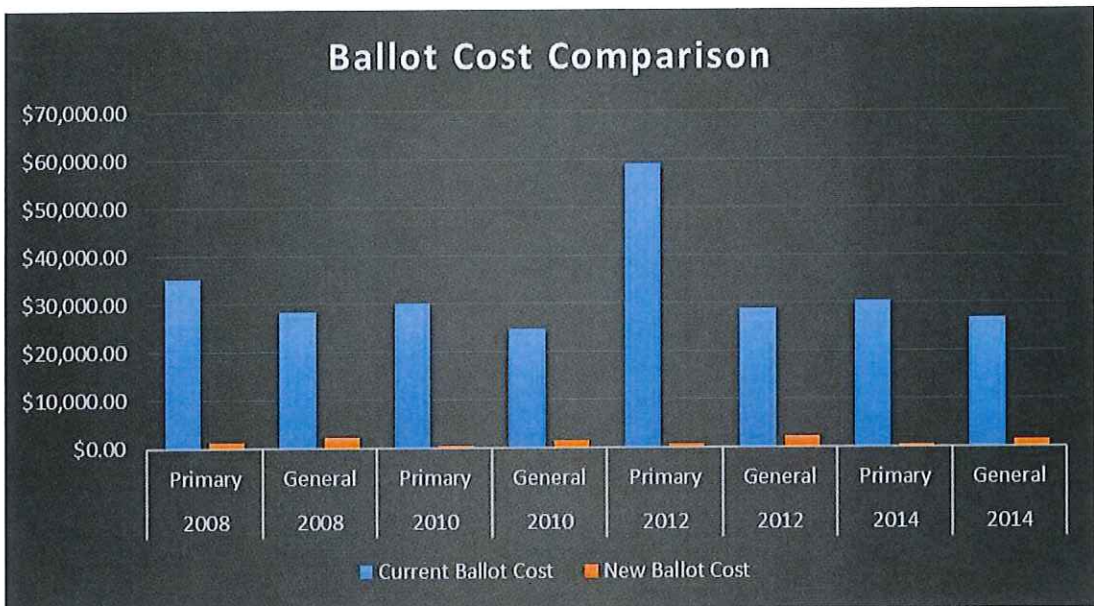
Here is a quick breakdown of our current election equipment versus the upgraded election machines.

Current Equipment	New Equipment
<ul style="list-style-type: none"> • Cost of printed ballot \$1.00 <ul style="list-style-type: none"> ○ Cannot be reused, only use 13-65% per election 	<ul style="list-style-type: none"> • Cost of card stock \$0.10 <ul style="list-style-type: none"> ○ Any leftover can be used for the next election; good for 7 years
<ul style="list-style-type: none"> • Warranty package \$10,401.68 	<ul style="list-style-type: none"> • Comes with a 1 year warranty <ul style="list-style-type: none"> ○ Will go up to approx \$20,000.00
<ul style="list-style-type: none"> • 3 trucks for delivery \$1081 <ul style="list-style-type: none"> ○ 3 maintenance drivers \$0 cost ○ 3 riders \$300 	<ul style="list-style-type: none"> • 2 trucks for delivery \$766 <ul style="list-style-type: none"> ○ 4 maintenance workers to act as rider & driver \$0 cost
<ul style="list-style-type: none"> • 6 Election night rovers that pull ballots and remove the PCMCIA cards 	<ul style="list-style-type: none"> • No need for rovers; could keep them at courthouse and not hire 6 additional people at a cost savings of \$600

Our current election equipment is aging quickly. Although they are not used on an everyday basis, they are heavily used during an election cycle. That use is now showing up in increased maintenance needs between elections.

Current Equipment	New Equipment
<ul style="list-style-type: none"> • PCMCIA cards are unstable. All 45 will need to be replaced at a cost of approx. \$4000 	<ul style="list-style-type: none"> • A new EAC certified jump drive is included; has no internal battery that can fail so they are more reliable than the PCMCIA cards
<ul style="list-style-type: none"> • 15 precinct covers are damaged and need replaced \$2700 + freight 	<ul style="list-style-type: none"> • N/A
<ul style="list-style-type: none"> • Voting booths are starting to break \$210 per case 	<ul style="list-style-type: none"> • N/A
<ul style="list-style-type: none"> • 2 carts have broken wheels \$65 + repair costs 	<ul style="list-style-type: none"> • N/A
<ul style="list-style-type: none"> • Locking mechanisms on carts need maintenance \$200 	<ul style="list-style-type: none"> • N/A

Ballot Cost Comparison				
<i>*Based on the number of ballots used from each election.</i>				
Election Year	Election Name	Current Ballot Cost	*New Ballot Cost	Savings
2008	Primary	\$35,320.11	\$1,150.70	\$34,169.41
2008	General	\$28,329.63	\$2,277.10	\$26,052.53
2010	Primary	\$30,068.48	\$470.50	\$29,597.98
2010	General	\$24,747.19	\$1,577.00	\$23,170.19
2012	Primary	\$59,027.53	\$655.70	\$58,371.83
2012	General	\$28,961.61	\$2,235.50	\$26,726.11
2014	Primary	\$30,467.53	\$443.20	\$30,024.33
2014	General	\$26,885.31	\$1,387.00	\$25,498.31



Election Turnout				
Election Year	Election Name	Total Ballots Cast	# Registered Voters	% Turnout
2008	Primary	11,507	33,042	34.83%
2008	General	22,771	34,537	65.93%
2010	Primary	4,705	34,189	13.76%
2010	General	15,770	33,604	46.93%
2012	Primary	6,557	34,905	18.79%
2012	General	22,355	35,862	61.32%
2014	Primary	4,432	33,104	13.39%
2014	General	13,870	33,754	41.09%

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **July 16, 2015**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Interviews and Appointment to the Regional Airport Authority for one three-year term ending July2, 2018.

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

Is this a funding request? Y/N 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

Dear Jefferson County Commission,

I am interested in becoming a member of the Eastern West Virginia Regional Airport Authority. I obtained my degree at Shepherd University. My Fiancée and I are homeowners in Ranson and are proud members of the Eastern Panhandle community. I am young, energetic, and looking to become more active in the community. I feel that my accounting background could be an asset to the organization. I have been a team member at CoxHollida & Professionals for almost three years and I am in the process of obtaining my CPA. Thank you for your time and consideration on this matter. Please contact me at 304-263-0891 if you have any further questions.

Sincerely,

Clyde Young

Jefferson County Commission
Application for Boards, Committees or Commissions

Please type or print information

Name: Jared Esselman

Home Telephone Number: 301-575-7915

Work Address: 421 Aviation Way Frederick, MD 21707

Work Phone Number: 301-695-2204

Mobile Phone Number: 301-575-7915

E-mail Address: Jared.Esselman@AOPA.org

Party Affiliation: (Building Commission and Health Department applicants)

Occupation: Director of State Government Affairs

Education: High School Mooreville Sr High

College College of Charleston / Harvard University

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: 121 Trotting Way
Charles Town, WV 25414

Magisterial District: _____

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

See Resume

Organization Memberships and Positions Held : _____

Harvard Club Board of Directors

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

Date:	Offense:

Statement: _____

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

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

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

Signature: [Signature] Date: 9 July 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.

Jared A. Esselman

121 TROTting WAY, CHARLES TOWN, WV 25414

PHONE 301-575-7915 • E-MAIL JARED.ESSELMAN@POST.HARVARD.EDU

Education

<u>Harvard University</u> John F. Kennedy School of Government,	Cambridge, MA Masters in Public Policy	Aug 2009 – May 2011
<u>College of Charleston</u> Political Science Major, <i>Pi Epsilon Alpha National Political Science Honor Society</i>	Charleston, SC Bachelor's Degree	Aug 2007 – May 2009
<u>Palm Beach Community College</u> Political Science Major, <i>Phi Theta Kappa Honor Society</i>	West Palm Beach, FL Associate in Arts Degree	Aug 2006 – Aug 2007
<u>Community College of the Air Force</u> Aeronautical Logistics Technology		2002-2006

State and Intergovernmental Affairs

<u>AOPA</u> Director, State Government Affairs State Legislative Advocacy	Frederick, MD	May 2014 - Present
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As Director of State Government Affairs I serve as one of AOPA's key advocates in protecting the general aviation interests of AOPA members at the state and local level. I participate in the development, initiation, and execution of strategies that result in: preventing unnecessary and restrictive state regulation or taxation of GA, promotion of a state regulatory climate beneficial to GA; the protection of GA airports; and the promotion of the value and benefits of GA to state and local decision makers, and their identification of AOPA as the principal voice of GA pilots.

- Responsible for tracking new and pending state legislative bills in 50 states that have potential impact on AOPA members. Analyze proposals and formulate recommendations for advocacy efforts on state legislative/policy issues in accordance with established AOPA policy.
- Work with Regional team in coordination and preparation of written communications: i.e. advocacy letters, testimony, position papers in support of AOPA state and local initiatives, and communications to AOPA members.
- Represent AOPA with state and local officials, and organizations that represent such officials, to advocate in behalf of member interests.
- Develop association policy on airport preservation and state government issues that affect GA.

<u>CFPB</u> Coordinator, Intergovernmental Affairs Municipal Advocacy	Washington, DC	Dec 2012 – June 2014
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- Designed and developed pilot program incorporating an initial 5 municipalities.
- Expanded this program through a nationwide rollout in collaboration with the US Conference of Mayors and the National League of Cities.
- Identified and established necessary government relationships, utilized potential areas for partnership, and engaged in appropriate dialogue to maximize engagement and outreach efficacy.
- Maintain ongoing communication with these stakeholders and build cooperative, continuous working relationships.
- Received national praise in the US House Committee on Financial Services on 27 Jan, 2014.
- Praised by the editor of Governing Magazine in March, 2014 edition.

State Legislative Advocacy

- Monitor developing state legislation and public policy and perform impact analysis.

- Prepare summaries, highlighting legislative and policy issues of interest to executive staff.
- Track policy decisions, and ensure that all external output and interactions by the Office of Intergovernmental Affairs are in line with the Bureau's most up-to-date policy decisions.
- Accelerated state legislative tracking by producing bi-monthly analyses of proposed state legislation and city ordinances, plus relevant news and regulations research.
- Initiated the Bureau's first subject matter expert testimony in a state legislature study committee hearing.
- Collaborated with colleagues at the National Conference of State Legislators to organize nationwide briefing calls with State Legislators.

External Events

- Prepared time-sensitive briefing and information memos for senior CFPB leadership on topics related to municipal and state legislative activity prior to speeches, presentations, and conferences.
- Prepared remarks and talking points for legislative hearings and association conferences.

International Advocacy

- Supported the CFPB Director and Assistant Director for Intergovernmental Affairs in international relations and functions.
- Drafted fact sheets, pre-meeting briefing materials, talking points and other informational products in preparation for meetings responding to international governments' needs and inquiries.
- Facilitated international collaboration, speaking invitations and requests for meetings from the United Kingdom, Austria, Australia, South Korea, Israel, Sweden, Tanzania, Taiwan, Mexico and China.
- Managed relationships with other Federal Agencies and the White House.

The White House

Intern, Intergovernmental Affairs

Washington DC

Janet Creighton, D.A.P.

May – Aug 2008

Responsibilities

- Manage all collaborative efforts between the President of the United States and the 50 State Governors.

Actions

- Scheduled 27 Presidential meetings and 13 public appearances by the Deputy Assistant to the President with state legislative and state executive officials.
- Interacted on behalf of the White House with 15 federal agencies, Congressional staff and State Governors executive offices.
- Assisted staff from State Governors' offices in answering public policy and legislative inquiries.

Results

- Honed legislative tracking and analyzing skills on both the federal and state legislative levels.
- Gained experience as an executive assistant to the chief executive officer of the United States.

Leadership in Public Affairs & Public Policy Strategy

Mayoral Campaign

Mayoral Candidate / Campaign Manager

Mooresville, NC

Jan 2011 – Jan 2012

Responsibilities

- Design and lead a yearlong political and public affairs campaign for the Mayorship of Mooresville, NC.

Actions

- Managed 11 staff: 4 full time staff of 30+ hours a week; 7 part time staff of 20+ hours a week.
- Developed campaign and public affairs strategy consisting of 4 radio commercials; 3 television spots; 5 interviews; 3 newspaper articles; 3 news ads; a phone bank and over 2,000 auto calls.
- Budgeted campaign finances using zero based budgeting methods, incorporating costs for:
 - Travel; print media; social media; internet based marketing; road signage; radio and TV media considerations; staff needs; rent and utilities.
- Collaborated with 5 local media outlets, municipal and county governments, and 2 school districts to deliver public affairs message to a wide audience of 21,000 voters and elected officials.
- Engaged in 15 public speaking events including answering impromptu questions from constituents and media reporters.

Results

- Accomplished personal goals of achieving a less than 10 percentage point spread in 1/3 the amount of time and at 1/3 the cost of my opponent.
- Mastered talents for public speaking, writing, advertising, budgeting and public affairs strategy development.

Harvard University

Faculty Assistant

Cambridge, MA
Steve Jarding, Elaine Kamarck

August 2010 – May 2011

Responsibilities

- Provide teaching aides and instruction assistance on complex public policy and public affairs subjects.

Actions

- Assisted with the creation of 36 class lectures, 2 professors' schedules, and 7 major class events.
- Conducted 16 weekly class study sessions as well as gave lectures in absence of professor.
- Coordinated 12 guest lecturers, gave 4 external presentations and conducted monthly class exercises outside of regularly scheduled class time.
- Managed project of grading 200+ essays and exams and administering final exams.

Results

- Proven ability to effectively judge public policy analysis and public affairs strategy.
- Verified my intuition for the public affairs and public policy process well enough to teach it.

Military Leadership

United States Air Force

Staff Sergeant - Loadmaster

Charleston AFB, SC
SMSGT Shane Pilgrim

Apr 2002 – Apr 2009

Operation Iraqi Freedom

- Managed global logistics operations for 250 combat and medical evacuation missions.
- Supervised junior loadmasters in 56 combat training operations.
- Supervised junior loadmasters in 3 real time joint operations war games exercises.
- Managed operations and logistics movements for over 2,500 flight hours.
- Highly decorated for skill in aviation logistics in combat zones.

Operation Enduring Freedom

- Managed global logistics operations for 75 combat and medical evacuation missions.
- Supervised cargo and fueling systems for base wide airlift operations.

Hurricane Katrina

- Supervised evacuation procedures for over 1,000 citizens.

Presidential Escort

- Managed CONUS aviation logistics for 22 Presidential escort missions.

Results

- Highly decorated for my talent in teamwork and attention to detail receiving 4 major awards and 5 specialty medals.

Jet Aviation

Flight Line Service

West Palm Beach, FL
John Mason, FBO Manager

Sept 2006 – May 2007

Responsibilities

- Manage customer service and line safety operations.

Actions

- Trained staff in the proper use and location of emergency equipment.
- Singularly extinguished an aircraft fire saving the lives of passenger and crew.

Results

- Documented as the only lineman in Jet Aviation company history to receive the employee of the month award.

Community Leadership

Board of Directors – Harvard Club of Washington DC

2012-2014

Director

Responsibilities

- Project manager for club newsletter production.

Actions

- Redesigned newsletter process to highlight bi-monthly club achievements.

Results

- Reduced cost by 30%.

AwesomeCon Washington DC

December 2012 – November 2013

President of Programming

Responsibilities

- Managed staff of 40 volunteers.
- Produced over 190 hours of interactive entertainment.
- Planned event logistics for 55,000 patrons.

2 Year Humanitarian Mission

1999-2001

Responsibilities

- Area Manager for staff of 8 field workers.
- Regional Supervisor for 7 area managers and 56 field workers.

Skills Acquired

Technical Expertise - Microsoft Word, Excel, Outlook, PowerPoint, LexisNexis StateNet, CQ StateTrack.

Core Competencies - Leadership; Project planning/management; Negotiations; Strategy/Program development, Budget development.

Interpersonal Skills - Ability to:

- Respond to inquiries from customers, executives, and media in a variety of situations;
- Write a vast variety of communications deliverables;
- Interact with external audiences and media inquiries;
- Communicate effectively in one-on-one, small group, and large group situations.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



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

Department or Organization: **Engineering Department**

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

Date Requested – 1st Choice: **July 16, 2015**

Date Requested – 2nd Choice: **July 30, 2015**

Subject (*Wording to be placed on agenda*): **Property Safety Enforcement Agency Case 12-002 (Williams) – Acceptance of contractor's bid to proceed with the work necessary to remediate the property.**

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

**Property Safety Enforcement Agency Case 12-002 (Williams)
Jefferson County Circuit Court – Civil Action No. 14-C-211
111 Fairway Drive
Lot 16, Sleepy Hollow Estates Subdivision, Jefferson County, WV
Harpers Ferry Tax District, Map 11B, Parcel 15**

The property owner failed to carry out the action necessary to bring the property into compliance with the Property Safety Enforcement Ordinance and as outlined in the County Commission's order issued on October 17, 2013. The Circuit Court then issued an order on August 28, 2014, giving the County Commission permission to carrying out the work required to bring the property into compliance

Three prices/bids were received to complete the attached scope of work, as follows:

Remac America, Inc.	\$5,222.00 (Low Bidder)
Pittsnogle, LLC	\$5,782.00
United Wreckers & Excavators, Inc.	\$5,963.00

Is this a funding request? **Yes.**

If so, how much? **\$5,222.00 (a lien will be placed on the property upon completion of the work)**

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

To approve allowing staff to move forward with contracting with Remac America, Inc. to carrying out the work required for Property Safety Case 12-002 (Williams), as outlined in the attached scope of work.

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

If not attached, explain:

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

Contact information:

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

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

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AGREEMENT
&
SCOPE OF WORK

**Property Safety Enforcement Agency Case 12-002 (Williams)
Jefferson County Circuit Court – Civil Action No. 14-C-211
111 Fairway Drive, Lot 16, Sleepy Hollow Estates Subdivision
Jefferson County, West Virginia**

1. Contractor shall provide all materials, labor and equipment necessary to remove all brush, trees & vegetation within 10 feet of the dwelling unit and along the fence in rear yard (inside and outside), and remove it from the property and dispose of it in a legal manner. Trees and bushes that are to remain will be indicated/marked by the Chief County Engineer.

Contractor shall also cut any overgrown brush on the property and mow the overgrown lawn; all to the satisfaction of the Chief County Engineer.

2. Contractor shall provide all materials, labor and equipment necessary to remove all refuse and debris located on the property that is located outside the dwelling/structure and dispose of it in a legal manner, all to the satisfaction of the Chief County Engineer.

3. Contractor shall provide all materials, labor and equipment necessary to board up the lower level windows and doors located as follows:

- a. Both double doors at the deck
- b. The windows at the front bay window
- c. The front door
- d. The two foundation windows left side of the front door
- e. The two foundation windows at the end on left side of the driveway
- f. The double basement door
- g. The two foundation windows at the rear of the house
- h. Secure/board up the fence gates to the rear yard to prevent access.

The doors and windows shall be secured using a minimum 3/8" bc plywood sheathing fastened to the window or door frame in a manner satisfactory to the Chief County Engineer. Foundation windows may need 2"x3" framing fastened to the masonry foundation (or other satisfactory fastening means) in order to have a means of securely fastening the plywood sheathing.

The plywood shall be fastened using a sufficient number and size of screws to prevent them from being easily removed without the use of tools. The plywood shall be painted on the exposed side with primer and one coat of white semi-

gloss exterior grade paint to protect it from moisture and decay.

All materials shall be new and all work shall be performed in a workman like manner such that work shall not significantly detract from the appearance of the dwelling.

4. Contractor shall provide all materials, labor and equipment necessary to perform work in a manner that results in the least disturbance to the lot and vegetation. Contractor shall seed and mulch any areas disturbed area as a result of the Contractor's work.
5. Contractor shall maintain traffic access throughout the subdivision during completion of the work and provide all temporary traffic control necessary until the work is 100% complete; including but not limited to, traffic control signs, barricades, warning lights, flagmen, etc. as deemed necessary. All temporary traffic control devices shall be in accordance with West Virginia Division of Highways standards and specifications.
6. Contractor shall provide all materials, labor and equipment necessary to clean up all trash, debris, and dirt that may be deposited on the roadway as a result of the contractor's work.
7. All Contractors submitting a proposal shall hold a current West Virginia Contractor's License and shall be in good standing with the State of West Virginia. Contractor shall provide with their written proposal a copy of the contractor's license issued by the West Virginia Contractor's Licensing Board.
8. The Contractor shall pay for and provide liability and West Virginia Worker's Compensation Insurance. Upon *Notice of Award*, the Contractor shall provide to the County Commission of Jefferson County a certificate of liability insurance in the amount of one million dollars (\$1,000,000) and a copy of the Contractor's current West Virginia Workers' Compensation Insurance certificate.
9. The Contractor agrees to save and hold harmless, and to protect the Jefferson County Commission, its agents and employees from any and all liability resulting out of any acts and/or negligence by the Contractor in the completion of the work for this project.
10. Contractor shall be responsible for safety on this project and performing work in accordance with all local, state and federal safety regulations.

CONTRACT TIME

1. The time limit for completing the work is 21 calendar days from the date when the *Notice to Proceed* is delivered to the Contractor. All time limits for completion and readiness for final payment are of the essence.

PAYMENT FOR WORK & RELEASE OF LEINS

1. The Invoice for payment may be submitted upon 100% completion of the work by the Contractor. The Invoice for Payment shall be in a format acceptable to the Chief County Engineer.

The invoice shall be charged to the Jefferson County Commission and submitted for payment to the Chief County Engineer at the Jefferson County Engineering Department, 116 East Washington Street, Charles Town, WV 25414. The Chief County Engineer shall review the Invoice for Payment and verify the work is 100% complete.

A satisfactory and approved invoice shall then be submitted by the Chief County Engineer to the Jefferson County Commission at their next regular meeting for their approval for payment. Terms for payment shall be net 30 days from approval of the invoice for payment by the Jefferson County Commission.

2. The final Invoice for Payment shall be accompanied by:
 - a. Complete and legally effective releases or waivers (satisfactory to the Jefferson County Commission) of all Lien rights arising out of or Liens filed in connection with the Work; and
 - b. Documentation and/or certification that the applicable State of West Virginia prevailing wage rate was fully paid to each type of worker on the job, upon completion of the work and prior to final payment.

Accepted by _____

Date: July 16, 2015

Remac America, Inc. (Contractor)

Bid Price \$5,222.00

Accepted by _____

Date: July 16, 2015

Jane Tabb, President, County Commission of Jefferson County

S:\Engineering\engineering\Engineering\ENGINEERING\ENFORCEMENT AGENCY\2012 CASE CORRESPONDENCE & RECORDS\12-002 (Williams and Yastrzemski)\2014-10-27 Request for Proposals\2014-10-29 Request for Proposals 12-002 (Williams).doc



AGENDA REQUEST FORM

www.jeffersoncountywv.org

NAME: Lynn Fields

DEPARTMENT OR ORGANIZATION: Probate Office

ESTIMATION OF TIME NEEDED FOR APPT.: 10 to 15 minutes

DATE REQUESTED: 1ST CHOICE ~~July 9th, 2015~~

July 16th, 2015

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

SUBJECT: Schedule a hearing to hear the Petition to Remove Co-Executor Mark E. Hicks from the estate of Joann V. Hicks, deceased

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

It is the collective opinion of the Co-Executor and the beneficiaries that Mr, Hicks is not capable of making decision on behalf of the beneficiaries and has some underlying hostility which interferes with his ability to attend to the details of the estate.

RECOMMENDED MOTION: It is the recommendation of the probate office that this matter be scheduled for a hearing. All interested parties will be notified and given the chance to be present and to be heard.

ARE DOCUMENTS ATTACHED: To follow

IS A PROJECTOR NEEDED?: NO

lfields@jeffersoncountywv.org (304) 728-3210

Jefferson Probate

June 20, 2015

100 East Washington Street

Charles town, West Virginia 25414

To The Probate Court of Charles town West Virginia,

Please recognize out petition to remove Mark Edward Hicks as co- executor of the Estate of Joann V. Hicks.

Since the passing of Joann April 28, 2014 we have been anxious to reconcile the financial account and list the home at 887 Red Bird Lane Harper s Ferry West Virginia.

To date Mark has not assumed the responsibilities appointed by him in areas of communicating with the beneficiary's and the Co executor Pamela DiBabbo in a professional manner.

We have agreed that the home is to be sold and have met with Mary Ellen at Long and Foster to list the home. Papers were given to Mark on March 13, 2015 awaiting his siganture. He refuses to sign the papers. We do not see this as an investment, but as part of the estate to be sold and disbursed.

It is our collective opinion that Mark Edward Hicks is not capable of making decisions on behalf of the beneficiary's, and has some underlying hostility which interferes with his ability to attend to the details of the Estate.

Thank you for your attention to this matter.

Cordially,

Pamela Hicks-DiBabbo

AGENDA REQUEST FORM

www.jeffersoncountywv.org

NAME: Lynn Fields

DEPARTMENT OR ORGANIZATION: Probate Office

ESTIMATION OF TIME NEEDED FOR APPT.: 10 to 15 minutes

DATE REQUESTED: 1ST CHOICE July 16th, 2015

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

SUBJECT: July Quarterly Review

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

Quarterly review to approve and close estates since last term in January.

RECOMMENDED MOTION: All presented estates have met the necessary requirements for closure, and it is our recommendation that they be approved and closed by the county commission.

ARE DOCUMENTS ATTACHED: To follow

IS A PROJECTOR NEEDED?: NO

lfields@jeffersoncountywv.org (304) 728-3210

Regular Term

JULY 2015

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

At a Regular Term of the County Commission of said County and State,
begun and held at the Old Charles Town Library thereof, on Thursday, July
16th, 2015 beginning at 11:05 a.m.

PRESENT: Jane Tabb, President
Eric Bell, Patsy Noland
Walt Pelish, and Dale Manuel, Commissioners

A list of Wills Probated, Executors qualified, Guardians, Administrators,

&c appointed since the last Regular Term of this Commission, to-wit: The July

2015 Term, thereof was this day presented to the Commission by the Clerk

thereof, examined by it, and ordered filed:

Estate of Charles R. Huff, deceased, First and Final Accounting, Donna
McDonald, Executrix

Estate of Marie Ott Hummer, deceased, First and Final Accounting, Brenda H.
Jenkins, Executrix

Estate of Flora Bell Keene, deceased, First and Final Accounting, Michele
Pruitt, Administratrix

Estate of Thelma E. Lloyd, deceased, Interim Accounting, Dennis D. Ellis,
Executor

Estate of Robert William McCarty, deceased, First and Final Accounting, James
B. Crawford, III, Executor

Estate of Blanche Nelson, deceased, First and Final Accounting, Stephen
Slaughter, Administrator cta

Estate of Harold Bell Stanley, deceased, First and Final Accounting, Joyce DePalma Ponton, Executrix

Estate of Georgie Wyne Whitmer, deceased, First and Final Accounting, J. David McAteer, Executor

The following Waivers of Final Settlement were this day examined by the Commission and there being no exceptions thereto, and none appearing on the face thereof, same are ordered approved and recorded as follows:

Estate of William Neil Boyd, deceased, Waiver of Final Settlement, Howard D. Boyd, Executor

Estate of Dorothy E. Butler, deceased, Waiver of Final Settlement, Ida Mary B. Hull, Executrix

Estate of Calvin Leroy Butler, deceased, Waiver of Final Settlement, Ida Mary Hull, Executrix

Estate of Carl. L. Gray, Jr., deceased, Waiver of Final Settlement, Perenia Gray, Executrix

*Estate of John F. Hancock, deceased, Waiver of Final Settlement, Vilma H. Hancock, Executrix

Estate of Robert Lee Harding, Sr., deceased, Waiver of Final Settlement, Mary C. Harding, Administratrix

Estate of Stanley E. Jenkins, deceased, Waiver of Final Settlement, Brenda Rowan, Executrix

*Estate of Barbara H. Kemp, deceased, Waiver of Final Settlement, Cynthia H. Webster, Executrix

Estate of Betty Geneva Engle Kidwiler, deceased, Waiver of Final Settlement, Ida Mary Butler Hull, Executrix

Estate of Joseph Lebida, III, deceased, Waiver of Final Settlement, Joseph Lebida, IV, Administrator

Estate of David Lynn Lewis, deceased, Waiver of Final Settlement, Jacqueline Lewis, Executrix

Estate of James W. Manor, deceased, Waiver of Final Settlement, Kaye F. Manor, Executrix

Estate of Margaret Virginia Miller, deceased, Waiver of Final Settlement, Holly Miller Silveous, Executrix

*Estate of Joan T. Moler, deceased, Waiver of Final Settlement, Judith Moler Robertson, Executrix

Estate of Peter Huber Morgens, deceased, Waiver of Final Settlement, Ann Callahan, Executrix

Estate of Nelson E. Penwell, deceased, Waiver of Final Settlement, Holly Miller Silveous, Executrix

Estate of David M. Ruhala, deceased, Waiver of Final Settlement, Kirsten Miller, Administratrix

Estate of Charanjit Singh, deceased, Waiver of Final Settlement, Inderjit Singh and Naunihal Singh Gumer, Ancillary Co-Administrators

Estate of Jeffrey Kemp Sperry, deceased, Waiver of Final Settlement, Bettina A. Sperry, Executrix

Estate of Francis E. Stauffer, deceased, Waiver of Final Settlement, Dawn Miller, Ancillary Administrator

Estate of Cornelia Druzella Souders, deceased, Waiver of Final Settlement, Deborah D. Webber, Executrix

Estate of Edna C. Ware, deceased, Waiver of Final Settlement, Rick E. Ware, Executor

Estate of Ernest O. Ware, deceased, Waiver of Final Settlement, Rick E. Ware, Executor

Estate of Theda S. Wintermoyer, deceased, Waiver of Final Settlement,
Theda W. Lane, Executrix

Accountings and Waivers of Final Settlement submitted from the Fiduciary

Commissioners: June K. Jovanelly, S. Andrew Arnold, Frank D. Hill, III and

David A. Dejarnett:

Estate of Sharon L. Penwell Bagent, deceased, First Interim Accounting, Bank
of Charles Town, Executor

Estate of Joseph P. Christian, Jr., deceased, Sixth Interim Accounting, F.
Samuel Byrer, Executor

Estate of William C. Dodson, deceased, Sixty and Final Accounting, James B.
Crawford, III, Executor

Estate of Charles Francis Hillyer, deceased, First Interim Accounting, Charlene
Frances Hillyer, Executrix

Estate of Paul F. Huber, deceased, First and Final Accounting, Roberta
Yurcina, Executrix

Estate of Bernard A. Jefferson, deceased, Waiver of Final Settlement, Tanya
A. Jefferson and Sandra Jefferson Grannum, Co-Executors

Estate of Alvin McDonald Linton, deceased, Waiver of Final Settlement,
Charles B. Howard, Executor

*Estate of Nancy T. Longerbeam, deceased, First and Final Accounting, Mary
Frances Furr, Executrix

*Estate of Charles H. Miller, deceased, Waiver of Final Settlement, Stephen
S. Miller and Kathy J. Gess, Co-Executors

Estate of Kathleen Lucille Moore, deceased, Waiver of Final Settlement,
Hester A. Woodward, Executrix

Estate of Stephen Patrick, O'Brien, deceased, First and Final Accounting, Kelly
O'Brien Todd, Executrix

*Estate of Billy F. Owens, deceased, Waiver of Final Settlement, Valerie A. Owens, Michael K. Owens, and Vanessa J. Owens, Co-Executors

*Estate of Charles A. Rocheleau, deceased, First Accounting, Charles A. Belisle, Executor

Estate of Henry H. Schneider, Jr., deceased, First Accounting, Ruth S. Furr, Executrix

President

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Tim Stanton, Finance Director

Department or Organization: County Commission

Estimation of amount of time needed for appointment: 1 hour

Date Requested – 1st Choice: July 16, 2015

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

Date Requested – 2nd Choice: Click here to enter text.

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

- ⌵ Review of Budget to Actual Variances as of June 30, 2015
- ⌵ Review Policy Number 308 Fund Balance Policy
- ⌵ Approve Budget Revision number 1 of General Fund for FY16
- ⌵ Approve Budget revision number 1 of Coal Severance Fund for FY16
- ⌵ Review GASB 45, actuarial study, and clarification on County's Post-Retirement Health Benefits

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

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

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

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

- Motion to accept State Budget Revision number 1 of General Fund for FY16
- Motion to accept State Budget Revision number 1 of Coal Severance Fund for FY16

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

FY15 Budget Variances
As of July 10, 2015

		(unfavorable)
001-308-OT-000	Wine & Liquor Tax	7,532
001-301-TT-xxx	Taxes	(161,995)
001-302-TT-000	Tax Penalties	(16,185)
001-304-OT-000	Property Tax Transfers	113,900
001-318-LP-000	Building Permits	(9,501)
001-331-CS-000	Cnty Clerk Earnings	(31,550)
001-346-CS-000	911 Fees	(93,000)
001-348-CS-000	Franchise Agreements	25,071
001-370-OT-000	Table Games	(52,291)
001-399-TR-000	Transfer Assessor Valuation	(43,444)
001-382-MM-000	Misc Reimbursements	(117,000)
001-xxx-xx-xxx	Misc Accts	<u>65,000</u>
Total Revenue Variances		(313,463)
001-xxx-02-214-000-GG-000	Travel	17,000
001-xxx-02-216-000-GG-000	Equipment Repair	82,000
001-xxx-02-220-000-xx-000	Ads/legal publications	20,000
001-xxx-02-221-000-xx-000	Training	21,000
001-401-02-230-000-GG-000	Contracted Services	140,000
001-401-02-223-000-GG-000	Professional Services	100,000
001-424-02-218-000-GG-000	Postage	(9,300)
001-xxx-01-105-000-GG-000	Health Insurance	185,000
001-xxx-xx-222-000-GG-000	Dues	20,000
001-717-03-343-001-GG-000	Central Garage Fuel	60,000
001-xxx-03-341-000-GG-000	Materials & Supplies	109,000
001-xxx-01-103-000-GG-000	Payroll	175,000
001-xxx-01-106-000-GG-000	Retirement	57,765
001-xxx-01-104-000-GG-000	FICA	49,147
001-xxx-01-108-xxx-gg-000	Extra Help	71,808
001-401-02-226-001-GG-000	Workers Comp	1,741
001-xxx-xx-xxx-xxx-xx-xxx	Additional June invoices	<u>(200,000)</u>
Total Expenditure Variances		900,161
Contingency Reserve Available		<u>29,284</u>
Possible Increase in Fund Balance		615,982

Fund Balance FY15 Year End

Previously the Fund Balance of the General Fund was below recommended guidelines which is what was resulting in cash flow concerns. The recommended fund balance is 16.67% of general operating expenditures. Based on projections as of July 10, 2015 it is forecasted that the fund balance will be at least 17.39%. Based on the policy 50% of the excess should be placed into a Rainy Day fund. This 50% would be an estimated \$100,000.

It is my recommendation that once the FY15 financial statements are done that the analysis be completed with the expectation that you will have funds available to move into a Rainy Day Fund and if not into a Rainy Day Fund then it would be my recommendation that funds be moved into the Capital Outlay Fund.

Jefferson County Policies & Procedures

Policy Name:	Fund Balance Policy	Approved:	12-19-2013
Policy Number:	308	Author:	Stanton
Associated:			

The County shall maintain an unencumbered fund balance in the General Fund of a minimum of 1.67% of general fund operating expenditures, with a goal of maintaining the fund balance at 20% of General Fund operating expenditures. This ratio will be reviewed as of June 30th of each year. Should the unencumbered fund balance fall below the benchmark, then the County shall adopt a plan to restore this balance to the benchmark level within 24 months. If restoration of the reserve cannot be accomplished within such a period without severe hardship to the County, then the County will establish a different time period.

Should the unencumbered balance rise above the amount stated in the policy, 50 percent of the excess amount will be placed into a Rainy Day Fund.

REQUEST FOR REVISION TO APPROVED BUDGET

CONTROL NUMBER

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

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

2016
 FY
1
 FUND
1
 REV. NO.
1 of 1
 PG. OF NO.

Jefferson County Commission
 GOVERNMENT ENTITY

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

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

COUNTY
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	3,400,000	551,985		3,951,985
	#N/A				#VALUE!
	#N/A				#VALUE!
	#N/A				#VALUE!
	#N/A				#VALUE!
	#N/A				#VALUE!

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 551,985

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

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	1,646,785	54,042		1,700,827
412	Agricultural Agent	130,445		984	129,461
424	Courthouse	1,128,766	1,238		1,130,004
428	Data Processing	336,483		490	335,993
431	Economic Development	437,967		8,812	429,155
439	Planning & Zoning	396,101		13,112	382,989
440	Engineering	751,805	1,850		753,655
451	Zoning Board	72,704	8,121		80,825
711	Emergency Services	266,458	7,739		274,197
712	Communication Center	2,013,285		22,121	1,991,164
717	Central Garage	307,470		491	306,979
433	Geographic Information System	248,143		1,469	246,674

NET INCREASE/(DECREASE) Expenditures 551,985

APPROVED BY THE STATE AUDITOR

BY: _____ Date _____
 Director, Local Government Services Division

AUTHORIZED SIGNATURE
 OF ENTITY

APPROVAL
 DATE

Budget Revision #1 of General Fund FY16

Description	GL acct	Increase	Decrease	
Ag Agent health Insurance	001-412-01-105-000-GG-000		984	to adjust health insurance budget to actual open enrollment
Maintenance Health Insurance	001-424-01-105-000-GG-000	1,238		to adjust health insurance budget to actual open enrollment
Technology Health Insurance	001-428-01-105-000-GG-000		490	to adjust health insurance budget to actual open enrollment
Econ Dev Health Insurance	001-431-01-105-000-GG-000		8,812	to adjust health insurance budget to actual open enrollment
GIS Health Insurance	001-433-01-105-000-GG-000		1,469	to adjust health insurance budget to actual open enrollment
Planning Health Insurance	001-439-01-105-000-GG-000		13,112	to adjust health insurance budget to actual open enrollment
Engineering Health Insurance	001-440-01-105-000-GG-000	1,850		to adjust health insurance budget to actual open enrollment
Zoning Health Insurance	001-451-01-105-000-GG-000	8,121		to adjust health insurance budget to actual open enrollment
Emergency Services Health Insurance	001-711-01-105-000-PS-000	7,739		to adjust health insurance budget to actual open enrollment
911 Health Insurance	001-712-01-105-000-PS-911		22,121	to adjust health insurance budget to actual open enrollment
Central Garage Health Insurance	001-717-01-105-000-GG-000		491	to adjust health insurance budget to actual open enrollment
Prosecuting Attorney Health Insurance	001-405-01-105-000-GG-000	17,733		to adjust health insurance budget to actual open enrollment
County Clerk Health Insurance	001-402-01-105-000-GG-000		5,428	to adjust health insurance budget to actual open enrollment
Election Dept Health Insurance	001-413-01-105-000-GG-000		1,102	to adjust health insurance budget to actual open enrollment
Circuit Clerk Health Insurance	001-403-01-105-000-GG-000		5,512	to adjust health insurance budget to actual open enrollment
Assessor Health Insurance	001-406-01-105-000-GG-000	3,268		to adjust health insurance budget to actual open enrollment
Assessor Valuation Health Insurance	001-407-01-105-000-GG-000		34,470	to adjust health insurance budget to actual open enrollment
Commission Health Insurance	001-401-01-105-000-GG-000	11,466		to adjust health insurance budget to actual open enrollment
HRA	001-401-02-223-001-GG-000	42,576		To increase for add'l increase in deductible
Transfer to Ambulance Authority	001-715-05-567-000-PS-000		750	Increase allocation to JCESA per Commissioner action
Contingency	001-699-06-675-000-GG-000		750	Fund increase allocation to JCESA
Unencumbered Balance	001-299-00-002	551,985		Adj for projected year end fund balance
Trns to Financial Stablization Fund	001-696-05-566-000-GG-000	551,985		Adj for projected year end fund balance
Total		1,198,711	94,741	

Budget Revision #1 of Coal Severance Fund FY16

Description	GL acct	Increase	Decrease	
Assigned Fund Balance	002-298-00-002	1,229		Adj year end fund balance
Coal Severance Tax	002-305-TT-000		1,229	Adj year end fund balance

GASB 45 Recap

In accordance with GASB 45 employers are to record the liability of post-retirement health care benefits not as you pay the monthly invoices, known as pay as you go, but the liability is to be recorded when the benefit is earned as it is at this time that the employer has incurred a liability and future cost.

The rule for mandatory subsidized post-retirement healthcare benefits paid by the employer are:

Employees need 10 years of service prior to July 2008, which means they would need to have a hire date of prior to July 1, 1998 and they must have been on PEIA insurance for five years. Since the County terminated the PEIA insurance on July 1, 1988 the employee would need to have a hire date prior to July 1, 1983.

The amount that is required by GASB 45 to be recorded as of June 30, 2015 is \$777,015. This amount will not increase in the future as there are no additional employees who are currently working that meet the above criteria.

In addition to the above there are provisions where it is optional for the employer to provide subsidized post-retirement healthcare benefits to additional employees.

The rule for optional subsidized post-retirement healthcare benefits paid by the employer are:

The employee would need to have a hire date prior to July 1, 1998 and not have the required five years of PEIA insurance.

The liability for the County for this class of employees is an additional \$700,015 (represents 21 employees) of which \$381,651 are currently at the retirement age (11 of the 21 employees).

The course of action is as followed:

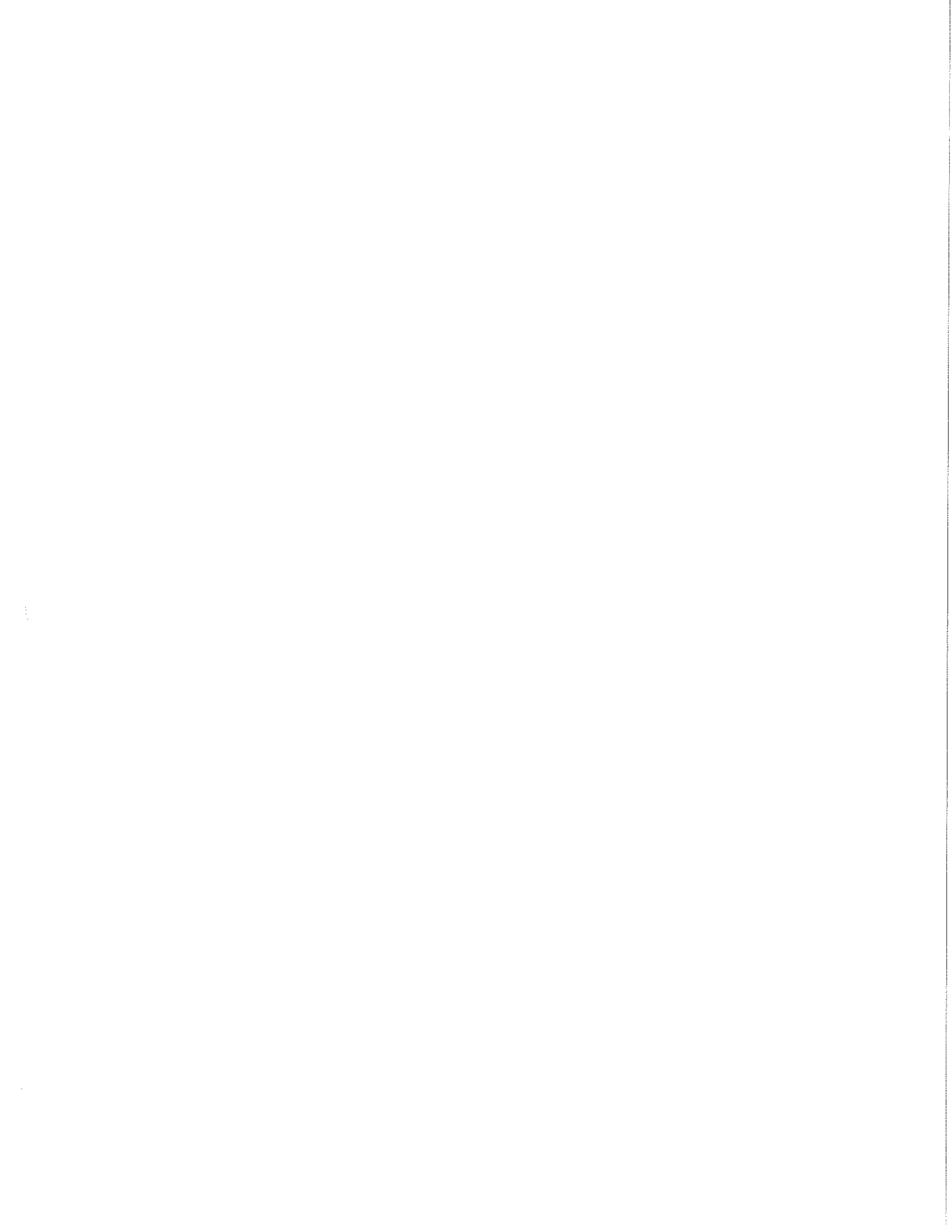
- 1) The County is required to record the \$777,015 as a liability
- 2) In order to record the correct liability the Commissioners need to determine what the post-retirement healthcare policy is. Is it available to employees with 10 years of service without the requirement for 5 years of PEIA insurance and if so is it available to all employees or just employees that are currently at retirement age.
- 3) The GASB 45 valuation needs to be done every two years. The next time an update is needed is as of June 30, 2017

Jefferson County
FY 2015 GASB 45 Results
PRELIMINARY

	Actuarial Accrued <u>Liability</u>
Actives Not Yet Eligible	318,364
Actives Fully Eligible	<u>381,651</u>
Active Subtotal	700,015
Retirees	777,015
GRAND TOTAL	1,477,030

Notes

- Average Retirement Age for actives: Age 62
- Discount Rate: 3.5%
- Mortality: RP-2000 Table
- Withdrawal: Table in Paragraph 35b, Table 1 of GASB 45
- 100% of actives are assumed to elect PEIA coverage
- 50% of actives are assumed to elect spousal coverage



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Dale Manuel, Commissioner**

Department or Organization: County Commission

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **July 16, 2015**

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

Date Requested – 2nd Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*): **Request that all Jefferson County component units be placed on an equitable basis when receiving wage and benefits from the County Budget**

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*):

I Move that all Jefferson County component units be placed on an equitable basis when receiving wage and benefits from the County Budget

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

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

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

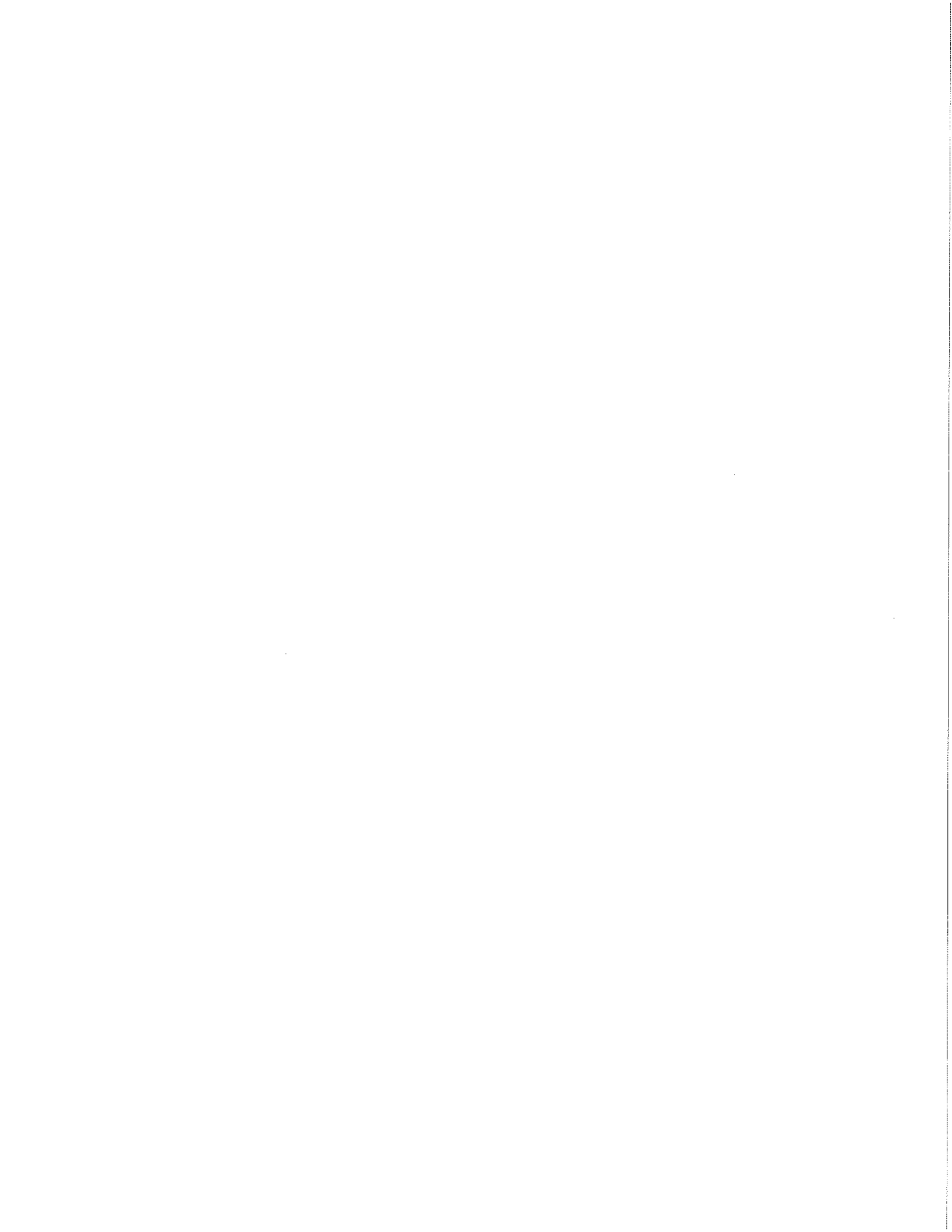
Telephone for conference call Y/N Click here to enter text.

Contact information:

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

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Dale Manuel, Commissioner**

Department or Organization: County Commission

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **July 16, 2015**

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

Date Requested – 2nd Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*): **Set date for meeting for the consolidation of sewer services in Jefferson**

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

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

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

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

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

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

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

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

Contact information:

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

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Sandy Slusher McDonald, Deputy County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: Click here to enter text.

Date Requested – 1st Choice: **July 16, 2015**

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

Date Requested – 2nd Choice: Click here to enter text.

Subject (Wording to be placed on agenda): **Approval of Resolution and contract – Community Participation Grant Program for the Blue Ridge Mountain Volunteer Fire Company in the amount of \$3,000 – 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

If so, how much? **\$ 0 (Pass through Grant)**

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

Motion to approve Resolution and contract – Community Participation Grant Program for the Blue Ridge Mountain Volunteer Fire Company in the amount of \$3,000 and to authorize the President of the Commission to affix her signature to the appropriate documents - Discussion/Action

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

Pass through grant

**JEFFERSON COUNTY
COMMISSION
CHARLES TOWN, WV**

RESOLUTION

The County Commission of Jefferson County, met on July 16th, 2015 with a quorum present and passed the following Resolution:

WHEREAS, The Jefferson County Commission has agreed to assist the Blue Ridge Mountain Volunteer Fire Company to purchase equipment with funds made available through the Governor's Community Participation Grant program in the amount of \$3,000.

NOW, THEREFORE BE IT RESOLVED, that the Jefferson County Commission hereby authorizes the President of the Jefferson County Commission, to act on its behalf to enter into a contractual agreement with the West Virginia Development Office and to receive and administer grant funds pursuant to provision of the Governor's Community Participation Grant Program.

Signed: _____

COUNTY CLERK

15LEDA0069

GOVERNOR'S COMMUNITY PARTICIPATION GRANT PROGRAM CONTRACT

BETWEEN THE WEST VIRGINIA DEVELOPMENT OFFICE AND THE JEFFERSON COUNTY COMMISSION

Project Number 15LEDA0069

THIS AGREEMENT, entered into this 1st day of July, 2014, by the West Virginia Department of Finance and Administration on behalf of the West Virginia Development Office hereinafter called the "WVDEVO" and the Jefferson County Commission and its authorized officers, agents, and representatives, hereinafter called the "Grantee."

WITNESS THAT:

WHEREAS, the WVDEVO has promised and agreed to assist the Grantee to perform such tasks described in the scope of services, which is to be partially financed by funds made available through the Governor's Community Participation Grant program.

NOW, THEREFORE, the parties do mutually agree as follows:

1. **Scope of Services.** The Grantee shall complete in a satisfactory manner as determined by the WVDEVO, and appropriate regulatory agencies, if required, all duties, tasks, and functions necessary to purchase equipment for the Blue Ridge Mountain Volunteer Fire Company. The project may include safety vests, hoses, and other equipment as funds permit.
2. **Personnel and Employment.** The Grantee will secure at its own expense, personnel with the necessary qualifications and experience required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with WVDEVO.

With respect to employment in carrying out the program objectives, the Grantee agrees that it will not discriminate against any employee or applicant for employment because of race, color, age, religion, sex, national origin, or physical handicap.

3. **Time Performance.** The Grantee will commence its duties under this Contract on July 1, 2014, and such duties shall be undertaken and completed by June 30, 2016.
4. **Compensation and Fiscal Management.** In consideration of the services rendered by the Grantee, the WVDEVO agrees to pay the Grantee the sum of \$3,000. This amount constitutes complete compensation for all services rendered.

The Grantee shall provide local matching funds totaling ten percent of the total compensation for all services rendered.

The Grantee shall be responsible for establishing and maintaining adequate procedures and internal financial controls governing the management and utilization of funds provided under this Contract, as well as funds provided as the Grantee's matching share.

5. **Amendments.** Any changes to the scope of services, completion date, compensation or any other terms or conditions of this agreement shall be incorporated in written amendments to the Contract. If necessary and/or required, any amendments to this Contract are subject to the reappropriation of funds and approval of the WVDEVO and/or the Governor of the State of West Virginia.

6. Payments and Repayment. In order to receive payments under the terms of this Agreement, the Grantee shall submit the following: (a) a Letter of Transmittal containing a progress report, and (b) a Request for Payment Financial Report. The final ten percent shall be made available upon submission of certification of completion and acceptance of the project by the Grantee.

Furthermore, the Grantee shall refund to the State any expenditures determined to be made for an ineligible purpose for which State funds were received.

7. Sub-Grantees and Reversion of Property. The Grantee may administer funds on behalf of sub-grantees, provided that the sub-grantee is certified as a nonprofit organization by the United States Internal Revenue Service and the West Virginia Secretary of State's Office. Should the sub-grantee cease to exist, all commodities or supplies purchased with funds provided under the auspices of this Contract by or for the sub-grantee shall become the property of the Grantee.
8. Competitive Bid Procedures. Competitive bidding shall be pursued in all instances. The Grantee must follow the more stringent of either state or local purchasing regulations. The West Virginia Purchasing Division requirements, at a minimum, are as follows: Commodities and services expected to cost \$2,500 or less require no bids, however, competition is encouraged. Purchases between \$2,500.01 and \$5,000 require three verbal bids to be documented on a verbal bid quotation summary. Purchases \$5,000.01 to \$25,000 require three written bids.

Purchases exceeding \$25,000 require public notices as a Class II legal advertisement in compliance with the provisions of West Virginia Code §59-3. This notice shall be published by the Grantee in the newspaper with the largest circulation serving the general area once a week for two successive weeks preceding the final bid date. The Grantee shall also, where feasible, solicit sealed bids by listing the project in the F. W. Dodge Reports, sending requests by mail to prospective suppliers or contractors, and by posting notice on a bulletin board in a public place. Any attempts by the Grantee to segregate the project into sections having an estimated value of less than \$25,000 shall be cause for termination of this agreement.

9. Construction. The Grantee shall procure construction contracts in accordance with West Virginia Code §5-22-1. The term construction shall mean any construction, reconstruction, improvement, enlargement, painting, decorating, or repair of any public improvement let to contract. The state and its subdivisions shall, except as provided in this section, solicit competitive bids for every construction project exceeding \$25,000 in total cost. Further, the receipt and utilization of funds procured under this agreement mandate that **ALL CONSTRUCTION CONTRACTS NECESSARY FOR THE UNDERTAKING AND COMPLETION OF THIS PROJECT**, regardless of the source of funds utilized to pay such construction contracts, must comply with the provisions of West Virginia Code §21-5A. These bids shall be obtained by public notice as a Class II legal advertisement in compliance with the provisions of West Virginia Code §59-3 as outlined in Section 8 of this agreement.

Any contracts executed for the completion of construction services under this agreement, including contracts which involve the employment of any contractor and/or subcontractor, must comply with the provisions of the West Virginia Act on Wages on Construction of Public Improvements, West Virginia Code §21-5A. This law applies to all construction contracts, regardless of cost and source of funds utilized to pay such contract. Such provisions shall include the payment of the Fair Minimum Wage Rates as determined by the West Virginia Commissioner of Labor for each craft or classification of all workmen needed to perform the contract in the locality in which the public work is performed. For projects involving federal funds which are covered by the provisions of the Davis Bacon Act (40 U.S.C. 276-a 276a-5), the Grantee shall cause the contractor and/or subcontractors to pay the higher wage rate, federal or state.

The Grantee shall note this requirement in the advertisement for bids and print these wage rates on all bidding blanks. The Grantee shall designate the time and place for opening such construction bids in accordance with West Virginia Code §5-22-2.

The Grantee shall secure bonding in accordance with West Virginia Code §5-22-1. All bids submitted pursuant to this chapter shall include a valid bid bond or other surety as approved by the state of West Virginia or its subdivisions. Following the solicitation of such bids, the construction contract shall be awarded to the lowest

qualified responsible bidder, who shall furnish a sufficient performance and payment bond, provided, that the state and its subdivisions may reject all bids and solicit new bids.

In the procurement of contracts or subcontracts for construction of less than \$100,000, the Grantee shall follow local or State requirements relating to bid guarantees, performance bonds, and payment bonds, provided that the Grantee's and State's interests are adequately protected and that such contracts can be executed in a timely manner.

In the procurement of contracts or subcontracts for construction that exceed \$100,000, the Grantee shall obtain the following:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. This bid guarantee shall consist of a firm commitment such as bid bond, certified check, or other negotiable instrument accompanying a bid that the bidder will, upon acceptance of the bid, execute the contractual documents as may be required with the time specified.
- (b) A performance bond on the part of the contractor for 100 percent of the contract price. This performance bond shall be executed by the successful contractor in connection with the contract to secure fulfillment of the contractor's obligations under such contract.
- (c) A payment bond on the part of the contractor for 100 percent of the contract price. This payment bond shall be executed in connection with a contract to assure payment is required by law of all persons supplying labor and materials in the execution of the work provided for in the contract.

The Grantee shall procure architectural or engineering services in accordance with the provisions of West Virginia Code §5G. In the procurement of architectural and engineering services for projects estimated to cost \$250,000 or more, the Grantee shall publish a Class II legal ad in compliance with West Virginia Code §59-3. In the procurement of services for projects estimated to cost less than \$250,000, the Grantee shall conduct discussions with three or more professional firms.

The Grantee shall procure design-build projects in accordance with West Virginia Code §5-22A-1. This applies solely to building projects. Highways, water, sewer, and all other public works projects are specifically prohibited from using the design-build method.

The Grantee shall require any facilities constructed under the auspices of this Contract to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped," Number A11/1-1961, as modified (41CFR101-17.1703 and (13CFR309.14)). The Grantee shall be responsible for conducting inspections to ensure compliance with these specifications.

The Grantee shall operate and maintain all facilities constructed under the auspices of this Contract in accordance with minimum standards as may be required or prescribed by the applicable federal, state and local statute, law, ordinance or regulation as to actual construction procedures, as well as maintenance and operation of such facilities upon completion.

The Grantee shall comply with all applicable federal, state and local environmental and historical preservation laws and regulations. The Grantee acknowledges this requirement and certifies that the project will be in compliance with such laws and regulations.

10. Interest of Officials, Members of WVDEVO and Others. No officer, member or employee of the WVDEVO or officer, member or employee of the Grantee who exercises any function or responsibilities in the review or approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Contract which affects his personal interest or the interest of any corporation, partnership, or association in which he is directly or indirectly interested or has any personal or pecuniary interest, nor shall any officer, member of, or

employee of, the Grantee or any member of its governing body, or officer, member, or employee of the contractor have any interest, direct or indirect, in this Contract or the proceeds thereof.

Furthermore, no member of the Legislature of the State of West Virginia, or individual performing a service for the Grantee in connection with this project, shall be admitted to any share thereof or to any benefit to arise from this Agreement.

11. **Inspections of Records and Audits.** At any time during normal business hours and as often as the WVDEVO or its designated representative may deem necessary, there shall be made available to the WVDEVO or its designated representative for examination, all of its records with respect to all matters covered by this Contract and permit the WVDEVO or its designated representative to audit, examine and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records and personnel, conditions of employment and other data relating to all matters covered by this Contract during the entire time period beginning with project approval and ending three years after the final disbursement of grant funds.

The Grantee shall cause an audit of this program to be included in the audit of the Grantee performed by the West Virginia State Auditor's Office, Chief Inspection Division, or its designated representative in accordance with West Virginia Code §6-9-7. The audit shall be performed in conformance with generally acceptable accounting procedures.

In accordance West Virginia Code §12-4-14, if the grantee is not audited by the West Virginia State Auditor's Office and the grantee received state funds or grants in the amount of fifteen thousand dollars or more, the grantee shall file an audit of the disbursement of funds with the legislative auditor's office. The audit shall be filed within two years of the disbursement of funds or grants by the grantee and shall be made by an independent certified public accountant at the cost of the corporation, association or other organization, and must show that the funds or grants were spent for the purposes intended when the grant was made. State funds or audits of state funds or grants under fifteen thousand dollars (\$15,000) may be authorized by the joint committee on government and finance to be conducted by the legislative auditor's office at no cost to the grantee.

The Grantee shall submit any reports requested by the WVDEVO concerning financial status and program progress.

12. **Political Activity.** No officer or employee of the Grantee whose principal employment is in connection with any activity which is financed in whole or in part pursuant to this agreement shall take part in any of the activities expressly prohibited by the Hatch Act.
13. **Resolution of Disputes.** Resolution of disputes between the State and the Grantee concerning administrative and programmatic matters during the terms of this Agreement shall be initiated through consultation and discussion at the State's Administrative Offices with final decision on questions of policy or fact being determined by the Director of the Community Development Division or his/her designated representative. Nothing in this Agreement shall be construed as making the final decision on a question of law, or to limit in any manner any remedies or recourses available under applicable laws. Citizen's complaints or disputes regarding Grantee performance or actions relative to the approved project are the responsibility of the Grantee.
14. **Termination of Contract.** If, through any cause, the Grantee shall fail to fulfill in a necessary and proper manner his obligations under this Contract, or if the Grantee shall violate any of the covenants, agreements, or stipulations of this Contract, the WVDEVO shall thereupon have the right to terminate this Contract by giving written notice to the Grantee of such termination and specifying the effective date thereof, at least fifteen days before the effective date of such termination. The Grantee shall be entitled to receive just and equitable compensation for any satisfactory work completed on the described project.

Notwithstanding the above, the Grantee shall not be relieved of liability to the WVDEVO for damages sustained by the WVDEVO by virtue of any breach of the Contract by the Grantee, and the WVDEVO may

withhold any payments to the Grantee for the purpose of set-off until such time as the exact amount of damages due the WVDEVO from the Grantee is determined.

Furthermore, the WVDEVO may terminate this Contract at any time by giving written notice to the Grantee of such termination and specifying the effective date of termination. If the Contract is terminated by the WVDEVO as provided herein, the Grantee will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Grantee covered by this Contract, less payments of compensation previously made.

The Grantee may unilaterally rescind this agreement at any time prior to the commencement of the project. After project commencement, this agreement may be rescinded, modified, or amended only by mutual agreement. A project shall be deemed commenced when the Grantee makes any expenditure or incurs any obligation with respect to the project.

This Contract shall be signed by the Executive Director of the West Virginia Development Office and by the President of the Jefferson County Commission upon authorization of the Jefferson County Commission by adoption and passage of a resolution, motion or similar official action.

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

**STATE OF WEST VIRGINIA
WEST VIRGINIA DEVELOPMENT OFFICE**

J. Keith Burdette, Executive Director

JEFFERSON COUNTY COMMISSION

By: _____
Jane Tabb, President

Federal Employee Identification Number

F.E.I.N.

Project Number: 15LEDA0069



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Sandy Slusher McDonald, Deputy County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: Click here to enter text.

Date Requested – 1st Choice: **July 16, 2015**

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

Date Requested – 2nd Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*): **Approval of Resolution and contract – Community Participation Grant Program for the Citizens Fire Company in the amount of \$5,000 – 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

If so, how much? **\$ 0 (Pass through Grant)**

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

Motion to approve Resolution and contract – Community Participation Grant Program for the Citizens Fire Company in the amount of \$5,000 and to authorize the President of the Commission to affix her signature to the appropriate documents - Discussion/Action

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

Pass through grant

**JEFFERSON COUNTY
COMMISSION
CHARLES TOWN, WV**

RESOLUTION

The County Commission of Jefferson County, met on July 16th, 2015 with a quorum present and passed the following Resolution:

WHEREAS, The Jefferson County Commission has agreed to assist the Citizens Fire Company to purchase equipment with funds made available through the Governor's Community Participation Grant program in the amount of \$5,000.

NOW, THEREFORE BE IT RESOLVED, that the Jefferson County Commission hereby authorizes the President of the Jefferson County Commission, to act on its behalf to enter into a contractual agreement with the West Virginia Development Office and to receive and administer grant funds pursuant to provision of the Governor's Community Participation Grant Program.

Signed: _____
COUNTY CLERK

15LEDA0066

GOVERNOR'S COMMUNITY PARTICIPATION GRANT PROGRAM CONTRACT

BETWEEN THE WEST VIRGINIA DEVELOPMENT OFFICE AND THE JEFFERSON COUNTY COMMISSION

Project Number 15LEDA0066

THIS AGREEMENT, entered into this 1st day of July, 2014, by the West Virginia Department of Finance and Administration on behalf of the West Virginia Development Office hereinafter called the "WVDEVO" and the Jefferson County Commission and its authorized officers, agents, and representatives, hereinafter called the "Grantee."

WITNESS THAT:

WHEREAS, the WVDEVO has promised and agreed to assist the Grantee to perform such tasks described in the scope of services, which is to be partially financed by funds made available through the Governor's Community Participation Grant program.

NOW, THEREFORE, the parties do mutually agree as follows:

1. Scope of Services. The Grantee shall complete in a satisfactory manner as determined by the WVDEVO, and appropriate regulatory agencies, if required, all duties, tasks, and functions necessary to assist the Citizens Fire Company with the purchase of equipment. The project may include turnout gear, SCBAs, ambulance equipment, hoses, hand tools, and other equipment as funds permit.
2. Personnel and Employment. The Grantee will secure at its own expense, personnel with the necessary qualifications and experience required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with WVDEVO.

With respect to employment in carrying out the program objectives, the Grantee agrees that it will not discriminate against any employee or applicant for employment because of race, color, age, religion, sex, national origin, or physical handicap.

3. Time Performance. The Grantee will commence its duties under this Contract on July 1, 2014, and such duties shall be undertaken and completed by June 30, 2016.
4. Compensation and Fiscal Management. In consideration of the services rendered by the Grantee, the WVDEVO agrees to pay the Grantee the sum of \$5,000. This amount constitutes complete compensation for all services rendered.

The Grantee shall provide local matching funds totaling ten percent of the total compensation for all services rendered.

The Grantee shall be responsible for establishing and maintaining adequate procedures and internal financial controls governing the management and utilization of funds provided under this Contract, as well as funds provided as the Grantee's matching share.

5. Amendments. Any changes to the scope of services, completion date, compensation or any other terms or conditions of this agreement shall be incorporated in written amendments to the Contract. If necessary and/or required, any amendments to this Contract are subject to the reappropriation of funds and approval of the WVDEVO and/or the Governor of the State of West Virginia.

6. **Payments and Repayment.** In order to receive payments under the terms of this Agreement, the Grantee shall submit the following: (a) a Letter of Transmittal containing a progress report, and (b) a Request for Payment Financial Report. The final ten percent shall be made available upon submission of certification of completion and acceptance of the project by the Grantee.

Furthermore, the Grantee shall refund to the State any expenditures determined to be made for an ineligible purpose for which State funds were received.

7. **Sub-Grantees and Reversion of Property.** The Grantee may administer funds on behalf of sub-grantees, provided that the sub-grantee is certified as a nonprofit organization by the United States Internal Revenue Service and the West Virginia Secretary of State's Office. Should the sub-grantee cease to exist, all commodities or supplies purchased with funds provided under the auspices of this Contract by or for the sub-grantee shall become the property of the Grantee.
8. **Competitive Bid Procedures.** Competitive bidding shall be pursued in all instances. The Grantee must follow the more stringent of either state or local purchasing regulations. The West Virginia Purchasing Division requirements, at a minimum, are as follows: Commodities and services expected to cost \$2,500 or less require no bids, however, competition is encouraged. Purchases between \$2,500.01 and \$5,000 require three verbal bids to be documented on a verbal bid quotation summary. Purchases \$5,000.01 to \$25,000 require three written bids.

Purchases exceeding \$25,000 require public notices as a Class II legal advertisement in compliance with the provisions of West Virginia Code §59-3. This notice shall be published by the Grantee in the newspaper with the largest circulation serving the general area once a week for two successive weeks preceding the final bid date. The Grantee shall also, where feasible, solicit sealed bids by listing the project in the F. W. Dodge Reports, sending requests by mail to prospective suppliers or contractors, and by posting notice on a bulletin board in a public place. Any attempts by the Grantee to segregate the project into sections having an estimated value of less than \$25,000 shall be cause for termination of this agreement.

9. **Construction.** The Grantee shall procure construction contracts in accordance with West Virginia Code §5-22-1. The term construction shall mean any construction, reconstruction, improvement, enlargement, painting, decorating, or repair of any public improvement let to contract. The state and its subdivisions shall, except as provided in this section, solicit competitive bids for every construction project exceeding \$25,000 in total cost. Further, the receipt and utilization of funds procured under this agreement mandate that **ALL CONSTRUCTION CONTRACTS NECESSARY FOR THE UNDERTAKING AND COMPLETION OF THIS PROJECT**, regardless of the source of funds utilized to pay such construction contracts, must comply with the provisions of West Virginia Code §21-5A. These bids shall be obtained by public notice as a Class II legal advertisement in compliance with the provisions of West Virginia Code §59-3 as outlined in Section 8 of this agreement.

Any contracts executed for the completion of construction services under this agreement, including contracts which involve the employment of any contractor and/or subcontractor, must comply with the provisions of the West Virginia Act on Wages on Construction of Public Improvements, West Virginia Code §21-5A. This law applies to all construction contracts, regardless of cost and source of funds utilized to pay such contract. Such provisions shall include the payment of the Fair Minimum Wage Rates as determined by the West Virginia Commissioner of Labor for each craft or classification of all workmen needed to perform the contract in the locality in which the public work is performed. For projects involving federal funds which are covered by the provisions of the Davis Bacon Act (40 U.S.C. 276-a 276a-5), the Grantee shall cause the contractor and/or subcontractors to pay the higher wage rate, federal or state.

The Grantee shall note this requirement in the advertisement for bids and print these wage rates on all bidding blanks. The Grantee shall designate the time and place for opening such construction bids in accordance with West Virginia Code §5-22-2.

The Grantee shall secure bonding in accordance with West Virginia Code §5-22-1. All bids submitted pursuant to this chapter shall include a valid bid bond or other surety as approved by the state of West Virginia or its subdivisions. Following the solicitation of such bids, the construction contract shall be awarded to the lowest

qualified responsible bidder, who shall furnish a sufficient performance and payment bond, provided, that the state and its subdivisions may reject all bids and solicit new bids.

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In the procurement of contracts or subcontracts for construction that exceed \$100,000, the Grantee shall obtain the following:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. This bid guarantee shall consist of a firm commitment such as bid bond, certified check, or other negotiable instrument accompanying a bid that the bidder will, upon acceptance of the bid, execute the contractual documents as may be required with the time specified.
- (b) A performance bond on the part of the contractor for 100 percent of the contract price. This performance bond shall be executed by the successful contractor in connection with the contract to secure fulfillment of the contractor's obligations under such contract.
- (c) A payment bond on the part of the contractor for 100 percent of the contract price. This payment bond shall be executed in connection with a contract to assure payment is required by law of all persons supplying labor and materials in the execution of the work provided for in the contract.

The Grantee shall procure architectural or engineering services in accordance with the provisions of West Virginia Code §5G. In the procurement of architectural and engineering services for projects estimated to cost \$250,000 or more, the Grantee shall publish a Class II legal ad in compliance with West Virginia Code §59-3. In the procurement of services for projects estimated to cost less than \$250,000, the Grantee shall conduct discussions with three or more professional firms.

The Grantee shall procure design-build projects in accordance with West Virginia Code §5-22A-1. This applies solely to building projects. Highways, water, sewer, and all other public works projects are specifically prohibited from using the design-build method.

The Grantee shall require any facilities constructed under the auspices of this Contract to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped," Number A11/1-1961, as modified (41CFR101-17.1703 and (13CFR309.14)). The Grantee shall be responsible for conducting inspections to ensure compliance with these specifications.

The Grantee shall operate and maintain all facilities constructed under the auspices of this Contract in accordance with minimum standards as may be required or prescribed by the applicable federal, state and local statute, law, ordinance or regulation as to actual construction procedures, as well as maintenance and operation of such facilities upon completion.

The Grantee shall comply with all applicable federal, state and local environmental and historical preservation laws and regulations. The Grantee acknowledges this requirement and certifies that the project will be in compliance with such laws and regulations.

10. **Interest of Officials, Members of WVDEVO and Others.** No officer, member or employee of the WVDEVO or officer, member or employee of the Grantee who exercises any function or responsibilities in the review or approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Contract which affects his personal interest or the interest of any corporation, partnership, or association in which he is directly or indirectly interested or has any personal or pecuniary interest, nor shall any officer, member of, or

employee of, the Grantee or any member of its governing body, or officer, member, or employee of the contractor have any interest, direct or indirect, in this Contract or the proceeds thereof.

Furthermore, no member of the Legislature of the State of West Virginia, or individual performing a service for the Grantee in connection with this project, shall be admitted to any share thereof or to any benefit to arise from this Agreement.

11. **Inspections of Records and Audits.** At any time during normal business hours and as often as the WVDEVO or its designated representative may deem necessary, there shall be made available to the WVDEVO or its designated representative for examination, all of its records with respect to all matters covered by this Contract and permit the WVDEVO or its designated representative to audit, examine and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records and personnel, conditions of employment and other data relating to all matters covered by this Contract during the entire time period beginning with project approval and ending three years after the final disbursement of grant funds.

The Grantee shall cause an audit of this program to be included in the audit of the Grantee performed by the West Virginia State Auditor's Office, Chief Inspection Division, or its designated representative in accordance with West Virginia Code §6-9-7. The audit shall be performed in conformance with generally acceptable accounting procedures.

In accordance West Virginia Code §12-4-14, if the grantee is not audited by the West Virginia State Auditor's Office and the grantee received state funds or grants in the amount of fifteen thousand dollars or more, the grantee shall file an audit of the disbursement of funds with the legislative auditor's office. The audit shall be filed within two years of the disbursement of funds or grants by the grantee and shall be made by an independent certified public accountant at the cost of the corporation, association or other organization, and must show that the funds or grants were spent for the purposes intended when the grant was made. State funds or audits of state funds or grants under fifteen thousand dollars (\$15,000) may be authorized by the joint committee on government and finance to be conducted by the legislative auditor's office at no cost to the grantee.

The Grantee shall submit any reports requested by the WVDEVO concerning financial status and program progress.

12. **Political Activity.** No officer or employee of the Grantee whose principal employment is in connection with any activity which is financed in whole or in part pursuant to this agreement shall take part in any of the activities expressly prohibited by the Hatch Act.
13. **Resolution of Disputes.** Resolution of disputes between the State and the Grantee concerning administrative and programmatic matters during the terms of this Agreement shall be initiated through consultation and discussion at the State's Administrative Offices with final decision on questions of policy or fact being determined by the Director of the Community Development Division or his/her designated representative. Nothing in this Agreement shall be construed as making the final decision on a question of law, or to limit in any manner any remedies or recourses available under applicable laws. Citizen's complaints or disputes regarding Grantee performance or actions relative to the approved project are the responsibility of the Grantee.
14. **Termination of Contract.** If, through any cause, the Grantee shall fail to fulfill in a necessary and proper manner his obligations under this Contract, or if the Grantee shall violate any of the covenants, agreements, or stipulations of this Contract, the WVDEVO shall thereupon have the right to terminate this Contract by giving written notice to the Grantee of such termination and specifying the effective date thereof, at least fifteen days before the effective date of such termination. The Grantee shall be entitled to receive just and equitable compensation for any satisfactory work completed on the described project.

Notwithstanding the above, the Grantee shall not be relieved of liability to the WVDEVO for damages sustained by the WVDEVO by virtue of any breach of the Contract by the Grantee, and the WVDEVO may

withhold any payments to the Grantee for the purpose of set-off until such time as the exact amount of damages due the WVDEVO from the Grantee is determined.

Furthermore, the WVDEVO may terminate this Contract at any time by giving written notice to the Grantee of such termination and specifying the effective date of termination. If the Contract is terminated by the WVDEVO as provided herein, the Grantee will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Grantee covered by this Contract, less payments of compensation previously made.

The Grantee may unilaterally rescind this agreement at any time prior to the commencement of the project. After project commencement, this agreement may be rescinded, modified, or amended only by mutual agreement. A project shall be deemed commenced when the Grantee makes any expenditure or incurs any obligation with respect to the project.

This Contract shall be signed by the Executive Director of the West Virginia Development Office and by the President of the Jefferson County Commission upon authorization of the Jefferson County Commission by adoption and passage of a resolution, motion or similar official action.

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

**STATE OF WEST VIRGINIA
WEST VIRGINIA DEVELOPMENT OFFICE**

J. Keith Burdette, Executive Director

JEFFERSON COUNTY COMMISSION

By: _____
Jane Tabb, President

Federal Employee Identification Number

F.E.I.N.

Project Number: 15LEDA0066

Jefferson County Policies & Procedures

Policy Name:	Absence Time with Pay	Approved:	6/2/2011
Policy Number:	208	Revised: Author:	Boyd
Associated:			

Policy

The Jefferson County Commission will provide paid absence time for full-time (non-sworn) employees of Jefferson County under certain conditions.

Provisions

Paid absence days shall include Holidays, Vacation, Sick Leave, Bereavement, Court Leave, Annual Military Training, and Authorized Leave (AL).

The benefit year for the purpose of calculating accrued leave shall be based in regular hours paid, limited to 70/80 hours in a pay period. Regular hours paid shall not include overtime or on-call hours.

The benefit year for Maintenance (~~including Animal Control~~), Animal Control, Assessor's Office, Emergency Communications staff, Homeland Security, Sworn Deputies, and Department Heads shall be 2080 hours. The balance of the County employees will have a benefit year of 1820 hours.

~~Sheriff's Deputies' vacation accrual is given in accordance with West Virginia Code 7-14-17a and sick day accrual is given in accordance with West Virginia Code 7-14-17b, both of which are different from this policy.~~

Use of paid time benefit: It is not permitted to substitute a different paid benefit time in place of another to avoid "unpaid" status. Accrued leave can only be applied to the category from which it is earned. Therefore, accrued sick leave cannot be applied as vacation leave or vice versa. Exception: In the event an employee has scheduled a vacation day and the Courthouse/County Government is closed due to natural disaster or adverse weather, the employee may reschedule their vacation day.

Procedures

Holiday Pay

- The Jefferson County Commission will adopt the observed Holiday schedule as prescribed by WV Code.
- Full-time employees will be compensated a ~~maximum of eight (8) hours~~ **one day off** of Holiday pay for all designated holidays.
- Non-exempt employees who work on a holiday shall receive their regular rate of pay a rate of time and one half (1.5) for each hour worked on the designated holiday, plus holiday pay.
- ~~Exempt employees who are required to work on a holiday shall receive their regular rate of pay for each hour worked on the designated holiday, plus holiday pay. they will receive one day of accrued leave to be used in the future that is paid at their straight time rate.~~

- Designated holidays shall be recognized from the period 10:00 p.m. to 10:00
- Holidays occurring during approved vacation or sick leave will be considered as holiday pay and will not be charged against any accrued leave (sick or vacation).
- To qualify for holiday pay, the employee must work the last scheduled workday before the holiday and the first scheduled workday following the holiday or have had vacation leave pre-approved.

The following County personnel shall observe calendar holidays which differ from the official Holiday Schedule:

- Emergency Communications
- Sworn Law Enforcement Officers

Vacation Accrual

Vacation Leave is a reward for service and offers the employee a break from the daily routine. Vacation time is earned according to the following schedule:

<u>Emplymt Anniversary</u>	<u>Length of Continuous Service</u>	<u>Mo. Rate of Accrual</u>	<u>Accrued Days</u>	<u>Maximum Days</u>	<u>Lifetime</u>
0-21	after 1 mo. -23	.83 day	10	14	
2-5-4	24 th mo. – 59 th	1 day	12	17	
5-10-9	60 th mo. – 119 th	1.25 days	15	20	
10-15-14	120 th mo. – 179 th	1.5 days	18	23	
15-20-19	180 th mo. – 240 th	1.75 days	21	26	
20 Plus	240 th mo. – beyond	2 days	24	28	

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- Vacation is earned based on completed service as of the first day of the month.
- Vacation days accrued over the maximum accrual number are lost. At no point during the year can the number of vacation days exceed the maximum accrual amount; also at fiscal year-end the maximum number of vacation days that can be carried over cannot exceed the maximum accrual amount. Absences in excess of the accrual are taken without pay. Time worked in excess of 70/80 hours does not add to the vacation accumulation.
- Vacation leave should be scheduled in advance at the convenience of the Elected Official/Department Head. Consideration should be given to any specific request of an employee.
- Requests for same vacation time within one department will be decided by service time.
- Newly hired employees will be credited with and eligible to use three (3) days of vacation upon completion of their probationary period, based upon the approved rate of accrual. Absence time during the probationary period is taken without pay.
- Vacation pay is based on the employee's regular hourly rate of pay for the number of hours of vacation leave used. Holidays are not charged against scheduled accrued vacation or to sick leave when supported by acceptable medical verification.
- Accrued but unused vacation days are reimbursed upon termination of employment (voluntary or otherwise) not to exceed the maximum accrual based on years of service.

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SICK LEAVE

Accrual of Sick Leave

- Sick leave is defined as time off with pay because of personal or family illness or injury.
- Sick leave is accrued at a rate equivalent to one (1) day per month. Time worked in excess of 70/80 hours does not add to the accumulation.
- Accrued sick leave may be taken during the probationary period.

Sick leave accrues while an employee is absent from work due to illness, injury, or caring for a sick family member and is receiving a paycheck.

Intermittent Sick Leave

Intermittent sick leave is defined as short term absence from work due to a minor medical condition, e.g., cold, flu, etc. Intermittent sick leave is recognized for family members to include; spouse, child, parent, grandparent, or any other member of the household. At the Elected Official/Department Head's discretion, a physician's statement (verification) may be requested at any time.; five (5) three or more consecutive days of sick leave require a physician's statement. is used.

To qualify for approved sick leave, the employee shall notify his/her immediate supervisor by the start of their scheduled shift of work, or in accordance with established office procedures.

Extended Sick Leave

Extended sick leave is defined as a prolonged absence from work due to a serious medical situation, e.g., surgery, recovery from serious illness, childbirth, etc. Any extended sick leave which meets the requirements for FMLA shall run concurrently with FMLA. The Elected Official/Department Head shall comply with FMLA provisions pertaining to certification and recertification, when applicable.

An employee shall be eligible for extended sick leave if he/she has sufficient accrued sick leave, or extended by vacation leave at the employee's option, to cover the duration of the absence. A physician's statement describing the medical condition and stipulating the needed time off work is required.

The Elected Official/Department Head shall maintain a record in the employee's personnel file. Notice shall be given to the payroll administrator of the anticipated duration of the leave in order to ensure continuity of benefits and related issues.

The Elected Official/Department Head shall be responsible for assuring that the employee has sufficient accrued sick leave and vacation leave at the employee's option, to cover the period of absence specified by the attending physician. If there is not sufficient accrued leave available, the employee will be placed on leave without pay. The employee shall be responsible for payment of all optional medical, life, vision, dental and family coverage(s). The payment will be calculated by the benefits administrator or payroll clerk. Those funds must be remitted to the Jefferson County Sheriff's Tax office by the first day. If the employee's physician orders additional time off work beyond the original approved leave of absence, the Elected Official/Department Head shall immediately notify the payroll administrator to insure the continuation of medical benefits.

Suspected Misuse of Leave

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When an employee appears to have a pattern or incident of leave that is inconsistent with the reasons provided in this policy, the Elected Official/Department Head may request appropriate substantiation of the employee's claim for leave, for example, verification of an illness of less than three (3) consecutive scheduled work days or scheduled shifts. Misuse of leave may include, but is not limited to, frequent use of sick leave rendering employee's services undependable; requesting sick leave for days where annual leave was previously denied; and requesting unplanned leave in connection with scheduled days off, which days off include annual leave, weekends, and holidays. The Elected Official/Department Head shall provide the employee with notice of the requirement for appropriate substantiation at the time the request for unplanned leave is made.

Bereavement

An employee may be granted up to three (3) days of paid leave for the death in the immediate family. Immediate family shall refer to the employee's spouse/significant other, children, grandchildren, stepchildren, father, step-father, mother, step-mother, legal guardian, sister, brother, mother-in-law, father-in-law, son-in-law, daughter-in-law. Leave may commence upon notice of the death.

An employee may be granted up to two (2) days paid leave upon the death of an employee's grandparent, spouse's grandparents, aunt, uncle, cousin, niece, nephew, brother-in-law, or sister-in-law. Leave may commence at the discretion of the Elected Official/Department Head.

One day funeral leave with pay may be granted at the discretion of the Elected Official/Department Head.

Employees who must attend a family member's funeral which does not fall within the immediate family category and must travel in excess of two hundred (200) miles may be granted paid leave at the discretion of the Elected Official/Department Head.

Military Leave

~~Military Leave will be granted to full-time employees who are called to serve for a domestic emergency or to attend summer camp which requires time off, and will receive full pay differential for a period not to exceed thirty (30) calendar days (not to exceed 210 or 240 hours). Each military leave of absence will be granted up to the limit set by law and the employee will be eligible for employment in accordance with the applicable Federal laws.~~

~~Benefits shall not be applicable when individuals are ordered or called to active duty by the President. (West Virginia code 15-1F-1).~~

~~The military leave will be granted for the duration of the required active service. The employee's position will be held in the same manner.~~

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a. State Active Duty and Reserve Military Service. -- In accordance with the provisions of W. Va. Code §15-1F-1(a), all officers and employees of the County who are members of the National Guard or of any of the reserve components of the armed forces of the federal government are entitled to a leave of absence from employment without loss of pay, status, or efficiency rating, on all days during which they

are engaged in drills or parades, or for examination to determine fitness for duty, inactive duty training, funeral honors duty for the State or federal government, active duty for training or active service for the State all to include reasonable travel time to and from the duty location, for a maximum period of thirty working days, not to exceed two hundred forty (240) hours, in any one calendar year when ordered or authorized by proper authority. An employee need not exhaust all annual leave or sick leave. Furthermore, the leave of absence is considered as time worked for the County in computing seniority, eligibility for salary increase and experience with the agency. The terms of this subdivision do not apply under the provisions of any military selective service act. An employee shall provide to the appropriate department head or elected official written notification of an obligation or intention to perform military duty and such written orders, as soon as available, in support of the request for military leave. None of the unused days of military leave for which an officer or employee is eligible under this subdivision may be carried over and used in the next calendar year. An employee on extended federal active duty or full-time National Guard duty is eligible for leave provided in this subdivision only in the year he or she is called to active duty, and in subsequent years only after he or she has been discharged from military duty and returned to County employment.

b. Federal Active Duty. -- In accordance with the provisions of W. Va. Code §15-1F-1(b), all officers and employees of the County who are ordered or called to active duty by properly designated federal authority are eligible for an additional leave of absence from employment without loss of pay, status, or efficiency rating for a maximum period of thirty working days, not to exceed two hundred forty (240) hours, for a call to active duty, active duty for training, initial active duty for training, or full-time National Guard duty, all to include reasonable travel time to and from the duty location. All officers and employees of the State called to federal active duty or full-time National Guard duty who have not used all or some portion of the thirty working days of military leave granted by subdivision (a) of this subsection are eligible to use those unused days in the same calendar year prior to using the thirty days for which they are eligible under this subdivision, up to a maximum of sixty days, not to exceed four hundred eighty (480) hours, for a single call to active duty. None of the unused days for which an officer or employee is eligible under subdivision (a) may be carried over and used in the next calendar year. An employee on extended federal active duty or full-time National Guard duty is eligible for leave provided in subdivision (a) of this subsection only in the year he or she is called to active duty, and, in subsequent years, only for a subsequent call to duty and only after he or she has been discharged from military duty and returned to County employment. The term "without loss of pay" means that the employee shall continue to receive his or her normal salary or compensation, notwithstanding the fact that the employee may have received other compensation from federal or state sources during the same period. Separate orders that result in consecutive active duty assignments in which the employee does not return to work shall be considered a single call to active duty. An employee will only be eligible for an additional 30 days under subdivision (b) for a subsequent call to duty only after he or she has returned to County employment.

Jury Duty

Employees who receive notice that they have been selected for jury duty are required to notify their supervisor no later than their next scheduled work day. Time off from work due to jury duty shall be with pay, based on the employee's regular rate of pay for the number of hours off work. Employees are expected to return to work once they have been excused from jury duty during regular working hours.

The employee is required to remit any payment received for services rendered as a jurist. The employee may retain mileage reimbursement and any payment for services rendered while serving as a jurist during non-work hours

Administrative Leave

In the event the Courthouse/County Government is closed due to natural disaster, adverse weather conditions, etc. an employee will be excused from attending work without loss of compensation.

Essential staff will be advised when/how to report for duty, if necessary.

Liberal Leave

In the event adverse weather conditions exist and an employee feels that it is unsafe to travel to work, liberal leave will be in effect. Liberal leave allows an employee to take a day's vacation or a day off without pay if unable to get to work. The employee ~~Employees~~ is/are responsible for contacting their supervisor to advise if they choose Liberal Leave or request other accommodations. Essential staff will be advised when/how to report for duty.

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RECORD KEEPING

Elected Officials/Department Heads or their designee will be responsible for record keeping pertinent to these guidelines. This record keeping does not preclude any records required by the Clerk of the County Commission or the payroll clerk.



Jefferson County Homeland Security and Emergency Management
Quarterly Report to the Jefferson County Commission
April-June, 2015

Projects Completed:

Hired and training new Deputy Director/Planner/Program Manager, Sandee Niles in April.

Director managed the following grants:

Pass through grant for Jefferson County Schools-\$45,400

Generator Grant for Mason Building-\$60,000

Jefferson County LEPC/SERC Grant \$2,000

Jefferson County LEPC Hazardous Materials Emergency Planning Grant \$5,000

Director & Deputy Director participated in Eastern Panhandle Emergency Management Agency Meetings in April, May and June, and the WV Emergency Manager's Conference in June.

Developed and had approved an MOU with the City of Ranson to use the Ranson Expo Center during disasters.

Participation in planning meetings leading up to the All Good Music Festival, July 9-12, 2015.

Quarterly Partnership Meeting held at NCTC in Shepherdstown in April.

Meetings held: Public Awareness, Training, and Education Committee; Jefferson County LEPC; Steering Committee; Counter Terrorism Committee.

Amateur Radio Operators tested equipment in our building on the first Thursday of each month.

Sent emergency public weather watches/warnings by text, email, twitter, facebook, and nixle for all weather watches and warnings involving Jefferson County.

Staff planned, participated in ETEAM Training on May 5 and EOC Training on May 12.

Director and Deputy Director participated in EOC/ICS training in Canaan Valley May 20/21.

Staff participated in Futurity/Orion Damage Assessment software training on May 26.

Staff participated in CPR Training on June 1.

Staff participated in an annual tour of mitigated flood properties, repetitive loss properties and the Shannondale Lake Dam.

Staff participated in CAD training on June 30.

Director participated in the WV Floodplain Managers Association Conference at Blackwater Falls in June.

Staff participated in the WV Homeland Security Region 3 Tabletop Exercise in Berkeley County with EPA on April 22.

Projects Working on Now:

Working with the Local Emergency Planning Committee (LEPC) on the update to the Propane Risk Assessment. County GIS Department to assist with maps.

Web site redevelopment/migration of web information

The Disaster Ready Kids Program is held from May-September. During the month of June, 75 students participated the program. Volunteers received training from our Public Information Office on how to present the DRK program.

Planning for the Mass Fatalities Conference (with JC Department of Health/LEPC) that will be held in October, 2015 at The Clarion in Shepherdstown.

Planning and development of the T.H.I.R.A. Threat Hazard Identification and Risk Assessment.

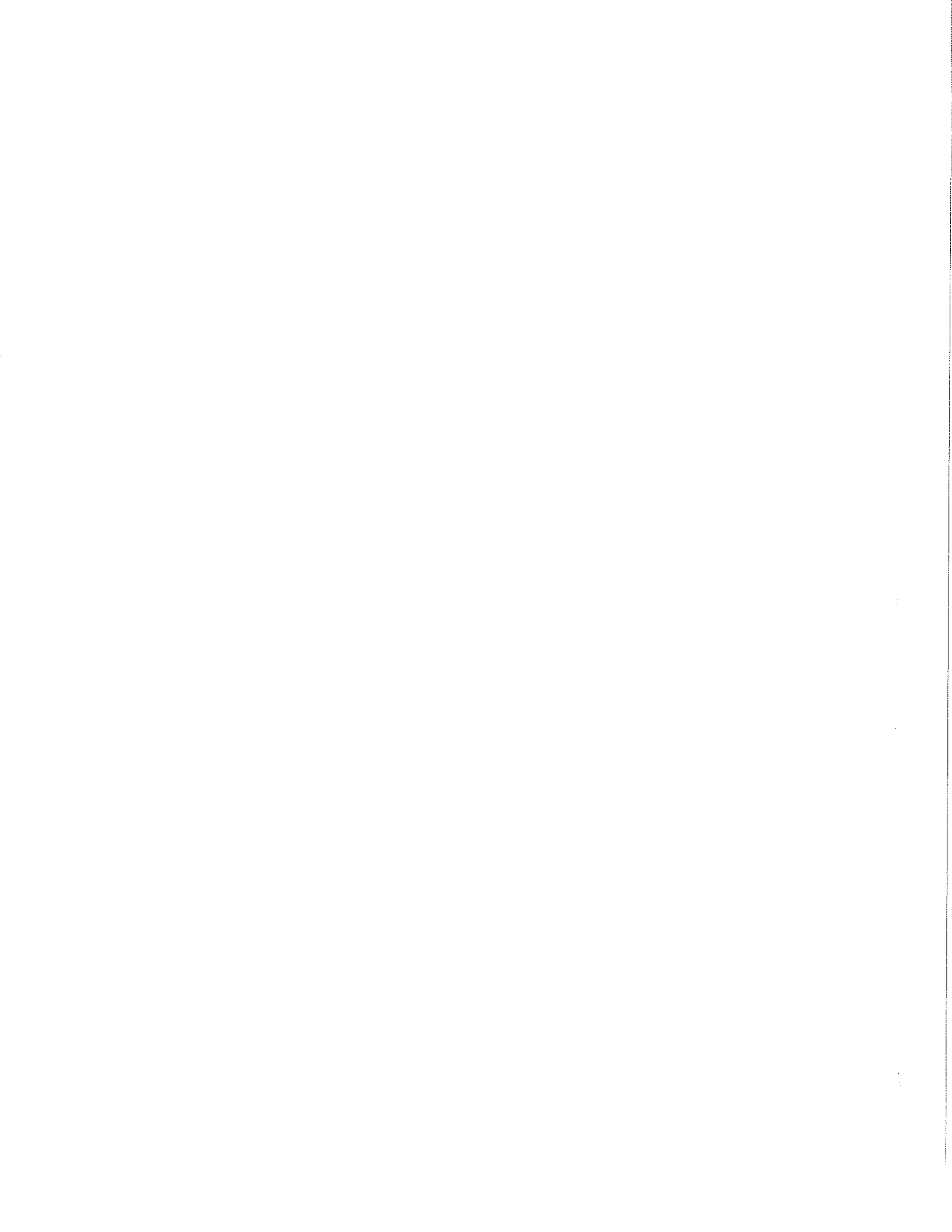
Things the County Commission Should be Aware of:

The next Quarterly Partnership Meeting will be held on July 22 at The Anvil in Harpers Ferry. All Commissioners are invited to attend.

After County Commission approval of the Emergency Operations Plan, it will be sent to the municipalities for their adoption, and distributed to first responders and other groups with indicated responsibilities.

WV Homeland Security Region 3/EPA Functional Exercise to be held on July 20, 2015 in Hampshire County.

The Jefferson County LEPC just completed the update to the Propane Risk Assessment. They will hold their annual Table Top Exercise on Propane at the Jefferson County Maintenance Department's Meeting Room on July 23, 2015.



Quarterly Report
Jefferson County Historic Landmarks Commission
April 1, 2015 through June 30, 2015
July 2015

1. Projects Undertaken

- a. Shepherdstown Battlefield properties acquisition and transfer to NPS - ongoing
- b. Peter Burr Farm improvements and programing - ongoing
- c. Snow Hill/Poor House Improvements – ongoing
- d. WV GeoExplorer project – sponsor and coordinate - ongoing
- e. Site reviews in conjunction with JC Planning Department - ongoing
- f. Development of historic preservation curriculum for fourth and eighth graders in conjunction with JC Schools
- g. Proposed amendment to JC Land Development and Zoning Ordinance for Historic Preservation – approved by PC May 12, 2015
- h. Governmental sponsor for ABPP Grant - Van Evera tracts – Shepherdstown Battlefield
- i. Governmental sponsor for ABPP Grant - Mehrkam tracts – Shepherdstown Battlefield
- j. Updating JCHLC long range plan 2015-2020 to include recommendations from Envision Jefferson 2035

2. Projects Completed

- a. Preservation Association of WV application submitted for AmeriCorps Member – Member will begin work August 31, 2015
- b. WV Development Grant application submitted for roof replacement at Snow Hill/Poor Farm - awaiting notification of award
- c. Submission of National Register nomination – Packhorse Ford – Listed on National Register June 15, 2015 in the State of Maryland. Although JCHLC paid for the nomination research Maryland owns the Potomac River.
- d. Beeler’s Mill Water Wheel added as a Jefferson County Historic Landmark May 20, 2015.
- e. Establishment of a JCHLC Land Acquisition Policy – May 20, 2015

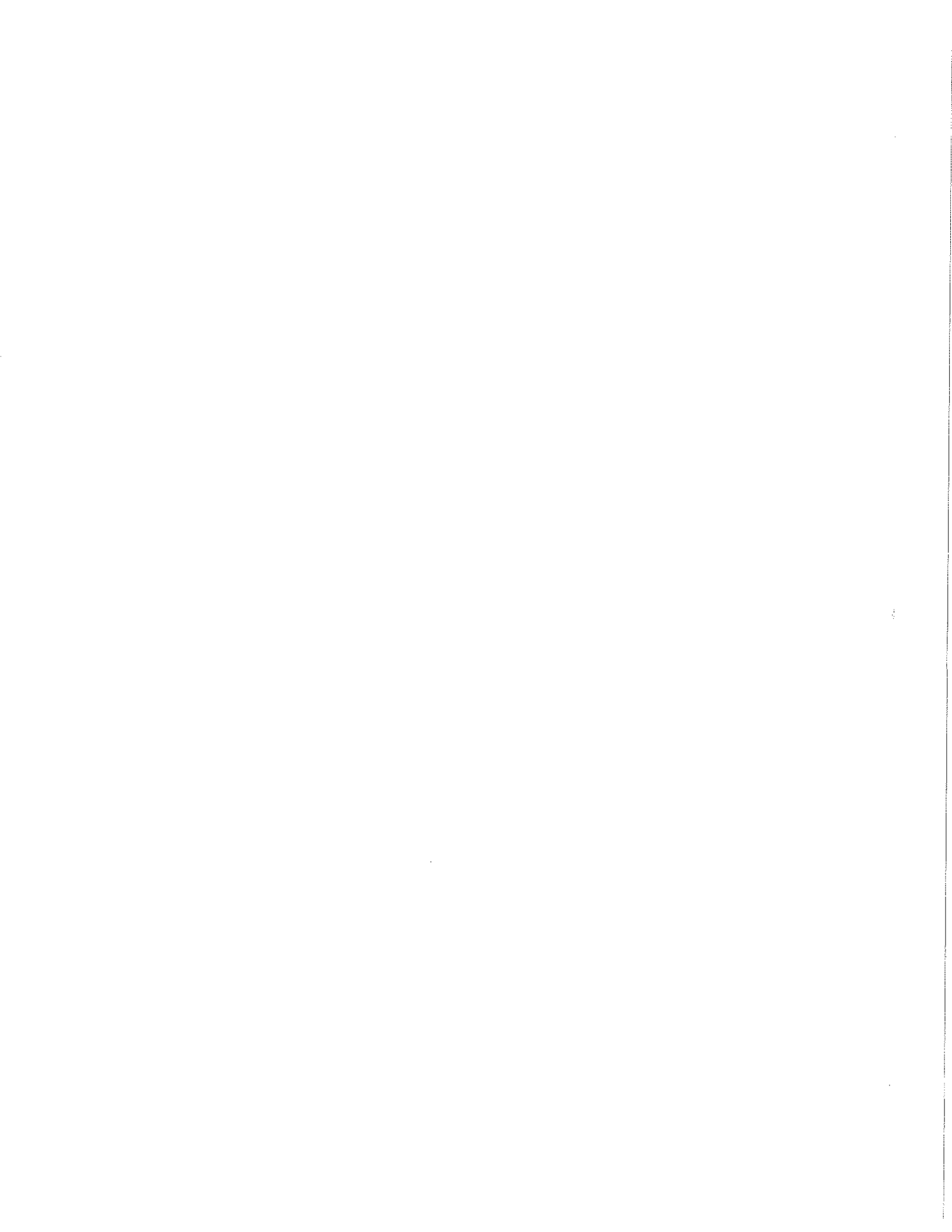
3. Projects Proposed

- a. Documentation of significant barns and farmsteads
- b. Verification of JCHLC inventory data
- c. WV State Legislative agenda – 2016 and beyond

4. Items Requiring Jefferson County Commission Attention

- a. None at this time

Submitted by
Martin Burke
Chair, JCHLC





STATE OF WEST VIRGINIA
OFFICE OF THE GOVERNOR
1900 KANAWHA BOULEVARD, EAST
CHARLESTON, WV 25305
(304) 558-2000

EARL RAY TOMBLIN
GOVERNOR

June 30, 2015

The Honorable Jane Tabb
President
Jefferson County Commission
124 E. Washington Street
Charles Town, West Virginia 25414

Dear Commissioner Tabb:

I am pleased to inform you that I have approved a Community Corrections (CC) program grant award, to the Jefferson County Commission in the amount of \$150,000. These funds will be utilized for the continued operation of a community corrections program in Berkeley, Jefferson, and Morgan Counties.

Please let me know if our Division of Justice and Community Services' staff or I can be of further assistance.

Sincerely,

A handwritten signature in blue ink that reads "Earl Ray Tomblin".

Earl Ray Tomblin
Governor

ERT/amw

cc: Ronda Eddy

Impact Fee Status Report

June 2015

Office of Impact Fees

Summary

Date Range: Monday 1 through Tuesday 30 June 2015

Report Date: 1 July 2015

Process Number Range: 1500203 - 1500223

Total Applications: 21

Total Non-Exempt: 18

Of which:

Commercial: 0

Residential: 18

Of which:

County: 10

Municipal: 8

Total Exempt: 3

Of which:

Commercial: 0

Residential: 3

Of which:

County: 2

Municipal: 1

Tables 1 through 7 summarize impact fee processing for June 2015. Table 8 represents account totals, pending the transfer of fees collected as shown in Table 1, including General Impact Fee Account (3111776) interest which is listed in Table 2.

Table 1. Form 100 Tallies

	Exempt	Commercial	Residential	Total
1 – 30 June 2015	0	0	18	18
Fees collected		\$0.00	\$115,624.00	\$115,624.00
<i>Of which</i>				
School Impact Fee			\$104,994.00	\$104,994.00
Law Enforcement Fee		\$0.00	\$1,678.00	\$1,678.00
Parks & Recreation Fee			\$8,068.00	\$8,068.00
EMS Fee		\$0.00	\$884.00	\$884.00

Table 2. Financial Data – Office of Impact Fees General Account (3111776)

Description	Amount
Opening Statement Balance (1 June 2015)	\$456,011.65
June Deposits (1 – 30 June 2015)	\$115,624.00
School May Transactions (withdraws via transfer on 11 June 2015)	(\$415,764.38)
Law May Transactions (withdraws via transfer on 11 June 2015)	(\$4,119.70)
Parks & Rec May Trans. (withdraws via transfer on 11 June 2015)	(\$32,555.88)
EMS May Trans. (withdraws via transfer on 11 June 2015)	(\$3,571.69)
Interest Earned (30 June 2015)	\$78.41
Ending Statement Balance (30 June 2015)	\$115,702.41
<i>Outstanding Credits (deposits through 1 June 2015)</i>	<i>\$0.00</i>

Table 3. Financial Data – School Impact Fee Account (3107582)

Description	Amount
Opening Balance (1 June 2015)	\$939,012.07
May Transactions (deposits via transfer on 11 June 2015)	\$415,764.38
Interest Earned (30 June 2015)	\$499.80
Ending Balance (30 June 2015)	\$1,355,276.25

Table 4. Financial Data – Law Enforcement Impact Fee Account (3120120)

Description	Amount
Opening Balance (1 June 2015)	\$49,025.41
May Transactions (deposits via transfer on 11 June 2015)	\$4,119.70
Interest Earned (30 June 2015)	\$21.27
Ending Balance (30 June 2015)	\$53,166.38

Table 5. Financial Data – Parks & Recreation Impact Fee Account (3122808)

Description	Amount
Opening Balance (1 June 2015)	\$341,440.19
May Transactions (deposits via transfer on 11 June 2015)	\$32,555.88
Requisition 15R0113 - Park Master Plan (18 June 2015)	(\$1,462.86)
Interest Earned (30 June 2015)	\$148.78
Ending Balance (30 June 2015)	\$372,681.99

Table 6. Financial Data –EMS Impact Fee Account (3122816)

Description	Amount
Opening Balance (1 June 2015)	\$159,935.92
May Transactions (deposits via transfer on 11 June 2015)	\$3,571.69
Interest Earned (30 June 2015)	\$66.71
Ending Balance (30 June 2015)	\$163,574.32

Table 7. Total Impact Fees as of 1 July 2015 /1

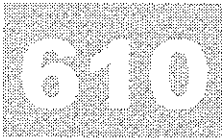
Description	Amount
Office of Impact Fees General Account	\$115,702.41
School Impact Fee Account	\$1,355,276.25
Law Enforcement Fee Account	\$53,166.38
Parks & Recreation Impact Fee Account	\$372,681.99
EMS Impact Fee Account	\$163,574.32
Total Impact Fees	\$2,060,401.35

/1 These values represent both impact fees collected and interest earned. The general account includes the outstanding credits listed in table 2 and outstanding debits, if any, listed in tables 3-6.

Table 8. Pending July 2015 Fee Transfers /1

Account	30 June 2015 Account Totals	Pending Impact Fee Transfers	Account Totals
School Impact Fee Account	\$1,355,276.25	\$105,065.35	\$1,460,341.60
Law Enforcement Fee Account	\$53,166.38	\$1,678.78	\$54,845.16
Parks & Recreation Impact Fee Account	\$372,681.99	\$8,073.50	\$380,755.48
EMS Impact Fee Account	\$163,574.32	\$884.78	\$164,459.10
Total Impact Fees	\$1,944,698.94	\$115,702.41	\$2,060,401.34

/1 This table represents each of the impact fee category account totals as of 30 June 2015 listed in tables 3 – 6. Pending fee transfer amounts, excluding interest and any outstanding credits, collected in June 2015 are listed in table 1 of the General Account (3111776); these transactions will be processed in July 2015. Any outstanding credits, as listed in table 2, will be added to the next month's Impact Fee transfer amounts.



Form 100 Transaction Summary

Jefferson County Government – Office of Impact Fees

Impact Fee Applications Processed between dates Monday 1 through Tuesday 30 June 2015

Process Number	Date	App Name	Firm Name	Proj District	Class Book	Dist Page	Fee Man	Impact Fee Collected	Date	Exempt Reason	
Exempt Applications											
1500208	06/12/2015	Dry Run		08 Ranson Corp			8	33	\$0.00	06/12/2015	Form 200
1500212	06/24/2015	Sherman	Larry	06 Kabletown	784	96	6C	16	\$0.00	06/24/2015	Form 200
1500223	06/26/2015	Charles	Mockingbirdhil,	02 Charles Town	481	624	4A	43	\$0.00	06/26/2015	Form 200

Category Count: 3

Category Total \$0.00

Non-Exempt Applications											
1500203	06/04/2015	Spaur	Lou Ann	09 Shepherdstown	1096	430	3	116.4	\$6,347.00	06/04/2015	N/A
1500204	06/05/2015	Dan Ryan		04 Harpers Ferry	1129	541	9D	26	\$6,347.00	06/05/2015	N/A
1500205	06/05/2015	Dan Ryan		04 Harpers Ferry	1129	541	9D	32	\$6,347.00	06/05/2015	N/A
1500206	06/08/2015	K Hovnanian		03 Charles Town	1095	342	11B	356	\$6,186.00	06/08/2015	N/A
1500207	06/08/2015	K Hovnanian		03 Charles Town	1095	342	11B	368	\$6,186.00	06/08/2015	N/A
1500209	06/15/2015	Dan Ryan		09 Shepherdstown	1130	583	7	1.40	\$6,347.00	06/15/2015	N/A
1500210	06/22/2015	Wormald, Jr.	Robert	04 Harpers Ferry	975	635	10A	88	\$6,347.00	06/22/2015	N/A
1500211	06/22/2015	Pete Kubic	Kubic	09 Shepherdstown	1149	245	8F	18	\$6,347.00	06/22/2015	N/A
1500213	06/24/2015	K Hovnanian		03 Charles Town	1095	342	11B	349	\$6,186.00	06/24/2015	N/A
1500214	06/24/2015	K Hovnanian		03 Charles Town	1095	342	11B	352	\$6,186.00	06/24/2015	N/A
1500215	06/25/2015	Dan Ryan		04 Harpers Ferry	1129	541	9	29	\$6,347.00	06/25/2015	N/A
1500216	06/25/2015	Dan Ryan		04 Harpers Ferry	1129	541	9	33	\$6,347.00	06/25/2015	N/A
1500217	06/25/2015	Dan Ryan		04 Harpers Ferry	1129	541	9	158	\$6,347.00	06/25/2015	N/A
1500218	06/26/2015	Charles	Ryan Homes	08 Ranson Corp	982	137	8D	4F	\$6,186.00	06/26/2015	N/A
1500219	06/26/2015	Charles	Ryan Homes	08 Ranson Corp	982	137	8D	13F	\$6,186.00	06/26/2015	N/A
1500220	06/26/2015	Charles	Ryan Homes	08 Ranson Corp	982	137	8D	19G	\$6,186.00	06/26/2015	N/A
1500221	06/26/2015	Charles	Ryan Homes	08 Ranson Corp	982	137	8D	20G	\$6,186.00	06/26/2015	N/A
1500222	06/26/2015	Staley	Samuel	09 Shepherdstown	1156	517	3	6.16	\$6,347.00	06/26/2015	N/A
1500078	6/22/2015	Norman & Lora	Corbin	02 Charles Town	1146	307	23E	138	\$2,666.00	6/22/2015	N/A

Category Count: 18	Category Total	\$115,624.00
TOTAL APPLICATIONS: 21	Grand Total	\$115,624.00

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
Office of Impact Fees
116 East Washington Street, P.O. Box 716
Charles Town, WV 25414

COPY

Michelle Mason
Impact Fee Program Specialist

Phone: (304) 728-3331
Fax: (304) 728-3953
mmason@jeffersoncountywv.org

MEMORANDUM

TO: Stephanie Grove, Vivian Fields, and Teresa Hendricks
FROM: Michelle Mason
DATE: Wednesday, 1 July 2015
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's Schools Impact Fee Account.**

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County Schools Impact Fee Account (Bank of Charles Town account 3107582)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of June 2015.

This transfer consists of two components:

- Impact Fee Process Numbers **1500203** through **1500223**, inclusive. Within this range there were 19 non-exempt impact fee payments. This amounts to **\$104,994.00**.
- Interest earned by the Office of Impact Fees General Account in June 2015 amounts to **\$78.41**, of which **\$71.35** is attributed to fees collected for Schools.

As per the attached invoice, the total amount of this transfer is \$105,065.35.

Check # 1000

Jefferson County Commission

P.O. Box 250
Charles Town, WV 25414

Invoice

Number: 15025
Date: 7/1/2015

Bill To:

Office of Impact Fees
116 East Washington Street
Suite 100
Charles Town, WV 25414

Pay To:

Sheriff of Jefferson County
P.O. Box 9
Charles Town, WV 25414

P.O. Number

Vendor Number

Description

Amount

Impact Fee payments collected for month of June 2015 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County School Impact Fees Bank Account (3107582).

\$104,994.00

Interest earned by the Office of Impact Fees General Account June 2015.

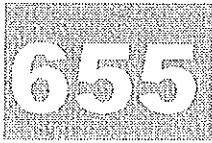
\$71.35

Impact Fee Process Numbers 1500203 through 1500223, inclusive. Within this range, there were 19 non-exempt impact fee payments.

Total: \$105,065.35

Notes/Comments Transfer of funds into School Impact Fee Account (3107582).

Check Number: 1000



Account Withdraws
Office of Impact Fees - Jefferson County Government

Account 3111776

Schools

Check Number 1000

Trace 20150701:52432.69

Date 7/1/2015

Series 1

Recipient Sheriff of Jefferson County

Account 3107582

Amount \$104,994.00

Signature 1 Jane Tabb

Signature 2 Sheriff Peter Dougherty

Signature 3 Jennifer Maghan

Notes: Transfer of Impact Fees From General Account for School Impact Fees Collected in June 2015.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
5/4/2015	1500078	2003-3	11/24/2005	\$2,394.00
6/5/2015	1500203	2003-3	11/24/2005	\$5,700.00
6/8/2015	1500204	2003-3	11/24/2005	\$5,700.00
6/8/2015	1500205	2003-3	11/24/2005	\$5,700.00
6/9/2015	1500206	2003-3	11/24/2005	\$5,700.00
6/9/2015	1500207	2003-3	11/24/2005	\$5,700.00
6/16/2015	1500209	2003-3	11/24/2005	\$5,700.00
6/24/2015	1500210	2003-3	11/24/2005	\$5,700.00
6/24/2015	1500211	2003-3	11/24/2005	\$5,700.00
6/25/2015	1500213	2003-3	11/24/2005	\$5,700.00
6/25/2015	1500214	2003-3	11/24/2005	\$5,700.00
6/26/2015	1500215	2003-3	11/24/2005	\$5,700.00
6/26/2015	1500216	2003-3	11/24/2005	\$5,700.00
6/26/2015	1500217	2003-3	11/24/2005	\$5,700.00
6/29/2015	1500218	2003-3	11/24/2005	\$5,700.00
6/29/2015	1500219	2003-3	11/24/2005	\$5,700.00
6/29/2015	1500220	2003-3	11/24/2005	\$5,700.00
6/29/2015	1500221	2003-3	11/24/2005	\$5,700.00
6/29/2015	1500222	2003-3	11/24/2005	\$5,700.00

Total amount for this withdraw \$104,994.00

Total amount for this account \$104,994.00

Total amount all accounts \$104,994.00

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
Office of Impact Fees
116 East Washington Street, P.O. Box 716
Charles Town, WV 25414

COPY

Michelle Mason
Impact Fee Program Specialist

Phone: (304) 728-3331
Fax: (304) 728-3953
mmason@jeffersoncountywv.org

MEMORANDUM

TO: Stephanie Grove, Vivian Fields, and Teresa Hendricks
FROM: Michelle Mason
DATE: Wednesday, 1 July 2015
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's Law Enforcement Impact Fee Account.**

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County Law Enforcement Impact Fee Account (Bank of Charles Town account 3120120)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of June 2015.

This transfer consists of two components:

- Impact Fee Process Numbers **1500203** through **1500223**, inclusive. Within this range there were 11 non-exempt impact fee payments. This amounts to **\$1,678.00**.
- Interest earned by the Office of Impact Fees General Account in June 2015 amounts to **\$78.41**, of which **\$0.78** is attributed to fees collected for Law Enforcement.

As per the attached invoice, the total amount of this transfer is **\$1,678.78**.

Check # 1001

Jefferson County Commission

P.O. Box 250
Charles Town, WV 25414

Invoice

Number: 15026

Date: 7/1/2015

Bill To:

Office of Impact Fees
116 East Washington Street
Suite 100
Charles Town, WV 25414

Pay To:

Sheriff of Jefferson County
P.O. Box 9
Charles Town, WV 25414

P.O. Number

Vendor Number

Description

Amount

Impact Fee payments collected for month of June 2015 into the Office of Impact Fees
General Account (3111776) to be paid to the Sheriff of Jefferson County Law
Enforcement Impact Fees Bank Account (3120120). \$1,678.00

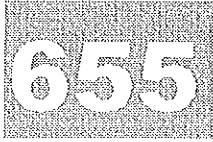
Interest earned by the Office of Impact Fees General Account June 2015. \$0.78

Impact Fee Process Numbers 1500203 through 1500223, inclusive. Within this range,
there were 11 non-exempt impact fee payments.

Total: \$1,678.78

Notes/Comments Transfer of funds into Law Enforcement Impact Fee Account (3120120).

Check Number: 1001



Account Withdraws
Office of Impact Fees - Jefferson County Government

Account 3111776

Law Enforcement

Check Number 1001

Trace 20150701:52432.69

Date 7/1/2015 Series 2

Recipient Sheriff of Jefferson County
Amount \$1,678.00

Account 3120120
Signature 1 Jane Tabb
Signature 2 Sheriff Peter Dougherty
Signature 3 Jennifer Maghan

Notes: Transfer of Impact Fees From General Account for Law Enforcement Impact Fees Collected in June 2015.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
5/4/2015	1500078	2005-1	3/22/2005	\$68.00
6/5/2015	1500203	2005-1	3/22/2005	\$161.00
6/8/2015	1500204	2005-1	3/22/2005	\$161.00
6/8/2015	1500205	2005-1	3/22/2005	\$161.00
6/9/2015	1500206	2005-1	3/22/2005	\$0.00
6/9/2015	1500207	2005-1	3/22/2005	\$0.00
6/16/2015	1500209	2005-1	3/22/2005	\$161.00
6/24/2015	1500210	2005-1	3/22/2005	\$161.00
6/24/2015	1500211	2005-1	3/22/2005	\$161.00
6/25/2015	1500213	2005-1	3/22/2005	\$0.00
6/25/2015	1500214	2005-1	3/22/2005	\$0.00
6/26/2015	1500215	2005-1	3/22/2005	\$161.00
6/26/2015	1500216	2005-1	3/22/2005	\$161.00
6/26/2015	1500217	2005-1	3/22/2005	\$161.00
6/29/2015	1500218	2005-1	3/22/2005	\$0.00
6/29/2015	1500219	2005-1	3/22/2005	\$0.00
6/29/2015	1500220	2005-1	3/22/2005	\$0.00
6/29/2015	1500221	2005-1	3/22/2005	\$0.00
6/29/2015	1500222	2005-1	3/22/2005	\$161.00

Total amount for this withdraw \$1,678.00

Total amount for this account \$1,678.00

Total amount all accounts \$1,678.00

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
Office of Impact Fees
116 East Washington Street, P.O. Box 716
Charles Town, WV 25414

COPY

Michelle Mason
Impact Fee Program Specialist

Phone: (304) 728-3331
Fax: (304) 728-3953
mmason@jeffersoncountywv.org

MEMORANDUM

TO: Stephanie Grove, Vivian Fields, and Teresa Hendricks
FROM: Michelle Mason
DATE: Wednesday, 1 July 2015
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's Parks & Recreation Impact Fee Account.**

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County Parks & Recreation Impact Fee Account (Bank of Charles Town account 3122808)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of June 2015.

This transfer consists of two components:

- Impact Fee Process Numbers **1500203** through **1500223**, inclusive. Within this range there were 19 non-exempt impact fee payments. This amounts to **\$8,068.00**.
- Interest earned by the Office of Impact Fees General Account in June 2015 amounts to **\$78.41**, of which **\$5.50** is attributed to fees collected for Parks & Recreation.

As per the attached invoice, the total amount of this transfer is **\$8,073.50**.

Check # 1002

Jefferson County Commission

P.O. Box 250
Charles Town, WV 25414

Invoice

Number: 15027
Date: 7/1/2015

Bill To:

Office of Impact Fees
116 East Washington Street
Suite 100
Charles Town, WV 25414

Pay To:

Sheriff of Jefferson County
P.O. Box 9
Charles Town, WV 25414

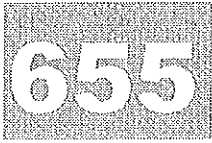
P.O. Number

Vendor Number

Description	Amount
Impact Fee payments collected for month of June 2015 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County Parks & Recreation Impact Fees Bank Account (3122808).	\$8,068.00
Interest earned by the Office of Impact Fees General Account June 2015.	\$5.50
Impact Fee Process Numbers 1500203 through 1500223, inclusive. Within this range, there were 19 non-exempt impact fee payments.	
Total:	\$8,073.50

Notes/Comments Transfer of funds into Parks & Recreation Impact Fee Account (3122808).

Check Number: 1002



Account Withdraws
Office of Impact Fees - Jefferson County Government

Account 3111776

Parks & Rec

Check Number 1002

Trace 20150701:52432.69

Date 7/1/2015

Series 3

Recipient Sheriff of Jefferson County

Account 3122808

Amount \$8,068.00

Signature 1 Jane Tabb

Signature 2 Sheriff Peter Dougherty

Signature 3 Jennifer Maghan

Notes: Transfer of Impact Fees From General Account for Parks and Rec Impact Fees Collected in June 2015.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
5/4/2015	1500078	2005-2	5/12/2005	\$184.00
6/5/2015	1500203	2005-2	5/12/2005	\$438.00
6/8/2015	1500204	2005-2	5/12/2005	\$438.00
6/8/2015	1500205	2005-2	5/12/2005	\$438.00
6/9/2015	1500206	2005-2	5/12/2005	\$438.00
6/9/2015	1500207	2005-2	5/12/2005	\$438.00
6/16/2015	1500209	2005-2	5/12/2005	\$438.00
6/24/2015	1500210	2005-2	5/12/2005	\$438.00
6/24/2015	1500211	2005-2	5/12/2005	\$438.00
6/25/2015	1500213	2005-2	5/12/2005	\$438.00
6/25/2015	1500214	2005-2	5/12/2005	\$438.00
6/26/2015	1500215	2005-2	5/12/2005	\$438.00
6/26/2015	1500216	2005-2	5/12/2005	\$438.00
6/26/2015	1500217	2005-2	5/12/2005	\$438.00
6/29/2015	1500218	2005-2	5/12/2005	\$438.00
6/29/2015	1500219	2005-2	5/12/2005	\$438.00
6/29/2015	1500220	2005-2	5/12/2005	\$438.00
6/29/2015	1500221	2005-2	5/12/2005	\$438.00
6/29/2015	1500222	2005-2	5/12/2005	\$438.00

Total amount for this withdraw \$8,068.00

Total amount for this account \$8,068.00

Total amount all accounts \$8,068.00

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
Office of Impact Fees
116 East Washington Street, P.O. Box 716
Charles Town, WV 25414

COPY

Michelle Mason
Impact Fee Program Specialist

Phone: (304) 728-3331
Fax: (304) 728-3953
mmason@jeffersoncountywv.org

MEMORANDUM

TO: Stephanie Grove, Vivian Fields, and Teresa Hendricks
FROM: Michelle Mason
DATE: Wednesday, 1 July 2015
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's EMS Impact Fee Account.**

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County EMS Impact Fee Account (Bank of Charles Town account 3122816)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of June 2015.

This transfer consists of two components:

- Impact Fee Process Numbers **1500203** through **1500223**, inclusive. Within this range there were 19 non-exempt impact fee payments. This amounts to **\$884.00**.
- Interest earned by the Office of Impact Fees General Account in June 2015 amounts to **\$78.41**, of which **\$0.78** is attributed to fees collected for EMS.

As per the attached invoice, the total amount of this transfer is \$884.78.

Check # 1003

Jefferson County Commission

P.O. Box 250
Charles Town, WV 25414

Invoice

Number: 15028
Date: 7/1/2015

Bill To:

Office of Impact Fees
116 East Washington Street
Suite 100
Charles Town, WV 25414

Pay To:

Sheriff of Jefferson County
P.O. Box 9
Charles Town, WV 25414

P.O. Number

Vendor Number

Description	Amount
Impact Fee payments collected for month of June 2015 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County EMS Impact Fees Bank Account (3122816).	\$884.00
Interest earned by the Office of Impact Fees General Account June 2015.	\$0.78
Impact Fee Process Numbers 1500203 through 1500223, inclusive. Within this range, there were 19 non-exempt impact fee payments.	
Total:	\$884.78

Notes/Comments Transfer of funds into EMS Impact Fee Account (3122816).

Check Number: 1003



Account Withdraws
Office of Impact Fees - Jefferson County Government

Account 3111776

Fire & EMS

Check Number 1003

Trace 20150701:52581.7

Date 7/1/2015

Series 4

Recipient Sheriff of Jefferson County

Account 3122816

Amount \$884.00

Signature 1 Jane Tabb

Signature 2 Sheriff Peter Dougherty

Signature 3 Jennifer Maghan

Notes: Transfer of Impact Fees From General Account for EMS Impact Fees Collected in June 2015.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
5/4/2015	1500078	2005-3	5/12/2005	\$20.00
6/5/2015	1500203	2005-3	5/12/2005	\$48.00
6/8/2015	1500204	2005-3	5/12/2005	\$48.00
6/8/2015	1500205	2005-3	5/12/2005	\$48.00
6/9/2015	1500206	2005-3	5/12/2005	\$48.00
6/9/2015	1500207	2005-3	5/12/2005	\$48.00
6/16/2015	1500209	2005-3	5/12/2005	\$48.00
6/24/2015	1500210	2005-3	5/12/2005	\$48.00
6/24/2015	1500211	2005-3	5/12/2005	\$48.00
6/25/2015	1500213	2005-3	5/12/2005	\$48.00
6/25/2015	1500214	2005-3	5/12/2005	\$48.00
6/26/2015	1500215	2005-3	5/12/2005	\$48.00
6/26/2015	1500216	2005-3	5/12/2005	\$48.00
6/26/2015	1500217	2005-3	5/12/2005	\$48.00
6/29/2015	1500218	2005-3	5/12/2005	\$48.00
6/29/2015	1500219	2005-3	5/12/2005	\$48.00
6/29/2015	1500220	2005-3	5/12/2005	\$48.00
6/29/2015	1500221	2005-3	5/12/2005	\$48.00
6/29/2015	1500222	2005-3	5/12/2005	\$48.00

Total amount for this withdraw \$884.00

Total amount for this account \$884.00

Total amount all accounts \$884.00

Jefferson County Public Service District

Received

JUL 10 2015

Jefferson County Public Service District Special Board Meeting July 1, 2015

Jefferson County Commission

The special meeting of the Jefferson County Public Service District was held at 10:00AM on Wednesday, July 1, 2015 at the District's office in Kearneysville. Those in attendance included: Chairman, Peter Appignani; Secretary, Richard Weese (speakerphone); Treasurer, Bill Strider; PSD General Manager, Susanne Lawton; Administrative Assistant, Ashley Stottlemeyer; District Legal Counsel, Jim Kelsh (speakerphone); and liaison for the County Commission, Commissioner Jane Tabb.

Chairman Peter Appignani called the meeting to order at 10:00AM.

Public Comment

None.

Review and approval of press releases related to sewer project and utility consolidation

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve the press releases related to the sewer project and utility consolidation as presented.

A brief discussion was held by the Board. Mr. Appignani was disappointed with the press releases and made several comments regarding his dismay. Mr. Strider and Mr. Weese had no comments. Mr. Appignani suggested voting for the press releases one at a time.

Action:

- 1) "District Supports Utility Consolidation Discussions" press release – Approved 2-1. Mr. Appignani voted against.
- 2) "Jefferson County PSD works creatively to serve its customers in a cost effective manner" press release – Approved 2-1. Mr. Appignani voted against.
- 3) "PSD's Sewer Project Receives Funding Approval" press release – Unanimously approved.

Policy for issuance of press releases and communication with media by District Staff

Action: Motion made by Mr. Strider and seconded by Mr. Weese to allow the District's General Manager to issue press releases and communication with media, district customers, and the public in accordance with the positions description for the District's General Manager.

A brief discussion was held by the Board. The Board reviewed the job description of the General Manager to try to clarify this issue. Mr. Appignani stated that he would like press releases coming from the Board to be approved by the Board prior to submittals; however, he does not have a problem with staff or other Board members commenting to the media if they are contacted by the media and respond on behalf of themselves. Both Mr. Strider and Mr. Weese agree with Mr. Appignani. Mr. Strider retracts his original motion.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to authorize the General Manager to issue press releases indicating in such press releases it is being issued in the capacity of the General Manager of the District as issues arise. Unanimously approved.

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

There being no further business at this time, the meeting was adjourned at 10:20AM.

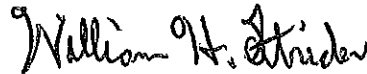
Special Board Meeting
July 1, 2015

The next regular meeting is scheduled for July 6, 2015 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Peter L. Appighani". The signature is fluid and cursive, with a prominent initial "P" and a long, sweeping underline.

Peter L. Appighani
Chairman

A handwritten signature in black ink, appearing to read "William H. Strider". The signature is cursive and somewhat stylized, with a large initial "W" and a distinct "S".

William H. Strider
Treasurer

Jefferson County Public Service District

Jefferson County Public Service District Regular Board Meeting June 1, 2015

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Monday, June 1, 2015 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, Peter Appignani; Treasurer, Bill Strider; General Manager, Susanne Lawton; Administrative Assistant, Ashley Stottlemeyer; Operations Manager, Joseph Freeze; District Legal Counsel, Jim Kelsh; from Thrasher Engineering, Wayne Morgan; and Liaison for the County Commission, Commissioner Jane Tabb.

Secretary Richard Weese was late to the meeting.

CALL TO ORDER

Chairman Peter Appignani called the meeting to order at 7:05PM.

Approval of agenda

The Board made no changes to the agenda.

Public Comments

Dale Hughs, an elected official from the Glen Haven subdivision, requested a meeting with Ms. Lawton and Mr. Freeze to discuss the water systems project.

OLD BUSINESS

Review Minutes of May 4 regular board meeting

The minutes of the May 4, 2015 regular board meeting were approved as presented.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to accept the May 4, 2015 regular board meeting minutes as presented. Approved 2-0.

Update on the water systems improvement project for Glen Haven and Cavaland

Ms. Lawton is continuing to work with the contractor to finish items on a punch list of customer concerns. She also stated the Board needed to approve the eleventh withdraw from the bond proceeds to pay the contractor the final payment. This request will be paid from money already set aside for the project and not dependant upon the grant request for the overage amount which is still pending approval at the Infrastructure and Jobs Development Council. Mr. Appignani read the resolution for payment #11 as follows:

RESOLUTION OF THE PUBLIC SERVICE BOARD OF THE
JEFFERSON COUNTY PUBLIC SERVICE DISTRICT APPROVING
INVOICES RELATING TO ENGINEERING AND OTHER
SERVICES FOR THE CAVALAND & GLEN HAVEN WATER
SYSTEM IMPROVEMENTS PROJECT AND AUTHORIZING
PAYMENT THEREOF IN THE AMOUNT OF \$1,811.55.

Action: Motion by Mr. Appignani and seconded by Mr. Strider to adopt the resolution as read totaling \$1,811.55. Approved 2-0.

Discuss sewer collection and transmission project

Mr. Morgan, from Thrasher Engineering, stated the revised West Virginia Infrastructure and Jobs Development Council (IJDC) application including the revised Preliminary Engineering Report was approved at the May 27th Funding and Technical Committee meeting and will go on to the June 3rd IJDC Council meeting.

Action: No action required by the Board.

Update on strategic plan

Ms. Lawton didn't receive an update from Dunn Engineering prior to the meeting. She proposed to the Board to request a draft from Dunn by June 12th, have the Board approve the draft with revisions from Board members at the July 6th board meeting, arrange a work session for July 20th to receive public comments, present and approve a final draft at the August 3rd board meeting, and submit the final draft to the Public Service Commission by the deadline on August 24th. The Board agreed with this timeline and Ms. Lawton will forward it onto Dunn Engineering.

Action: No action required by the Board.

Mr. Weese arrived for the meeting.

Discuss Charles Town revised strategic plan

The Board agreed that the new Charles Town strategic plan was well drafted and had no comments.

Action: No action required by the Board.

Update on Senate Bill 234

Mr. Kelsh updated the Board on the new requirements of Senate Bill 234 that was passed into law and will go into effect on June 14, 2015. This new legislation added the requirement to maintain a working capital reserve in an amount no less than one eighth of actual annual operation and maintenance expenses. Mr. Kelsh stated that the Public Service Commission staff is working on a memo to require utilities to reach the funding level for the reserve account within one year, but it has not become final yet. The District will be required to have a rate increase to fund the reserve account.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to make an effort to fund the working capitol reserve fund starting fiscal year 2016 and recognize the mandated rate increase is required by the Senate Bill 234 for one (1) year with still many unknowns. Unanimously approved.

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

Ms. Lawton stated that the District will need an estimated \$119,000 in payments to cover the disbursements for this month.

Action: No action required by the Board.

Presentation of draft Fiscal Year 2016 sewer operating budget

Due to the new Senate Bill 234 requirements, the District had to create a working capital reserve with one eighth of the previous year's operation and maintenance expenses.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to approve the Fiscal Year 2016 sewer budget with the addition of the 1 year Senate Bill 234 requirement. Unanimously approved.

NEW BUSINESS

Update on Status of Current Public Service Commission Cases

East Jefferson Sewer Service, LLC vs JCPSD civil action case # 14-C-51 – There have been no new updates on this case.

Action: No action required by the Board.

Discussion of any Expenses over Budget

There were no items over budget this month.

Action: No action required by the Board.

Disbursements

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve disbursements for Public Service District water expenses in the amount of \$5,329.38. Unanimously approved.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve disbursements for the Public Service District sewer expenses in the amount of \$164,471.19. Unanimously approved.

Approve transfer of \$4,347.50 from the Series 2013A Bond account to the Sewer Operating account for strategic plan expenses

Approve transfer of \$4,744.43 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds

Approve transfer of \$68.25 from the Water Security Deposit account to the Water Operating account for security deposit refunds

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve transfer of \$4,347.50 from the Series 2013A Bond account to the Sewer Operating account for strategic plan expenses; approve transfer of \$4,744.43 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds; approve transfer of \$68.25 from the Water Security Deposit account to the Water Operating account for security deposit refunds. Unanimously approved.

General Manager's Report

Ms. Lawton updated the Board on activities since last month's meeting.

Action: No action required by the Board.

Other staff reports

None discussed.

Action: No action required by the Board.

Correspondence

None discussed.

Public Comment

None.

Mr. Freeze exited the meeting. Commissioner Tabb and Mr. Morgan were invited to stay for the executive session item on the Charles Town Utility Board asset acquisition offer.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to convene in executive session for the purpose of discussing contract negotiations. Unanimously approved.

Mr. Chuck Young from CoxHollida & Professionals arrived late for the discussion on the fiscal year 2016 sewer budget. The Board came out of executive session to discuss this item with Mr. Young.

Action: Motion made by Mr. Weese and seconded by Mr. Strider to return to public session. Unanimously approved.

The Board informed Mr. Young that they approved the fiscal year 2016 budget and the Public Service Commission mandate for one year. The Board would like Mr. Young to draft a Rule 42 for the rate increase relating to the Senate Bill 234 mandate.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to authorize CoxHollida & Professionals to submit a Rule 42 to address the Senate Bill 234 concerns and submit to the Board in July. Unanimously approved.

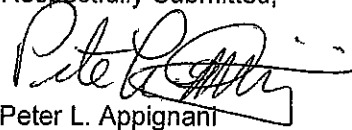
Action: Motion made by Mr. Weese and seconded by Mr. Strider to convene in executive session for the purpose of discussing contract negotiations. Unanimously approved.

- Action:** Motion made by Mr. Weese and seconded by Mr. Strider to return to public session. Unanimously approved.
- Action:** Motion made by Mr. Strider and seconded by Mr. Weese to direct Counsel to draft a letter in response to the Charles Town letter dated May 27, 2015 as discuss in executive session. Unanimously approved.
- Action:** Motion made by Mr. Strider and seconded by Mr. Weese to adjourn. Unanimously approved.

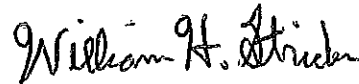
There being no further business at this time, the meeting was adjourned at 8:04PM.

The next regular meeting is scheduled for Monday, July 6, 2015 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,



Peter L. Appignani
Chairman



William H. Strider
Treasurer



2026 Kanawha Blvd., East
Charleston, WV 25311-2118
Phone: (304) 346.0591
Fax: (304) 346.0592

Patricia L. Hamilton
Executive Director

JOINT INTERIM SELECT COMMITTEE ON TAX REFORM

A COUNTY GOVERNMENT PERSPECTIVE OF PERSONAL PROPERTY TAXATION

BY PATTI HAMILTON, EXECUTIVE DIRECTOR
WEST VIRGINIA ASSOCIATION OF COUNTIES

ASSISTANCE FROM JERRY KNIGHT, KNIGHT CONSULTING
WVACO PROPERTY TAX CONSULTANT

JUNE 9, 2015

TO THE JOINT SELECT COMMITTEE ON TAX REFORM:

THANK YOU FOR THE OPPORTUNITY TO PRESENT A COUNTY PERSPECTIVE FOR TAX REFORM. WE HOPE TO OFFER SOME COUNTERPOINTS TO THOSE WHO BELIEVE THAT "IF YOU TAKE AWAY THE BUSINESS PERSONAL PROPERTY TAX, THEY WILL COME."

AFTER LISTENING TO THE PRESENTATIONS ON MAY 18TH, ONE STATEMENT STOOD OUT TO ME: "PRIORITIES THAT MATTER ARE OFTEN THE VERY THING THAT TAX REVENUES FUND." SETTING YOUR PRIORITIES OR OBJECTIVES AS ONE SPEAKER EMPHASIZED ON MAY 18TH, IS VERY IMPORTANT. WHAT IS HOPED TO BE ACCOMPLISHED BY TAX REFORM?

IF THE OBJECTIVE IS ECONOMIC DEVELOPMENT AND JOBS, REVISIONS TO OUR TAX STRUCTURE ARE BUT ONE FACTOR OF SEVERAL, AS THE EXPERTS STATED AT THE LAST MEETING. WE HELD FOUR REGIONAL MEETINGS WHERE DR. JOHN DESKINS FROM WVU PRESENTED A FORECAST FOR WEST VIRGINIA. AFTER GIVING THE OVERALL STATE OF OUR ECONOMY AND FORECAST, HE PROVIDED INSIGHT INTO THE "JOBS" THAT ARE FACING THE STATE TO ACHIEVE ECONOMIC GROWTH. TAX REFORM IS ONE, BUT THERE ARE FOUR OTHERS FOR YOUR CONSIDERATION:

JOB 1 - SMALL BUSINESS GROWTH & DEVELOPMENT TO PROVIDE ECONOMIC DIVERSIFICATION

JOB 2 - INVESTING IN OUR HUMAN CAPITOL, FROM EDUCATION TO HEALTH: WE MUST LOOK AT OUR DEMOGRAPHICS. OUR LABOR FORCE PARTICIPATION RATE IS DEAD LAST IN THE COUNTRY. THE NATIONAL AVERAGE IS 63% AND WE ARE AT 53% AND HAVE BEEN SINCE THE 1970s. THIS STATISTIC REMAINS CONSTANT IN EVERY AGE CATEGORY. OUR DISABILITY RATE IS ALSO DEAD LAST IN THE COUNTRY FOR THE WORKING AGES OF 18 - 64. THE NATIONAL AVERAGE IS 10.5% AND WE HAVE A DISABILITY RATE OF 18%.

JOB 3 - RECOGNIZE THAT A ONE-SIZE-FITS-ALL ECONOMIC DEVELOPMENT STRATEGY WILL NOT WORK

JOB 4 - EVALUATE OUR TAX AND REGULATORY SYSTEMS FULLY: TAX REFORM IS ONE FACTOR OF MANY FOR ACHIEVING OBJECTIVES OF JOB GROWTH AND ECONOMIC DEVELOPMENT.

JOB 5 - ENSURE THAT WEST VIRGINIA IS OPEN TO THE WORLD AND AGGRESSIVELY PURSUE EXPORT OPPORTUNITIES

AT THE MAY 18TH MEETING AN OBSERVATION WAS MADE THAT ALTHOUGH WV HAS ELIMINATED BUSINESS FRANCHISE TAX AND REDUCED CORPORATE NET TAX, WE HAVE NOT SEEN BUSINESS GROWTH. THE SAME MAY HAPPEN IF WE REDUCE OR ELIMINATE COMMERCIAL PERSONAL PROPERTY TAXATION WITHOUT EFFORTS TO ADDRESS THE OTHER FACTORS THAT I JUST DESCRIBED.

WHAT ARE WE TALKING ABOUT WHEN THE PHRASE "COMMERCIAL & INDUSTRIAL OR BUSINESS PERSONAL PROPERTY TAX" IS USED? THE CHART I'VE PROVIDED SHOWS FOUR CATEGORIES OF PERSONAL PROPERTY TAXES, ALL OF WHICH COME UNDER THE HEADING OF COMMERCIAL & INDUSTRIAL PERSONAL PROPERTY. THERE IS ADDITIONAL, DETAILED INFORMATION ON BUSINESS PERSONAL PROPERTY TAXATION PREPARED BY OUR PROPERTY TAX CONSULTANT JERRY KNIGHT INCLUDED IN YOUR HANDOUT.

FOR EXAMPLE, INVENTORY TAX HAS BEEN DESCRIBED AS A DISINCENTIVE TO GROWTH OR EVEN AS A "JOB KILLER." IT CURRENTLY PROVIDES \$68 MILLION TO COUNTIES AND SCHOOLS. APPROXIMATELY 70% OF ALL THESE TOTALS GOES DIRECTLY TO SCHOOLS. IF IT'S ELIMINATED, WHAT WILL REPLACE IT?

MACHINERY AND EQUIPMENT IS NEARLY \$164 MILLION. AGAIN, WHAT WOULD REPLACE THAT? WOULD A BUSINESS LOCATE TO WEST VIRGINIA SIMPLY BECAUSE THOSE TAXES ARE ELIMINATED OR WOULD FACTORS LIKE WORK FORCE AND ADEQUATE INFRASTRUCTURE BE MORE IMPORTANT?

THEN WE HAVE SALVAGE VALUE, OR AS I LIKE TO CALL IT, THE END RUN AROUND OUR CONSTITUTION. INTERESTINGLY, NOT ONE PRESENTER AT THE LAST MEETING POINTED OUT THAT **ELIMINATION OF ANY OF THESE BUSINESS PERSONAL PROPERTY TAXES WILL REQUIRE A CONSTITUTIONAL AMENDMENT.** SALVAGE VALUE APPLIED TO POLLUTION CONTROL FACILITIES, SPECIAL MANUFACTURING PRODUCTION PROPERTY, QUALIFIED CAPITAL ADDITIONS, SPECIAL AIRCRAFT PROPERTIES, AND HIGH-TECH BUSINESS PROPERTIES HAVE RESULTED IN A REDUCTION IN BUSINESS PERSONAL PROPERTY TAXES IN TAX YEAR 2014 OF \$100,170,000.

NOW COMES THE PUBLIC POLICY DILEMMA. WE ALL PAY PERSONAL PROPERTY TAXES ON OUR INDIVIDUAL VEHICLES, REGARDLESS OF INCOME. WOULD THE SINGLE MOM OR DAD OR THE MINIMUM WAGE YOUNG ADULT HAVE MUCH INTEREST IN SUPPORTING A CONSTITUTIONAL AMENDMENT THAT ALLOWS EQUIPMENT OWNED BY BUSINESSES TO BE EXEMPT BUT THEIR OWN CARS ARE NOT? THEREFORE, YOU MIGHT HAVE TO CONSIDER THAT EXEMPTING PERSONAL VEHICLES TO MAKE A CONSTITUTIONAL AMENDMENT MORE ASSURED OF PASSAGE WOULD COST COUNTIES AND SCHOOLS ABOUT \$75 MILLION.

THE CHART IN YOUR PACKET WITH THE BLUE AND GREEN BARS SHOWS THAT WV IS NOT AN OUTLIER IN ITS TAXATION OF COMMERCIAL PERSONAL PROPERTY. THERE ISN'T ANY EVIDENCE THAT IT ALONE ACTUALLY KILLS GROWTH AND ECONOMIC DEVELOPMENT. IF WE DO AWAY WITH IT, WHERE WILL THE BURDEN SHIFT? WOULD IT SHIFT TO BUSINESS REAL PROPERTY, RIGHT NOW AMONG THE LOWEST IN THE NATION? AS SHOWN IN MR. KNIGHT'S REPORT, THE PERCENTAGE CONTRIBUTION OF THE TOTAL TAXABLE ASSESSMENT BASE HAS ALREADY SHIFTED AWAY FROM CLASS I, III AND IV PROPERTIES WHICH ARE PREDOMINANTLY BUSINESS PROPERTIES, ONTO CLASS II PROPERTIES, HOMEOWNERS AND FARMS.

WE WERE PROVIDED SOME SPECIFIC QUESTIONS TO ANSWER:

(1) WHAT LOCAL NEEDS REMAIN UNMET?

MY ANSWER TO THIS QUESTION GOES BACK TO MY EARLIER COMMENT THAT WE MUST RECOGNIZE THAT A ONE-SIZE-FITS-ALL STRATEGY WILL NOT WORK. IT DEPENDS ON WHO YOU ASK. UNMET NEEDS IN THE SOUTHERN COALFIELD COUNTIES WOULD BE VASTLY DIFFERENT THAN THE EASTERN PANHANDLE, FOR EXAMPLE.

(2) WHAT IS THE PRESENT CAPACITY TO GENERATE REVENUES?

COUNTIES ARE DEPENDENT UPON PROPERTY TAXATION, BOTH REAL AND PERSONAL, FOR THE MAJOR PORTION OF THEIR REVENUE. COUNTIES HAVE NO TAXING AUTHORITY OTHER THAN WHAT THE LEGISLATURE PROVIDES. FOR EXAMPLE, A COUNTY CAN IMPOSE UP TO A 6% HOTEL OCCUPANCY TAX BUT IT'S LIMITED IN USE BY STATUTE. COUNTIES CAN IMPOSE A FEE ON LAND LINES AND CELLULAR PHONES FOR 911 SERVICES, BUT THE REVENUE MUST BE USED FOR THAT SPECIFIC PURPOSE.

PROPERTY TAX IS CONSTITUTIONALLY LIMITED AND THIS OCCURRED IN 1932 AFTER THE GREAT DEPRESSION WHEN PEOPLE WERE LOSING THEIR HOMES DUE TO INABILITY TO PAY PROPERTY TAXES. THAT'S WHEN THE FOUR CLASSES OF PROPERTY WERE CREATED AND A MAXIMUM LEVY RATE WAS SET BOTH IN CONSTITUTION (ARTICLE 10, SEC 1) AND RESTATED IN STATUTE. CURRENTLY, 30 COUNTIES ARE AT THE MAXIMUM LEVY RATE.

IN 1982, THE ASSESSMENT RATE OF 60% WAS SET IN ARTICLE 10, SEC 1B, SUBSECTION A OF THE CONSTITUTION. HOWEVER, THE CONSTITUTION PROVIDES THE LEGISLATURE WITH STATUTORY AUTHORITY TO INCREASE THE ASSESSMENT RATE UP TO 100%. THIS ACTION WOULD REQUIRE A SUPER-MAJORITY VOTE OF 2/3 OF BOTH THE HOUSE AND SENATE.

(3) IN ORDER TO COPE WITH LIMITED CAPACITY TO RAISE REVENUE, HAVE JURISDICTIONS RELIED ON REVENUE SOURCES THAT APPROACH THE LIMITS OF STATUTORY AUTHORITY?

COUNTIES SIMPLY DON'T HAVE AUTHORITY TO RAISE REVENUE OTHER THAN BY VOTER-APPROVED LEVIES FOR CERTAIN PURPOSES, THEREFORE I CAN'T THINK OF ANY WAY IN WHICH THEY ARE STRETCHING THE ENVELOPE. IN OTHER WORDS, WE HAVE LITTLE TO NO RECOURSE.

(4) IN WHAT WAYS ARE LOCAL TAXES OR THE ADMINISTRATION OF LOCAL TAXES ANTIQUATED, INEFFICIENT, ANTICOMPETITIVE, UNFAIR OR OVER-COMPLICATED, AND WHAT ARE YOUR IDEAS TO REMEDY SUCH PROBLEMS?

FIRST OF ALL, I WOULD ADVISE THAT SUCH TERMS AS ANTICOMPETITIVE OR UNFAIR DEPEND ON WHO YOU ASK. ARE PROPERTY TAXES COMPLICATED? YES THEY ARE, PARTICULARLY BECAUSE THEY ARE ENTWINED WITHIN OUR CONSTITUTION. ARE PROPERTY TAXES UNFAIR? OUR CONSTITUTION REQUIRES FAIR AND EQUAL TAXATION IN REFERENCE TO PROPERTY TAXES. WHAT MIGHT BE SEEN AS UNFAIR ARE THE PREFERENTIAL TAX TREATMENTS SUCH AS SALVAGE VALUE.

THIS QUESTION ALONE COULD BE THE SUBJECT OF AN ENTIRE DAY'S SESSION BECAUSE PROPERTY TAXATION IS A LABOR INTENSIVE FORM OF TAXATION. ADMINISTRATION INCLUDES THE SUBJECT OF COLLECTIONS THAT WE HAVEN'T ADDRESSED AT ALL

(5) WHAT STATE TAXES ARE SHARED OR LEVIED ON BEHALF OF YOUR LOCAL GOVERNMENT OR OTHER INTERESTS OF LOCAL GOVERNMENT?

UNLIKE MY COLLEAGUES IN MANY OTHER STATES, I SPEND VERY LITTLE TIME MONITORING THE STATE BUDGET. COUNTIES SIMPLY DO NOT GET A PIECE OF THAT PIE, OTHER THAN THE SCHOOL AID FORMULA WHICH GOES TO SCHOOLS BUT NOT TO COUNTY GOVERNMENT. WE GET SEVERANCE TAXES ON COAL, OIL AND GAS FROM THE STATE AND WE GET A PORTION OF LOTTERY REVENUE FROM THE STATE BUT THE DISTRIBUTIONS ARE SET IN STATUTE. THEY ARE SUBJECT TO VARIATION BASED ON AMOUNTS COLLECTED BUT NOT ON THE BUDGET PROCESS. ONE VERY SIMPLE CHANGE WOULD MEAN A LOT TO COUNTIES. FOR YEARS, WE HAVE INTRODUCED A BILL THAT WOULD ALLOW COUNTIES TO KEEP ALL OF THE TRANSFER TAX THAT IS COLLECTED BY THE COUNTY CLERK. CURRENTLY, HALF OF THIS AMOUNT IS SENT TO THE STATE, WHICH IS ABOUT \$8 MILLION. THAT ISN'T MUCH IN TERMS OF THE STATE BUDGET BUT FOR INDIVIDUAL COUNTIES, IT COULD BE A MEANINGFUL SOURCE OF REVENUE TO DEFRAY JAIL COSTS.

(6) MUNICIPAL B&O TAXES AND BUSINESS PERSONAL PROPERTY TAXES HAVE BEEN HELD OUT AS ESPECIALLY ANTICOMPETITIVE AND DETRIMENTAL. WHAT ARE YOUR IDEAS FOR REFORMING THESE?

FIRST AND FOREMOST, THAT IS A QUESTION WITH AN ALMOST PREDETERMINED CONCLUSION BUILT INTO IT. I WOULD URGE THAT YOU FIND SPECIFIC EVIDENCE THAT BUSINESS PERSONAL PROPERTY TAXES ARE ANTICOMPETITIVE AND DETRIMENTAL. IDENTIFY THE BUSINESSES THAT HAVE CHOSEN NOT TO

LOCATE IN WV FOR THAT REASON. DECIDE TO WHOM YOU WANT TO SHIFT THE BURDEN. STUDY THE PERSONAL PROPERTY CATEGORIES TO WHICH SALVAGE VALUE IS APPLIED. THEY ARE ALL BUT EXEMPT. WHAT GROWTH HAS OCCURRED THERE? WHAT ECONOMIC DEVELOPMENT HAS BEEN ACHIEVED THROUGH USE OF SALVAGE VALUE? WEST VIRGINIA HAS ONE OF THE LOWEST TOTAL PROPERTY TAX BURDENS IN THE COUNTRY ALMOST EVERY WAY YOU ANALYZE IT. THEREFORE, MY ADVICE FOR REFORMING IT IS TO FIRST IDENTIFY THE PROBLEM. IS BUSINESS PERSONAL PROPERTY TAXATION REALLY THE PROBLEM? OR IS IT THAT BUSINESSES DON'T LIKE PAYING IT? OUR PROPERTY TAX SYSTEM HAS A BROAD BASE, LOW RATES, AND EQUALITY. IF BUSINESS PERSONAL PROPERTY TAX IS ELIMINATED, THE OVERALL EFFECT FOR EVERYONE IS THAT THE BASE IS NARROWED, RATES FOR SOMEONE OR SOMETHING WILL BE HIGHER, AND INEQUALITY.

(7) WHAT RESPONSIBILITIES OF STATE GOVERNMENT SHOULD BE DEVOLVED ONTO LOCAL GOVERNMENT?

I THINK THE QUESTION WOULD BE BETTER STATED: ARE THERE ANY CURRENT RESPONSIBILITIES OF STATE GOVERNMENT THAT COULD BE DONE MORE EFFECTIVELY AND EFFICIENTLY BY COUNTY GOVERNMENT? PROBABLY SO, BUT WITHOUT FUNDS TO PROVIDE THESE SERVICES, IT'S JUST AN UNFUNDED MANDATE. THE PRIMARY ANSWER TO THAT QUESTION IS, COUNTIES ARE ALREADY CREATURES OF THE STATE. OUR RESPONSIBILITIES ARE IN CONSTITUTION AND STATUTE AND WE HAVE NO INHERENT AUTHORITY OTHER THAN WHAT IS GIVEN TO COUNTIES BY THE LEGISLATURE OR BY CONSTITUTION. COUNTIES PROSECUTE THE STATE'S CASES, ENFORCE THE STATE'S LAWS, COLLECT THE TAXES THAT PROVIDE 25% OF SCHOOL FUNDING, ADMINISTER THE STATE'S ELECTIONS, MAINTAIN AND PRESERVE THE STATE'S RECORDS, PROVIDE FOR THE STATE'S COURT SYSTEM AND MAINTAIN AND PRESERVE ITS RECORDS, RESPOND TO CITIZENS IN EMERGENCIES, PROVIDE FOR WATER AND WASTEWATER INFRASTRUCTURE, PAY FOR THE STATE'S JAIL SYSTEM, AND A MYRIAD OF OTHER RESPONSIBILITIES. NEW RESPONSIBILITIES BOTH LARGE AND SMALL ARE ADDED IN EVERY LEGISLATIVE SESSION. THERE IS NOT MUCH MORE YOU COULD HAVE US DO WITHOUT PROVIDING THE MEANS WITH WHICH TO DO IT.

(8) HOW IS LOCAL GOVERNMENT PLANNING FOR STRUCTURAL CHANGES TO THE ECONOMY THAT PRESENTLY APPEAR TO BE WORSENING, SUCH AS THE CONTRACTION OF THE MINING AND GAMING INDUSTRIES?

WE MIGHT ASK, HOW IS THE STATE PLANNING FOR IT? AND HOW IS THE STATE PLANNING FOR OUR AGING POPULATION? AND OUR POOR STATE OF HEALTH? I OFTEN TELL OUR COUNTY OFFICIALS THAT REAL SOLUTIONS ARE GOING TO HAVE TO COME FROM US BECAUSE THEY ARE NOT COMING FROM FEDERAL OR STATE GOVERNMENT. IT IS HARD FOR COUNTIES TO PLAN WHEN THE CURRENT CONVERSATION ON TAX REFORM IS ELIMINATION OF TAXES THAT GO TO COUNTIES WITH ABSOLUTELY NOTHING IDENTIFIED TO REPLACE THE REVENUE.

COUNTY GOVERNMENTS IN PARTNERSHIP WITH OTHER LOCAL GOVERNMENTS ARE WHERE REAL CHANGE COULD HAPPEN. OUR NATIONAL ASSOCIATION OF COUNTIES HAS DEVELOPED ECONOMIC DIVERSIFICATION WORKSHOPS FOR COAL COUNTIES THROUGHOUT THE COUNTRY. ONE WAS RECENTLY HELD IN PIKEVILLE, KY AND A TEAM FROM MCDOWELL COUNTY ATTENDED. ANOTHER WILL BE HELD IN COLORADO AND THE THIRD WILL BE HERE IN CHARLESTON IN NOVEMBER. I'VE INCLUDED AN ARTICLE ABOUT THE WORKSHOPS IN YOUR PACKET. COUNTIES HAVE VERY LITTLE RECOURSE WHEN THE ECONOMY SUFFERS. THE DECREASE IN COAL SEVERANCE TAX IS ACCOMPANIED BY A DECREASE IN BOTH REAL AND PERSONAL PROPERTY TAXES DUE TO THE DOWNTURN SO IT'S A DOUBLE WHAMMY. THE ASSESSOR CANNOT SIMPLY RAISE EVERYONE ELSE'S PROPERTY TAXES TO MAKE UP THE DIFFERENCE. THE COUNTY COMMISSION COULD PUT AN OPERATING LEVY ON THE BALLOT AND HOPE THAT IT PASSES OR RAISE THE LEVY RATE IF THEY ARE NOT ALREADY AT THE MAXIMUM. BUT WE AGREE THAT PLANNING AND WORKING TOGETHER WITH STATE GOVERNMENT IS NEEDED BECAUSE IT IS UNLIKELY THAT THIS TREND WILL REVERSE.

IN CONCLUSION.....

IF "EVERYONE IS DOING IT" (ELIMINATING BUSINESS TAXES) DOES IT GIVE WV A COMPETITIVE EDGE? SHOULD WE BE THINKING MORE ABOUT WISE AND PRODUCTIVE USE OF THE TAX DOLLARS WE HAVE? GREAT SCHOOLS, STATE OF THE ART INFRASTRUCTURE, HEALTHY CHOICES FOR HEALTHY LIFESTYLES, AMENITIES IN OUR COMMUNITIES THAT PROVIDE THE QUALITY OF LIFE THAT WOULD ATTRACT YOUNGER GENERATIONS?? THESE FACTORS, OR THE BUILDING BLOCKS FOR THEM, ARE PROVIDED BY TAX DOLLARS. COUNTY GOVERNMENT MAKES EFFICIENT AND EFFECTIVE USE OF THE APPROXIMATELY 25% OF THE PROPERTY TAXES THAT WE ACTUALLY GET TO KEEP. WE ARE THE CLOSEST GOVERNMENT TO THE CITIZENS AND CAN MORE READILY RESPOND TO ECONOMIC DEVELOPMENT NEEDS. WE ARE A PARTNER TO THE STATE. TO RADICALLY REDUCE PROPERTY TAXES WITH NO STABLE AND RELIABLE REPLACEMENT WOULD MAKE COUNTIES DEPENDENT ON THE STATE. WE WOULD HAVE TO ASK FOR A PIECE OF THAT BUDGET PIE THAT WE CURRENTLY DON'T RECEIVE. THAT IS NOT A STABLE SOURCE OF REVENUE BECAUSE IT WOULD BE SUBJECT TO THE WHIMS OF CHANGING LEGISLATIVE AND EXECUTIVE PHILOSOPHIES. WE URGE YOU TO MOVE CAUTIOUSLY AND REALIZE THAT THERE ARE MANY FACTORS THAT CREATE A CLIMATE OF ECONOMIC OPPORTUNITY AND JOB GROWTH. BEFORE ANY ACTION IS RECOMMENDED, ANSWER THE QUESTIONS:

WHAT IS THE OBJECTIVE?

WILL TAX REFORM ACTIONS ACHIEVE THE OBJECTIVE?

IF CURRENT BUSINESS PERSONAL PROPERTY TAXES OR A PORTION THEREOF ARE REDUCED OR ELIMINATED, WHAT WILL REPLACE IT?

TO WHOM WILL THE BURDEN SHIFT?
WILL CITIZENS SUPPORT A CONSTITUTIONAL AMENDMENT THAT MAY RESULT
IN A SHIFT OF TAX BURDEN TO THEM?

THANK YOU FOR CONSIDERATION OF OUR CONCERNS.

Estimated FY2015 Property Taxes on Commercial & Industrial Personal Property

County	Tax Year 2014	Tax Year 2014	Tax Year 2014	Tax Year 2014	Tax Year 2014
	M & E	Inventory	Salvage Eq	Other	Total
BARBOUR	967,555	145,333	37,942	127,870	1,278,699
BERKELEY	3,252,910	1,750,948	70,907	1,385,850	6,460,615
BOONE	9,063,454	1,713,903	65,563	4,516,828	15,359,748
BRAXTON	538,627	98,983	14,624	190,627	842,861
BROOKE	3,623,420	1,746,099	228,550	607,577	6,205,646
CABELL	6,148,930	8,247,900	40,521	3,781,306	18,218,657
CALHOUN	112,217	816	798	70,197	184,029
CLAY	145,287	50,272	0	224,847	420,406
DODDRIDGE	5,053,870	50,788	499	225,824	5,330,982
FAYETTE	4,483,573	1,214,529	53,997	2,098,878	7,850,977
GILMER	343,461	47,852	829	204,502	596,644
GRANT	707,559	139,551	175,099	310,138	1,332,347
GREENBRIER	1,695,249	1,095,878	108,167	1,569,393	4,468,686
HAMPSHIRE	122,967	132,131	523	193,713	449,334
HANCOCK	2,739,730	2,872,348	118,057	716,641	6,446,777
HARDY	489,263	286,680	2,752	144,884	923,580
HARRISON	7,052,074	4,020,986	15,416	2,883,927	13,972,402
JACKSON	4,401,843	2,312,850	37,870	585,034	7,337,597
JEFFERSON	1,514,008	681,144	67,098	1,354,262	3,616,512
KANAWHA	12,638,177	8,882,460	258,469	9,656,879	31,435,985
LEWIS	1,452,643	521,233	1,125	1,475,343	3,450,344
LINCOLN	258,958	147,637	944	636,109	1,043,648
LOGAN	7,395,351	1,045,733	45,317	4,110,518	12,596,919
MARION	6,682,125	2,064,854	62,776	1,727,085	10,536,840
MARSHALL	16,552,215	1,438,471	686,963	795,815	19,473,464
MASON	2,622,912	1,406,928	24,162	355,375	4,409,376
MCDOWELL	2,228,835	802,678	5,816	3,572,636	6,609,965
MERCER	1,336,169	1,016,075	6,078	1,750,430	4,108,753
MINERAL	1,904,184	774,778	86,054	538,066	3,303,082
MINGO	3,219,547	1,018,474	6,964	3,557,871	7,802,856
MONONGALIA	5,544,729	5,400,830	151,979	3,526,377	14,623,914
MONROE	127,524	220,739	2,079	57,259	407,602
MORGAN	149,986	143,181	635	133,723	427,525
NICHOLAS	1,829,600	799,686	5,333	1,172,410	3,807,029
OHIO	5,025,736	2,264,502	38,430	2,163,648	9,492,315
PENDLETON	147,323	60,442	2,101	51,574	261,441
PLEASANTS	1,744,033	507,799	33,263	148,716	2,433,811
POCAHONTAS	87,604	105,716	122	74,987	268,428
PRESTON	679,180	452,416	4,656	389,031	1,525,283
PUTNAM	3,030,374	1,337,011	435,685	2,148,057	6,951,127
RALEIGH	6,380,460	5,149,436	40,731	3,678,923	15,249,550
RANDOLPH	914,578	456,436	25,652	561,686	1,958,352
RITCHIE	382,272	90,166	2,298	259,411	734,146
ROANE	146,075	200,448	367	138,308	485,198
SUMMERS	80,937	2,499	1	50,300	133,737
TAYLOR	2,272,872	254,202	10,155	270,849	2,808,079
TUCKER	695,257	162,637	28,446	138,640	1,024,981
TYLER	1,150,569	360,068	49,009	177,983	1,737,630
UPSHUR	1,614,303	869,088	7,978	697,661	3,189,030
WAYNE	4,142,542	849,614	36,144	554,586	5,582,887
WEBSTER	278,459	86,208	1,462	389,954	756,082
WETZEL	7,679,204	84,977	199	326,514	8,090,893
WIRT	23,645	5,895	79	24,902	54,521
WOOD	5,745,775	1,537,074	139,596	2,083,558	9,506,003
WYOMING	4,791,523	829,912	5,689	1,321,987	6,949,111
TOTAL	163,411,674	67,959,292	3,245,970	69,909,473	304,526,409

Notes:

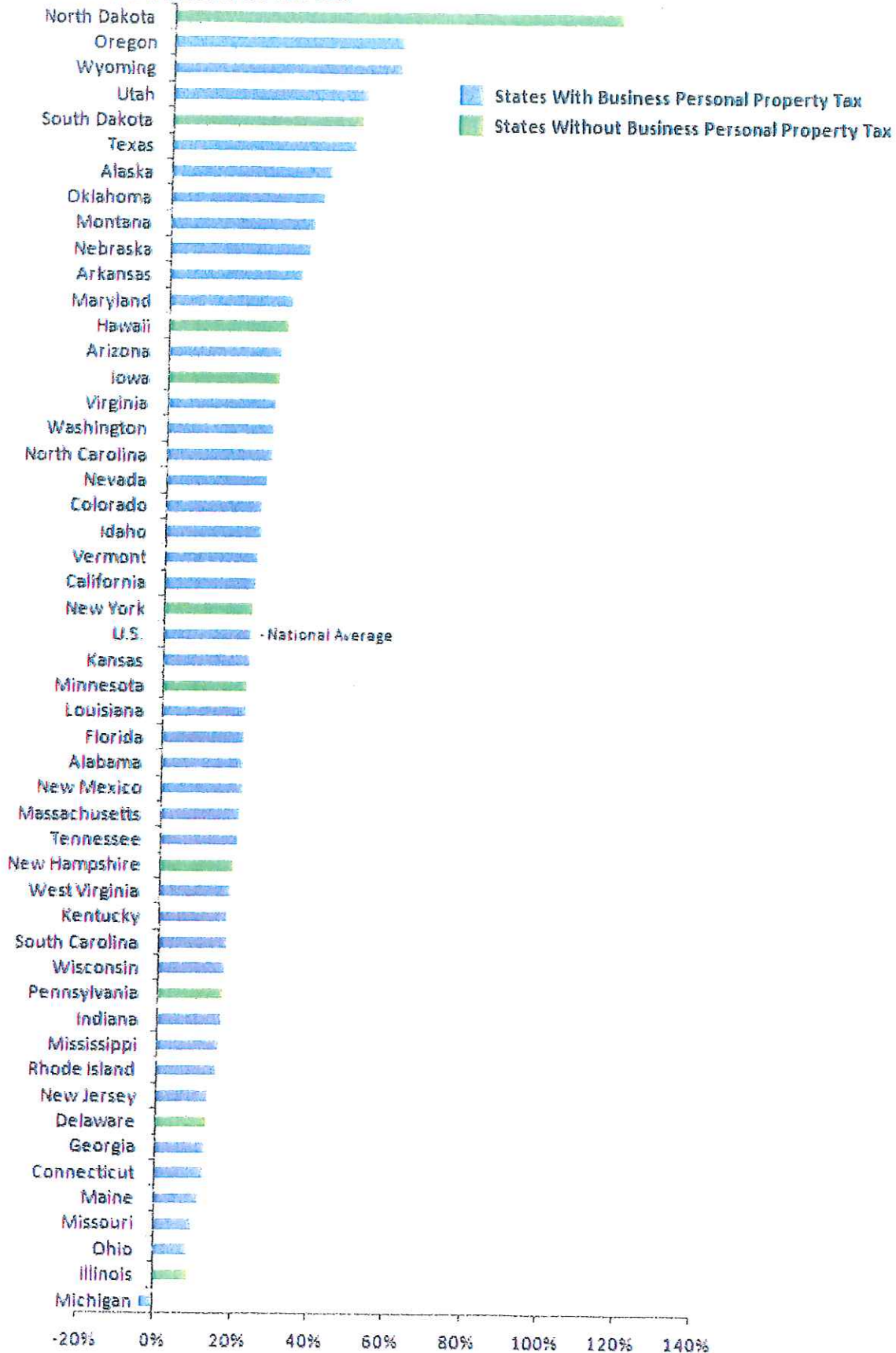
M&E includes all machinery and equipment except some items in salvage category and other category.

The Other column may include some machinery and equipment and inventory not otherwise classified.

Other column includes computer equipment, furniture & fixtures but NOT the working interest of oil and natural gas well properties.

Business Personal Property Taxes Haven't Held Back State Economic Growth

Gain or Loss in Real State GDP 2000-2013



**Joint Special Interim Committee on Tax Reform
 Issues Relating to Business Personal Property Taxation
 West Virginia Association of Counties
 June 9, 2015**

The following information concerning matters relating to the property taxation of business personal property is presented to the Joint Special Interim Committee on Tax Reform for its information and consideration. Questions that the Committee may have concerning these matters may be directed to the West Virginia Association of County Officials at telephone number (304) 346-0591.

History

The personal property tax is a major source of funding for our various local units of government. In tax year 2014, the property tax generated gross taxes of \$1,609,771,623¹. Of this amount \$528,808,358 was generated from personal property taxation. In addition, if we assume that the property tax on public utility property is composed of 55% real property and 45% personal property, it follows that an additional \$92,909,000 is attributable to the taxation of personal property. Thus, in tax year 2014, roughly \$621,717,000 in personal property taxes were levied. In tax year 2014, the statewide distribution of property taxes levied by percent² was as follows:

State Current	0.42%
County	26.58%
School	65.87%
Municipal	<u>7.13%</u>
Total	100.00%

By using the above percentages and applying them to the above referenced estimate of the amount of the tax year 2014 personal property tax, a rough estimate of the statewide distribution of the personal property taxes would be as follows:

State Current	\$ 2,611,200
County	\$165,252,400
School	\$409,525,000
Municipal	<u>\$ 44,328,400</u>
Total	\$621,717,000

From the above we can see that the personal property tax, a vast majority of which is levied upon business personal property, is a major source of revenue for local government services, with the lion's share being directed to the funding of our State's educational system.

Types of Business Personal Property Currently Subjected to Taxation

A review of the current business property tax returns developed by the Tax Commissioner³ discloses that the following types of business personal property are required to be reported on the returns and assessed by the respective fifty-five (55) county assessor's offices:

- Buildings on Leased Land
- Machinery and Equipment
- Furniture and Fixtures
- Leasehold Improvements
- Computer Equipment
- Inventory
- Materials and Supplies
- Consigned Goods
- Machinery and tools in Process of instillation
- Miscellaneous
 - Vehicles
 - Trailers
 - Boats
 - Aircraft
 - Mobile Homes
 - Rolling Stock
- Other Personal Property
 - Storage Buildings
 - Furniture and Fixtures under Construction
 - Oil and Gas Drilling Rigs
 - Other

In addition to the above list of types of personal property that are required to be reported and assessed, chattels real and chattels personal or leasehold interests, if separately assessable, are also required to be subjected to assessment as personal property⁴. By far, the largest of these types of personal property is the working interests in producing oil and natural gas properties.

³ STC 12:32C (REV 2014) and STC 12:32I (Rev 2014).

⁴ See West Virginia Code §11-3-7a and §11-5-3.

Existing Preferential Property Tax Treatment of Business Personal Property

Over the last several decades, the State of West Virginia has seen implementation of a number of legislative initiatives affording salvage valuation treatment to certain types of business personal property. The first such initiative, *Pollution Control Facilities Tax Treatment*⁵, was created in 1973 (being further expanded in 1995, 2001, and 2007). Since then, the following legislative initiatives have been approved: *Special Method for Valuation of Certain Manufacturing Production Property*⁶, 1996; *Special Method for Appraising Qualified Capital Additions to Manufacturing Facilities*⁷, 1997 (further expanded in 2000, 2011, and 2012); *Valuation of Special Aircraft Property*⁸, 2008; *Special Method for Valuation of Certain High-Technology Property*⁹, 2009.

The above referenced initiatives have resulted in a reduction in business personal property taxes in tax year 2014¹⁰ of \$100,170,000 as follows:

Pollution Control Facilities	\$72,800,000
Special Mfg. Production Property	\$ 1,300,000
Qualified Capital Additions	\$24,500,000
Special Aircraft Properties	\$ 1,400,000
High-tech Business Properties	<u>\$ 170,000</u>
Total	\$100,170,000

Shifts in State's Property Tax Base From Business Property to Homeowners and Farms

Analysis of information from the State Tax Department publication *Classified Assessed Valuations – Taxes Levied* discloses that subsequent to implementation of the State's current reappraisal in tax year 1994, the property tax base has experienced a significant shift away from the taxation of business properties; with home owners and farmers contributing more and more to the taxable assessed values and to property tax collections. In this regard, analysis of the publication¹¹ discloses the following:

	5
<i>West Virginia Code §11-6A-1 et seq.</i>	6
<i>West Virginia Code §11-6E-1 et seq.</i>	7
<i>West Virginia Code §11-6F-1 et seq.</i>	8
<i>West Virginia Code §11-6H-1 Et Seq.</i>	9
<i>West Virginia Code §11-6J-1 et seq.</i>	10
West Virginia Tax Expenditure Study January 2015.	11

Taxable Assessed Valuations as a Percent of Total¹²

	<u>1994</u>	<u>2014</u>	<u>% Change</u>
Class II (Home Owners and Farms)	31.41%	39.32%	+25.18%
All Other	<u>68.59%</u>	<u>60.68%</u>	- 11.53%
Total	100.00%	100.00%	

Taxes Levied Expressed as a Percent of Total¹³

	<u>1994</u>	<u>2014</u>	<u>% change</u>
Class II (Home Owners and Farms)	19.58%	24.41%	+24.66%
All Other	<u>80.42%</u>	<u>75.59%</u>	- 6.01%
Total	100.00%	100.00%	

As can be seen from the above, the percentage contribution of the total taxable assessment base has shifted away from Class I, Class III, and Class IV properties, predominantly business properties; onto Class II properties, homeowners and farms. Likewise, the percentage contribution of property taxes levied has shifted away from business properties onto homeowners and farms. Any further movement away from the taxation of business properties would only serve to exacerbate the current shift in the statewide property tax burden.

¹²

Classified Assessed Valuations – Taxes Levied 1994 and 2014¹³

Ibid.

Coal counties talk economic diversification

BY KATHY NOTHSTINE
PROGRAM DIRECTOR

A group of county and regional leaders convened in Pike County, Ky., in late April, bound by a common interest in finding new ways to grow their economies. Based in communities that have long been reliant on the coal industry, these leaders came together to share ideas and learn about innovative strategies to create jobs and improve quality of life through changing economic times.

NACo hosted this workshop in Pikeville from April 22-24 as part of a larger effort to support communities seeking to diversify their economies and create jobs. Known as the Innovation Challenge for Coal-Reliant Communities, the effort centers on three workshops, the first of which was held in Pikeville.

Prior to the event, teams from counties in eastern Kentucky, southwest Virginia and West Virginia and Moffat County, Colo. were asked to think through their goals for the workshop and outline the biggest challenges they face, which they presented on the first day of the event.

Number one among the challenges listed? Jobs. Everyone voiced concerns about how contractions in the coal industry has meant fewer local jobs, which in turn has affected small businesses and the local tax base, and has led to population loss. The loss of young people was a particular issue brought up repeatedly. In response, keynote speakers and

panelists highlighted the importance of embracing diverse leaders to foster economic growth and community prosperity.

"Rural places must build collaborative leadership networks and embrace current demographic changes: engage younger, more diverse leaders and make sure you get more women into leadership roles," said Chuck Fluharty, president and CEO of the Rural Policy Research Institute. He also noted that economic growth and community cohesion can not be achieved without addressing social equity.

Similarly, Kelly Ryan, president and CEO of Incentive Community Foundation, directed counties and regions in coal country to envision diverse, collaborative leadership networks in their regions, and to bring those values into their own organizational structures.

During a panel discussion, participants considered how to cultivate pride and ownership in their communities, as well as how to encourage residents and business owners to embrace change.

Commissioner Matt Wender of Fayette County, W.Va. said "It's amazing what you can do as a community if you don't worry about who gets credit for it."

Peter Hille, another panelist and president of the Mountain Association of Community Economic Development in Berea, Ky., reassured participants that "the greatest challenge every community faces is getting

people to work together."

Participants learned about economic diversification and community leadership strategies via general session presentations and small group dialogues on specific topics such as entrepreneurship, broadband development and workforce training. In between those sessions, teams mapped out their short-term goals and paths for achieving those goals in the next 100 days, known as their "Implementation Roadmaps."

As participants strategized action steps, several themes quickly emerged: strategies to help coal miners find work were paramount, as were ways to bolster job opportunities for young people so they can remain in their communities.

Participants also brainstormed ways to build an entrepreneurial culture in their communities, support small business growth, nurture growing industries and leverage broadband

infrastructure.

Josh Barnes of EDA spoke with the group to explain the Obama Administration's new POWER Initiative (see sidebar), and Jared Arnett, executive director of Shaping Our Appalachian Region (SOAR), discussed how these efforts could integrate with SOAR, a new regional initiative to expand job creation and enhance regional opportunity in Appalachian Kentucky.

At the close of the workshop, each team presented its Implementation Roadmap and explained how this event would enable them to expand and deepen economic development efforts upon returning home.

Sandi Curd, Promise Zone coordinator for the Kentucky Highlands Investment Corporation, speaking on behalf of Harlan County, Ky. said, "We've been having lots of community forums in Harlan County, so there is a lot of listening happening, but

SHORT-TERM PLANNING ASSISTANCE AVAILABLE TO COAL-IMPACTED COMMUNITIES

The U.S. Economic Development Administration (EDA) has announced the availability of \$5 million in planning assistance to communities impacted, or which may be impacted, by contractions in the coal economy. These funds are made available as part of the Partnerships for Opportunity and Workforce and Economic Revitalization (POWER) initiative, a new interagency effort to assist communities negatively impacted by changes in the coal industry and power sector. For more information about how to apply, visit www.eda.gov/power.

SpeedRead >>>

- » Goal-reliant counties map ways to diversify economies.
- » Free resources available at new Web portal, diversifyeconomies.org.
- » Planning grants available for counties affected by changes in power sector increase.

with this workshop we want to take tangible ideas back to the community and get their input and ownership, and find out who it is that wants to move these into action."

Erik Pages of Entworks Consulting, served as the workshop facilitator and highlighted the progress each team made. "The introductory presentations on day one had many similarities, but now these closing presentations speak very specifically to their economic diversification goals."

The five-county area around Pikeville set goals to collect and analyze data to map assets and identify clusters in their region, while the adjacent counties to the north laid out plans to work with stakeholders in the region's downtown areas to come up with ways to reinvest in historic centers.

Clif Moore, county administrator for McDowell County, W.Va., reminded participants of why this

See KENTUCKY page 11

STATE OF WEST VIRGINIA
STATEWIDE RECAP OF COUNTY BUDGETS
Total Budgeted Expenditures
For the Budget Years Ending June 30, 2014, 2015, & 2016

COUNTY	General Fund			Coal Severance Fund			GRAND TOTAL		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
1 Barbour County	3,514,684	3,521,638	3,639,331	1,100,649	926,738	396,000	4,615,333	4,448,376	4,035,331
2 Berkeley County	29,021,692	29,269,629	27,109,643	780,645	693,307	265,021	29,802,337	29,962,936	27,374,664
3 Boone County	13,959,914	14,203,569	9,122,096	6,487,973	5,092,141	4,062,185	20,447,887	19,295,710	13,184,281
4 Braxton County	4,322,283	4,432,253	4,616,412	55,900	90,916	92,000	4,378,183	4,523,169	4,708,412
5 Brooke County	7,290,102	7,160,869	7,332,139	93,497	145,047	36,000	7,383,599	7,305,916	7,368,139
6 Cabell County	22,472,854	21,980,563	21,967,141	208,835	191,006	160,000	22,681,689	22,171,569	22,127,141
7 Calhoun County	2,478,896	2,398,035	2,185,442	49,059	46,732	31,732	2,527,955	2,444,767	2,217,174
8 Clay County	3,299,733	2,690,540	1,766,929	177,252	32,200	32,100	3,476,985	2,722,740	1,799,029
9 Doddridge County	4,876,663	7,202,990	7,879,898	34,854	29,256	21,010	4,911,517	7,232,246	7,900,908
10 Fayette County	11,256,929	11,333,177	10,115,064	892,939	2,168,958	1,271,414	12,149,868	13,502,135	11,386,478
11 Gilmer County	3,532,876	2,971,439	2,167,089	137,262	71,752	92,100	3,670,138	3,043,191	2,259,189
12 Grant County	5,970,907	6,745,697	5,890,689	367,074	394,712	211,000	6,337,981	7,140,409	6,101,689
13 Greenbrier County	12,214,988	11,417,497	11,615,996	300,439	200,000	125,000	12,515,427	11,617,497	11,740,996
14 Hampshire County	12,299,352	11,482,799	8,810,837	144,274	115,830	123,750	12,443,626	11,598,629	8,934,587
15 Hancock County	10,725,467	11,342,561	9,677,931	75,486	57,179	25,000	10,800,953	11,399,740	9,702,931
16 Hardy County	6,795,308	7,299,274	4,494,061	62,748	72,640	52,000	6,858,056	7,371,914	4,546,061
17 Harrison County	28,006,111	26,631,390	22,600,000	1,201,711	1,026,980	700,000	29,207,822	27,658,370	23,300,000
18 Jackson County	10,863,980	11,281,504	9,627,726	198,232	153,020	100,000	11,062,212	11,434,524	9,727,726
19 Jefferson County	25,036,136	25,437,078	26,114,216	556,258	166,000	150,250	25,592,394	25,603,078	26,264,466
20 Kanawha County	55,170,666	56,272,487	51,727,481	2,963,894	2,465,159	1,219,319	58,134,560	58,737,646	52,946,800
21 Lewis County	12,239,816	11,312,992	9,184,821	74,029	44,718	40,010	12,313,845	11,357,710	9,224,831
22 Lincoln County	4,495,422	4,092,933	3,579,021	2,530,638	2,265,531	878,997	7,026,060	6,358,464	4,458,018
23 Logan County	12,407,543	12,567,129	12,173,153	5,671,315	4,362,715	3,310,015	18,078,858	16,929,844	15,483,168
24 Marion County	13,764,182	12,703,973	12,645,717	5,039,187	2,276,877	2,002,000	18,803,369	14,980,850	14,647,717
25 Marshall County	15,479,956	19,297,826	16,287,973	5,487,060	4,954,404	3,507,500	20,967,016	24,252,230	19,795,473
26 Mason County	9,377,890	8,210,260	7,221,006	125,500	149,416	111,000	9,503,390	8,359,676	7,332,006
27 McDowell County	7,107,323	5,631,307	5,201,100	1,841,175	1,141,175	995,000	8,948,498	6,772,482	6,196,100
28 Mercer County	11,695,578	11,703,293	11,424,582	239,325	129,675	120,200	11,934,903	11,832,968	11,544,782

COUNTY	General Fund			Coal Severance Fund			GRAND TOTAL		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
29 Mineral County	5,875,456	5,395,203	5,085,747	120,686	95,075	80,000	5,996,142	5,490,278	5,165,747
30 Mingo County	7,635,378	7,987,399	6,078,183	2,742,644	1,777,802	948,000	10,378,022	9,765,201	7,026,183
31 Monongalia County	32,095,267	32,204,091	31,646,833	1,950,894	1,269,513	1,141,000	34,046,161	33,473,604	32,787,833
32 Monroe County	2,775,198	2,808,621	3,175,936	120,000	88,500	64,612	2,895,198	2,897,121	3,240,548
33 Morgan County	7,248,937	8,755,017	5,717,880	77,150	85,412	40,000	7,326,087	8,840,429	5,757,880
34 Nicholas County	8,656,643	8,390,449	5,417,775	1,853,468	571,368	110,000	10,510,111	8,961,817	5,527,775
35 Ohio County	18,892,398	21,088,291	14,280,000	1,012,164	1,365,176	600,000	19,904,562	22,453,467	14,880,000
36 Pendleton County	3,448,535	3,375,282	3,053,969	81,074	72,347	40,000	3,529,609	3,447,629	3,093,969
37 Pleasants County	5,278,441	5,187,817	5,381,814	105,862	83,859	20,000	5,384,303	5,271,676	5,401,814
38 Pocahontas County	8,810,011	7,086,873	6,110,101	317,933	331,781	253,381	9,127,944	7,418,654	6,363,482
39 Preston County	9,042,812	10,012,230	8,513,022	101,403	143,463	75,000	9,144,215	10,155,693	8,588,022
40 Putnam County	20,188,134	19,392,934	18,572,672	418,213	318,998	155,000	20,606,347	19,711,932	18,727,672
41 Raleigh County	22,209,143	22,452,202	20,065,024	3,657,437	3,287,691	2,093,574	25,866,580	25,739,893	22,158,598
42 Randolph County	10,879,200	11,529,309	8,563,357	511,460	248,402	80,000	11,390,660	11,777,711	8,643,357
43 Ritchie County	3,808,564	3,490,151	3,941,522	135,595	160,102	155,000	3,944,159	3,650,253	4,096,522
44 Roane County	3,756,180	3,567,332	3,359,960	91,789	66,233	50,000	3,847,969	3,633,565	3,409,960
45 Summers County	3,522,701	3,356,619	3,065,818	47,937	53,523	37,000	3,570,638	3,410,142	3,102,818
46 Taylor County	4,343,492	5,316,001	4,502,823	258,852	359,294	401,000	4,602,344	5,675,295	4,903,823
47 Tucker County	5,707,253	5,329,960	4,879,404	469,087	238,743	1,729	6,176,340	5,568,703	4,881,133
48 Tyler County	3,464,467	3,841,435	3,947,625	27,057	47,225	33,625	3,491,524	3,888,660	3,981,250
49 Upshur County	9,309,984	8,349,310	8,160,327	172,549	143,579	140,100	9,482,533	8,492,889	8,300,427
50 Wayne County	11,960,505	11,712,976	11,256,332	1,027,180	787,541	645,300	12,987,685	12,500,517	11,901,632
51 Webster County	2,709,992	2,628,752	2,565,648	812,619	484,670	260,000	3,522,611	3,113,422	2,825,648
52 Wetzel County	10,169,734	13,557,135	12,007,951	573,911	600,878	435,900	10,743,645	14,158,013	12,443,851
53 Wirt County	1,373,576	1,517,192	1,157,953	68,232	52,511	5,000	1,441,808	1,569,703	1,162,953
54 Wood County	23,083,905	22,366,452	20,859,081	231,658	277,254	275,050	23,315,563	22,643,706	21,134,131
55 Wyoming County	7,277,492	7,216,903	5,559,715	3,375,023	2,856,119	1,022,224	10,652,515	10,073,022	6,581,939

Please note the above information is based on budgeted amounts only. The actual variation between these budgeted amounts and actual activity is unknown at this time.

West Virginia State Auditor's Office
 Statewide Recap of Counties Levy Rates
 FOR FISCAL YEAR ENDED JUNE 30, 2016

COUNTY	Regular Current Expense Levy Rates/\$100			Excess Levy Rates/\$100			Bond Levy Rates/\$100			TOTAL LEVY RATES/\$100		
	Class I	Class II	Class III and IV	Class I	Class II	Class III and IV	Class I	Class II	Class III and IV	Class I	Class II	Class III and IV
Barbour County	13.740	27.480	54.960	-	-	-	-	-	-	13.740	27.480	54.960
Berkeley County	13.950	27.900	55.800	-	-	-	-	-	-	13.950	27.900	55.800
Boone County	14.300	28.600	57.200	6.450	12.900	25.800	-	-	-	20.750	41.500	83.000
Braxton County	13.160	26.320	52.640	-	-	-	-	-	-	13.160	26.320	52.640
Brooke County	13.900	27.800	55.600	5.550	11.100	22.200	-	-	-	19.450	38.900	77.800
Cabell County	14.300	28.600	57.200	6.790	13.580	27.160	-	-	-	21.090	42.180	84.360
Calhoun County	14.300	28.600	57.200	3.470	6.940	13.880	-	-	-	17.770	35.540	71.080
Clay County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Doddridge County	13.750	27.500	55.000	2.705	5.410	10.820	-	-	-	16.455	32.910	65.820
Fayette County	14.300	28.600	57.200	7.150	14.300	28.600	-	-	-	21.450	42.900	85.800
Gilmer County	14.300	28.600	57.200	3.840	7.680	15.360	-	-	-	18.140	36.280	72.560
Grant County	13.940	27.880	55.760	-	-	-	0.360	0.720	1.440	14.300	28.600	57.200
Greenbrier County	12.930	25.860	51.720	-	-	-	-	-	-	12.930	25.860	51.720
Hampshire County	14.030	28.060	56.120	1.700	3.400	6.800	-	-	-	15.730	31.460	62.920
Hancock County	14.300	28.600	57.200	1.850	3.700	7.400	-	-	-	16.150	32.300	64.600
Hardy County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Harrison County	12.600	25.200	50.400	4.200	8.400	16.800	-	-	-	16.800	33.600	67.200
Jackson County	14.300	28.600	57.200	5.270	10.540	21.080	-	-	-	19.570	39.140	78.280
Jefferson County	14.190	28.380	56.760	-	-	-	-	-	-	14.190	28.380	56.760
Kanawha County	14.300	28.600	57.200	6.090	12.180	24.360	-	-	-	20.390	40.780	81.560
Lewis County	14.300	28.600	57.200	1.650	3.300	6.600	-	-	-	15.950	31.900	63.800
Lincoln County	14.300	28.600	57.200	5.460	10.920	21.840	-	-	-	19.760	39.520	79.040
Logan County	14.300	28.600	57.200	6.320	12.640	25.280	-	-	-	20.620	41.240	82.480
Marion County	11.080	22.160	44.320	5.500	11.000	22.000	-	-	-	16.580	33.160	66.320

West Virginia State Auditor's Office
 Statewide Recap of Counties Levy Rates
 FOR FISCAL YEAR ENDED JUNE 30, 2016

COUNTY	Regular Current Expense Levy Rates/\$100			Excess Levy Rates/\$100			Bond Levy Rates/\$100			TOTAL LEVY RATES/\$100		
	Class I	Class II	Class III and IV	Class I	Class II	Class III and IV	Class I	Class II	Class III and IV	Class I	Class II	Class III and IV
Marshall County	9.750	19.500	39.000	-	-	-	-	-	-	9.750	19.500	39.000
Mason County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
McDowell County	11.670	23.340	46.680	-	-	-	-	-	-	11.670	23.340	46.680
Mercer County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Mineral County	14.300	28.600	57.200	2.790	5.580	11.160	-	-	-	17.090	34.180	68.360
Mingo County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Monongalia County	12.000	24.000	48.000	-	-	-	-	-	-	12.000	24.000	48.000
Monroe County	14.090	28.180	56.360	2.040	4.080	8.160	-	-	-	16.130	32.260	64.520
Morgan County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Nicholas County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Ohio County	12.770	25.540	51.080	-	-	-	-	-	-	12.770	25.540	51.080
Pendleton County	14.020	28.040	56.080	-	-	-	-	-	-	14.020	28.040	56.080
Pleasants County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Pocahontas County	14.200	28.400	56.800	-	-	-	-	-	-	14.200	28.400	56.800
Preston County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Putnam County	13.750	27.500	55.000	-	-	-	-	-	-	13.750	27.500	55.000
Raleigh County	14.300	28.600	57.200	4.500	9.000	18.000	-	-	-	18.800	37.600	75.200
Randolph County	14.240	28.480	56.960	-	-	-	-	-	-	14.240	28.480	56.960
Ritchie County	13.980	27.960	55.920	6.850	13.700	27.400	-	-	-	20.830	41.660	83.320
Roane County	14.300	28.600	57.200	6.410	12.820	25.640	-	-	-	20.710	41.420	82.840
Summers County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Taylor County	14.300	28.600	57.200	4.200	8.400	16.800	-	-	-	18.500	37.000	74.000
Tucker County	14.200	28.400	56.800	-	-	-	-	-	-	14.200	28.400	56.800
Tyler County	14.100	28.200	56.400	1.600	3.200	6.400	-	-	-	15.700	31.400	62.800

West Virginia State Auditor's Office
 Statewide Recap of Counties Levy Rates
 FOR FISCAL YEAR ENDED JUNE 30, 2016

COUNTY	Regular Current Expense Levy Rates/\$100			Excess Levy Rates/\$100			Bond Levy Rates/\$100			TOTAL LEVY RATES/\$100		
	Class I	Class II	Class III and IV	Class I	Class II	Class III and IV	Class I	Class II	Class III and IV	Class I	Class II	Class III and IV
Upshur County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Wayne County	14.300	28.600	57.200	1.230	2.460	4.920	-	-	-	15.530	31.060	62.120
Webster County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200
Wetzel County	13.720	27.440	54.880	0.740	1.480	2.960	-	-	-	14.460	28.920	57.840
Wirt County	14.300	28.600	57.200	6.430	12.860	25.720	-	-	-	20.730	41.460	82.920
Wood County	13.140	26.280	52.560	0.540	1.080	2.160	-	-	-	13.680	27.360	54.720
Wyoming County	14.300	28.600	57.200	-	-	-	-	-	-	14.300	28.600	57.200

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

Week Ending Date	June 20, 2015
To be Deposited on:	June 26, 2015
Amount Played	55,868,412.72
Amount Won	50,126,963.31
Amount Promo	286,588.00
MWAP Contribution	<u>2,404.49</u>
Adjusted Gross Terminal Revenue	<u>5,452,456.92</u>
Administrative Costs @ 4%	0.00
Excess Lottery Fund @ 4%	<u>218,098.27</u>
Net Terminal Revenue	<u>5,234,358.65</u>
Surcharge @ 10%	523,435.88
State Share Excess @ 58% & 10% of 42%	325,577.12
Track Share of Capital Reinvestment @ 90% of 42%	<u>197,858.76</u>
<i>Track Share of Capital Reinvestment @ 96%</i>	189944.41
<i>Track Share of Capital Reinvestment @ 4%</i>	7914.35
Adjusted Net Terminal Revenue	<u>4,710,922.77</u>
Racetrack @ 46.50% / 42%	1,978,587.56
Lottery Fund @ 30% / 0%	0.00
Excess Lottery Fund @ 0% / 41%	1,931,478.38
Excess Lottery Fund @ 12.85% / 9.55%	449,893.10
Race Track Purses @ 90% of 7% / 4%	169,593.22
Employee Pension Fund @ 1% / .5%	23,554.61
Greyhound Development @ 90% of .75%	31,798.73
Thoroughbred Development @ 90% of .75%	31,798.73
County/Municipality @ 2%	<u>94,218.44</u>
	<u>4,710,922.77</u>

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 ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RAMSON 33.68%	SHEPHERDS TOWN 16.32%
5 days ending: 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	\$ 103,820.64	\$ 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
01/03/15	\$ 136,554.56	\$ 68,277.28	\$ 68,277.28	\$ 5,414.39	\$ 27,242.63	\$ 1,481.62	\$ 22,995.79	\$ 11,142.85
01/10/15	\$ 74,198.68	\$ 37,099.34	\$ 37,099.34	\$ 2,941.98	\$ 14,802.64	\$ 805.05	\$ 12,495.06	\$ 6,054.61
01/17/15	\$ 86,434.72	\$ 43,217.36	\$ 43,217.36	\$ 3,427.14	\$ 17,243.72	\$ 937.82	\$ 14,555.61	\$ 7,053.07
01/24/15	\$ 82,425.60	\$ 41,212.80	\$ 41,212.80	\$ 3,268.17	\$ 16,443.91	\$ 894.32	\$ 13,880.47	\$ 6,725.93
01/31/15	\$ 85,566.64	\$ 42,783.32	\$ 42,783.32	\$ 3,392.72	\$ 17,070.54	\$ 928.40	\$ 14,409.42	\$ 6,982.24
02/07/15	\$ 95,718.36	\$ 47,859.18	\$ 47,859.18	\$ 3,795.23	\$ 19,095.81	\$ 1,038.55	\$ 16,118.97	\$ 7,810.62
02/14/15	\$ 96,262.16	\$ 48,131.08	\$ 48,131.08	\$ 3,816.80	\$ 19,204.30	\$ 1,044.44	\$ 16,210.55	\$ 7,854.99
02/21/15	\$ 75,221.32	\$ 37,610.66	\$ 37,610.66	\$ 2,982.53	\$ 15,006.65	\$ 816.15	\$ 12,667.27	\$ 6,138.06
02/28/15	\$ 113,964.28	\$ 56,982.14	\$ 56,982.14	\$ 4,518.68	\$ 22,735.87	\$ 1,236.51	\$ 19,191.59	\$ 9,299.49
03/07/15	\$ 87,500.84	\$ 43,750.42	\$ 43,750.42	\$ 3,469.41	\$ 17,456.42	\$ 949.38	\$ 14,735.14	\$ 7,140.07
03/14/15	\$ 110,193.32	\$ 55,096.66	\$ 55,096.66	\$ 4,369.17	\$ 21,983.57	\$ 1,195.60	\$ 18,555.55	\$ 8,991.77
03/21/15	\$ 106,162.16	\$ 53,081.08	\$ 53,081.08	\$ 4,209.33	\$ 21,179.35	\$ 1,151.86	\$ 17,877.71	\$ 8,662.83
03/28/15	\$ 101,097.76	\$ 50,548.88	\$ 50,548.88	\$ 4,008.53	\$ 20,169.00	\$ 1,096.91	\$ 17,024.86	\$ 8,249.58
04/04/15	\$ 103,427.56	\$ 51,713.78	\$ 51,713.78	\$ 4,100.90	\$ 20,633.80	\$ 1,122.19	\$ 17,417.20	\$ 8,439.69
04/11/15	\$ 102,049.08	\$ 51,024.54	\$ 51,024.54	\$ 4,046.25	\$ 20,358.79	\$ 1,107.23	\$ 17,185.07	\$ 8,327.20
04/18/15	\$ 98,676.20	\$ 49,338.10	\$ 49,338.10	\$ 3,912.51	\$ 19,685.90	\$ 1,070.64	\$ 16,617.07	\$ 8,051.98
04/25/15	\$ 99,313.24	\$ 49,656.62	\$ 49,656.62	\$ 3,937.77	\$ 19,812.99	\$ 1,077.55	\$ 16,724.35	\$ 8,103.96
05/02/15	\$ 108,159.32	\$ 54,079.66	\$ 54,079.66	\$ 4,288.52	\$ 21,577.78	\$ 1,173.53	\$ 18,214.03	\$ 8,825.80
05/09/15	\$ 100,125.64	\$ 50,062.82	\$ 50,062.82	\$ 3,969.98	\$ 19,975.07	\$ 1,086.36	\$ 16,861.16	\$ 8,170.25
05/16/15	\$ 96,616.16	\$ 48,308.08	\$ 48,308.08	\$ 3,830.83	\$ 19,274.92	\$ 1,048.29	\$ 16,270.16	\$ 7,883.88
05/23/15	\$ 95,411.84	\$ 47,705.92	\$ 47,705.92	\$ 3,783.08	\$ 19,034.66	\$ 1,035.22	\$ 16,067.35	\$ 7,785.61
05/30/15	\$ 116,516.20	\$ 58,258.10	\$ 58,258.10	\$ 4,619.87	\$ 23,244.98	\$ 1,264.20	\$ 19,621.33	\$ 9,507.72
06/06/15	\$ 107,855.64	\$ 53,927.82	\$ 53,927.82	\$ 4,276.48	\$ 21,517.20	\$ 1,170.23	\$ 18,162.89	\$ 8,801.02
06/13/15	\$ 100,221.68	\$ 50,110.84	\$ 50,110.84	\$ 3,973.79	\$ 19,994.22	\$ 1,087.41	\$ 16,877.33	\$ 8,178.09
06/20/15	\$ 94,218.44	\$ 47,109.22	\$ 47,109.22	\$ 3,735.76	\$ 18,796.58	\$ 1,022.27	\$ 15,866.39	\$ 7,688.22
Subtotal	\$ 5,241,994.48	\$ 3,077,028.98	\$ 2,164,965.50	\$ 171,681.78	\$ 863,821.19	\$ 46,979.78	\$ 729,160.40	\$ 353,322.35

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	1/3/2015	68,277.28
1/8/2011	54,301.30	1/7/2012	74,863.40	1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34
1/15/2011	54,005.90	1/14/2012	58,901.92	1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36
1/22/2011	60,924.74	1/21/2012	61,819.92	1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80
1/29/2011	48,036.94	1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32
2/5/2011	60,777.44	2/4/2012	72,154.66	2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18
2/12/2011	67,471.84	2/11/2012	66,429.04	2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08
2/19/2011	72,018.54	2/18/2012	77,455.88	2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66
2/26/2011	75,544.02	2/25/2012	77,611.78	3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14
3/5/2011	74,535.34	3/3/2012	75,963.86	3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42
3/12/2011	66,979.48	3/10/2012	76,808.62	3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66
3/19/2011	73,113.26	3/17/2012	76,883.92	3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08
3/26/2011	68,490.80	3/24/2012	72,108.36	3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88
4/2/2011	70,846.58	3/31/2012	74,244.22	4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78
4/9/2011	67,076.78	4/7/2012	75,382.98	4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54
4/16/2011	64,698.56	4/14/2012	71,065.34	4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10
4/23/2011	67,674.14	4/21/2012	68,055.08	4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62

4/30/2011	66,807.50	4/28/2012	72,880.66	5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66
5/7/2011	66,379.74	5/5/2012	71,582.30	5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82
5/14/2011	66,699.76	5/12/2012	63,357.92	5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08
5/21/2011	63,210.44	5/19/2012	78,984.36	5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92
5/28/2011	64,724.06	5/26/2012	67,396.24	6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10
6/4/2011	74,952.34	6/2/2012	76,959.44	6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82
6/11/2011	62,203.12	6/9/2012	63,584.86	6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84
6/18/2011	61,200.76	6/16/2012	59,436.12	6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22
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

3,077,028.98

Table Game Revenue

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

<u>Date</u>	<u>Amount</u>
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
December, 2014	76,797.24
January, 2015	73,346.66
February, 2015	66,262.78
March, 2015	73,747.70
April, 2015	76,343.68
May, 2015	78,424.23
Total 2014-2015	817,559.06

Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10		
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	2,995,460.18	Total 2014-2015	2,452,677.18

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

Week Ending Date

June 27, 2015

To be Deposited on:	July 3, 2015
Amount Played	64,954,306.69
Amount Won	58,235,762.17
Amount Promo	312,536.00
MWAP Contribution	<u>2,635.84</u>
Adjusted Gross Terminal Revenue	<u>6,403,372.68</u>
Administrative Costs @ 4%	0.00
Excess Lottery Fund @ 4%	<u>256,134.92</u>
Net Terminal Revenue	<u>6,147,237.76</u>
Surcharge @ 10%	614,723.77
State Share Excess @ 58% & 10% of 42%	382,358.18
Track Share of Capital Reinvestment @ 90% of 42%	<u>232,365.59</u>
<i>Track Share of Capital Reinvestment @ 96%</i>	223070.97
<i>Track Share of Capital Reinvestment @ 4%</i>	9294.62
Adjusted Net Terminal Revenue	<u>5,532,513.99</u>
Racetrack @ 46.50% / 42%	2,323,655.88
Lottery Fund @ 30% / 0%	0.00
Excess Lottery Fund @ 0% / 41%	2,268,330.72
Excess Lottery Fund @ 12.85% / 9.55%	528,355.10
Race Track Purses @ 90% of 7% / 4%	199,170.50
Employee Pension Fund @ 1% / .5%	27,662.57
Greyhound Development @ 90% of .75%	37,344.47
Thoroughbred Development @ 90% of .75%	37,344.47
County/Municipality @ 2%	<u>110,650.28</u>
	<u>5,532,513.99</u>

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 ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
5 days ending: 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
01/03/15	\$ 136,554.56	\$ 68,277.28	\$ 68,277.28	\$ 5,414.39	\$ 27,242.63	\$ 1,481.62	\$ 22,995.79	\$ 11,142.85
01/10/15	\$ 74,198.88	\$ 37,099.34	\$ 37,099.34	\$ 2,941.98	\$ 14,802.64	\$ 805.05	\$ 12,495.06	\$ 6,054.61
01/17/15	\$ 86,434.72	\$ 43,217.36	\$ 43,217.36	\$ 3,427.14	\$ 17,243.72	\$ 937.82	\$ 14,555.61	\$ 7,053.07
01/24/15	\$ 82,425.60	\$ 41,212.80	\$ 41,212.80	\$ 3,268.17	\$ 16,443.91	\$ 894.32	\$ 13,880.47	\$ 6,725.93
01/31/15	\$ 85,566.64	\$ 42,783.32	\$ 42,783.32	\$ 3,392.72	\$ 17,070.54	\$ 928.40	\$ 14,409.42	\$ 6,982.24
02/07/15	\$ 95,718.36	\$ 47,859.18	\$ 47,859.18	\$ 3,795.23	\$ 19,095.81	\$ 1,038.55	\$ 16,118.97	\$ 7,810.62
02/14/15	\$ 96,262.16	\$ 48,131.08	\$ 48,131.08	\$ 3,816.80	\$ 19,204.30	\$ 1,044.44	\$ 16,210.55	\$ 7,854.99
02/21/15	\$ 75,221.32	\$ 37,610.66	\$ 37,610.66	\$ 2,982.53	\$ 15,006.65	\$ 816.15	\$ 12,667.27	\$ 6,138.06
02/28/15	\$ 113,964.28	\$ 56,982.14	\$ 56,982.14	\$ 4,518.68	\$ 22,735.87	\$ 1,236.51	\$ 19,191.59	\$ 9,299.49
03/07/15	\$ 87,500.84	\$ 43,750.42	\$ 43,750.42	\$ 3,469.41	\$ 17,456.42	\$ 949.38	\$ 14,735.14	\$ 7,140.07
03/14/15	\$ 110,193.32	\$ 55,096.66	\$ 55,096.66	\$ 4,369.17	\$ 21,983.57	\$ 1,195.60	\$ 18,556.55	\$ 8,991.77
03/21/15	\$ 106,162.16	\$ 53,081.08	\$ 53,081.08	\$ 4,209.33	\$ 21,179.35	\$ 1,151.86	\$ 17,877.71	\$ 8,662.83
03/28/15	\$ 101,097.76	\$ 50,548.88	\$ 50,548.88	\$ 4,008.53	\$ 20,169.00	\$ 1,096.91	\$ 17,024.86	\$ 8,249.58
04/04/15	\$ 103,427.56	\$ 51,713.78	\$ 51,713.78	\$ 4,100.90	\$ 20,633.80	\$ 1,122.19	\$ 17,417.20	\$ 8,439.69
04/11/15	\$ 102,049.08	\$ 51,024.54	\$ 51,024.54	\$ 4,046.25	\$ 20,358.79	\$ 1,107.23	\$ 17,185.07	\$ 8,327.20
04/18/15	\$ 98,676.20	\$ 49,338.10	\$ 49,338.10	\$ 3,912.51	\$ 19,685.90	\$ 1,070.64	\$ 16,617.07	\$ 8,051.98
04/25/15	\$ 99,313.24	\$ 49,656.62	\$ 49,656.62	\$ 3,937.77	\$ 19,812.99	\$ 1,077.55	\$ 16,724.35	\$ 8,103.96
05/02/15	\$ 108,159.32	\$ 54,079.66	\$ 54,079.66	\$ 4,288.52	\$ 21,577.78	\$ 1,173.53	\$ 18,214.03	\$ 8,825.80
05/09/15	\$ 100,125.64	\$ 50,062.82	\$ 50,062.82	\$ 3,969.98	\$ 19,975.07	\$ 1,086.36	\$ 16,861.16	\$ 8,170.25
05/16/15	\$ 96,616.16	\$ 48,308.08	\$ 48,308.08	\$ 3,830.83	\$ 19,274.92	\$ 1,048.29	\$ 16,270.16	\$ 7,883.88
05/23/15	\$ 95,411.84	\$ 47,705.92	\$ 47,705.92	\$ 3,783.08	\$ 19,034.66	\$ 1,035.22	\$ 16,067.35	\$ 7,785.61
05/30/15	\$ 116,516.20	\$ 58,258.10	\$ 58,258.10	\$ 4,619.87	\$ 23,244.98	\$ 1,264.20	\$ 19,621.33	\$ 9,507.72
06/06/15	\$ 107,855.64	\$ 53,927.82	\$ 53,927.82	\$ 4,276.48	\$ 21,517.20	\$ 1,170.23	\$ 18,162.89	\$ 8,801.02
06/13/15	\$ 100,221.68	\$ 50,110.84	\$ 50,110.84	\$ 3,973.79	\$ 19,994.22	\$ 1,087.41	\$ 16,877.33	\$ 8,178.09
06/20/15	\$ 94,218.44	\$ 47,109.22	\$ 47,109.22	\$ 3,735.76	\$ 18,796.58	\$ 1,022.27	\$ 15,866.39	\$ 7,688.22
06/27/15	\$ 110,650.28	\$ 55,325.14	\$ 55,325.14	\$ 4,387.28	\$ 22,074.73	\$ 1,200.56	\$ 18,633.51	\$ 9,029.06
Subtotal	\$ 5,352,644.76	\$ 3,132,354.12	\$ 2,220,290.64	\$ 176,069.06	\$ 885,895.92	\$ 48,180.34	\$ 747,793.91	\$ 362,351.41

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	1/3/2015	68,277.28
1/8/2011	54,301.30	1/7/2012	74,863.40	1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34
1/15/2011	54,005.90	1/14/2012	58,901.92	1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36
1/22/2011	60,924.74	1/21/2012	61,819.92	1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80
1/29/2011	48,036.94	1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32
2/5/2011	60,777.44	2/4/2012	72,154.66	2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18
2/12/2011	67,471.84	2/11/2012	66,429.04	2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08
2/19/2011	72,018.54	2/18/2012	77,455.88	2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66
2/26/2011	75,544.02	2/25/2012	77,611.78	3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14
3/5/2011	74,535.34	3/3/2012	75,963.86	3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42
3/12/2011	66,979.48	3/10/2012	76,808.62	3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66
3/19/2011	73,113.26	3/17/2012	76,883.92	3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08
3/26/2011	68,490.80	3/24/2012	72,108.36	3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88
4/2/2011	70,846.58	3/31/2012	74,244.22	4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78
4/9/2011	67,076.78	4/7/2012	75,382.98	4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54
4/16/2011	64,698.56	4/14/2012	71,065.34	4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10
4/23/2011	67,674.14	4/21/2012	68,055.08	4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62

4/30/2011	66,807.50	4/28/2012	72,880.66	5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66
5/7/2011	66,379.74	5/5/2012	71,582.30	5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82
5/14/2011	66,699.76	5/12/2012	63,357.92	5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08
5/21/2011	63,210.44	5/19/2012	78,984.36	5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92
5/28/2011	64,724.06	5/26/2012	67,396.24	6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10
6/4/2011	74,952.34	6/2/2012	76,959.44	6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82
6/11/2011	62,203.12	6/9/2012	63,584.86	6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84
6/18/2011	61,200.76	6/16/2012	59,436.12	6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22
6/25/2011	65,470.44	6/23/2012	55,921.30	6/29/2013	55,991.38	6/28/2014	49,250.32	6/27/2015	55,325.14
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

3,132,354.12

Table Game Revenue

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

<u>Date</u>	<u>Amount</u>
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
December, 2014	76,797.24
January, 2015	73,346.66
February, 2015	66,262.78
March, 2015	73,747.70
April, 2015	76,343.68
May, 2015	78,424.23
Total 2014-2015	817,559.06

Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10		
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	2,995,460.18	Total 2014-2015	2,452,677.18

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

Week Ending Date	FY15 June 28-30, 2015	FY16 July 1-4, 2015	FY16 July 4, 2015
To be Deposited on:			July 10, 2015
Amount Played	18,799,500.38	48,057,375.89	66,856,876.27
Amount Won	16,868,331.20	43,170,655.93	60,038,987.13
Amount Promo	76,353.00	226,392.00	302,745.00
MWAP Contribution	<u>802.98</u>	<u>1,653.77</u>	<u>2,456.75</u>
Adjusted Gross Terminal Revenue	<u>1,854,013.20</u>	<u>4,658,674.19</u>	<u>6,512,687.39</u>
Administrative Costs @ 4%	0.00	186,346.97	186,346.97
Excess Lottery Fund @ 4%	<u>74,160.52</u>	<u>0.00</u>	<u>74,160.52</u>
Net Terminal Revenue	<u>1,779,852.68</u>	<u>4,472,327.22</u>	<u>6,252,179.90</u>
Surcharge @ 10%	177,985.27	0.00	177,985.27
State Share Excess @ 58% & 10% of 42%	110,706.84	0.00	110,706.84
Track Share of Capital Reinvestment @ 90% of 42%	<u>67,278.43</u>	<u>0.00</u>	<u>67,278.43</u>
Track Share of Capital Reinvestment @ 96%	64,587.29	0.00	64,587.29
Track Share of Capital Reinvestment @ 4%	2,691.14	0.00	2,691.14
Adjusted Net Terminal Revenue	<u>1,601,867.41</u>	<u>4,472,327.22</u>	<u>6,074,194.63</u>
Racetrack @ 46.50% / 42%	672,784.31	2,079,632.16	2,752,416.47
Lottery Fund @ 30% / 0%	0.00	1,341,698.12	1,341,698.12
Excess Lottery Fund @ 0% / 41%	656,765.59	0.00	656,765.59
Excess Lottery Fund @ 12.85% / 9.55%	152,978.36	574,694.07	727,672.43
Race Track Purses @ 90% of 7% / 4%	57,667.23	281,756.61	339,423.84
Employee Pension Fund @ 1% / .5%	8,009.34	44,723.28	52,732.62
Greyhound Development @ 90% of .75%	10,812.61	30,188.21	41,000.82
Thoroughbred Development @ 90% of .75%	10,812.61	30,188.21	41,000.82
County/Municipality @ 2%	<u>32,037.36</u>	<u>89,446.56</u>	<u>121,483.92</u>
	<u>1,601,867.41</u>	<u>4,472,327.22</u>	<u>6,074,194.63</u>

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 ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
5 days ending: 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
01/03/15	\$ 136,554.56	\$ 68,277.28	\$ 68,277.28	\$ 5,414.39	\$ 27,242.63	\$ 1,481.62	\$ 22,995.79	\$ 11,142.85
01/10/15	\$ 74,198.88	\$ 37,099.34	\$ 37,099.34	\$ 2,941.98	\$ 14,802.64	\$ 805.05	\$ 12,495.06	\$ 6,054.61
01/17/15	\$ 86,434.72	\$ 43,217.36	\$ 43,217.36	\$ 3,427.14	\$ 17,243.72	\$ 937.82	\$ 14,555.61	\$ 7,053.07
01/24/15	\$ 82,425.60	\$ 41,212.80	\$ 41,212.80	\$ 3,268.17	\$ 16,443.91	\$ 894.32	\$ 13,880.47	\$ 6,725.93
01/31/15	\$ 85,566.64	\$ 42,783.32	\$ 42,783.32	\$ 3,392.72	\$ 17,070.54	\$ 928.40	\$ 14,409.42	\$ 6,982.24
02/07/15	\$ 95,718.36	\$ 47,859.18	\$ 47,859.18	\$ 3,795.23	\$ 19,095.81	\$ 1,038.55	\$ 16,118.97	\$ 7,810.62
02/14/15	\$ 96,262.16	\$ 48,131.08	\$ 48,131.08	\$ 3,816.80	\$ 19,204.30	\$ 1,044.44	\$ 16,210.55	\$ 7,854.99
02/21/15	\$ 75,221.32	\$ 37,610.66	\$ 37,610.66	\$ 2,982.53	\$ 15,006.65	\$ 816.15	\$ 12,667.27	\$ 6,138.06
02/28/15	\$ 113,964.28	\$ 56,982.14	\$ 56,982.14	\$ 4,518.68	\$ 22,735.87	\$ 1,236.51	\$ 19,191.59	\$ 9,299.49
03/07/15	\$ 87,500.84	\$ 43,750.42	\$ 43,750.42	\$ 3,469.41	\$ 17,456.42	\$ 949.38	\$ 14,735.14	\$ 7,140.07
03/14/15	\$ 110,193.32	\$ 55,096.66	\$ 55,096.66	\$ 4,369.17	\$ 21,983.57	\$ 1,195.60	\$ 18,556.55	\$ 8,991.77
03/21/15	\$ 106,162.16	\$ 53,081.08	\$ 53,081.08	\$ 4,209.33	\$ 21,179.35	\$ 1,151.86	\$ 17,877.71	\$ 8,662.83
03/28/15	\$ 101,097.76	\$ 50,548.88	\$ 50,548.88	\$ 4,008.53	\$ 20,169.00	\$ 1,096.91	\$ 17,024.86	\$ 8,249.58
04/04/15	\$ 103,427.56	\$ 51,713.78	\$ 51,713.78	\$ 4,100.90	\$ 20,633.80	\$ 1,122.19	\$ 17,417.20	\$ 8,439.69
04/11/15	\$ 102,049.08	\$ 51,024.54	\$ 51,024.54	\$ 4,046.25	\$ 20,358.79	\$ 1,107.23	\$ 17,185.07	\$ 8,327.20
04/18/15	\$ 98,676.20	\$ 49,338.10	\$ 49,338.10	\$ 3,912.51	\$ 19,885.90	\$ 1,070.64	\$ 16,617.07	\$ 8,051.98
04/25/15	\$ 99,313.24	\$ 49,656.62	\$ 49,656.62	\$ 3,937.77	\$ 19,812.99	\$ 1,077.55	\$ 16,724.35	\$ 8,103.96
05/02/15	\$ 108,159.32	\$ 54,079.66	\$ 54,079.66	\$ 4,288.52	\$ 21,577.78	\$ 1,173.53	\$ 18,214.03	\$ 8,825.80
05/09/15	\$ 100,125.64	\$ 50,062.82	\$ 50,062.82	\$ 3,969.98	\$ 19,975.07	\$ 1,086.36	\$ 16,861.16	\$ 8,170.25
05/16/15	\$ 96,616.16	\$ 48,308.08	\$ 48,308.08	\$ 3,830.83	\$ 19,274.92	\$ 1,048.29	\$ 16,270.16	\$ 7,883.88
05/23/15	\$ 95,411.84	\$ 47,705.92	\$ 47,705.92	\$ 3,783.08	\$ 19,034.66	\$ 1,035.22	\$ 16,067.35	\$ 7,785.61
05/30/15	\$ 116,516.20	\$ 58,258.10	\$ 58,258.10	\$ 4,619.87	\$ 23,244.98	\$ 1,264.20	\$ 19,621.33	\$ 9,507.72
06/06/15	\$ 107,855.64	\$ 53,927.82	\$ 53,927.82	\$ 4,276.48	\$ 21,517.20	\$ 1,170.23	\$ 18,162.89	\$ 8,801.02
06/13/15	\$ 100,221.68	\$ 50,110.84	\$ 50,110.84	\$ 3,973.79	\$ 19,994.22	\$ 1,087.41	\$ 16,877.33	\$ 8,178.09
06/20/15	\$ 94,218.44	\$ 47,109.22	\$ 47,109.22	\$ 3,735.76	\$ 18,796.58	\$ 1,022.27	\$ 15,866.39	\$ 7,688.22
06/27/15	\$ 110,650.28	\$ 55,325.14	\$ 55,325.14	\$ 4,387.28	\$ 22,074.73	\$ 1,200.56	\$ 18,633.51	\$ 9,029.06
06/30/15	\$ 32,037.36	\$ 16,018.68	\$ 16,018.68	\$ 1,270.28	\$ 6,391.45	\$ 347.61	\$ 5,395.09	\$ 2,614.25
Subtotal	\$ 5,384,682.12	\$ 3,148,372.80	\$ 2,236,309.32	\$ 177,339.34	\$ 892,287.37	\$ 48,527.95	\$ 753,189.00	\$ 364,965.66

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

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 ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
4 days ending: 07/04/15	\$ 89,446.56	\$ 89,446.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 89,446.56	\$ 89,446.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ 822,616.92

VIDEO LOTTERY REPORT

FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
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	7/4/2015	89,446.56
7/9/2011	171,717.28	7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16		
7/16/2011	143,019.52	7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32		
7/23/2011	146,508.00	7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48		
7/30/2011	144,510.28	8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12		
8/6/2011	151,495.28	8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60		
8/13/2011	117,350.38	8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32		
8/20/2011	71,614.12	8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04		
8/27/2011	63,432.14	9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02		
9/3/2011	80,837.76	9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28		
9/10/2011	84,845.80	9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96		
9/17/2011	66,748.62	9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54		
9/24/2011	68,929.80	9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22		
10/1/2011	68,871.64	10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28		
10/8/2011	70,866.90	10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00		
10/15/2011	75,262.66	10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64		
10/22/2011	68,757.72	10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20		
10/29/2011	60,507.98	11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34		
11/5/2011	70,673.88	11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26		
11/12/2011	67,627.10	11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32		
11/19/2011	60,690.60	11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62		
11/26/2011	74,140.54	12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44		
12/3/2011	59,429.94	12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50		
12/10/2011	51,395.44	12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98		
12/17/2011	55,981.32	12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84		
12/24/2011	54,248.62	12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68		
12/31/2011	94,661.00	1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28		
1/7/2012	74,863.40	1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34		
1/14/2012	58,901.92	1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36		
1/21/2012	61,819.92	1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80		
1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32		
2/4/2012	72,154.66	2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18		
2/11/2012	66,429.04	2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08		
2/18/2012	77,455.88	2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66		
2/25/2012	77,611.78	3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14		
3/3/2012	75,963.86	3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42		
3/10/2012	76,808.62	3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66		
3/17/2012	76,883.92	3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08		
3/24/2012	72,108.36	3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88		
3/31/2012	74,244.22	4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78		
4/7/2012	75,382.98	4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54		
4/14/2012	71,065.34	4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10		
4/21/2012	68,055.08	4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62		

Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10		
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	2,995,460.18	Total 2014-2015	2,452,677.18

<u>Date</u>	<u>Amount</u>
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Total 2015-2016	0.00
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Table Game Revenue

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

Date	Amount	Date	Amount
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		
December, 2014	76,797.24		
January, 2015	73,346.66		
February, 2015	66,262.78		
March, 2015	73,747.70		
April, 2015	76,343.68		
May, 2015	78,424.23		
Total 2014-2015	817,559.06	Total 2015-2016	0.00