

AGENDA
BOTETOURT COUNTY BOARD OF SUPERVISORS
TUESDAY, FEBRUARY 23, 2016
GREENFIELD EDUCATION AND TRAINING CENTER
ROOMS 226, 227, AND 228
DALEVILLE, VIRGINIA 24083
BEGINNING AT 2:00 P. M.

I. Business Items:

Call to Order.
Introduction of new employee. (Farmer)
Presentation of Lifetime Achievement Award to Sam Sprinkel. (Leffel)
Public comment period.

1. Approval of minutes of the regular meeting held on January 26, 2016.
2. Approval of Additional Appropriations. (Zerrilla)
3. Approval of Accounts Payable and ratification of the Short Accounts Payable List. (Zerrilla)

II. General Items:

4. Presentation of the Parks, Recreation, and Tourism annual report and announcement of the Sports Complex's 2016 event schedule. (Farmer)
5. Consideration of request to advertise for a public hearing on proposed amendments to Chapter 9. Elections of the Botetourt County Code to change the Troutville/Cloverdale precinct boundaries and polling place. (Clark)
6. Consideration of request to advertise for a public hearing on a proposed amendment to Chapter 25. Zoning, Section 25-163 Uses permissible by special exception, to increase the number of multi-family dwellings allowed in the R-3 Use District from 10 to 16 per net acre. (Pendleton)
7. Consideration of request to advertise for a public hearing on proposed amendments to Chapter 23. Taxation of the Botetourt County Code to change the due date for County taxes. (Arney)
8. Consideration of leasing property in Botetourt Center at Greenfield to the EDA. (Larowe/Lockaby)
9. Consideration of amendments to the Board of Supervisors' bylaws. (Larowe)
10. Other Items:
 - Committee reports.

III. Appointments:

11. The term of Mr. Kevin Shearer as an alternate member on the Western Virginia Regional Industrial Facilities Authority expired on February 3, 2016. This is a two-year term.

IV. Items at Specific Times:

12. 2:30 P. M. Highway Department:
 - A. Monthly update report. (Hamm)
13. 3:00 P. M. Public hearing on proposed amendments to the County's procurement policy under PPEA. (Lockaby/Larowe)

IV. Items at Specific Times (cont.):

14. 3:15 P. M. Presentation on new Fire/EMS drug testing program. (Beckner)
15. 4:00 P. M. Board member comments. (Martin/Scothorn/Williamson/Dodson/Leffel)
- 6:00 P. M. Public hearing:
 16. Amsterdam Magisterial District, Austin Morgan and Hana Quy-Hao Tran Scwend (aka Austen and Hana Schwend) request to rezone from a Residential R-1 use District to an Agricultural A-1 Use District, with possible proffered conditions, for agricultural uses on a 7.65 acre parcel located at 60 Blackberry Lane (State Route 789), Troutville, 0.06 miles northwest of the intersection with Old Sessler Mill Road (State Route 788), identified on the Real Property Identification Maps of Botetourt County as Section 72C (2), Parcel 41. (McGee)

The Planning Commission recommended conditional approval of this request.

Continue the meeting until 6:00 P. M. on Tuesday, March 8, 2016, in Room 229 of the Greenfield Education and Training Center for a joint meeting with the School Board.

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, January 26, 2016, in Rooms 226-228 of the Greenfield Education and Training Center in Daleville, Virginia, beginning at 2:00 P.M.

PRESENT: Members: Dr. Donald M. Scothorn
Mr. L. W. Leffel, Jr.
Mr. John B. Williamson, III
Mr. Billy W. Martin, Sr.
Mr. Todd L. Dodson

ABSENT: Members: None

Others present at the meeting:

Mr. David Moorman, Deputy County Administrator
Mr. Michael W. S. Lockaby, County Attorney
Mr. Gary Larrowe, County Administrator

Dr. Scothorn then called the meeting to order at 2:00 P. M.

He then asked for a moment of silence. Mr. Dodson then led the group in reciting the pledge of allegiance.

Dr. Scothorn then mentioned the recent snow storm and expressed his appreciation for the work done by County staff, the Sheriff's Department, and the Fire and Emergency Services personnel to ensure the safety of the County's residents. Dr. Scothorn stated that the Department of Emergency Services sent out a reverse 911 message late last week notifying the residents of the upcoming storm and providing a listing of preparation efforts.

Dr. Scothorn noted that the County declared a local emergency on January 21, 2016, due to the upcoming winter storm and the Board of Supervisors is required by the Code of Virginia to ratify this emergency declaration.

On motion by Mr. Martin, seconded by Mr. Dodson, and carried by the following recorded vote, the Board ratified the emergency declaration issued by the director of emergency services regarding the winter storm event of January 22, 2016.

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 16-01-01

WHEREAS, the Board of Supervisors of the County of Botetourt, Virginia, does hereby find as follows:

1. That due to the occurrence of a severe, Countywide snow storm which commenced in the County at approximately 7:00 PM on January 21, 2016, through 10:00 AM on January 25, 2016, the County of Botetourt faced a condition of extreme peril to the lives, safety, and property of the residents of and visitors to Botetourt County;
2. That the Director of Disaster and Emergency Management deemed that a state of emergency existed at 7:00 P. M. on January 21, 2016, and through and until 10:00 A. M. on January 25, 2016;
3. That as a result of this extreme peril, the proclamation of the existence of an emergency was necessary to permit the full powers of government to deal effectively with this condition of peril;
4. That a State of Emergency was subsequently declared in accordance with Code of Virginia Section 44-146.21;
5. That a Board of Supervisors ratification of the declaration is required;

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Supervisors of the County of Botetourt, Virginia, that a local emergency existed throughout the County of Botetourt, and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of this emergency, the powers, functions, and duties of the Director of Disaster and Emergency Management and the Emergency Services organization and functions of the County of Botetourt were/are those prescribed by the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans of the County of Botetourt were implemented in order to mitigate the effects of said emergency, and,

That the County Administrator undertake all possible efforts required in an attempt to recover any emergency-related local expenditures from the Commonwealth of Virginia, the Federal Emergency Management Agency (FEMA), or any available, non-local source.

Dr. Scothorn then noted that the Board would now consider election of a Chairman and Vice-Chairman for 2016. Mr. Gary Larrowe, County Administrator, then took over Chairmanship of the meeting.

Dr. Scothorn stated that Mr. David Moorman did a great job for the Board during his term as Interim County Administrator. He noted that Mr. Moorman worked hard and kept the Board members abreast of all ongoing issues and he thanked him for his service. Dr. Scothorn stated that he has also looked forward to Mr. Gary Larrowe's arrival as the new County Administrator and welcomed him.

Mr. Larrowe then opened the floor for nominations for Chairman of the Board of Supervisors for 2016.

Mr. Martin then nominated Mr. Jack Leffel as Chairman for 2016.

After questioning, it was noted that there were no further nominations.

On motion by Mr. Williamson, seconded by Dr. Scothorn, and carried by the following recorded vote, the nominations were closed and Mr. L. W. (Jack) Leffel, Jr., was elected as Chairman of the Board of Supervisors for 2016. (Resolution Number 16-01-02)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Larrowe then opened the floor for nominations for Vice-Chairman of the Board of Supervisors for 2016.

Mr. Leffel then nominated Mr. Todd Dodson as Vice-Chairman for 2016.

After questioning, it was noted that there were no further nominations.

On motion by Mr. Williamson, seconded by Dr. Scothorn, and carried by the following recorded vote, the nominations were closed and Mr. Todd Dodson was elected as Vice-Chairman of the Board of Supervisors for 2016. (Resolution Number 16-01-03)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Leffel then took over Chairmanship of the meeting and stated that he was delighted to have Mr. Larrowe as the County Administrator and noted that he looks forward to working with him in the future. Mr. Leffel further noted that he will do his best to sustain the high standards as Chairman that were set by Dr. Scothorn over the past two years.

Chief Jeff Beckner was then present to recognize recent promotions in the Fire and Emergency Services Office. He noted that these promotions to lieutenant are for Mr. Clay Fitzgerald, Mr. Brandon Golla, and Mr. Rob Johnson.

He noted that Mr. Fitzgerald is now Lieutenant for Logistics and has been employed by the County for 11 years. Chief Beckner stated that Mr. Golla is the Lieutenant for Engine 7, began his career with the Blue Ridge Volunteer Fire and Rescue Department and has been with the County for 12 years. He also noted that Mr. Johnson began as a volunteer with the Buchanan Fire Department and has 23 years of fire/rescue experience.

The Board congratulated these three employees for their hard work and efforts in achieving these promotions. Mr. Leffel stated that it is great to see Chief Beckner back at work.

Mr. Beckner thanked Mr. Leffel for his comments and welcomed Mr. Larowe to Botetourt County. Chief Beckner also thanked General Services Director Kevin Shearer and his staff for their assistance during the recent winter storm.

On motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board went into closed session at 2:12 P. M. to consult with legal counsel regarding actual or probable litigation as per Section 2.2-3711(A) (7) of the Code of Virginia of 1950, as amended. (Resolution Number 16-01-04)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

The Chairman called the meeting back to order at 2:46 P. M.

On motion by Dr. Scothorn, seconded by Mr. Martin, and carried by the following recorded vote, the Board returned to regular session from Closed Session and adopted the following resolution by roll-call vote. (Resolution Number 16-01-05)

AYES: Mr. Martin, Dr. Scothorn, Mr. Leffel, Mr. Dodson, Mr. Williamson

NAYS: None

ABSENT: None

ABSTAINING: None

BE IT RESOLVED, that to the best of the Board members' knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motion to go into Closed Session were heard, discussed or considered during the Closed Session.

Mr. Leffel then stated that the Board had received a request from two individuals to speak regarding the Greenfield historical structures issue. He noted that with the length of today's agenda, these speakers would be allowed three minutes to speak.

After questioning, it was noted that Mrs. Brenda Hale had left the meeting.

Mrs. Shirley Johnson-Lewis of Roanoke stated that she is convinced that there are human remains on the Greenfield property in the vicinity of the slave quarters structure. Mrs. Johnson-Lewis stated that the remains of her grandparents and great, great grandparents who worked for the Prestons are not located in the slave cemetery and her family's oral stories indicate that they may be buried near the slave quarters. Mrs. Johnson-Lewis stated that her relatives were born into slavery going back to 1799 and their remains are probably located on this property in unmarked graves. She further stated that it is possible that Native Americans, farmers, frontier settlers used this land and may be buried on the Greenfield property as well.

Mrs. Johnson-Lewis stated that she recently saw a documentary on the Jamestown settlement which indicated that, when those residents died, they were not buried in the cemetery so that the Indians did not know that the settlers' numbers were deteriorating and the same may have been done by the Greenfield slaves. She further noted that some family members were buried on her grandfather's property and she believes that this same situation could exist on the Greenfield property.

Mrs. Johnson-Lewis stated that she is giving the Board reasonable doubt that they are doing a wrong in this situation and asked that the Board not do something that cannot be undone as it would be an "abomination." She stated that restoration and preservation of the buildings on their original sites is preferred. She then thanked the Board for the opportunity to speak on behalf of the descendants of the slaves at Greenfield.

Mr. Leffel then read the following statement, "When the County set about to proceed with another phase of development in Greenfield, we did not anticipate the interest it would stir among some in the community. We were proceeding based upon a long-established development plan that was the result of over two years of research, public meetings and hearings and other public input. We, honestly, did not foresee this next step in development as being perceived as a surprise or something unexpected in the community.

Because of that, we did not go through a thorough process of public education and information sharing that would have been normal for new or unexpected issues for the community. In hindsight, not having that process was an unfortunate and costly omission that has led some to question not only this Board's intentions and motives but also the trust and confidence placed in us.

We regret that; however, our focus needs to be on how we move forward.

To that end, today we are releasing information that we encourage anyone interested to review and that we hope will be helpful in understanding how we have arrived at this point. Our duty as a Board is to balance conflicting and competing interests with the needs of the County as a whole. In this instance, those interests are economic development and historic preservation as well as previous boards and citizens of the last 20 years.

For your information, this packet includes the following documents:

1. A list of questions and answers providing background information for the full breadth of the project at hand: These are questions that we have heard being asked in the community and have been asked directly of us on the Board. Our goal is that the answers provided will help the public see the issues from our perspective.
2. A vision statement of the proposed historical preservation site: The vision statement provides background on our decision making process and sets a plan for the future of our historical resources.
3. A press release announcing this Board's intention to more fully partner with the community by creating the Greenfield Preservation Advisory Commission: This new commission will be made up of technical experts and community partners and will provide recommendations for the development of the preservation area and the historical resources at Greenfield.
4. Detailed environmental assessments outlining the state of the Greenfield land and mitigation recommendations for identified environmental issues.
5. Detailed archaeological inventories of both the entire Greenfield property and smaller sites as necessary identifying the existing resources."

Mr. Larowe stated that several copies of this packet of information are available today for the press and other individuals and staff can provide this information outside of the meeting if all of these copies are claimed.

Mr. Williamson stated that Mrs. Johnson-Lewis raised the potential for the existence of unmarked graves near the slave quarters structure; however, the County has not had any indication of the location of these graves in the previous tests and studies conducted on this site.

Mr. Williamson then made a motion that the issue of potential unmarked graves in the area of the two historic buildings on the Greenfield property should be further investigated and evaluated by staff. Mr. Dodson seconded this motion which was carried by the following recorded vote: (Resolution Number 16-01-06)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the minutes of the continued meeting held on December 15, 2015, were approved as submitted. (Resolution Number 16-01-07)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the minutes of the regular meeting held on December 17, 2015, were approved as submitted. (Resolution Number 16-01-08)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on requests for transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there were two transfers and eight pass-through appropriations for the Board's consideration this month. He noted that these were for receipt of donations, cost reimbursements, pass through of Governor's Opportunity Fund monies, and repayment of GOF funds from a company that did not meet the required economic development performance incentives.

There being no discussion, on motion by Mr. Williamson, seconded by Mr. Martin, and carried by the following recorded vote, the Board approved the following transfers and additional appropriations. (Resolution Number 16-01-09)

AYES: Mr. Dodson, Mr. Martin, Mr. Williamson, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Transfer \$1,559.41 to Sheriff's Department - Vehicle & Power Equipment Supplies, 100-4031200-6009, from the various departments as follows for vehicle repairs at the County Garage:

\$ 35.43	Deputy Co. Admin.–Rep. & Maint. – Vehicles, 100-4012121-3312
\$147.22	Animal Control–Veh. & Power Equip. Suppl., 100-4035100-6009
\$212.45	Fire & EMS – Repairs & Maint. – Vehicles, 100-4035500-3312
\$107.34	Comm. Devel. – Repair & Maint. – Vehicles, 100-4034000-3312
\$ 20.54	Tech. Svces. – Repair & Maint. – Vehicles, 100-4012510-3312
\$ 22.27	Waste Mgt. – Repair & Maint. – Vehicles, 100-4042400-3312
\$ 85.31	Maintenance – Repair & Maint. – Vehicles, 100-4043000-3312
\$382.51	Van Program – Repair & Maint. – Vehicles, 100-4071500-3312
\$ 75.65	Library – Repair & Maint. - Vehicles, 100-4073100-3312

\$ 20.54 Tourism – Veh. & Power Equip. Supplies, 100-4081600-6009
 \$450.15 General Svces. - Repair & Maint. – Vehicles, 100-4040000-3312

Transfer \$36,000 from Van Program Fund to General Fund – Unassigned Fund Balance. These funds are for the purchase of a 2015 Ford Transit Connect Van to be used for the County Van Program.

Additional appropriation in the amount of \$300 to Library – Books and Subscriptions, 100-4073100-6012. These are donation funds received from William Whitwell.

Additional appropriation in the amount of \$366.50 to Parks & Recreation – Education & Recreation Supplies, 100-4071000-6013. This is a cost reimbursement for field marking of the LBHS football field for a playoff game.

Additional appropriation in the amount of \$400 to Parks & Recreation – Education & Recreation Supplies, 100-4071000-6013. These are donated funds received from Dick's Sporting Goods for the purchase of youth sports equipment.

Additional appropriation in the amount of \$2,571.63 to Correction & Detention – Medical & Lab Supplies, 100-4033100-6004. These are medical co-pays received for medical services provided to inmates.

Additional appropriation in the amount of \$484.43 to the following Sheriff's Department accounts: \$450 to Ballgame Pay, 100-4031200-1500; and \$34.43 to FICA, 100-4031200-2100. These are funds received for providing security at the LBHS football playoff game.

Additional appropriation in the amount of \$100,000 to CIP – Industrial Site Development, 100-4094801. This represents a repayment of Governor's Opportunity Fund monies from Tread Corporation for not meeting economic development performance standards. These funds will be paid back to the Commonwealth of Virginia and this payment is reflected in this month's accounts payable disbursements.

Additional appropriation in the amount of \$225,000 to CIP – Industrial Site Development, 100-4094801. These are Commonwealth's Opportunity Funds to be passed through to Dynax America Corporation relating to their current economic development expansion project. The payment is included in this month's accounts payable disbursements.

Additional appropriation in the amount of \$36,000 to Van Program – Capital Outlay – Motor Vehicle/Equipment, 100-4071500-8005. This is an appropriation of transfer request # 2.

Consideration was then held on approval of the accounts payable and ratification of the Short Accounts Payable List. Mr. Tony Zerrilla, Director of Finance, stated that this month's accounts payable totaled \$984,643.61 which consisted of all General Fund expenditures. He noted that this month's Short Accounts Payable totaled \$627,775.49; \$624,720.49 in General Fund invoices; and \$3,055 in Debt Service Fund expenditures. He further noted that the Short Accounts Payable included \$270,520 in FY 16 operational support payments for the County's volunteer fire and rescue agencies.

Mr. Zerrilla then stated that this month's large expenditures included a wire transfer of \$121,965.43 to Timberworks of Interest to move two historical buildings on the Greenfield property, 100-4094733; \$25,000 payable to Slait Consulting for computer system virtualization expansion to accommodate increased capacity requirements at the Regional Jail facility; and \$36,330 to the Roanoke Regional Partnership as the second payment of their FY 16 budget allocation. Mr. Zerrilla noted that the County has received a \$150,000 E911 VITA grant for the Jail's computer expansion project.

There being no discussion, on motion by Mr. Martin, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the accounts payable list and ratified the Short Accounts Payable List as submitted. (Resolution Number 16-01-10)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

A presentation on the FY 15 County financial report was then given by Mr. Corbin Stone of Robinson, Farmer, Cox Associates. Mr. Stone stated that the County's audit went well this year and County staff were very cooperative during the review process.

Mr. Stone then reviewed various financial charts and graphs. He stated that the County's General Fund balance as of June 30, 2014 was almost \$20 million and was \$24.8 million as of June 30, 2015. He noted that a portion of this was due to the transfer of the County's water and sewer program to the Western Virginia Water Authority (WVWA). He noted that the County's unassigned fund balance as of June 30, 2015 was almost \$24 million and this growth compared to June 30, 2014 (\$19.2 million) was due to the \$3.2 million transfer to the Water Authority.

Mr. Stone stated that the County's long-term bonded and unbonded debt as of June 30, 2015, was \$42.3 million, which, for the first time, includes the County's net pension liability as required by new Governmental Accounting Standards Board requirements. He noted that the restricted funds include the County's pension liability and the anticipated landfill closure costs. Mr. Stone noted that the County's long-term debt per capita is \$1,262 compared to \$1,395 as of June 30, 2014.

Mr. Stone then reviewed the chart showing fund balance and debt over the past seven years. He noted that the closer the unassigned/assigned fund balance is to the long-term debt figure results in a better financial position for the County. He noted that the reason for the increase in unrestricted debt as of June 30, 2015 was due to the \$3.2 million transfer to the WVWA.

Mr. Stone then reviewed the chart indicating the County's major revenue sources over the past 12 years. He noted that the County's top source of revenue is general property taxes which have increased over the years due to declining or steady levels of State, federal and other local taxes. He further noted that the increases in State revenues in 2006 and 2008 were due to reimbursements from the State for the Regional Jail's construction costs.

He stated that the County's major expenditures include education, public safety, health and welfare, and general government administration. He noted that the increases in public safety are from cost increases associated with the new Jail and from a SAFER grant used to hire additional fire/EMS personnel.

Mr. Stone then reviewed a comparison graph of the County's revenue percentages from 2015 and 2005. He stated that there has been a shift in the reliance of local dollars versus State and federal monies over this period. Mr. Stone noted that almost 61% of the County's revenues in 2015 were from property taxes compared to 54% in 2005 and State revenues in 2015 were 19.1% compared to 20% in 2005.

After questioning by Mr. Martin, Mr. Stone stated that recovered costs are from insurance recoveries and other similar items that were not included in the other categories.

Mr. Stone stated that the County's real estate and personal property tax assessments are increasing after the recession and other tax assessments are showing increases as well. Mr. Stone noted that the County's Machinery and Tools taxes have a depreciation impact after the first year of new equipment purchases.

Mr. Stone then reviewed various school revenue sources. He noted that federal revenues have decreased since the stimulus monies were made available in 2010.

On the summary page, Mr. Stone stated that as of FY 2015 the County is now required to record the liability associated with County and School employee retirement plans. He noted that the chart on page 10 of his report shows the VRS net pension (asset) future liability discount rate of 7% utilized by each (County and School) pension plan as well as what the liability would be if it is calculated using a discount rate that is one percent lower or higher than the current rate. Mr. Stone stated that the Virginia Retirement System (VRS) needs a 7% rate of return on these investments to fund their future retirement liability. After discussion, Mr. Stone stated that the teacher's pool liability is "net of expenses."

After questioning by Mr. Williamson, Mr. Stone stated that the difference between the County pension plan's 7% discount rate (\$3.9 million) versus the 6% rate (\$9.7 million) and the teacher's pool 7% discount rate (\$44 million) versus the 6% rate (\$64.6 million) depends on how close the specific group's employees are to retirement.

After discussion, Mr. Stone stated that every School Board in the State will show a "negative position" for this pension liability and ultimately the localities will have higher VRS contribution rates to increase their pension funding. He further stated that these pension liabilities will impact the County's budget for the foreseeable future.

Mr. Stone stated that their audit recommendations contained a couple of minor record-keeping issues that need to be improved upon in the future; however, the staff is doing a good job overall for the County.

Mr. Williamson encouraged those representatives of the media present at this meeting to read the summary contained on page 10 of Mr. Stone's report regarding County and School employee pension liability. Mr. Williamson noted that he met with Mr. Stone and the County's Finance Director in December to review this report in detail. He noted that it is a well done document.

Mr. Stone stated that if the Board had any additional questions about the audit report to please contact him at the number/e-mail address included in the report.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board accepted the FY 15 audit report as presented by Robinson, Farmer, Cox Associates. (Resolution Number 16-01-11)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Kevin Hamm, Maintenance Operations Manager with the Virginia Department of Transportation, was then present to speak to the Board. Mr. Hamm then reviewed VDoT's monthly report. He noted that the current construction projects are proceeding, there were 10 land use permits issued in the past month, and VDoT personnel and their subcontractors have been pushing snow since last Friday.

Mr. Hamm stated that VDoT had 90 pieces of equipment operational in the County and 14 pieces on the interstate during this past weekend's winter storm and had 350 VDoT employees and over 100 contractors working to clear the County's roadways. He noted that VDoT received a very minimum number of complaints regarding roadways not being plowed.

Mr. Williamson noted that he received a call from a resident of Marion Oaks Drive about this roadway not being plowed but, once VDoT was notified of this oversight, the road was plowed on Sunday.

Mr. Hamm stated that this road was recently accepted into VDoT's secondary system and the road number signs have not yet been ordered and installed. He noted that, once these signs are received, they will be installed; however, VDoT personnel are aware that this is now a State-maintained roadway.

Mr. Martin stated that he only received one call from a resident of Knollwood Subdivision regarding the street not being plowed; however, he understands that this road was plowed later that same day.

Dr. Scothorn stated that VDoT's personnel and subcontractors worked hard and did a great job to clear the roads after the snow storm. He noted that the subcontractor who plowed the roads in his subdivision became stuck but was a very nice individual.

Mr. Dodson agreed that VDoT's personnel did a great job.

Mr. Hamm then reviewed several traffic engineering study results. He noted that the request for a centerline on the section of Country Club Road adjacent to the Botetourt Golf and Swim Club was not recommended because the pavement did not meet VDoT's minimum width requirement of 18'.

After questioning by Mr. Dodson, Mr. Hamm noted that the pavement has to be a minimum of 18' wide on average and according to the 19 measurements taken along this roadway, the average pavement width on this section of Country Club Road is 16.6'

After questioning by Mr. Leffel, Mr. Hamm stated that the roadway would have to be rebuilt in order for the additional width to be obtained and this would be an expensive project.

Regarding the Alternate Route 220 speed study, Mr. Hamm stated that this study was conducted as part of the Exit 150 improvement project and the roadway's speed limits are currently posted as recommended by their traffic engineering staff for the entire length from the Route 11 intersection to U. S. Route 460.

Regarding the Mountain Pass Road truck restriction, Mr. Hamm stated that VDoT's review of this request has been delayed due to the addition of Laymantown and Humbert Roads in this truck restriction designation. Mr. Hamm stated that he will contact their staff to obtain an update on when this review will be completed.

After questioning by Mr. Martin, Mr. Hamm stated that Coaling Road was not included in this truck restriction designation because, when VDoT checked the Global Positioning System (GPS) routing, Coaling Road was a longer route than using other options and trucks are usually looking for a shorter route.

Mr. Martin stated that he has been informed that tractor trailers are still using Mountain Pass Road as a shortcut between Routes 11 and 460.

Mr. Hamm stated that he will contact VDoT's traffic engineering department later today to obtain the status of this truck restriction request.

After questioning by Mr. Martin regarding a request for the installation of guardrail in the "S" curves on Mountain Pass Road, Mr. Hamm stated that VDoT's traffic study of this area indicates that it does not meet their guardrail installation criteria; however, several additional warning signs will be installed in the near future.

Mr. Martin then requested that VDoT install some type of reflectors at the Route 460 crossover west of New Hope Baptist Church so nighttime drivers will be able to see the crossover's location. Mr. Hamm stated that he would have their staff review this request.

Mr. Martin stated that he appreciated VDoT's efforts in getting the snow removed from the County's roadways.

There being no further discussion, Mr. Hamm then left the meeting at this time.

Consideration was then held on adoption of Board of Supervisors' bylaws and rescheduling the December 2016 meeting.

Mr. Larrowe stated that no changes are proposed to the Board's bylaws and it is recommended that they be approved as submitted. He also stated that the County Attorney has determined that the Board needs to adopt resolutions formally designating the Deputy County Administrator, County Administrator, and Deputy Clerk to the Board of Supervisors to their respective positions and duties as required by the Code of Virginia. He noted that draft resolutions to this effect were included in the Board's information packets.

Mr. Larrowe then noted Board's December 2016 regular meeting would normally occur on Tuesday, December 27. He noted that the Board could either hold the meeting on that date or reschedule the meeting. Mr. Larrowe suggested that, if the meeting is rescheduled, it be held on Thursday, December 22.

On motion by Mr. Williamson, seconded by Mr. Martin, and carried by the following recorded vote, the Board adopted the bylaws as submitted. (Resolution Number 16-01-12)

AYES: Mr. Leffel, Mr. Williamson, Mr. Dodson, Mr. Martin, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Williamson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the following resolutions designating the County Administrator and Deputy Clerk to the Board of Supervisors to their respective positions and duties as required by the Code of Virginia.

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 16-01-13

WHEREAS, Gary Larrowe began his service to this County as County Administrator on January 15, 2016; and

WHEREAS, this Board wishes to confirm his duties as County Administrator:

NOW THEREFORE: Be it resolved that:

1. Mr. Gary Larrowe is hereby appointed as County Administrator for Botetourt County, Virginia, and shall, as of January 15, 2016, be the chief administrative officer of Botetourt County as set forth in Va. Code §15.2-1540, and carry out all those duties set forth in Va. Code § 15.2-1541, and such other and further duties as may be assigned to chief administrative officers of localities by law or resolution of this Board; and
2. Mr. Gary Larrowe is hereby appointed as Clerk to the Board of Supervisors of Botetourt County, Virginia, pursuant to Va. Code §15.2-1538, and shall carry out such duties as are set forth in Va. Code §15.2-1539, and such other and further duties as may be assigned to the clerks of localities by law or resolution of this Board; and

3. Mr. Gary Larrowe is hereby appointed as county purchasing agent for Botetourt County, Virginia, and shall carry out those duties set forth in Va. Code §15.2-1543 in the manner he thinks fit, and in accordance with law.

Resolution Number 16-01-14

WHEREAS, Mrs. Susan Fain has well and diligently served Botetourt County as Deputy Clerk to the Board of Supervisors for many years; and

WHEREAS, it is appropriate to designate the deputy clerk to the Board of Supervisors to carry out certain duties of the clerk in the event that absence of the clerk, emergency, or administrative efficiency makes such action advisable:

NOW THEREFORE: Be it resolved that Mrs. Susan Fain is hereby appointed as Deputy Clerk to the Botetourt County Board of Supervisors, in accordance with Va. Code §15.2-1502, and shall carry out those duties set forth in Va. Code §15.2-1539 and such other and further duties as may be assigned to clerks of localities by law or resolution of this Board, upon prior authorization of her principal in the event of his absence or as her principal assigns in the interest of administrative efficiency; or, in the case of emergency circumstances in which her principal may not act in a timely fashion.

After discussion, on motion by Mr. Leffel, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board rescheduled their December 2016 regular meeting from Tuesday, December 27 to Thursday, December 22, 2016. (Resolution Number 16-01-15)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on amendments to the Employee Personnel Policy Manual. Mr. David Moorman, Deputy County Administrator, stated that the staff annually reviews and recommends updates to the County's employee personnel policy manual based on changes in regulations, workplace conditions, and to make the policies more clear.

He noted that included in the Board's information packet was a copy of the manual with recommended amendments for consideration. Mr. Moorman stated that most of the amendments are clarifications, corrections of grammatical errors, changes/updates required under the provisions of the federal Affordable Care Act, and amendments related to employees' use of County-provided uniforms and personal safety equipment as regulated by the Internal Revenue Service. He noted that other substantive changes pertain to the Virginia Retirement System's establishment of a third compulsory retirement plan (the Hybrid Plan) applicable to non-public safety employees hired after January 1, 2014.

Mr. Moorman noted that the County Attorney has been provided with these changes but has not yet fully reviewed the amendments. He requested that the Board adopt the amendments subject to final review and approval by the County Attorney; allowing for non-substantive revisions as the County Attorney may recommend.

There being no discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board adopted the proposed amendments to the County's employee personnel policy manual as recommended, subject to the review and approval of the County Attorney, allowing for staff to include non-substantive revisions as the Attorney may recommend. (Resolution Number 16-01-16)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on a resolution approving the award of a contract under emergency procurement provisions for archaeological services on two sites in Greenfield. Mr. David Moorman, Deputy County Administrator, stated that in November 2015 the Board directed staff to procure archaeological investigation and building moving services for two historical structures on the Greenfield property. He stated that, given the time constraints to complete this work, staff awarded a contract On December 21, 2015, to Dovetail Cultural Resource Group of Fredericksburg to conduct these archaeological investigations.

Mr. Moorman noted that the County's Procurement Policy requires that the Board adopt a resolution documenting this procurement and the basis for the procurement on an emergency basis. He stated that a draft resolution to this effect was included in the Board's information package and the Board is being requested to adopt this resolution.

Mr. Moorman noted that Dovetail's archaeological field work has been completed on the Greenfield property and laboratory analysis of the items collected is currently underway.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board adopted the following resolution approving the award of a contract under emergency procurement provisions to Dovetail Cultural Resource Group for archaeological services on two sites on the Greenfield property.

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 16-01-17

WHEREAS, Botetourt County negotiated, committed itself to, and approved an agreement to the convey certain property within Botetourt Center at Greenfield to the Botetourt County Industrial Development Authority for the purposes of conveyance to the Greater Roanoke Valley Development Foundation and the construction, by that entity, of a speculative industrial shell building to attract manufacturing investment and employment; and,

WHEREAS, under the terms of said agreement, the County must relocate two historic structures from the property and, under terms of said agreement, time is of the essence; and,

WHEREAS, archaeological work is necessary to ascertain the potential of any historically significant artefacts on either the structures' existing locations or their new location and this investigation will require expertise and experience; and,

WHEREAS, the County solicited and received from the Virginia Department of Historic Preservation referrals of qualified and reputable contractors to perform the required work; and,

WHEREAS, upon solicitation of proposals, receipt, review and evaluation of the same, County staff selected Dovetail Cultural Resource Group as the preferred contractor based on experience, references, interviews and written proposal;

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County Board of Supervisors, in order to fulfil its contractual obligations to the Botetourt County Industrial Development Authority and to the Greater Roanoke Valley Development Foundation, does hereby endorse and authorize the emergency procurement of services to conduct archaeological investigations of two sites on the Botetourt Center at Greenfield property as described and provided in its proposal dated and effective December 21, 2015, for a not-to-exceed price of \$65,860.

Consideration was then held of amendments to Chapter 21. Subdivisions of the Botetourt County Code regarding site plans. Mrs. Nicole Pendleton, Planning Manager, stated that these proposed amendments were reviewed with the Board at the December 2015 regular meeting. She noted that the amendments are to bring the Subdivision Ordinance into compliance with the Code of Virginia which now prohibits the submission of a preliminary plat for subdivisions of less than 50 lots and standardizes the timeline process for review of preliminary and final plats and site plans.

Mrs. Pendleton further stated that, after receipt of citizen comments on the proposed ordinance, additional procedural amendments were made by staff with the assistance of the County Attorney. She noted that a few additional typographical changes still need to be made to the draft ordinance but they are nonsubstantive in nature.

After questioning by Mr. Williamson, Mrs. Pendleton stated that a public hearing on these amendments was held at the December Board meeting.

Mr. Lockaby noted that there was some rearrangement of certain sections; however, they were not substantial in nature.

After questioning by Mr. Leffel, Mr. Reid McMurry stated that he would like to withdraw his request to speak to the Board on these proposed ordinance amendments.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board adopted the attached amendments to Chapter 21. Subdivisions of the Botetourt County Code regarding subdivision procedures and site plans. (Resolution Number 16-01-18)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

A staff report presentation was then given on the Vacation Rental and Homestay Advisory Committee's report. Mrs. Nicole Pendleton, Planning Manager, stated that this Committee was formed last fall to discuss better incorporating short-term rental uses in the County. She noted that the Committee consisted of Mr. Leffel and Mr. Dodson from the Board of Supervisors, Mr. Hiawatha Nicely and Mr. Sam Foster from the Planning Commission, and Mrs. Sherry Crumley, Mr. Mitch Bowman, and Ms. Teresa Hayes, citizen representatives.

Mrs. Pendleton stated that the Committee's report was provided in the Board's information packet. She noted that the report develops a framework to better regulate vacation rentals for homestay and cabin/cottage uses and updates existing Zoning Ordinance language regarding these proposed uses.

She noted that vacation rentals are currently only allowed by Special Exceptions Permit (SEP) in the A-1, FC, AR, and RR Use Districts and the Committee suggested permitting certain uses by-right in these districts and making them permitted by SEP only in predominately residential or business use districts. She noted that the Committee is also proposing that the permitting process for some types of vacation rental uses to be similar to the home occupation permit process which is handled administratively by the Community Development Office.

After discussion, Mrs. Pendleton stated that there are some issues that the Committee and staff still need to complete, e.g., draft ordinance amendments and a "short-term rental permit" form, investigate methods of enforcement, etc. She then reviewed the proposed timeline for these amendments as follows: February—draft text amendments and permit form; mid-

BOTETOURT COUNTY CODE

Chapter 21 - SUBDIVISIONS⁽¹⁾

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ARTICLE II. ADMINISTRATION

Sec. 21-1. – 21-23 (Same)

Sec. 21-24. - Approval by agent of preliminary plats.

The agent shall exercise authority to review, approve and disapprove the preliminary plats **all plats required by this chapter** for major subdivisions of land within the unincorporated areas of Botetourt County. The agent shall ensure that the development is rationally designed in accordance with this chapter. His review shall be guided by the following standards:

- (1) Suitability to topography. If the site contains floodplains, wetlands or slopes steeper than fifteen (15) percent, the proposed development shall be designed to protect against such dangers as erosion, sedimentation, flooding, landslide or subsidence.
- (2) Infrastructure. All roads, water systems, sewer systems, storm drainage systems, solid waste collection systems, and other utilities and service shall be coordinated with the existing and planned systems in the surrounding area and shall be designed and constructed so as to minimize the cost of operation and maintenance.
- (3) Phasing. Proposed development shall be phased in a manner that will promote orderly growth and allow for planned improvements to the highway system and other infrastructure in coordination with the county capital improvements plan and the state department of transportation six-year improvement plans.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-25. – 21-50 (Same)

ARTICLE III. - DEFINITION OF TERMS

Sec. 21-51. - Definitions.

~~Major subdivision: A subdivision creating six (6) or more lots.~~

~~Minor subdivision: A subdivision creating five (5) or fewer lots, including the remainder, if any, of the parent tract as one of the lots.~~

Secs. 21-52—21-60. - Reserved.

ARTICLE IV. - APPROVAL OF PLATS

DIVISION 1. - IN GENERAL

Sec. 21-61. – 21-65 (Same)

Sec. 21-66. - Preliminary sketch **and preapplication meeting**.

The applicant shall **may** submit to the agent a preliminary sketch of the proposed subdivision prior to the applicant preparing an engineered preliminary plat **and request a meeting with the agent to discuss the**

requirements for an application. The purpose of such preliminary sketch is to permit the agent to advise the applicant whether his plans, in general, are in accordance with the requirements of this chapter, and to facilitate the review as hereafter provided. The agent shall study the sketch and advise the applicant as to any changes that would be necessary to substantially conform to the requirements of this chapter. The agent shall mark the sketch indicating any such necessary changes. The agent shall provide such advice to the applicant within ten (10) working days of submission of the preliminary sketch.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-67. - ~~Approval process, major subdivisions~~ **Preliminary plat; when required, process.**

(a) **When preliminary plat required.** An applicant must submit a preliminary subdivision plat for any subdivision or more than fifty (50) lots. For any subdivision of fifty (50) or fewer lots, submission of a preliminary plat is optional and in the discretion of the applicant.

(a) (b) ~~Submission and acceptance of preliminary plat. After obtaining advice from the agent as to the conformance of the preliminary sketch to the subdivision regulations, the applicant shall submit a preliminary plat, in accord with the subdivision requirements provided for herein. The agent shall review the a submitted preliminary plat within twenty (20) ten (10) working days to determine whether it is in substantial conformance with meets the minimum submission requirements of this chapter. If deemed to be in substantial conformance complete, the plat is thereby officially accepted for processing and so noted by the agent on the plat as of the date of receipt in the agent's office, which shall be called the "official date of submission." Upon making such determination that all documents are in order, the preliminary plat shall be deemed to be officially submitted. The date of this determination shall be deemed the filing date for the preliminary plat. If it is not accepted by the agent, the agent shall submit the reasons in writing to the applicant within twenty (20) ten (10) working days of the date of submission. The agent's determination that the plat has been accepted for review and processing shall not be deemed a determination that the plat meets all requirements for approval.~~

(b) (c) ~~Review of preliminary plat and action.~~

(1) **Not later than ten (10) calendar days after the official date of submission of a preliminary plat,** ~~The agent shall distribute copies of the preliminary plat to other county departments, and other county, state or federal government agencies as the agent may deem necessary to determine compliance with all applicable regulations. Review and comment by any such agency shall be completed within twenty (20) forty-five (45) working days of the date on which official date of submission of the preliminary plat was officially submitted. Any comments shall be submitted to the agent in writing. The agent shall also forthwith transmit the plat to the E-911 coordinator for approval of any proposed street names for any new streets or extensions of existing streets.~~

(2) The agent shall review the preliminary plat for conformance to **with** the requirements of this chapter and shall prepare written comments as to findings.

(3) ~~The agent shall then provide a copy of all such written comments to the applicant within forty-five (45) days of the date on which the preliminary plat was officially submitted.~~

(4) (3) The applicant shall have the option of revising the application (preliminary plat) based upon the comments received. The agent shall determine whether such revisions, if any, constitute an amended application such that additional substantive review is required by the agent or other agencies, in which case the date on which the amended application is submitted shall thereafter be deemed the official filing date ~~or date of acceptance of the application~~ **of submission** for timeline purposes.

(e) (d) ~~Action on preliminary plat.~~

(1) **If no agency reviews pursuant to subsection (c) (1) are necessary, the agent shall complete review of the preliminary plat not later than sixty (60) days after the official date of submission.**

- (4) (2) The agent shall act on the proposed preliminary plat within not later than thirty-five (35) days after receiving all agency comments, or ninety (90) days of after the date of official acceptance. The agent may delay such action if the applicant has submitted a written request for a delay. The agent shall act on the preliminary plat by approving, or disapproving such plat, including reasons for the action, in writing, transmitted to the applicant by certified mail. The agent shall approve the preliminary plat provided that the requirements of this ordinance and other applicable ordinances have been met. Approval of the preliminary plat shall constitute approval of the subdivision. If disapproved, specific reasons for disapproval shall be provided in writing or marked on the plat, and sent to the applicant, and shall include such modifications or corrections as will permit approval of the plat. The disapproval of the plat may be appealed to the Circuit Court of Botetourt County as provided for herein. Nothing herein shall be interpreted so as to preclude the applicant from filing a new preliminary plat for the same property if no appeal to the circuit court is pending.
- (3) When the subdivision agent approves a final subdivision plat for all or a portion of the property, the underlying preliminary plat shall remain valid for a period of five (5) years from the date of approval of the latest-recorded final subdivision plat for the property.
- (2) After approval of the preliminary plat, a final (record) plat application may be officially submitted within two (2) years of the date of action, hereafter called the initial approval period. If no record plat is submitted within such time, the applicant will be considered as not having diligently pursued final plat approval and the subdivision approval will become null and void. Upon such determination by the county, the applicant is free to resubmit a new preliminary plat and re-initiate the process.
- (3) Extensions of up to one (1) year may be granted by the agent at the written request and justification of the applicant at least twenty-one (21) days prior to the end of the initial approval period or current extension period, provided that the total of all such extensions shall not exceed an aggregate of three (3) years beyond the initial approval period, at which point the county will deem that the applicant is not diligently pursuing final approval. In considering such requests for extensions, the agent shall consider whether the applicant has agreed in writing that all future plats, plans and profiles shall comply with all applicable regulations in effect as of the date of the granting of such extension, and whether compliance of those plans with the ordinances is feasible without rendering the final (record) plat no longer capable of substantial conformance with the approved preliminary plat and the conditions, if any, imposed at the time of approval.
- (4) If an applicant has obtained approval of a preliminary plat and submitted within two (2) years or any extended period as approved by the agent, a final plat meeting the submission requirements of this ordinance for a portion of the lots shown on the preliminary plat, then the applicant may submit final plats for remaining portions shown on the approved preliminary plat within five (5) years of the date of recordation of the initial final plat, or within such longer period as the agent may, at the time of preliminary plat approval, deem to be reasonable, taking into consideration the size and phasing of the proposed development, provided, however, that no final plat for any portion of the lots on an approved preliminary plat shall be approved unless such final plat is in conformance with the provisions of this chapter and all other applicable regulations in effect at the time it is submitted for approval.
- (5) The agent shall file a report with the planning commission for each major subdivision approved or disapproved. A copy of the agent's report shall also be filed with the county administrator.
- (d) Sec. 21-67.1 - Final plat.
- (1) When required. No property may be subdivided, except by judicial order, except following application for and approval of a final subdivision plat.
- (2) Application requirements. Construction plans and profiles. Subsequent to approval of the preliminary plat and prior to submission of the final plat, the applicant shall submit to the agent copies of the construction plans and profiles of any public improvements that are required by this or other applicable regulations.
- (2) Subsequent to approval of the preliminary plat, aAn applicant who proposes to record a final plat of subdivision shall submit copies of the final plat and other documents as required herein, to the

agent for review. The agent shall determine within ten (10) working days if the final plats and documents comply with the **minimum** submission requirements for final plats of this chapter. Except as provided for with regard to the preliminary/final plat process, the agent shall not accept a final plat unless there is a valid, approved preliminary plat for the same property. Upon acceptance of the documents and final plat, the application shall be deemed to be officially submitted, and the date upon which such determination is made, shall be the filing date for the final plat. **If deemed to be complete, the plat is thereby officially accepted as of the date of receipt in the agent's office, which shall be called the "official date of submission."** If not accepted, the reasons shall be indicated by the agent in writing and returned with the documents and final plat to the applicant. Acceptance of the application for processing shall not be deemed as a determination that the final plat meets the requirements for approval.

(e) (3) Review and action.

- (1a) **If the agent determines that no agency review of a plat is necessary, then W**within sixty (60) days after the filing **official date of submission** of the final plat, the agent shall act on the final plat application. If the agent approves the application, approval shall be evidenced by the agent's signature on the final plat, thereby indicating that the final plat is in ~~substantial conformance with the approved preliminary plat and is in~~ conformance with the requirements and provisions of this chapter and all other applicable regulations, and that all construction plans and profiles are designed and in accordance with all county public facility regulations and requirements.
- (b) **If the agent determines that agency review will be necessary, then within ten (10) days after the official date of submission of the final plat, the agent shall forward copies of the plat to all review agencies. Such review agencies shall complete their review and forward comments to the agent within forty-five (45) days, unless otherwise provided by law. Following receipt of all agency comments, the agent shall act upon the plat within thirty-five (35) days.**
- (2c) If such **all** requirements and conditions of this chapter are not met, the agent shall not approve the final plat. Written reasons for such disapproval shall identify specific deficiencies with respect to adopted regulations, and shall generally identify such modifications or corrections as will permit approval of the plat.
- (d) **Upon resubmission of a disapproved final plat, the agent shall make a determination within ten (10) days of resubmission of whether the changes are directed to remedying the deficiencies that resulted in rejection or are substantive amendments to the plat. If the changes are directed to remedying the deficiencies that resulted in rejection, then the agent shall act within forty-five (45) days of the official date of submission of the revised final plat. If the changes are substantive amendments to the plat, the plat shall be processed as a new original final subdivision plat application.**
- (3) ~~The agent shall not release an approved final plat and approval of a final plat shall not be deemed complete until all required agreements and surety relating to the final plat have been submitted, approved and executed in accordance with the policies and regulations in effect at the time the final plat is approved.~~
- (4) ~~An approved final plat shall be recorded by the applicant in the office of the Clerk of the Circuit Court of Botetourt County within six (6) months of the date of final approval, or the county will deem that the applicant is not diligently pursuing completion of the subdivision process and recordation of the plat and subdivision approval will become null and void.~~

(Res. No. 09-02-08, 2-24-09)

Sec. 21-68. - ~~Same—Minor subdivisions.~~ **Reserved**

~~For minor subdivisions (those consisting of five (5) lots or less), a combined preliminary/final plat may be submitted, which shall include all of the required information and documents for both a preliminary plat of subdivision and a final plat, except as waived by the agent. The procedure for reviewing a~~

preliminary/record plat shall follow that of the final plat. The creation of a subdivision in this manner shall not be for the purpose of circumventing this chapter or other chapters of the Botetourt County Code.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-69. - ~~Same~~—Boundary line adjustment.

When the boundary lines of ~~between~~ any two (2) legal lots or parcels of record are ~~is~~ proposed to be relocated, or altered without creation of any additional lot or parcel, and where all resultant lots meet all applicable requirements of the zoning and subdivision ordinances, or where the original lots are nonconforming, but are made no more nonconforming by the adjustment, the following provisions apply:

- (1) The agent may waive any of the requirements of this chapter and approve such boundary line adjustment (BLA) as evidenced by the agent's signature on the plat so long as the following conditions have been met:
 - a. Such BLA ~~boundary line adjustment~~ shall not involve the relocation or alteration of streets, alleys, easements for public passage, or other public areas, and no easements or utility rights-of-way shall be relocated or altered without the express consent of all persons holding any interest therein.
 - b. Such BLA ~~boundary line adjustment~~ shall be clearly depicted upon the plat which shall be executed, acknowledged and recorded by the owner or owners of such land as provided in the Code of Virginia § 15.2-2264.
 - c. Such BLA ~~boundary line adjustment~~ shall not result in any new violation of the area or other dimensional requirements of the zoning ordinance, provided, however, that any existing violation of minimum yard requirements or any existing nonconformity shall be permitted to continue so long as such yard violation or nonconformity is not enlarged, expanded or extended.
 - d. Where the adjustment of the BLA ~~boundary line adjustment~~ may impact the suitability of any lot for individual on-site sewage disposal, the agent may require evidence of either ~~Virginia Department of Health department~~ approval for an on-site sewage disposal system or from the county for connection to a public or community sewage system for any lot so impacted.
 - e. Unless the titles to all parcels affected by the BLA ~~boundary line adjustment~~ are vested identically in the same person or entity or the same combination of persons and/or entities, an executed deed shall be filed with the plat which makes clear that no additional lot or parcel shall be created by the BLA ~~boundary line adjustment~~.
- (2) For the purposes of the zoning and subdivision ordinances of Botetourt County, the lots or parcels resulting from any such boundary line adjustment approved hereunder shall be considered as coming into existence as of the date of recordation in the office of the Clerk of the Circuit Court of Botetourt County, Virginia, of the boundary line adjustment plat.
- ~~(3) The agent shall take action to approve or deny any BLA plat filed hereunder within twenty (20) working days after such plat has been officially submitted. Such twenty day period shall not include time that elapses awaiting applicant's response to the agent's comments and requirements.~~
- ~~(4) Any boundary line adjustment approved hereunder shall be recorded by the applicant in the office of the Clerk of the Circuit Court of Botetourt County, Virginia, within six (6) months of the date of final approval, or the county will deem that the applicant is not diligently pursuing completion of the subdivision process and recordation of the plat and shall declare it void.~~

(Res. No. 09-02-08, 2-24-09)

Sec. 21-70. - ~~Same~~—Family subdivisions.

A subdivision of a lot or parcel of record into two (2) or more lots for the purpose of conveyance to members of the owner's family will be approved when the following conditions are met:

- (1) There is no intent to circumvent the requirements of the Botetourt County Zoning Ordinance and/or the provisions of this subdivision ordinance by the creation of lots which would not be approved except under this section, for conveyance or reconveyance to grantees who are not eligible family members as defined herein, except for the trustees of a bona fide lender of purchase money and/or money for the construction of a residence or purchase of a mobile home to be sited on the lot conveyed.
- (2) The person to whom the lot is to be conveyed is a natural or legally defined child, spouse, sibling, parent, grandparent, grandchild, niece, or nephew of the property owner. One such division shall be allowed per family member, but this exception shall not apply so as to permit further subdivision of such parcel by grantees hereunder for a period of five (5) years after the final plat is recorded.
- (3) The person to whom the lot is to be conveyed has not previously been conveyed a lot by the exercise of this section or any previous family exemption section of the Botetourt County Code.
- (4) The lot so created shall be 1.25 or more acres in the A-1, AR, RR and FC districts and shall have at least twenty (20) feet of frontage on a state maintained highway, or at least a twenty (20) foot wide appurtenant easement for ingress and egress to a state maintained highway.
- (5) Applicants for a family subdivision shall not be required to provide a soil survey, and no plat information relating to septic approval shall be required.
- (6) A plat of the proposed division, prepared in accordance with section 21-103 of this chapter, shall be approved by the subdivision agent.
- (7) The plat shall contain a certificate, the exact wording to be provided by the subdivision agent from standard models, wherein the owner of the property or family members receiving same, sets forth the relationship of the parties, attests to the compliance of the conveyance with the county ordinances governing same and affirms the subscriber's awareness that resale of the tract so conveyed to a nonfamily member or the original grantor within three (3) years shall be determined to be a circumvention of the ordinance and that the parties thereto may be subject to fines and/or prosecution for perjury. This certificate shall be subscribed and sworn before a clerk or deputy clerk of the circuit court or a notary public as required by the agent.
- (8) The applicant shall present to the agent three (3) paper copies and one (1) digital copy of the plat of family subdivision and an executed deed of conveyance for approval. ~~Upon approval, both shall immediately be given to the clerk of the circuit court for recordation. Failure to record the plat and deed upon approval shall constitute a violation of this chapter.~~

It shall be the applicant's responsibility to obtain preliminary approvals of the proposed family subdivision before executing the deed.

(Res. No. 09-02-08, 2-24-09; Res. No. 11-10-10, 10-25-11)

Sec. 21-71. - ~~Same~~—Low density subdivision.

A low density subdivision is a subdivision into lots of twenty-five (25) or more acres each. The subdivider may request an exception to any of the requirements of this chapter pursuant to section 21-25. In no event, however, shall the planning commission grant an exception which permits a lot not approved for an individual sewage disposal system or connection to a public sewage disposal system.

The planning commission's decision to approve an exception to any of the requirements of this chapter shall be guided by the county's comprehensive land plan and by the purposes established in section 21-3, as well as by the requirements of section 21-25.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-72. - ~~Same~~—Subdivision for service facility.

A subdivision for the purpose of creating a lot containing a stormwater detention pond, a pump station, utilities or other facility for the provision of services, sewer, water, stormwater runoff and other similar uses if the lot created does not meet the requirements for lot area, frontage, setbacks or permitted uses under the zoning ordinance. Any lot created pursuant to this section shall not be used for residences or commercial or industrial purposes, **and such limitation shall be noted on the plat and the deed creating the service facility lot.**

(Res. No. 09-02-08, 2-24-09)

Secs. 21-73—21-80. - Reserved.

DIVISION 2. - PRELIMINARY PLATS REQUIREMENTS

Sec. 21-81. - General requirements.

All preliminary plats shall provide all of the facts necessary to show compliance with ~~these subdivision regulations~~ **this chapter**. The agent shall have the authority to waive certain submittal requirements for plats if the agent determines, **upon written justification by the applicant**, that such information is not necessary for the proper review and approval of the plat and that not providing the information will in no way affect any public improvements, adversely affect adjoining properties, or conflict with any other requirements of the zoning ordinance or subdivision ordinance. Such waivers must be approved prior to submission of the plat **and may be addressed at the preapplication meeting pursuant to Section 21-66.**

(Res. No. 09-02-08, 2-24-09)

Sec. 21-82. - Preliminary plat content.

Unless a waiver is approved as provided for in Section 21-81 above, all applications for preliminary plat approval shall include or be accompanied by the following information:

- (1) The applicant shall present to the agent three (3) paper copies of the plat, at a scale of not less than two hundred (200) feet to the inch, on sheets not larger than twenty-four (24) inches by thirty-six (36) inches, plus one (1) digital copy.
- (2) Name of subdivision, **district**, county, state, property owner and name, address, signature and license of the engineer or surveyor who prepared the plat; the date the plat was drawn and dates of any revision(s); north arrow and source of meridian; scale of drawing and number of sheets. If shown on more than one sheet, matched lines shall clearly indicate where the sheets join.
- (3) General location of the proposed subdivision by an insert vicinity map, at a scale of not less than two (2) inches equals one mile or as otherwise approved by the agent, indicating thereon adjoining roads, their names and number, towns, subdivisions and other landmarks.
- (4) Proposed names and locations for new streets or extensions of existing streets, boundaries of all proposed and existing lots, easements, parks, school sites or other public areas, any areas of common open space, proposed uses of the property, the number and area of all building lots, all existing public and private streets and other rights-of-way, their names, numbers and widths, water courses and their names.
- (5) Names of owners and their property lines within the boundaries of the tract and adjoining such boundaries.
- (6) Deed reference, tax map, and parcel number.

- (7) Existing zoning and any proffers associated with the property; proof of any special exceptions, variances or waiver necessary for the subdivision, and existing zoning of adjoining properties.
- (8) When the subdivision consists of land acquired from more than one source of title, the outlines of the various tracts shall be indicated by dash lines and the identification of the respective tracts shall be placed on the plat.
- (9) The boundary survey or existing survey of record.
- (10) Total acreage, acreage of subdivided area, number, area and frontage of all building lots, existing buildings within the boundaries of the tract, yard and setback lines, and any areas of common open space.
- (11) Existing topography as required by the agent.
- (12) Location of 100-year flood plain as shown on the most recent federal emergency management agency (FEMA) maps.
- (13) All parcels of land to be dedicated for public use or ownership, the prospective owner(s) of such public use sites and the conditions of such dedication.
- (14) Preliminary soils survey or statement of public water/sewer availability.
- (15) Any proposed connections to public or community water and sewer systems.
- (16) Preliminary storm water management plans.
- (17) Outline of any proposed covenants.

(Res. No. 09-02-08, 2-24-09; Res. No. 11-10-10, 10-25-11)

Sec. 21-83. - ~~Acceptance of plat.~~ **Reserved.**

- ~~(a) A preliminary plat accepted for review and accompanied by the correct fee shall be deemed officially submitted to the county.~~
- ~~(b) The agent is authorized to reject a preliminary plat on account of significant deficiencies as determined by the agent based on the requirements of this chapter.~~
- ~~(c) Preliminary plats which are found deficient shall not be accepted until the deficiencies have been properly addressed and remedied. Resubmittals shall reactivate the review period.~~

~~(Res. No. 09-02-08, 2-24-09)~~

Sec. 21-84. - Reserved.

Sec. 21-85. - Multi-phase subdivisions.

When the subdivision agent approves the preliminary plat of a multi-phase major subdivision, the subdivision agent may approve an extended period for the recordation of the final plats of the subdivision. The final plats for all phases must be recorded within five (5) years of the first recordation of a final plat for any phase, unless this period is extended by the subdivision agent at the time of the approval of the preliminary plat. The subdivision agent may grant the extension for such time as he may deem to be reasonable, taking into consideration the size and phasing of the proposed subdivision. The final plats for unrecorded phases shall be subject to the terms and conditions of the engineering and construction standards and zoning requirements in effect at the time that each remaining phase is recorded.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-86. - Term of validity of preliminary plat.

~~The subdivider shall have one (1) year from the date of approval of the preliminary plat within which to file a final plat and final engineering plan meeting all of the submittal requirements established by article IV of this chapter for the subdivision or section thereof. Failure to do so shall make the preliminary plat approval null and void. The agent may, on written request of the subdivider received no fewer than ten (10) working days prior to expiration of validity and for good cause shown, grant one six-month extension of preliminary plat approval.~~

- (1) Once a preliminary subdivision plat is approved, it shall be valid for a period of five (5) years, provided the subdivider (i) submits a final subdivision plat for all or a portion of the property within one (1) year of such approval and (ii) thereafter diligently pursues approval of the final subdivision plat. "Diligent pursuit of approval" means that the subdivider has incurred extensive obligations or substantial expenses relating to the submitted final subdivision plat or modifications thereto.
- (2) The agent may grant one (1) six (6) month extension of the time period to file a final subdivision plat under subsection (1) upon request of the subdivider filed at least ten (10) days prior to expiration of the one (1) year period of validity.
- (3) However, no sooner than three (3) years following such preliminary subdivision plat approval, and upon ninety (90) days' written notice by certified mail to the subdivider, the commission or other agent may revoke such approval upon a specific finding of facts that the subdivider has not diligently pursued approval of the final subdivision plat.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-87. - Appeal of failure to act on preliminary plat.

If the agent fails to approve or disapprove the preliminary plat within ninety (90) days after it has been officially submitted for approval, the subdivider, after ten (10) days' written notice to the agent, may petition the circuit court for an order with respect thereto as it deems proper, which may include directing approval of the plat.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-88. - Appeal of disapproval of preliminary plat.

If the agent disapproves a preliminary plat and the subdivider contends that the disapproval was not properly based on the ordinance applicable thereto, or was arbitrary or capricious, he or she may appeal to the Circuit Court of Botetourt County, which court shall hear and determine the case as soon as may be. The appeal must be filed with the circuit court within sixty (60) days of the written disapproval by the agent.

(Res. No. 09-02-08, 2-24-09)

Secs. 21-89—21-100. - Reserved.

DIVISION 3. - FINAL PLATS REQUIREMENTS

Sec. 21-101. - General requirements.

All final plats shall provide all of the facts necessary to show compliance with these subdivision regulations. The agent shall have the authority to waive certain submittal requirements for plats if the agent determines that such information is not necessary for the proper review and approval of the plat and that not providing the information will in no way affect any public improvements, adversely affect adjoining

properties, or conflict with any other requirements of the zoning ordinance or subdivision ordinance. Such waivers must be approved prior to submission of the plat.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-102. - ~~Time limit for filing.~~ **Reserved.**

~~The subdivider shall have not more than one (1) year after receiving official notification concerning the preliminary plat to file with the agent a final subdivision plat in accordance with this chapter. Failure to do so shall make preliminary approval null and void. The agent may, on written request by the subdivider, grant an extension of this time limit.~~

~~(Res. No. 09-02-08, 2-24-09)~~

Sec. 21-103. - Content of final plat.

Unless a waiver is approved as provided for above, the final plat will clearly show the following information:

- ~~(19 1)~~ **Survey requirements.** All multiple lot subdivision plats shall be based on a current field survey performed in accordance with the "Minimum Standards and Procedures for Land Boundary Surveying Practice" promulgated by the Virginia Department of Professional and Occupational Regulation (18 VAC 10-20-370) as amended. All single lot subdivisions, including family, low density, agricultural divisions and boundary line adjustments or resubdivisions, may, with the consent of the parties to the subsequent conveyance and the waiver of the subdivision agent, be based on a plat from records of previous surveys without additional monumentation, or combination of same with a partial current field survey. In either event, all of the plat information listed as required in said minimum standards and procedures shall be shown together with such additional items required by this chapter **where readily available in the records used.**
- (2) All final plats shall be clearly and legibly drawn in ink, at a scale of not smaller than fifty (50) feet to the inch (1"= 50'), except in **the** cases where the agent has approved an alternate scale, on sheets being no larger than seventeen (17) by twenty-two (22) inches in size. If the plat is drawn on more than one sheet, match lines shall clearly indicate where the several sheets join. ~~The final plat will clearly show the following information:~~
- (3) Scale of drawing and number of sheets.**
- ~~(4 4)~~ Name of the subdivision, **district**, county and state.
- ~~(2 5)~~ Name of owner(s), name, and address of the licensed professional engineer ~~or~~ surveyor who prepared the plat.
- ~~(3 6)~~ The numerical section number if the plat includes only a portion of a larger tract.
- ~~(4 7)~~ Date of preparation of the plat and dates of any revisions.
- (8) North arrow and source of meridian.**
- ~~(5 9)~~ General vicinity map showing the location of the parcel to be subdivided and its relationship to surrounding roads.
- (10) Names of owners and their property lines within the boundaries of the tract and adjoining such boundaries.**
- (11) Deed reference, tax map and parcel numbers.**
- (12) When the subdivision consists of land acquired from more than one source of title, the outlines of various tracts shall be indicated by dash lines and the identification of the respective tracts shall be placed on the plat.**
- (13) The boundary survey or the existing survey of record.**

- (14) Total area within the final plat, to nearest one-one thousandth of an acre.
- (15) Any proposed connections to public or community water and sewer systems.
- (17) Numerical lot and block numbers.
- (16) Any lot which has been designated by the health department as not suitable for an individual sewage disposal system shall be replatted so that all lots on the final plat are suitable for individual sewage disposal systems, unless public or community sewer is being installed by the developer.
- (18) The exact layout, including all dimensions, both linear and angular, for locating lots, adjoining streets, proposed and existing streets and easements. The linear dimensions shall be expressed in feet and hundredths of a foot and the angular measurements shall be expressed by bearings or angles in degrees, minutes and seconds. The accurate location and dimensions by bearings and distances with all curve data shall be shown on all lots and street lines and center lines of streets. The data of all curves along the street frontages shall be shown in detail at the curve or in a curve data table containing the following: radius, arc, chord and chord bearings. Survey accuracy shall result in a closure of one (1) in ten thousand (10,000) or better.
- (19) All survey monuments, lot corners, block markers and benchmarks, together with their description.
- (20) All existing public and private streets and other rights-of-way, their names, numbers and widths.
- (21) Street names, as approved by the Botetourt County E-911 Coordinator.
- (22) For plats that contain private roads or streets, the following note shall be shown on the plat:
All streets in this subdivision do not meet the standards necessary for inclusion in the system of state highways and will not be maintained by the department of transportation or Botetourt County and are not eligible for rural addition funds or any other funds appropriated by the General Assembly and allocated by the Commonwealth Transportation Board.
- (9) Total area within the final plat, to nearest one-one thousandth of an acre.
- (23) Easements.
- (24) For plats that contain common or shared easements, the following note shall be shown on the plat:
Whenever the board of supervisors shall determine that any pipes, cables, poles, equipment, or other facilities installed by or for any utility after the recordation of this subdivision plat in any street right-of-way or stormwater management easement shown on this plat must be relocated or removed, the owner or operator of such facilities shall relocate or remove the same at its expense in accordance with the order of the board.
- (25) Existing zoning and any proffers associated with the property; proof of any special exceptions, variances, or waivers necessary for the subdivision, and the existing zoning of adjoining properties.
- (26) Setback and yard requirements.
- (27) Existing buildings within the boundaries of the tract.
- (28) Water courses and their names.
- (29) Location of 100-year floodplain as shown on the most recent Federal Emergency Management Agency (FEMA) maps.
- (30) Existing topography as required by the agent.
- (31) Preliminary soils survey or statement of public water/sewer availability.
- (32) Preliminary stormwater management plans as required by the agent.

(33) All parcels of land to be dedicated for public use or ownership; the prospective owner of such public use sites and the conditions of such dedication.

(34) Any areas of common open space.

(16 35) Any deed covenants which may affect the type or location of structures, use of properties, or access to public rights-of-way.

(14 36) A land-disturbing permit for the subdivision in accordance with chapter 10 of the Code.

(13 37) Certificates signed by the surveyor setting forth the source of title of the owners of the land subdivided and the place of record of the last instrument in the chain of title.

(12 38) The endorsement of the surveyor duly licensed by the state who prepared the plat and, in addition, a statement that the platting or dedication of the following described land (here insert description of land subdivided) is with the free consent and in accordance with the desire of the undersigned owners, proprietors and trustees, if any, which statement shall be duly acknowledged before some officer authorized to take acknowledgements of deeds.

(39) Provide area for subdivision agent and, if applicable, Virginia Department of Health, Virginia Department of Transportation, and Western Virginia Water Authority approval.

(15 40) A certificate signed by the highway engineer that all proposed public streets or roads within the subdivision meet department of transportation standards.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-104 – Reserved.

Sec. 21-105. - Certificates.

The following certificates shall appear on the final plat, and shall be executed as appropriate:

(1) I certify that, to the best of my knowledge and belief, all requirements of the Board of Supervisors and ordinances of the County, regarding the platting of subdivisions within the County, have been compiled with (to be signed, dated by owner for all major subdivisions).

~~(2) The platting and subdivision of (here insert a correct legal description of land subdivided, including magisterial district, source of title, and location of last instrument in the chain of title), containing (insert acreage) and designated (insert name of subdivision), is with the free consent and in accordance with the desire of the undersigned owners, proprietors and trustees, if any; that all streets shown on the plat are irrevocably offered for dedication to public use (unless offered as a permitted, private street); and that all lots are subject to certain covenants and restrictions dated (insert date) and recorded at (deed book and page) in the office of the clerk of the circuit court of the County. (To be signed and dated by all owners).~~

~~(3) Provide area for subdivision agent and health department approval.~~

(Res. No. 09-02-08, 2-24-09)

Sec. 21-106. – 21-107 (Same)

Sec. 21-108. - Effect of plat recordation.

(a) Unless a plat is filed with the clerk of the Circuit Court for Botetourt County within six (6) months after final approval thereof, such approval shall be null and void and the plat marked void and returned to the agent. However, where construction of facilities to be dedicated for public uses has commenced pursuant to an approved plan or permit with surety approved by the agent, or where the developer has furnished surety to the agent in the amount of the estimated cost of construction of such facilities, the time

for plat recordation shall be extended to one (1) year after final approval or to such time as may be specified in any valid surety or performance agreement.

(b) Recordation of the final plat with the clerk of the circuit court shall operate to transfer, in fee simple, to the county such land or portion of the premises platted as is on such plat set apart for public streets, or other public use and to transfer to the county any easement indicated on such plat to create a public right of passage over same. Rights of subdividers of land that have been validly reserved are not to be affected.

(Res. No. 09-02-08, 2-24-09)

Sec. 21-108.1. – 21-134 (Same)

ARTICLE V. STANDARDS

Sec. 21-135. - Monuments.

(a) All minor subdivisions in the A-1, FC, and RR zoning districts shall be monumented in accordance with "Minimum Standards and Procedures for Land Boundary Surveying Practice" (18 VAC 10-20-370).

(b) All major subdivisions in all other zoning districts shall be monumented as follows:

(1) The outside boundary of the tract being subdivided shall be monumented in accordance with "Minimum Standards and Procedures for Land Boundary Surveying Practice" (18 VAC 10-20-370). In addition, the substance and size of each monument found shall be noted on the final plat of the subdivision. All replacement monuments set shall meet the requirements for new division corners as set forth below.

(2) All new division corners shall be monumented with solid iron or pipe not less than one-half (½) inch in diameter and twenty-four (24) inches long, driven so as to be flush with the finished grade, and capped with metal or plastic stamped with the surveyors name, initials, and/or license number so as to distinguish monuments set by the original surveyor from replacement monuments set by others. Where conditions do not allow the specified monument to be placed as required at the lot corner, the corner shall be marked as appropriate to the conditions and the specified monument shall be set on line as near to the corner as conditions allow and such location shall be noted on the final plat, or the schedule of monumentation subsequently recorded, as appropriate.

(3) All major subdivisions with bonded improvements shall meet the following requirements.

a. The surveyor preparing the final plat shall submit with same a letter or schedule setting forth his charge for monumenting, as required above, the subdivision being submitted and the developer shall bond same along with other improvements.

b. Before the bond will be released the surveyor shall submit a letter or schedule certifying that all required monuments were set after construction of improvements bonded by the developer and after the installation of underground utilities by others, or that monuments set prior to such construction were field verified after same and found to be as required. In addition, any variations in type or location of monument from what was shown on the final plat of the subdivision, shall be noted on a schedule of monumentation, which may be a copy of the horizontal layout sheet of the final plat, and recorded in the office of the clerk of the circuit court, with a title block containing all names the original final plat of the subdivision was indexed under.

c. Where corner monumentation is to be permanently placed after construction, same shall be noted on the final plat of the subdivision, and precise reference points shall be shown on said final plat, or made available to other surveyors, for the location of improvements prior to final monumentation.

(Res. No. 09-02-08, 2-24-09)

March—review of amendments/form by the County Attorney; March 31—Committee review; April—joint work session by the Planning Commission/Board of Supervisors and authorization to advertise the amendments for a public hearing; May—public hearings by the Commission and Board.

Mr. Dodson stated that he learned a lot about vacation rentals through this process and “it was a lot bigger animal” than he thought it would be. He noted that the Committee was charged with determining how the County can have some overnight rentals without severely restricting this type of use. He suggested that the Board allow this process to move forward by allowing the Planning Commission and staff to develop these Zoning Ordinance amendments.

Mr. Leffel thanked Mr. Dodson for his comments. He noted that the Committee tried to put some rules in place without causing too much interference with citizens who wanted to offer their properties for short-term, vacation rentals and still have some regulatory “teeth” in the process. Mr. Leffel also thanked Mrs. Pendleton for her work on this project for the Committee.

After questioning by Mr. Williamson, Mrs. Pendleton stated that the Committee will stay active during the drafting of these proposed ordinance amendments.

There being no further discussion, by consensus of the Board, staff was directed to proceed with the timeline to develop proposed Zoning Ordinance amendments as recommended by the Vacation Rental and Homestay Advisory Committee to be presented at a joint work session with the Planning Commission in April.

Consideration was then held on a resolution in opposition to the closure of Catawba Hospital. Mr. Larrowe stated that Governor Terry McAuliffe recently released his FY 2017 budget which includes \$1 million for planning expenses related to the proposed closure of Catawba Hospital in FY 2018. He noted that this facility serves the needs of the Roanoke region and a large portion of the western portion of the State for geriatric and adult patients with serious and persistent mental illness.

Mr. Larrowe stated that Catawba Hospital had an admissions increase of 41% in FY 15 which indicates a substantial need for Temporary Detention Orders (TDO) beds in this region. He noted that, if Catawba Hospital is closed, the next closest facility is located in Staunton which would increase the mileage that the Sheriff’s Department would have to travel to transport TDO patients.

Mr. Williamson stated that the study questioned the efficiency of this facility; however, we do not want to lose 110 beds that are available for mental illness patients in this part of the State or diminish the availability of mental health services in this area.

After questioning, Sheriff Ronnie Sprinkle stated that Catawba Hospital needs to be kept open as it does provide a needed service for this area. He noted that his deputies have had to transport TDO patients to facilities all across the State which impacts availability of manpower in his office.

After questioning by Mr. Williamson, Sheriff Sprinkle stated that it would be a better scenario of there were 200 beds available locally instead of only 110.

After questioning by Dr. Scothorn, Sheriff Sprinkle stated that patients are taken to Carilion Roanoke Memorial Hospital for evaluation and then after the TDO is issued, the patients can be admitted to any mental health facility in the State. After further questioning, Sheriff Sprinkle stated that his department is responsible for transporting these patients to the facility that has a treatment bed available whether it be Catawba, Staunton, eastern Virginia, etc.

After questioning by Mr. Dodson, Sheriff Sprinkle stated that he does not receive reimbursement from the State for these transport costs.

After questioning by Mr. Dodson regarding whether to include stronger language in this resolution, Mr. Larrowe stated that this draft was based on the resolution recently approved by the Roanoke County Board of Supervisors.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Leffel, and carried by the following recorded vote, the Board adopted the following resolution urging the Virginia General Assembly to take no action regarding Catawba Hospital that would diminish mental health services for the citizens of the Roanoke region.

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 16-01-19

WHEREAS, Governor Terry McAuliffe's fiscal year 2017 budget requests \$1,000,000 for planning for the closing of Catawba Hospital in fiscal year 2018; and,

WHEREAS, Catawba Hospital serves the needs of the Roanoke region and much of Western Virginia for geriatric and adult patients with serious and persistent mental illness by providing 50 adult beds and 60 geriatric beds; and,

WHEREAS, according to a report by the Department of Behavioral health and Development Services (Study of Piedmont Geriatric and Catawba Hospitals, November 15, 2015 – pg. 21) geriatric admissions to State hospitals increased 61% in fiscal year 2015, thereby showing a need to keep these beds; and,

WHEREAS, Catawba Hospital provides beds mandated by Senate Bill 260 requiring State hospitals to provide beds for individuals on Temporary Detention Orders (TDO) when private beds are not available; and,

WHEREAS, Catawba Hospital saw an increase in admissions of 41% in fiscal year 2015 (Study of Piedmont Geriatric and Catawba Hospitals, November 15, 2015 – pg. 22) indicating a substantial need for these TDO beds in our region; and,

WHEREAS, Catawba Hospital currently serves the needs of the local and regional public safety agencies and jails effectively and efficiently by providing accessible emergency services for inmates and community members in crisis and the closest similar state facility is Western State Hospital in Staunton, nearly 100 miles away. The proposed substitute of Western State for Catawba's services would cause substantial local government cost increases for transportation of prisoners and patients to Staunton for local and regional public safety agencies; and,

WHEREAS, the impact of closing Catawba Hospital would create an undue burden on patients in crisis and their families from the Roanoke Valley and nearby areas who would have to travel nearly 100 miles to Western State Hospital; and,

WHEREAS, Catawba Hospital is a vital part of the region's continuum of care by providing in-patient services for adult and geriatric individuals with the most severe and persistent forms of mental illness and, according to Diane Kelly, Executive Director of Mental Health America of the Roanoke Valley, these patients cannot be adequately served in the less intensive community-based services available in the region; and,

WHEREAS, Catawba Hospital employs approximately 250 area residents and has a budget of approximately \$20,000,000 and the closure of this facility would cause serious negative economic impacts for the Roanoke Valley;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Botetourt County, Virginia, hereby urges the General Assembly to take no action that would move toward diminishing mental health services for the most seriously and persistently mentally ill citizens of the Roanoke region of Virginia; and,

BE IT FURTHER RESOLVED, that the Board of Supervisors of Botetourt County directs the County Administrator to transmit this resolution to Governor McAuliffe and the Senate Finance Committee and the House of Delegates' Appropriations Committee in addition to the County's General Assembly representatives.

Consideration was then held on various appointments.

On motion by Mr. Dodson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board reappointed Mr. S. E. Cash to the Building Code Board of Appeals for a four year term to expire on March 17, 2020. (Resolution Number 16-01-20)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Dodson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board nominated Mr. Hunter Young to the Circuit Court Judge for consideration of appointment as the Amsterdam District representative on the Board of Zoning Appeals for a five year term to expire on March 31, 2021. (Resolution Number 16-01-21)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board appointed Mr. Gary Larrowe as the County's representative on the Roanoke Valley Broadband Authority for a four year term to expire on December 13, 2019. (Resolution Number 16-01-22)

AYES: Mr. Dodson, Mr. Martin, Mr. Williamson, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Leffel, seconded by Mr. Williamson, and carried by the following recorded vote, the Board appointed Mr. Gary Larrowe as the County's representative on the Western Virginia Regional Industrial Facility Authority for a term to expire on February 3, 2018. (Resolution Number 16-01-23)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board appointed Mr. Drew Pearson as the County's Deputy Subdivision Agent, effective January 26, 2016, to approve subdivision plats of five (5) lots or less, or any subdivisions in the extended absence of the Subdivision Agent on which immediate action is needed on subdivision-related matters upon specific prior authorization by the Subdivision Agent. (Resolution Number 16-01-24)

AYES: Dr. Scothorn, Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Leffel, seconded by Mr. Williamson, and carried by the following recorded vote, the Board appointed Mr. Gary Larrowe as the County's representative to the Roanoke Valley Convention and Visitors Bureau's Board of Directors for a term to expire on June 30, 2016. (Resolution Number 16-01-25)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

After discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board approved the following committee/commission/board appointments for 2016. (Resolution Number 16-01-26)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

**2016 Member
Assignment**

Position or Board

Mr. Leffel	Board Chairman
Mr. Dodson	Board Vice-Chairman
Mr. Leffel	Roanoke Reg. Partnership (Chmn.)
Mr. Martin	Social Services Board
Mr. Dodson	Parks and Recreation Commission
Mr. Martin	Planning Commission
Mr. Leffel	Library Board of Trustees
Mr. Leffel	Transportation Safety Commission
Mr. Martin	TAP Board of Directors
Mr. Dodson	Economic Development Authority
Mr. Martin/Mr. Dodson	Fire and EMS Committee
Mr. Dodson	RVARC CEDS
All Board Members	General Fund Budget Committee
Mr. Williamson/Mr. Leffel	General Fund Budget Subcommittee
Mr. Dodson/Mr. Leffel	School Budget Committee
Mr. Larrowe/Mr. Lockaby	Parliamentarians
Mr. Larrowe	Clerk to the Board
Mrs. Fain	Deputy Clerk to the Board

Mr. Martin then provided an update on the recent activities by the Board of Social Services. He noted that the Social Services staff completed 15 fraud investigations in December 2015 and two cases are scheduled to be presented to the Grand Jury in February.

He noted that several posters have been developed for placement in the Social Services Department's public areas to deter fraud. Mr. Martin noted that social service programs are for citizens that need these types of services. He noted that the Social Services Department's staff is doing a great job in reducing fraud.

Mr. Williamson then reported on the recent Western Virginia Water Authority Board meeting. He noted that Tinkerview Gardens Subdivision's water supply was recently converted to the Carvin's Cove water source. He further noted that the Authority voted last week to accept the ownership of the Eagle Rock Water Company which had been a private water system for over 40 years.

Mrs. Donna Vaughn, Botetourt County representative on the Dabney S. Lancaster Community College Educational Foundation Board of Directors, then introduced Dr. John Rainone, DSLCC President; Ms. Rachael Thompson, Educational Foundation Executive Director; and Mrs. Michelle Crook and Mrs. Lois Switzer, County representatives on the Educational Foundation's Board. She noted that there are four Botetourt County representatives on the Educational Foundation which has a goal of expanding the educational opportunities for the citizens in the college's service area.

Mrs. Vaughn stated that Botetourt County is split between the Dabney Lancaster and Virginia Western Community College service areas. She noted that they are present today to give a presentation on the DSLCC Promise Program which can encompass all of Botetourt County's citizens.

Dr. Rainone then stated that Mrs. Vaughn is the Educational Foundation Board's first Vice President and the Chairman of their Scholarship Committee.

He noted that the College has expanded their educational efforts in the northern part of Botetourt County over the years. Dr. Rainone stated that DSLCC's service area includes 1,800 square miles in Botetourt, Alleghany, Bath, and Rockbridge Counties which contains a population of 70,000. He noted that the College serves approximately 2,000 students per year and approximately 18% of those are Botetourt County residents and this number is increasing.

Dr. Rainone stated that DSLCC is one of the three smallest community colleges in the State; however, they offer personalized services for their students. He noted that their class size is approximately 15 students and in the last 2½ years they have flourished both locally and nationally with their programs.

After discussion, Dr. Rainone stated that the College is an economic driver in its service area and it is estimated that over \$15 million of the local economy is attributable to the College. He noted that for every dollar that the College received they return approximately \$2.16 in investment to the region. He stated that over 13,000 workforce training students have been educated by the College in the past 10 years and some have worked for the Bank of Botetourt, Gala Industries, Virginia Forge, and Apex Clean Energy. Dr. Rainone stated that the College can provide customized training for whatever Apex needs for their proposed wind farm in Eagle Rock.

Dr. Rainone stated that, according to a 2014 survey, the number one reason that their students drop out is finances. He noted that the College has developed a proposal (The Dabney Promise Program) which mirrors the America's College Promise Program. Dr. Rainone stated that there is an unmet financial need of approximately \$2,000 for their Botetourt County students. He noted that DSLCC serves approximately 300 students at James River High School and the Botetourt Technical Education Center including the welding lab and continuing education courses. He stated that approximately 1/3 of their students are dual-enrollment students, which has increased approximately 23% in the last three years.

Dr. Rainone stated that colleges have been impacted by declining State revenues over the past few years. He noted that in 2002, they received approximately 77% of their revenues from the State but this figure has decreased to approximately 45% in 2015. He stated that their proposal would make education available through additional training/certification.

Ms. Rachael Thompson, Foundation Executive Director, stated that the Foundation offers significant scholarship opportunities for both high school graduates and non-traditional students. She noted that the Foundation usually awards approximately 100 scholarships totaling \$100,000 each year with approximately 130 scholarships being awarded in 2015. Ms. Thompson noted that a listing of scholarships that Botetourt County residents are eligible for had been provided to the Board members. She noted that these scholarships are limited to certain requirements and are merit-based, with the average scholarship amount being \$1,000.

Ms. Thompson stated that the College has a student retention issue due to difficulties in the students maintaining their employment and managing school at the same time. She noted that the College would like to address this gap through the Promise Program which they hope

will allow them to reach a wider range of students. She noted that this program is modeled after the Community College Access Program (CCAP) offered by Virginia Western Community College.

Ms. Thompson stated that this program is open to all students, not only high school graduates, and is a tertiary-level funding source following application for scholarships and financial aid. She noted that this program would increase educational attainment in their region. Ms. Thompson then reviewed the program's requirements, e.g., a current GPA of 2.25 or higher, complete the federal student aid application and the Dabney Promise application, be enrolled in at least 9 credit hours per semester, live within Botetourt County or a jurisdiction in their service area; complete a one credit hour Student Development Course in the first semester; attend student orientation sessions; and complete four hours of community service each semester. She stated that this program will begin in the 2017 year.

Mrs. Crook then stated that she is a Botetourt County resident and serves on the Foundation's Board. Mrs. Crook stated that Botetourt County is unique in having two community college service areas. She noted that DSLCC is intertwined in the community and she hopes that they can count on the Supervisors for support of this program.

After questioning by Mr. Martin, Mrs. Crook stated that this Program is also available for home-schooled students.

Ms. Thompson stated that the Program's students are required to complete the federal student aid application form which will help the College determine their level of financial need.

After questioning by Mr. Martin, Dr. Rainone stated that the average amount of the scholarship would be approximately \$2,000. He noted that some applicants may need \$50 for books and others may need \$2,000 for tuition and other fees.

After further questioning by Mr. Martin, Dr. Rainone stated that this program would be available for all eligible students/citizens from Botetourt County and the other localities in their service area.

After questioning by Mr. Martin, Ms. Thompson stated that the scholarship funds, once approved, are placed into the student's account. She noted that, if the scholarship student quits school, the funds for the next semester could be revoked.

After questioning by Mr. Dodson, Ms. Thompson stated that the Program's students will be provided with a suggested community service project listing when they are awarded the scholarship funds. Ms. Thompson stated that she will verify the community service projects which are required to be pre-approved by her office.

After questioning by Mr. Williamson, Dr. Rainone stated that over 70% of community college students have to take at least one development class after high school and most of these are for mathematics. After further questioning by Mr. Williamson, Dr. Rainone stated that the college has approximately 800 FTE (full-time equivalent) students and approximately 40% of their students are full-time.

After questioning by Mr. Williamson, Dr. Rainone stated that the Promise Program would be available for full- and part-time students. After further questioning, Dr. Rainone stated that 51% of their classes are taught by full-time faculty and DSLCC is probably in the middle to 75th percentile of colleges with this figure; the national figure is approximately 30%.

Mrs. Vaughn stated that all four of the Botetourt County residents on the Educational Foundation Board are on the Scholarship Committee. She noted that they have seen a need over the past seven years for this type of scholarship program because many of their students

are working to make money in order to be able to attend school. Mrs. Vaughn stated that this Program can expand the educational opportunities in Botetourt County and “help the citizens see what they can do.”

Mr. Williamson stated that this program is an interesting idea. He noted that the CCAP program’s original purpose was to reduce the region’s dropout rate.

After questioning by Mr. Martin, Dr. Rainone stated that DSLCC is working with the County’s high schools to test rising juniors to ascertain their knowledge of math, English, and other courses and this data is used to offer development classes to improve their grade-level knowledge. Dr. Rainone stated that there is no cost to the County for these classes.

After questioning by Mr. Williamson, Mr. Larrowe stated that background information on this program has been forwarded to the staff for consideration during the County’s FY 17 budget development process

Mr. Leffel thanked Dr. Rainone, Mrs. Vaughn, Ms. Thompson, Mrs. Crook, and Mrs. Switzer for their presentation at today’s meeting. Mr. Leffel noted that he represents the northern part of the County and this area is very important to him.

There being no further discussion, they then left the meeting at this time.

Consideration was then held on a request for a change in proffers in accordance with Section 15.2-2302 of the Code of Virginia and consideration of a change in proffers associated with Daleville Town Center.

Mrs. Nicole Pendleton, Planning Manager, stated that this item consists of two requests. She noted that, typically proffer amendments are submitted for public hearing by the Planning Commission and Board of Supervisors. Mrs. Pendleton noted that, in response to a staff inquiry, the County Attorney informed County Administration in November that the Supervisors may consider and act on proffer amendments that do not change the use or density for a property and may do so without a public hearing as per Section 15.2-2302 of the Code of Virginia. She noted that, if the Board elects to do so, any other eligible proffer amendment requests in the future will be considered in the same manner, unless staff is directed otherwise.

Mrs. Pendleton noted that the second request is from Fralin and Waldron, Inc., who would like to amend two of the Daleville Town Center (DTC) proffered conditions approved in 2005. She stated that the first condition amendment is to reference the correct date and concept map title to which DTC is required to substantially conform; and the second condition amendment is to adopt a document to govern signage at DTC which supersedes existing Zoning Ordinance signage regulations.

Mrs. Pendleton noted that Mr. Andy Kelderhouse, agent for F&W, was present to answer any questions.

She then reviewed the staff’s recommendations for this request.

After questioning by Mr. Dodson, Mrs. Pendleton stated that DTC’s signage proposal is different than what is provided for in the Zoning Ordinance. She noted that the Zoning Ordinance requires that any mixed-use development have a signage plan in place at the time of the rezoning is approved. Mrs. Pendleton stated that a signage plan was not directly proffered during the original 2005 rezoning request and is therefore unenforceable. She noted that currently the signage requests for DTC are considered on a sign-by-sign basis.

Mr. Williamson stated that the Board has two options—either act on F&W's request today without a public hearing or refer the issue to the Planning Commission for public review and comment. Mrs. Pendleton stated that this was correct.

After discussion by Mr. Williamson, Mr. Moorman stated that similar proffered condition amendment issues in the past were sent to the Planning Commission for review and public hearing and a recommendation to the Board of Supervisors. Mr. Moorman stated that there was initially a timing concern regarding the DTC signage situation which resulted in the County Attorney researching the State Code's enabling legislation and finding an opportunity for the County to expedite this condition amendment process, if they desired.

He noted that the Board of Supervisors usually prefers to involve the Planning Commission in this process.

After questioning, Mr. Kelderhouse stated that he has no objections to this request being forwarded to the Planning Commission for consideration and believes that this will be a better option for F&W, DTC, and the County.

There being no further discussion, on motion by Mr. Dodson, seconded by Mr. Williamson, and carried by the following recorded vote, the Board, to be consistent with established practice and procedure, referred the request from Fralin and Waldron, Inc., to amend certain proffered conditions regarding the Daleville Town Center property to the Botetourt County Planning Commission for a public hearing and recommendation of action by the Board of Supervisors. (Resolution Number 16-01-27)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Leffel, seconded by Mr. Williamson, and carried by the following recorded vote, the Board went into Closed Session at 4:39 P. M. to discuss personnel matters; a prospective business or industry not previously announced and the expansion of an existing business or industry not previously announced; and consultation with legal counsel regarding actual or probable litigation as per Section 2.2-3711(A) (1), (5) and (7) of the Code of Virginia of 1950, as amended. (Resolution Number 16-01-28)

AYES: Dr. Scothorn, Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: None

ABSTAINING: None

The Chairman called the meeting back to order at 6:00 P. M.

On motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board returned to regular session from Closed Session and adopted the following resolution by roll-call vote. (Resolution Number 16-01-29)

AYES: Mr. Martin, Dr. Scothorn, Mr. Leffel, Mr. Dodson, Mr. Williamson

NAYS: None

ABSENT: None

ABSTAINING: None

BE IT RESOLVED, that to the best of the Board members' knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motion to go into Closed Session were heard, discussed or considered during the Closed Session.

A public hearing was then held on a request in the Fincastle Magisterial District from Fraley Family Restated Irrevocable Dynasty and Fraley Family Irrevocable Dynasty Trust (Apex Clean Energy, Inc., lessees) for a Commission Permit in accord with §15.2-2232 of the Code of Virginia, in addition to a Special Exception Permit, with possible conditions, in the Forest Conservation (FC) Use District to construct a wind energy system, utility-scale, on two parcels; the first being 4,350.00 acres and the second being 1,520.49 acres. Approximately 200 acres located within the boundaries of these properties will be utilized for up to 25 wind turbines and ancillary equipment and the related construction, operation, and maintenance thereof. The turbines will be no greater than 550 feet in height and are proposed to be located along approximately 3.5 miles of the southernmost portion of North Mountain. The entrance will be generally located on the north side of secondary Route 622 (Dagger Spring Road), approximately 5.2 miles east of the intersection of Route 622 and secondary Route 694 (Gala Loop), to be accessed by a proposed gravel road, identified on the Real Property Identification Maps of Botetourt County as Section 13, Parcel 2 and Section 20, Parcel 3.

Mrs. Nicole Pendleton, Planning Manager noted that the Planning Commission had recommended approval of the Commission Permit and recommended conditional approval of the SEP. She noted that the application, staff background report, list of proffered conditions, and the Antares Group's (consultant's) report on this request had been provided to the Board members. Mrs. Pendleton stated that the information provided with the SEP application is substantially compliant with the Zoning Ordinance's provisions.

Mrs. Pendleton stated that the lessee (Apex Clean Energy) is proposing to construct no more than 25 utility-scale wind turbines, an operational/maintenance facility, and substation on 200 acres of two parcels owned by the Fraley family on North Mountain near Eagle Rock. She stated that the elevation of North Mountain varies between 1,200 to 3,440 feet. She noted that there is currently one single family dwelling, one residence under construction, and three temporary meteorological towers located on the property.

After discussion, Mrs. Pendleton stated that the Planning Commission recommended approval of the Commission Permit in accordance with Section 15.2-2232 of the Code of Virginia which verifies that the proposal is in accordance with the County's Comprehensive Land Use Plan.

Mrs. Pendleton stated that the Planning/Zoning staff were involved for over a year in developing Zoning Ordinance provisions regarding utility-scale wind farms which included visiting a similar facility in West Virginia, researching other localities' ordinances, and using the Virginia Department of Environmental Quality's (DEQ) model ordinance to draft the County's regulations. She stated that there were several opportunities for community input on this ordinance's provisions.

Mrs. Pendleton stated that the Board of Supervisors held a public hearing and approved the ordinance in June 2015. She noted that Apex submitted their SEP application in October 2015 and, prior to that, staff met with the company's representatives on numerous occasions to review the application and identified several areas where the application could be revised to better comply with the visual impact analysis requirement and other sections of the ordinance.

After discussion, Mrs. Pendleton stated that, in addition to development requirements for the Forest Conservation District, regulations for utility scale wind energy systems require that the project size must be at least 5 acres per turbine, each turbine will not exceed 550' in height at its highest point, setbacks will be 110% (600.6') to the nearest non-participating property line

and 150% (819') to the nearest occupied building on a non-participating landowner's property. She stated that each turbine will be of monopole design and conform to all Federal Aviation Administration (FAA) requirements, the noise levels of each turbine are limited to 60 decibels at the nearest property line, and the turbines will be accessed by a 36' wide gravel road to be located off of Dagger Spring Road. She noted that additional requirements govern ground clearance, safety measures, braking controls, and require utilities to be placed underground. Mrs. Pendleton noted that the applicant was also required to submit a detailed project description, concept plan, wind study data, an operations and maintenance plan, environmental impact statement, shadow flicker model, and a decommissioning plan.

Mrs. Pendleton stated that, after the Utility-Scale Wind Ordinance was adopted, the County issued a request for proposals (RFP) for an independent consultant familiar with wind energy facilities to review any potential applications submitted under the ordinance's provisions. She noted that three proposals were received and Antares Group, Inc., of Harrisonburg was selected. Mrs. Pendleton stated that Antares has reviewed Apex's application and found it to be substantially compliant with the ordinance's requirements.

She noted that Apex has also begun the State's permitting process for this type of facility which is overseen by DEQ. She further stated that Antares believes that the applicant will be able to supply all necessary information once the project proceeds. Mrs. Pendleton stated that County staff expressed concerns about how the concept plan would change after final siting details and site engineering were performed; however, Antares indicated that any changes in the turbines or reducing the number and height would not increase the impact of the project.

Mrs. Pendleton then reviewed the project's concept plan which included the location of the turbines, access road, substation, lay-down facility, and a visual impact analysis conducted by Hill Studios of how the facility would appear from various locations.

After discussion, Mrs. Pendleton stated that, based on the information provided by the applicant and reviewed by County and Antares staff, the requirements of the Zoning Ordinance have been met or exceeded by this SEP application and the project is not projected to exceed the ordinance's sound decibel requirements. She further stated that the County would not go forward with the issuance of any building permits for this wind energy facility unless all State/federal permits are obtained by Apex and the appropriate documentation has been submitted to the Community Development Office.

Mrs. Pendleton then reviewed the 17 proffered conditions submitted with this application, e.g., conformance with concept plan, total number of turbines; construction traffic management plan and mitigation measures, hours of construction, site plan and construction surety, emergency response plan, operations and maintenance plan, flicker model, permit-by-rule process, vegetation restoration plan, stormwater management and erosion and sedimentation control, decommissioning plan, maintenance and reporting, mitigation, and compliance with laws, and remedies.

She noted that construction sureties are required with this type of project and the conditions state that the decommissioning surety should be for "no less than 125% of the total cost estimate after salvage and shall be updated every three years." She further stated that the sound and shadow flicker studies will need to be updated once the exact location of the turbines has been determined. Mrs. Pendleton stated that an annual report on the project has to be submitted to the County and the County would be notified of any change in ownership of this facility. She further stated that the owners are required to investigate/mitigate any complaint

regarding sound/noise; TV/radio/communication device signal interference; shadow flicker; or construction or operations. Mrs. Pendleton stated that any deviation from the approved conditions would constitute a Zoning Ordinance violation.

Mrs. Pendleton then stated that between 60 and 70 individuals attended the Planning Commission's hearing on this request and approximately 14 citizens spoke. She noted that questions were raised about lighting, setbacks, noise levels, and the color of the turbines. She noted that the Planning Commission determined that Apex had met all of the Zoning Ordinance's requirements with their application.

Mrs. Pendleton stated that the County had received a letter from the Rockbridge County Board of Supervisors earlier today containing a resolution requesting that Botetourt County defer action on this request for at least 90 days to allow them (Rockbridge County) to receive more-detailed information on the project. She also noted that letters had been received from Virginia's Secretary of Natural Resources, Molly Ward, and Mr. Mark Hanson, County resident, in favor of this application, from Ms. Suzanne McTaggart of Rockbridge Baths in opposition to the request, and from Ms. Marilyn Buerkens of Natural Bridge requesting that the best management practices for federal lands be followed during seeding/planting on this property including the use of native plants.

After questioning by Mr. Williamson, Mrs. Pendleton stated that proposed conditions included in this request's staff background report had previously been sent to the Planning Commission members but, at that time, they had not yet been fully reviewed by legal counsel; however, the Planning Commission was provided an updated set of suggested conditions prior to their meeting and they were read and explained at that public hearing. She noted that the revised conditions dated January 11, 2016, and attached to the Board's packet in addition to those included in the background report, have been reviewed by the County Attorney and are to be considered by the Board during this request.

After further questioning by Mr. Williamson, Mrs. Pendleton stated that DEQ is the State regulating agency for this project; however, they also receive reviews on the proposal from the FAA, Army Corps of Engineers, Virginia Department of Game and Inland Fisheries, State Corporation Commission, Virginia Department of Conservation and Recreation, and the Federal Energy Regulatory Commission.

Mrs. Pendleton noted that Ms. Heidi Alsbrooks with Antares, and Mr. Tyson Utt, Apex's Mid-Atlantic Director of Development, Mr. Charlie Johnson, Apex's Development Manager, and Mr. Brennen Keene, Apex's attorney, were present regarding this request.

Mr. Utt stated that Apex is based in Virginia and has approximately 180 professionals on staff at this time. He noted that this is the first wind farm application to be considered for approval in the State of Virginia and Apex wants to set a good standard for this wind energy system. He noted that their construction team is very experienced in the United States and in working in various climates and environments.

Mr. Utt stated that Apex has an operations center in Charlottesville which allows them to remotely monitor their turbines. He noted that there has been growth in the wind energy market, costs have decreased which makes the market more competitive, and the technology has improved. He noted that 4.5% of the United States' energy is currently generated by wind systems. Mr. Utt stated that up to 20,000 homes could receive energy generated by this proposed wind farm and the facility will contribute to the County's and State's economy. Mr. Utt further noted that wind facilities have no exposure to fuel cost changes over time.

After discussion, Mr. Utt stated that there has been a large amount of public education and outreach for this project over the past year including newspaper articles, a website which includes information and simulations of the project, and public meetings. He noted that a few organizations have endorsed this project and Apex has made presentations to the Chamber of Commerce and the County's fire and emergency services personnel.

Regarding the permit process for this facility, Mr. Utt stated that obtaining the County's approval of this project is "step one" for Apex. He noted that the Code of Virginia requires them to first submit their proposal to the locality for consideration of approval and then their application/request is filed with the Virginia Department of Environmental Quality which has their own public comment period/public hearing process to follow. Mr. Utt further noted that several State agencies will also review the project's application as will the Army Corps of Engineers, the FAA, and the U. S. Fish and Wildlife Service at the federal level.

Mr. Johnson then stated that the Fraley property is a large remote tract of land and Apex has been able to verify the wind resources on this property through data collected by three meteorological towers (MET). He noted that their proposal includes an on-site transmission interconnection and minimizes the impact to sensitive habitat. Mr. Johnson noted that the closest residence is approximately 1.5 miles from the proposed turbine site.

Mr. Johnson stated that the data submitted with their SEP application is as required in the Zoning Ordinance, the company has obtained over two years of wind data on the site, performed a visual assessment, a decommissioning study, a shadow flicker study, pre- and post-construction sound studies, interconnection studies, preliminary engineering, historical and cultural reviews, and telecommunications studies. He further stated that Apex has exceeded the ordinance's regulations pertaining to the minimum lot size of this proposed facility, and provided a decommissioning cost update, a construction timeline, surety information, etc.

Mr. Johnson then reviewed an aerial map of the site which is located approximately five miles from Interstate 64. He noted that the proposed location is a forested area with clearings that Apex will use for its turbines. He noted that they will use the property's existing roads whenever possible to access the sites. Mr. Johnson noted that the electrical substation will be located on the southern end of the property and the construction lay-down yard for the concrete batch plant and the turbine components will be accessed off of Dagger Spring Road. He further noted that the operations and maintenance building will be approximately 100' X 65' in size and located on this same site.

Mr. Keene stated that this proposal is a conceptual plan and additional review and permitting is required to be obtained from DEQ, Fish and Wildlife, FAA, etc. He noted that if there is any conflict between the State and federal permits and if, for example, a turbine has to be relocated, Apex would have to come back to the Board of Supervisors for approval of this change. Mr. Keene stated that Apex is comfortable with the design as presented and the company has a lot of confidence in the project's engineering.

Mr. Keene noted that, in the project's conditions and in the Zoning Ordinance, there are a number of requirements that address the impacts that this project would have on the area. He noted that this property is a terrific location for a wind project and the proposal before the Supervisors for consideration is consistent with the Zoning Ordinance and in some cases is more restrictive than the County's ordinance. Mr. Keene stated that Dominion Power is the transmission provider for this project.

After discussion, Mr. Keene stated that the Board is being requested to confirm the Planning Commission's determination that this proposal is in substantial conformance with the Comprehensive Plan and approve the SEP with the conditions as submitted.

After questioning by Mr. Dodson regarding the permitting timeline for this project, Mr. Johnson stated that County, State, and federal approvals are required for wind energy facilities of this type. He noted that the State's permitting process is estimated to take approximately three months and then the federal permits would have to be obtained. Mr. Johnson stated that Apex would like to begin clearing/grading work on the site in December 2016.

After questioning by Mr. Dodson, Mr. Johnson stated that Apex's plan indicates that the power lines on the site from tower to tower and to the substation would be placed underground. After further questioning by Mr. Dodson, Mr. Johnson stated that Apex will have a point of contact on site for complaint mitigation. He noted that the Zoning Administrator can also be contacted and then work with Apex to mitigate the issue.

After questioning by Dr. Scothorn, Mr. Johnson stated that it is less than 100' from the transmission line to the proposed substation site. After further questioning by Dr. Scothorn, Mr. Johnson stated that, with the terrain, traffic along I-64 westbound may "get a glimpse" of the turbines as the interstate is within 5 miles of this project. After further questioning by Dr. Scothorn, Mr. Johnson stated that, as of the end of last year, Apex has five wind energy facilities under construction in the United States and two are completed.

After questioning by Mr. Williamson regarding a potential conflict of interest between Antares and Apex, Ms. Alsbrooks stated that she has been employed by Antares Group, which is a private consultant on wind energy facilities, for eight years. Ms. Alsbrooks stated that prior to that time she worked for Greenlight Energy which shared some employees with Apex. Ms. Alsbrooks stated that this was over 10 years ago and noted that it would be difficult to find someone in this industry that has not worked for another company in the same industry. She further stated that Antares has been in business for 20 years and have worked with federal, State, and local clients to conduct independent third-party reviews of utility requests.

Mr. Leffel then stated that he would now open the floor for public comment. He noted that each speaker would have three minutes to speak and should address their comments to the Board.

Ms. Marilyn Shaner Buerkens of Natural Bridge thanked the Board for their work in bringing us into the 21st century regarding an energy plan. She noted that, in May 2015, the U. S. Department of Agriculture and the Department of the Interior released a best management practices plan for plantings on federal property that supports beneficial insects and pollinators. She encouraged Apex to use this plan during their site restoration efforts after grading has been completed. She noted that this plan, which includes suggestions for mowing, management for pollinators, seeding, and planting of native plant species to benefit the soil and pollinators, could also be used in other areas of the County as well.

Mr. Kris Baumann of Raphine in Rockbridge County stated that he was a tax attorney and has seen instances of where corporations come into a locality with these types of projects and then sell the project to another company and "down the years" various limited liability companies obtain ownership of the project and it is difficult to contact the owner to discuss issues and concerns. He noted that this results in the localities being "worse off than when they started."

Mr. Baumann stated that the analysis that had been done on this application to date is completely inadequate and these reports will not protect the County's interest. He stated that the County needs to have a completely independent firm to review this project and asked that the Board not go forward with this project.

After discussion, Mr. Baumann noted that no discussion has been held regarding the issuance of kill permits for any eagles that may be killed by these turbines. He noted that these permits are issued for five years. Mr. Baumann stated that the County has to have someone asking these questions who has the County's best interests at heart.

Mr. Jonathan Miles of Crozet, Virginia, stated that he is a professor at James Madison University (JMU) and directs their wind energy center. Mr. Miles stated that he has over 15 years of experience in working in the wind energy field at JMU and the center assists communities like Botetourt County in these types of activities.

Mr. Miles stated that he accompanied the Supervisors members to the Beech Ridge Wind Farm in West Virginia, was involved with DEQ in the development of the State's model wind energy ordinance, and worked with Highland County in 1999 when they were considering a wind energy project application.

Mr. Miles stated that the County's review process of Apex's request "has been a thorough and sincere effort" and he does not think that the Board "has left a rock unturned." He noted that Apex has experience and success with this type of project in other states. Mr. Miles stated that the Board has treated every step of this process seriously and he believes that the Supervisors have the welfare of the community at heart.

Mr. Jerry Fraley of Eagle Rock stated that this project is proposed to be located on his property. He noted that this project has been in the process for nine years and they want to produce some electricity. Mr. Fraley stated that he has a long-term contract with Apex and feels that the company can "get the job done." He noted that this is a complicated and highly technical project and "needs to have something for everyone" to be a good project.

Mr. Fraley stated that he has been considering useful alternatives for this property for some time and believes that this project will let him keep a majority of the land in its natural state into the future. He noted that "wind power is about as natural as it gets" and noted that the MET data showed that this site was the best project in the United States.

Mr. Fraley thanked everyone for their work on this project including Delegate Terry Austin, Department of Natural Resources, the State of Virginia, the County, Apex, Appalachian Power Company, JMU, Sierra Club, the Sheets Mountain Hunt Club, the Crumleys, Gums, Clarks, and other neighbors in this area. He noted that change of any kind is scary but the public's support will allow this project to move forward. Mr. Fraley asked that the Board "see this project through."

Mr. Ed VanNess of Windmill Lane in Eagle Rock stated that he was fond of windmills long before they came to be important in the State. He thanked the Planning Commission and Board of Supervisors for the hard work that has been done on this project. Mr. VanNess stated that this is the fourth meeting that he has attended on this project and the information and planning shows how diligently that the County and Apex have worked on this request. He noted that this can be a "win/win" for both the County and its citizens.

Mr. Jon Cooper of Orlando, Florida stated that he is a member of the Fraley family and will be relocating to Botetourt County in the future. Mr. Cooper stated that he is a member of the "millennial generation" and millennials care about the future generations of this country and

the biggest issue is renewable energy, along with the economy, job growth, and State and national security. He noted that all of these issues involve the environment.

Mr. Cooper stated that this proposed wind energy facility will be a big project for this area and a big step for the County and the country. He asked that the Board approve this request and thanked them for their due diligence during this application process. Mr. Cooper noted that this facility is proposed to be in a remote location and will create jobs for this area.

Mr. Mark Hanson of Vista Lane in Fincastle stated that he teaches a wind turbine class at Dabney S. Lancaster Community College and has a small wind turbine on his property. Mr. Hanson noted that the issue of this project's visual perspective has arisen. He noted that, from a Rockbridge County perspective of two miles, the turbines would appear to be approximately ½" tall. He noted that wind turbines have a fixed cost, a five year payback, and a 25 year life-time which results in electrical rates decreasing over time. Mr. Hanson further noted that wind generation results in 27% more jobs per kilowatt hour than coal and 66% more jobs than natural gas plants.

Regarding the comments that wind turbines kill birds and bats, Mr. Hanson stated that turbines are responsible for less than 3 in 100,000 of bird deaths caused by human and feline activities. Regarding property values, Mr. Hanson stated that a 2009 study showed that neither the view nor distance from wind energy facilities had any significant effect on the sale price of nearby homes. Mr. Hanson then asked that the Board support this project for both jobs and our future.

Mr. Henry Gum of Dagger Spring Road stated that he is this project's nearest neighbor. Mr. Gum stated that he has no problem with these turbines as they generate clean energy and he "thinks that they are pretty." Mr. Gum stated that the Amish in Pennsylvania have used wind turbines for many years and he sees nothing wrong with having turbines in Botetourt County.

Mr. Matt Cooper of Timber Ridge Road stated that with this project Botetourt County will lead the charge of renewable energy in Virginia. He noted that the energy generated can be used here and will bring in revenue to the County. Mr. Cooper stated that a lot of good background work was done on this project and this proposal has been developed in full public view. Mr. Cooper stated that there is always opposition to change. He thanked those who supported this project and asked the Board to vote in favor of this request.

Dr. Charles Bartocci of Clifton Forge stated that he is the program head for advanced technology services at Dabney S. Lancaster Community College, which includes wind energy and noted that two of his current students graduated from James River High School.

Dr. Bartocci stated that what excites him about Apex's proposal is the possibility of local jobs for students obtaining their certification in the wind energy field. He noted that DSLCC is "leading the charge" in jobs in this industry and wind energy offers good paying jobs. He noted that "this gives us the ability to step forward" in this industry.

Mr. Rudy Vietmeier of Bluebell Lane in Roanoke thanked the Board for giving him the opportunity to speak and noted that he is an Executive Board member of the Roanoke Sierra Club. Mr. Vietmeier noted that efforts to convert businesses and homes from fossil fuels to clean energy options is a goal of his organization and approving this proposed facility is a major step in this direction. Mr. Vietmeier urged the Board to approve this project and commends them for the effort and professionalism that has been applied to this important project.

Mr. Dan Crawford of Kipling Street in Roanoke stated that he is the Chairman of the Roanoke Sierra Club. He noted that this is an exciting and special day. Mr. Crawford stated

that for over a year the Board of Supervisors has done the hard work in talking to engineers, citizens, and others about this proposal and tonight they will decide the County's citizens' future.

Mr. Crawford stated that the country needs to radically reduce its use of fossil fuels. He noted that several concerns have been discussed over the past few months regarding this proposed wind facility including viewshed impacts. Mr. Crawford stated that he does not understand these comments as seeing these turbines is pleasing to him. He noted that there are airplanes in the sky and cellphone towers in many locations that could also be interpreted as having viewshed impacts and comments regarding the turbine's impact on viewsheds "just doesn't hold up."

Mr. Crawford stated that the proposed location is a good site and the studies show that there is a lot of wind in this area. He noted that if the turbines are located on a ridgetop they will be seen. He stated that "it is time for Virginia to enter the modern age" and viewsheds do not weigh heavily in this decision.

Mr. Jimbo Harshfield of Robin Hood Road in Roanoke thanked the Board for their previous work in creating the wind ordinance which allowed this project to occur. Mr. Harshfield stated that he hopes that this project will be approved by the Supervisors.

Mr. Harshfield stated that every time a homeowner or businesses uses electricity the power comes from somewhere whether it be coal, natural gas or other dirty fuels. He noted that no matter what energy sources are used there are trade-offs but with wind energy the trade-offs are slim.

Mr. Eli Fishpaw of Rockbridge County stated that in the year 1420 flooding was an issue in the Netherlands and the citizens installed levies, dikes, and windmills to control the water. He noted that this was the foundation of a very prosperous European country. He noted that the citizens of that time may have thought that the windmills were not pretty but today we think that they are.

Mr. Fishpaw stated that we also face a challenge in making a transition as a result of climate change. He noted that at a recent conference 196 nations agreed with a climate policy to have a carbon-neutral emissions economy. Mr. Fishpaw further noted that the Apex project will allow new technology to be put in place to replace the burning of coal to generate electricity. He stated that this project is a trend for tremendous hope for climate change and a role model for change elsewhere. Mr. Fishpaw stated that he hopes that the Board of Supervisors will approve this project.

Mr. Lee Merrill of Lexington stated that he is an architect and a member of the Rockbridge Area Conservation Council. Mr. Merrill stated that, after listening to the presentation at last night's Rockbridge County Board of Supervisors meeting and tonight's presentation and comments, his perceptions are changing regarding this project. He then complimented the entire team for their work.

Mr. Merrill stated that he believes that some additional conditions should be included with this proposal. He noted that the State's review process does not endeavor much trust on his part. He noted that a forest ecology reclamation plan should be immediately implemented upon decommissioning of this site in order to restore the mountain to its previous condition. He stated that the applicant should do a better job in reclamation and minimize the use of pesticides and industrial chemicals on this property.

Mr. Merrill also stated that all efforts should be made to reduce night-time light pollution from this facility and County staff should be responsible for monitoring this project's compliance

with the conditions. He also stated that the County should also ensure that the developer cooperates with the scientific research community to reduce the adverse impacts of this project.

Mr. Gil Perkey of Eagle Rock stated that he owns one of the six licensed private airports in the County. Mr. Perkey stated that his concern is safety for people who fly in the area of the proposed wind farm. Mr. Perkey noted that his airport is paved and lighted at night and to protect the pilots who use these airports, the Apex facility would need to be lit up "like a Christmas tree." Mr. Perkey further noted that the military also uses this area for training flights. Mr. Perkey stated that he is not against windmills but he is concerned about the safety issues of aircraft flying in this area.

After questioning by Mr. Williamson, Mr. Perkey stated that his airport is located at a 1,200' elevation and is four miles from the turbine site. He further stated that three other private airports have the same flight path.

Mr. Robert Hundley of Eagle Rock then reviewed a brochure regarding the Natural Bridge Wildlife Corridor which is located east of the proposed wind farm facility. He noted that this corridor was established in 2013 by the Virginia Outdoors Foundation. Mr. Hundley stated that this corridor extends along I-81 from Buchanan to Lexington and allows wildlife to safely access the Blue Ridge and Allegheny mountains and prevents highway accidents.

Mr. Hundley stated that this area is a "biodiversity hot spot" and a buffer from human activities. He noted that Purgatory Mountain, the Mill Creek watershed, and North Mountain where these proposed turbines will be located, are within this corridor. Mr. Hundley stated that only traditional uses should be allowed on these easements and questioned how long it would last—perpetual.

Mrs. Sherry Smith Crumley of Trebark Road in Buchanan thanked the Board and County staff for their due diligence in addressing this project which included visiting other wind farm sites and obtaining input from experts in this field.

Mrs. Crumley requested that the Board approve this project as it is the least intrusive source of energy available at this time. She noted that "a new standard in the State" will be set by having the first commercial wind project in Botetourt County.

After questioning by Dr. Scothorn, Mrs. Crumley stated that she is a member of the Board of Directors of the National Wild Turkey Federation and a previous member of the Board of the Virginia Department of Game and Inland Fisheries.

Mrs. Denise Neas of Rockbridge County stated that a website for the Roanoke area contains a quote about Botetourt County's scenic rivers and historic sites. She noted that this wind-farm will be visible for miles and the 550' turbines will be ugly. She stated that there are also concerns about lighting and shadow flicker impacts and the effects on the environment from this project would be "huge."

Mrs. Neas stated that the application indicates that 11 miles of roadways will need to be constructed for this project and stated that there will be significant erosion and sediment control issues from this clearing and grading work. Mrs. Neas stated that these turbines are detrimental to wildlife and they should not be placed in areas where wildlife is concentrated or along migratory routes.

After discussion, Mrs. Neas noted that it has been reported that 600,000 bats are killed each year by wind turbines. She noted that there are three endangered bat species in Virginia. She then referenced Apex's reported wind speeds in this area in meters per second and stated

that this does not seem to be adequate to meet the project's electrical generation needs to ensure a viable project.

Mrs. Neas further stated that these types of facilities are eligible for tax credits and she quoted a comment by financier Warren Buffet who stated that "wind farms do not make sense without tax credits." She requested that the Board "be careful" in their consideration of this request.

Mr. Stephen Neas of Rockbridge County stated that he is a licensed engineer in Virginia and North Carolina and currently works for a firm in Chantilly, Virginia. Mr. Neas stated that he has attended wind and solar conferences in the past and noted that no one would propose a solar complex in Alaska. Mr. Neas stated that at one wind energy conference it was reported that the country's best wind resources are located in an area from North Dakota to Texas and along the east coast of Virginia and North Carolina.

Mr. Neas stated that he reviewed the wind speed map contained in Apex's application. He noted that the constant wind speed varies from 7.5 meters per second (mps) to 5.5 mps at the southern end of the proposed project area and 3 mps is necessary before the turbines "cut in." Mr. Neas stated that none of the proposed area has the 11 mps wind speed needed for this project.

Mr. Neas stated that his question is how much electricity will this site produce. Mr. Neas stated that he has heard that these turbines will produce enough electricity to power 25,000 households. He encouraged the Board to look into this issue and find out exactly how much electricity these 25 turbines will produce "to determine if it is worth what we are going through."

Mr. Bill Van Velzer of Cox Road in Troutville thanked those Rockbridge County citizens who are in attendance at this meeting. He noted that "wind does not respect boundaries." Mr. Van Velzer stated that he expects that the Board "will go on record in support of this application and all we will see is a dog and pony show."

Mr. Van Velzer stated that the Board has not done their due diligence on this project and the Planning and Zoning staff "have been coaxed by Apex." He noted that there are serious issues regarding this proposal that have not received adequate attention including the minimum 60 decibels of noise generated by the wind facility at the nearest adjacent property line, the 605' setback from the property line, and the 820' setback from a neighboring residence. He noted that the ambient noise level for North Mountain is 30 decibels.

After discussion, Mr. Van Velzer also stated that the issue of infrasound (low frequency soundwaves) was not considered. He noted that the SEP application does not include this aspect because the wind industry does not recognize it. He then referenced note 19 on page 9 of the DEQ model ordinance. Mr. Van Velzer stated that infrasound "would reduce their (Apex's) profit margins."

Mr. Van Velzer stated that property values would be impacted as this project is a case of "unconstitutional taking of private property." He stated that his right to have private property cannot trump someone else's rights. He asked that the Board "do the right thing ethically and politically" and table a decision on this request for 90 days.

Mr. Matthew Ruscio of Rockbridge County stated that he was previously employed by a renewable energy company and serves as President of the Virginia Renewable Energy Alliance. Mr. Ruscio stated that this proposal would create 150 jobs during construction and 10 jobs after the project is completed. He stated that this would be the first wind farm in Virginia and would be "our tax dollars coming back to Virginia and being reinvested in Virginia."

Mr. Ruscio stated that he has been aware of this project for approximately a year and appreciates the transparency of this process by the County and Apex. Mr. Ruscio noted that he understands the beauty and history of this area and one way to address this is through renewable energy. Mr. Ruscio stated that he supports this project.

After questioning by the Chairman, it was noted that there was no one else present to speak regarding this matter. The public hearing was then closed.

After questioning by Dr. Scothorn, Mrs. Pendleton stated that she cannot address the science/technology behind the wind speed data obtained during this process but Antares' study indicates that the wind speeds in Virginia are not comparable to other locations because of many factors. She noted that, according to Antares, the wind speed data submitted in the SEP application is correct.

After questioning by Mr. Williamson regarding the setbacks mentioned by Mr. Van Velzer, Mrs. Pendleton stated that the actual setbacks were shown on one of the Apex Power-Point presentation slides. She noted that the Zoning Ordinance requires a setback of 110% (600.6') of the turbines' height (549') from the nearest non-participating property line and 150% (819') to the nearest occupied building on a non-participating landowner's property. She noted that the nearest occupied building on property not owned by the Fraley family is over 6,100' away.

After questioning by Dr. Scothorn, Mr. Utt stated that the U. S. Department of Energy produces wind scale resource maps on a State and national scale. He noted that Apex used MET towers and SODAR (Sonic Detention and Ranging) units to collect data to prove the resource's (wind) availability since this is a highly expensive project. Mr. Utt noted that they also obtained data from nearby airports. Mr. Utt stated that this data shows that the wind speeds average 15 – 20 mps which is the cut-in limit for the turbines. He noted that different types of turbines are available for different wind availability circumstances. Mr. Utt stated that there is a "net capacity factor on how they operate."

After questioning by Dr. Scothorn, Mr. Utt stated that private investment will be used to develop and construct this project. Mr. Utt responded to the comments made regarding subsidies for this project by noting that "all energy sources have subsidies at some level." He further stated that the receipt of subsidies, which are only available for the first 10 years of such a project, "do not help to construct the project." Mr. Utt stated that, if subsidies are taken away from all energy sources, then wind would be cost effective.

Mr. Martin stated that there was a great crowd in attendance at this meeting and he appreciates their participation in this hearing and providing their opinions and recommendations on this request. He suggested that Mrs. Pendleton consider these recommendations as this project's approval process moves forward.

Mr. Williamson noted that he has had questions and concerns regarding the project's decommissioning process; however, he believes that the safeguards of at least 125% of the estimated cost to decommission/remove these turbines and their equipment from the site in the future "goes a long way" to alleviate his concerns. He noted that these decommissioning plans include repairs to the roadways, reforestation of the site, removal of the turbine foundations, etc.

Mr. Dodson stated that the Supervisors had received a letter and resolution from the Rockbridge County Board of Supervisors requesting that the Board delay voting on this request. Mr. Dodson stated that there is at least 11 additional months of State and federal permit processes that this request will have to go through. He requested that the staff ensure that the

Rockbridge Supervisors and its County Administrator have the information necessary to study/discuss this project's approval process.

Dr. Scothorn stated that a couple of speakers at this hearing brought up some good points about this proposal and this was a "good discussion."

Mr. Leffel stated that he would like to address the Rockbridge County citizens present at this hearing. Mr. Leffel stated that he was not able to attend last night's Rockbridge Board of Supervisors meeting. Mr. Leffel noted that this proposed project is located in his district. Mr. Leffel stated that a wind energy development project was first proposed for this property several years ago by another company and he was in opposition to that proposal.

Mr. Leffel stated that he then began to gather information on wind energy projects. Mr. Leffel noted that he is a farmer, values the environment, and has his property in a conservation easement. Mr. Leffel stated that he has asked Apex's representatives a lot of questions and has determined that they are "straight-forward people."

Mr. Leffel noted that he thought that he "would be run out of the County by being in favor of this project." Mr. Leffel stated that he understands the Rockbridge citizens' feelings on this project because he had similar feelings in the beginning. Mr. Leffel noted that he wants to be a good neighbor and hopes that the County can develop relationships with Rockbridge on other issues in the future. Mr. Leffel stated that he did not take the Rockbridge residents' comments lightly and encouraged them to visit the Rupert, West Virginia, wind farm and make their own decision about the noise/sound and other issues associated with such a facility.

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Martin, and carried by the following recorded vote, the Board affirmed the Planning Commission's approval of the request in the Fincastle Magisterial District from Fraley Family Restated Irrevocable Dynasty and Fraley Family Irrevocable Dynasty Trust (Apex Clean Energy, Inc., lessees) for a Commission Permit in accord with §15.2-2232 of the Code of Virginia in the Forest Conservation (FC) Use District to construct a wind energy system, utility-scale, on two parcels; the first being 4,350.00 acres and the second being 1,520.49 acres. Approximately 200 acres located within the boundaries of these properties will be utilized for up to 25 wind turbines and ancillary equipment and the related construction, operation, and maintenance thereof. The turbines will be no greater than 550 feet in height and are proposed to be located along approximately 3.5 miles of the southernmost portion of North Mountain. The entrance will be generally located on the north side of secondary Route 622 (Dagger Spring Road), approximately 5.2 miles east of the intersection of Route 622 and secondary Route 694 (Gala Loop), to be accessed by a proposed gravel road, identified on the Real Property Identification Maps of Botetourt County as Section 13, Parcel 2 and Section 20, Parcel 3, on the basis that the proposed request is consistent with the County's Comprehensive Plan and the purposes and intent of the Zoning Ordinance. (Resolution Number 16-01-30)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved a request in the Fincastle Magisterial District from Fraley Family Restated Irrevocable Dynasty and Fraley Family Irrevocable Dynasty Trust (Apex Clean Energy, Inc., lessees) for a Special Exception Permit in the Forest Conservation (FC) Use Dis-

tract to construct a wind energy system, utility-scale, on two parcels; the first being 4,350.00 acres and the second being 1,520.49 acres. Approximately 200 acres located within the boundaries of these properties will be utilized for up to 25 wind turbines and ancillary equipment and the related construction, operation, and maintenance thereof. The turbines will be no greater than 550 feet in height and are proposed to be located along approximately 3.5 miles of the southernmost portion of North Mountain. The entrance will be generally located on the north side of secondary Route 622 (Dagger Spring Road), approximately 5.2 miles east of the intersection of Route 622 and secondary Route 694 (Gala Loop), to be accessed by a proposed gravel road, identified on the Real Property Identification Maps of Botetourt County as Section 13, Parcel 2 and Section 20, Parcel 3, with the 17 conditions as attached, and on the basis that the requirements of Section 25-583 of the Zoning Ordinance have been satisfied, and that the proposal would serve the public necessity, convenience, general welfare and is good zoning practice. (Resolution Number 16-01-31)

AYES: Mr. Dodson, Mr. Martin, Mr. Leffel, Mr. Williamson, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

After discussion by the County Attorney, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board authorized the advertisement of a public hearing at the February regular meeting to consider an ordinance adopting guidelines to implement the Public-Private Education Facilities and Infrastructure Act of 2002 (PPEA) as per Virginia Code Section 56-575.1 et seq. (Resolution Number 16-01-31)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

There being no further discussion, the meeting was adjourned at 8:12 P. M.

The following conditions are imposed by the Board of Supervisors of Botetourt County as express conditions on the approval of the SEP for a utility scale wind energy system on Botetourt County Tax Map Parcels 20-3 and 13-2 (the "Property"). These conditions are binding upon the owner, applicant, and their heirs, assigns, and any other successor or successor in interest (the "Developer"), as if fully set forth in the codified text of the Botetourt County Zoning Ordinance.

1. *Conformance with Concept Plan.* All development on Botetourt County Tax Map Parcels 20-3 and 13-2 shall substantially conform to the Rocky Forge Conceptual Plan prepared by Timmons Group and dated October 28, 2015, with revisions to sheet C1.00, C2.02, C2.02A, C2.03, and C2.03A, dated January 4, 2016, which is attached hereto and expressly incorporated herein as a condition of approval of this Special Exception Permit. Any substantial deviation from the concept plan, as determined in the sole discretion of the zoning administrator, shall require an amendment to this special exception permit through new public hearings before the Planning Commission and the Board of Supervisors and approval by the Board of Supervisors. No amendment to the special exception permit will be required for changes to the concept plan for (i) relocation of exact turbine sites (or changes in turbine specifications), provided turbines remain along the ridge line; (ii) relocation of the underground cables to correspond to the locations of the turbines; (iii) modifications to the proposed gravel roads for access provided such entrance locations from the public roads remain along those sections of the Dagger Springs Road immediately adjacent to the Property; (iv) relocations to the substations and operations and maintenance buildings provided they are setback at least 200 feet from the Property line; (v) any deletion of project roads, or other cleared areas or reduction in the total number of turbine sites and (vi) any other change that does not constitute a substantial deviation.

2. *Total Number of Turbines.* No more than 25 turbines, whether they are in actual operation or not, shall be located on the Property.

3. *Construction Traffic Management Plan & Mitigation Measures.* As part of its final site plan submission, and as a requirement of approval thereof, the Developer shall provide a construction traffic management plan, which shall include, but not necessarily be limited to:

- a. A construction traffic management plan (CTM) for:
 - i. Traffic control, including lane closures, flagging procedures, directional and informational signage, and designated access points for deliveries and employee access;
 - ii. Designated delivery and parking areas;
 - iii. Designated routes for deliveries of equipment and materials on primary and secondary roads, as well as routes for any railroad deliveries;
 - iv. Dust mitigation plans;
 - v. Road monitoring on Dagger Springs Road, Gala Loop Road, and Botetourt Road (Route 220), which shall include cleaning roadways of mud tracked onto the road from construction-related traffic as well as ensuring that any known safety issues be promptly reported to local emergency response crews and law enforcement if necessary.

- b. **Pre-Construction Road Evaluation:** Prior to or contemporaneous with submission of the site plan, the Developer shall submit to the Virginia Department of Transportation (VDOT) an evaluation of the condition of the road surface and road shoulders for any delivery routes identified in the CTM. The Pre-Construction Road Evaluation shall include an evaluation of planned commercial entrances to be approved by VDOT. The Pre-Construction Road Evaluation shall also include an estimate for the cost of any repairs to public roads or highways that may be caused by construction activities related to the Project. Surety shall be posted for such repairs as hereinafter set forth. The Pre-Construction Road Evaluation must be approved by VDOT prior to or as part of the site plan approval process.
- c. **Post-Construction Road Evaluation:** After completion of construction, the Developer shall submit a post-construction evaluation of the road surfaces and road shoulders on the delivery routes identified in the CTM. The Post-Construction Road Evaluation shall be submitted to VDOT for approval. The Post-Construction Road Evaluation shall include a plan for repairing any damage caused by the developer and identified therein, and the Developer shall be responsible for causing such identified repairs to be completed within the timeframe set by VDOT.

4. *Hours of Construction.* The hours of construction shall be limited to 7 a.m. to 8 p.m., except when otherwise required by the terms of state or federal permits (to include any requirements by VDOT) or emergency situations. Hours may be extended for purposes of time-sensitive work (i.e. concrete pouring and curing period, erection of turbines during low wind periods) provided that any construction activities resulting in significant noise such as loading or unloading trucks, the use of vehicle warning devices, or the operation of heavy construction equipment at the Property, is conducted a minimum of 500 feet from any residence outside of the project area. The occurrence and nature of any time-sensitive work or emergency situation shall be reported by telephone, email, or other expeditious method as soon as reasonably practicable, in no case later than 48 hours after the occurrence of such event.

5. *Site Plan & Construction Surety.* The following sureties shall be submitted in the form of a surety or a letter of credit, in an amount satisfactory to the zoning administrator and in a form acceptable to the county attorney:

- a. **Repair Surety.** A surety in the full amount of estimated and approved costs of complying with the Pre-Construction Road Evaluation shall be posted prior to the issuance of any building permit for the Project. Such bond shall be released within six months following certification of final completion of any such necessary repairs and final inspection and acceptance.
- b. **Construction Sureties.** The Developer shall post all sureties provided in the Botetourt County Zoning, Subdivision, Stormwater, and Erosion & Sedimentation Control Ordinances as part of site plan submission, and as a requirement of approval thereof.
- c. **Decommissioning Surety.** The amount of the decommissioning surety shall be determined as part of the final site plan submission, and as a requirement of approval thereof. The surety shall be posted prior to the issuance of any building permit for the Project. Such amount should be determined in a manner consistent with the process used in the Rocky Forge Wind Project Decommissioning Report, prepared by Garrad Hassan America, Inc. "DNV GL", and dated October 1, 2015. The surety should be

for no less than 125% of the total cost estimate after salvage and shall be updated every three years.

6. *Emergency Response Plan.* As part of its final site plan submission, and as a requirement of approval thereof, the Developer shall submit a written plan for emergency response and coordination with local anticipated first responders, to include, at a minimum, the Botetourt County Department of Fire & EMS. If, in the sole discretion of the Botetourt County Chief of Fire & EMS, special training, conducted in Botetourt County, will be necessary for first responders due to the unique or unusual nature of the Project, such training shall be conducted locally and at the Developer's expense. The Plan shall include, at a minimum, response procedures including 24-hour points of contact, and identify points of access for emergency vehicles. The Emergency Response Plan shall be subject to review by the Botetourt County Chief of Fire & EMS, and his approval shall be a precondition to approval of the site plan. The training expenses provided by the Developer shall not exceed the amount that the County otherwise reasonably would expend pursuant to the public procurement process.

7. *Operations and Maintenance Plan.* As part of its final site plan submission, and as a precondition of approval thereof, the Developer shall submit an operation and maintenance plan based on the warranties and specifications of the various equipment used for the turbine operations. The operations and maintenance plan shall substantially conform to the concept plan entitled Rocky Forge Conceptual Plan, prepared by Timmons Group and dated October 28, 2015, with revisions to sheet C1.00, C2.02, C2.02A, C2.03, and C2.03A, dated January 4, 2016, which is attached hereto and expressly incorporated herein as a condition of approval of this Special Exception Permit. The operations and maintenance plan shall be updated prior to commercial operation and the following information shall be made available to a third party inspector. The plan shall include, but not necessarily be limited to:

- a. Construction and commissioning information as is reasonably available for quality assurance and quality control.
- b. Confirmation of turbine manufacturer maintenance warranty periods and recommended operation and maintenance intervals.
- c. Periods of all scheduled maintenance and a general list of included activities.
- d. Inventories, for parts onsite.
- e. Methods of data collection and record keeping for on-site activities.
- f. Plan for end of warranty activities including any inspections and condition reports.
- g. An operations and maintenance contracting plan to address the period beyond the s initial one to three year operations and maintenance scope.

8. *Sound.* The Developer shall submit a post-construction sound model, including actual test data, to demonstrate that with final wind turbine siting, when all turbines have been constructed and are commercially operational, sound levels will not exceed 60 dB(A) at the project boundaries, except during short-term exceptional circumstances, such as severe weather.

9. *Flicker Model.* Prior to or contemporaneous with submission of its site plan, and as a precondition of approval thereof, the Developer shall submit an updated shadow flicker model to demonstrate that with final wind turbine siting, shadow flicker at Residences 2 and 3, as identified

in the shadow flicker study entitled Shadow Flicker Analysis for the Rocky Forge Wind Project, prepared by AWS Truepower and dated October 16, 2015 will remain below the threshold of 30 minutes per day on any day and 30 hours in total annually.

10. *Permit-by-Rule Process.* Prior to submission of a site plan, and as a condition of approval thereof, the Developer shall pursue and obtain a permit from the Virginia Department of Environmental Quality (DEQ) through the Permit by Rule process, set forth in Va. Code §§ 10.1-1197.5 *et seq.*, as amended. The Developer shall submit to the zoning administrator all final DEQ applications, public and agency comments, and the final permit text. The final permit text shall be submitted to the zoning administrator, by certified mail not later than seven days following its issuance. Such permit is expressly made a part of this special exception permit, and is a condition hereof.

11. *Vegetation Restoration Plan.* Prior to or contemporaneous with submission of its site plan, and as a precondition of approval thereof, the Developer shall provide a vegetation restoration plan that identifies the areas to be restored, methods of restoration, species to be planted, and a monitoring plan to ensure the successful establishment of vegetation.

12. *Stormwater Management and Erosion & Sedimentation Control.* The Developer shall comply with all provisions of state law and the Botetourt County Code relating to stormwater and erosion and sedimentation control.

13. *Decommissioning Plan.* As part of its final site plan submission, and as a precondition of approval thereof, the Developer shall submit a detailed decommissioning plan which shall substantially conform to the general decommissioning plan entitled Rocky Forge Wind Project Decommissioning Report, prepared by Garrad Hassan America, Inc. "DNV GL", and dated October 1, 2015,. Such plan shall contain, at a minimum:

- a. Procedures and processes for:
 - i. Removal of the wind turbines, cabling, electrical components, and associated facilities to four feet below grade and decompaction of soils to a depth of four feet.
 - ii. Salvaging topsoil and natural debris for post-construction site restoration.
 - iii. Removal of turbine foundation pedestals and concrete transformer pads removed to a depth of four feet. The remainder of the spread footing may remain in place.
 - iv. Disassembling the Project's substation and components, which shall not include any facilities that may be maintained or needed by the owner/operator of the electric transmission facilities.
 - v. Reuse, salvage, or proper off-site disposal of the various components of the system.
 - vi. Regrading to preconstruction conditions and drainage patterns subject to relief from such requirement if such regrading would create a greater environmental impact than leaving the grade unchanged.
 - vii. Replacing soil and organic material.

- viii. Replanting and erosion control measures meeting or exceeding the requirements of the Botetourt County Stormwater and Erosion & Sedimentation Control ordinances, as amended.
- b. A schedule for decommissioning and restoration of site, including triggering events. The landowner may, upon request to and approval of the zoning administrator, retain or maintain any post-construction elements that are otherwise in conformance with the Botetourt County Code, such as landscaping, grading, roads, crossings, or structures after decommissioning.
- c. In addition to any other decommissioning requirements set forth in this Condition, if one or more wind turbines is permanently taken out of service or is inoperable for 12 consecutive months, the turbine tower, rotors, and transformers shall be removed unless consent is granted by the zoning administrator for a longer time period. The below ground or ground-level structures (e.g., electrical collection cables and junction boxes) may remain in place until the Project is fully decommissioned.

14. *Maintenance and Reporting.* Developer shall operate the Project in accordance with the detailed Operations & Maintenance Plan. Once a year, no later than July 1 of each calendar year, the Developer shall submit to the zoning administrator a report that outlines the status of the Project. The Report shall include current contact information for a 24-hour, seven-day-a-week person the public may contact with inquiries and complaints as set forth in the condition related to mitigation, below.

If any change occurs in the ownership of the Project, the Developer shall provide notice to the zoning administrator within 10 days thereafter and update the information for the project contact.

If the Developer receives a notice of violation, is served with legal process, or otherwise receives notice of commencement of any investigation by any state or federal regulatory agency for any actual or alleged violation of laws relating to the operation of the Project, the Developer shall notify the zoning administrator promptly in writing, in no case later than 14 days after the Developer receives actual notice of such event.

15. *Mitigation.* The project contact shall investigate, in coordination with the zoning administrator, any complaint relating to:

- a. Sound or noise;
- b. Signal interference to any television, radio, or other communication device;
- c. Shadow flicker; or
- d. Construction or operations.

If, after receiving the Project contact's response to such complaint, the zoning administrator determines the complaint is founded and as such, constitutes a violation of the conditions of this Special Exception Permit, or the zoning ordinance, the Developer shall remedy any such nonconformity within a reasonable period of time as determined by the zoning administrator.

16. *Compliance with Laws.* The construction, maintenance, and operation of the Project shall comply with all provisions of federal, state, and local law.

17. *Remedies.*

- a. Notice of Violation. If the zoning administrator determines that a violation of any provision of this special exception has been violated, the zoning administrator may issue a notice of violation which shall specify therein a reasonable period of time during which to remedy such violation. If the violation remains unremedied at the expiration of such time, the zoning administrator may pursue all remedies available under law, including criminal, civil, and injunctive relief.
- b. Revocation. Upon notice and public hearing as set forth in Va. Code § 15.2-2204, for any violation or reasonably apprehended violation of this special exception permit or any other provision of law, the Board of Supervisors may revoke this special exception permit.

AGENDA ITEM: Requests for Additional Appropriations.

The following supplemental appropriations are needed for the reasons indicated. Unless the Board has questions or concerns, it is recommended that they be approved by a single resolution as follows:

PASS-THRU APPROPRIATIONS:

1. Additional appropriation in the amount of \$4,874 to Clerk of Circuit Court – Maintenance Service Contracts – 100-4021600-3320. These are State funds received that are being used to pay for records management maintenance expenses.
2. Additional appropriation in the amount of \$4,731.59 to Parks & Recreation – Education & Recreation Supplies, 100-4071000-6013. These are funds received from Greenfield Athletic Booster Club for equipment purchased through Botetourt County.
3. Additional appropriation in the amount of \$30,500 to Tourism – Professional Services, 100-4081600-3100. These are Virginia Tourism Corporation grant funds which will be applied to social media campaign costs.
4. Additional appropriation in the amount of \$815 to Volunteer Fire & Rescue - Instruction & Training, 100-4032200-3180. This is for a reimbursement of EMT course costs.
5. Additional appropriation in the amount of \$145,524.80 to CIP – E-911 System, 100-4094301. These are VITA (Virginia Strategic Plan for Information Technology) grant funds received for hardware and software enhancements for the County's E-911 System. Two invoices totaling \$117,969.80 are included in this month's accounts payable and are covered by these grant funds.
6. Additional appropriation in the amount of \$2,570.23 to Sheriff's Department – RAID Patrol, 100-4031200-5830. This is a quarterly reimbursement of RAID program expenses for the Botetourt County Sheriff's Office Alternative Program.
7. Additional appropriation in the amount of \$594.34 to Correction & Detention – Medical and Lab Supplies, 100-4033100-6004. These are reimbursed medical costs received from Craig County for their inmates.

Henry Luvall 2-18-2016

**BOTETOURT COUNTY, VIRGINIA
 ACCOUNTS PAYABLE SUMMARY
 FEBRUARY, 2016**

	<u>\$ Amount</u>
Total Expenditures For the Month - Regular	\$ <u>914,100.85</u>
Consisting of:	
General Fund	\$ 830,407.15
Debt Service Fund	83,693.70
Total	\$ <u>914,100.85</u>



Short Accounts Payable	\$ <u>367,974.03</u>
Consisting of:	
General Fund	\$ 364,919.03
Debt Service Fund	3,055.00
Total	\$ <u>367,974.03</u>



GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4011010-3100	Board of Supervisors	Professional Services	GUYNN & WADDELL, PC	95.58
100-4011010-3100	Board of Supervisors	Professional Services	GUYNN & WADDELL, PC	8,233.33
100-4011010-3600	Board of Supervisors	Advertising	MONTGOMERY PUBLISHING, LL	495.00
100-4011010-5306	Board of Supervisors	Surety Bonds	SELECTIVE INSURANCE COMPA	150.00
100-4011010-5530	Board of Supervisors	Subsistence & Lodging	VISA	74.33
100-4011010-5530	Board of Supervisors	Subsistence & Lodging	VISA	142.57
100-4011010-6014	Board of Supervisors	Other Operating Supplies	MUNICIPAL CODE CORPORATIO	799.60
100-4011010-6014	Board of Supervisors	Other Operating Supplies	SPICKARD LLC	75.00
100-4011010-6014	Board of Supervisors	Other Operating Supplies	VISA	12.36
			Account 4011010 Total:	10,077.77
100-4012110-2200	County Administrator	Retirement	VANTAGEPOINT TRANSFER AGE	291.67
100-4012110-2300	County Administrator	Hospital/Medical Plan	CORVESTA SERVICES, INC	99.90
100-4012110-3311	County Administrator	Repairs & Maint - Equipment	VISA	8.00
100-4012110-3320	County Administrator	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	186.15
100-4012110-3320	County Administrator	Maint Service Contracts	RELYCO	225.00
100-4012110-5210	County Administrator	Postal Services	UNITED PARCEL SERVICE	37.43
100-4012110-5230	County Administrator	Telecommunications	LARROWE, GARY	35.00
100-4012110-5230	County Administrator	Telecommunications	SEXTON, ADAM	35.00
100-4012110-5510	County Administrator	Mileage	VISA	105.66
100-4012110-5530	County Administrator	Subsistence & Lodging	VISA	29.79
100-4012110-5530	County Administrator	Subsistence & Lodging	VISA	166.27
100-4012110-5540	County Administrator	Convention & Education	VIRGINIA LOCAL GOVERNMENT	100.00
100-4012110-5840	County Administrator	Marketing	TRASCO	378.00
100-4012110-5840	County Administrator	Marketing	DIGITAL IMAGE PRINTING	202.18
100-4012110-5840	County Administrator	Marketing	AMAZON.COM CREDIT	10.99
100-4012110-6001	County Administrator	Office Supplies	OFFICEMAX CONTRACT	82.90
100-4012110-6001	County Administrator	Office Supplies	DOLLAR GENERAL	1.00
100-4012110-6001	County Administrator	Office Supplies	OFFICEMAX CONTRACT	10.14
100-4012110-6001	County Administrator	Office Supplies	SUPPLY ROOM COMPANIE	77.50
100-4012110-6001	County Administrator	Office Supplies	WOODY GRAPHICS	90.00
100-4012110-6001	County Administrator	Office Supplies	VISA	207.37
100-4012110-6014	County Administrator	Other Operating Supplies	CAHOON'S FLORIST	61.95
100-4012110-6014	County Administrator	Other Operating Supplies	VISA	13.66
100-4012110-8002	County Administrator	Cap Otly - Furn & Fixt	VIRGINIA OFFICE SUPP	323.99
100-4012110-8005	County Administrator	Cap Otly - Mtr Veh/Equip	MAGIC CITY MOTOR	27,408.00
			Account 4012110 Total:	30,187.55
100-4012121-2300	Deputy Administrators	Hospital/Medical Plan	CORVESTA SERVICES, INC	99.90
100-4012121-3100	Deputy Administrators	Professional Services	VISA	45.00
100-4012121-3312	Deputy Administrators	Repairs & Maint - Vehicles	MOORMAN, DAVID	7.00
100-4012121-3320	Deputy Administrators	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	502.99
100-4012121-5230	Deputy Administrators	Telecommunications	MOORMAN, DAVID	35.00
100-4012121-5530	Deputy Administrators	Subsistence & Lodging	VISA	43.71
100-4012121-6001	Deputy Administrators	Office Supplies	MOUNTAIN SPRINGS	4.33
100-4012121-6001	Deputy Administrators	Office Supplies	OFFICE DEPOT	59.49
100-4012121-6001	Deputy Administrators	Office Supplies	OFFICE DEPOT	19.98
100-4012121-6001	Deputy Administrators	Office Supplies	OFFICE DEPOT	42.49
100-4012121-6001	Deputy Administrators	Office Supplies	VISA	23.44
100-4012121-6001	Deputy Administrators	Office Supplies	H&R CONTRACTORS INC	13.50

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4012121-6008	Deputy Administrators	Vehicle & Pwr Equip Fuels	MOORMAN, DAVID	10.00
100-4012121-6008	Deputy Administrators	Vehicle & Pwr Equip Fuels	VISA	29.84
Account 4012121 Total:				936.67
100-4012310-2300	Commissioner of Revenue	Hospital/Medical Plan	CORVESTA SERVICES, INC	199.80
100-4012310-2500	Commissioner of Revenue	Disability Insurance	VACO INSURANCE PROGRAMS	12.78
100-4012310-3100	Commissioner of Revenue	Professional Services	M & W PRINTERS	444.23
100-4012310-3100	Commissioner of Revenue	Professional Services	VIRGINIA INTERACTIVE	95.00
100-4012310-3100	Commissioner of Revenue	Professional Services	NADA USED CAR GUIDE	1,000.00
100-4012310-3320	Commissioner of Revenue	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	124.43
100-4012310-5210	Commissioner of Revenue	Postal Services	PETTY CASH, COMM OF REVEN	400.00
100-4012310-5810	Commissioner of Revenue	Dues & Assoc Memberships	PETTY CASH, COMM OF REVEN	60.00
100-4012310-6001	Commissioner of Revenue	Office Supplies	VIRGINIA OFFICE SUPP	85.14
100-4012310-6001	Commissioner of Revenue	Office Supplies	H&R CONTRACTORS INC	5.00
Account 4012310 Total:				2,426.38
100-4012410-2300	Treasurer	Hospital/Medical Plan	CORVESTA SERVICES, INC	166.50
100-4012410-2500	Treasurer	Disability Insurance	VACO INSURANCE PROGRAMS	28.82
100-4012410-3100	Treasurer	Professional Services	TAXING AUTHORITY CONSULTI	3,372.50
100-4012410-3160	Treasurer	Pymt for Collection Ser	DEPARTMENT OF MOTOR VEHIC	480.00
100-4012410-5210	Treasurer	Postal Services	M & W PRINTERS	839.20
100-4012410-5540	Treasurer	Convention & Education	PETTY CASH, TREASURER	160.00
100-4012410-5540	Treasurer	Convention & Education	PETTY CASH, TREASURER	185.00
100-4012410-6001	Treasurer	Office Supplies	OFFICEMAX CONTRACT	157.45
100-4012410-6001	Treasurer	Office Supplies	ROANOKE STAMP	56.25
100-4012410-6014	Treasurer	Other Operating Supplies	H&R CONTRACTORS INC	15.00
Account 4012410 Total:				5,460.72
100-4012430-2300	Financial Services	Hospital/Medical Plan	CORVESTA SERVICES, INC	66.60
100-4012430-2500	Financial Services	Disability Insurance	VACO INSURANCE PROGRAMS	16.55
100-4012430-6001	Financial Services	Office Supplies	MOUNTAIN SPRINGS	6.50
100-4012430-6001	Financial Services	Office Supplies	OFFICE DEPOT	29.99
100-4012430-6001	Financial Services	Office Supplies	OFFICE DEPOT	160.51
100-4012430-6001	Financial Services	Office Supplies	RELYCO	317.18
100-4012430-6001	Financial Services	Office Supplies	OFFICE DEPOT	117.80
Account 4012430 Total:				715.13
100-4012510-2300	Technology Services	Hospital/Medical Plan	CORVESTA SERVICES, INC	199.80
100-4012510-2500	Technology Services	Disability Insurance	VACO INSURANCE PROGRAMS	14.46
100-4012510-3311	Technology Services	Repairs & Maint - Equipment	AMAZON.COM CREDIT	3,976.06
100-4012510-3320	Technology Services	Maint Service Contracts	THOMSON REUTERS-WEST	6,463.53
100-4012510-3320	Technology Services	Maint Service Contracts	EMERGENT	1,211.24
100-4012510-3320	Technology Services	Maint Service Contracts	INTERACTIVEGIS, INC	500.00
100-4012510-3320	Technology Services	Maint Service Contracts	VISA	540.00
100-4012510-3320	Technology Services	Maint Service Contracts	VISA	30.74
100-4012510-3320	Technology Services	Maint Service Contracts	DLT SOLUTIONS	3,224.18
100-4012510-3320	Technology Services	Maint Service Contracts	SITEVISION	240.00
100-4012510-5230	Technology Services	Telecommunications	COMCAST	45.81

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4012510-5230	Technology Services	Telecommunications	SHENTEL	511.07
100-4012510-5230	Technology Services	Telecommunications	SHENTEL	483.71
100-4012510-5530	Technology Services	Subsistence & Lodging	VISA	342.24
100-4012510-5530	Technology Services	Subsistence & Lodging	VISA	397.11
100-4012510-5540	Technology Services	Convention & Education	ESRI	475.00
100-4012510-6001	Technology Services	Office Supplies	MOUNTAIN SPRINGS	13.00
100-4012510-6001	Technology Services	Office Supplies	OFFICE DEPOT	7.23
100-4012510-6001	Technology Services	Office Supplies	OFFICE DEPOT	22.77
100-4012510-6001	Technology Services	Office Supplies	VISA	11.57
100-4012510-6001	Technology Services	Office Supplies	AMAZON.COM CREDIT	155.88
100-4012510-6007	Technology Services	Repair & Maint Supplies	LOWE'S HOME CENTERS	94.79
100-4012510-6008	Technology Services	Vehicle & Pwr Equip Fuels	VISA	47.52
100-4012510-6008	Technology Services	Vehicle & Pwr Equip Fuels	VISA	33.43
100-4012510-8007	Technology Services	Cap Otly - EDP Equipmt	INNOVATIVE SYSTEMS & SOLU	1,396.41
100-4012510-8007	Technology Services	Cap Otly - EDP Equipmt	INNOVATIVE SYSTEMS & SOLU	612.68
100-4012510-8007	Technology Services	Cap Otly - EDP Equipmt	CDW GOVERNMENT	773.11
Account 4012510 Total:				21,823.34
100-4012530-2300	Central Purchasing	Hospital/Medical Plan	CORVESTA SERVICES, INC	33.30
100-4012530-5810	Central Purchasing	Dues & Assoc Memberships	NIGP	270.00
100-4012530-6001	Central Purchasing	Office Supplies	MOUNTAIN SPRINGS	6.50
100-4012530-6001	Central Purchasing	Office Supplies	H&R CONTRACTORS INC	2.00
100-4012530-6021	Central Purchasing	Store Supplies	DESIGN MARKETING	345.18
Account 4012530 Total:				656.98
100-4012560-2300	Central Garage	Hospital/Medical Plan	CORVESTA SERVICES, INC	33.30
100-4012560-6001	Central Garage	Office Supplies	OFFICE DEPOT	31.98
100-4012560-6011	Central Garage	Uniforms & Wearing Apparel	ALSCO	46.30
Account 4012560 Total:				111.58
100-4013300-2300	Electoral Bd/Registrar	Hospital/Medical Plan	CORVESTA SERVICES, INC	33.30
100-4013300-2500	Electoral Bd/Registrar	Disability Insurance	VACO INSURANCE PROGRAMS	26.53
100-4013300-3311	Electoral Bd/Registrar	Repairs & Maint - Equipment	CANON FINANCIAL SERVICES	278.94
100-4013300-3311	Electoral Bd/Registrar	Repairs & Maint - Equipment	LEONARD'S COPY SYSTEMS	137.94
100-4013300-3311	Electoral Bd/Registrar	Repairs & Maint - Equipment	CANON FINANCIAL SERVICES	164.66
100-4013300-3500	Electoral Bd/Registrar	Printing & Binding	DIGITAL IMAGE PRINTING	85.14
100-4013300-3600	Electoral Bd/Registrar	Advertising	MONTGOMERY PUBLISHING, LL	300.00
100-4013300-5210	Electoral Bd/Registrar	Postal Services	POSTMASTER	147.00
100-4013300-5210	Electoral Bd/Registrar	Postal Services	UNITED PARCEL SERVICE	29.91
100-4013300-5420	Electoral Bd/Registrar	Lease/Rent of Buildings	SPICKARD LLC	1,010.04
100-4013300-5530	Electoral Bd/Registrar	Subsistence & Lodging	VISA	306.49
100-4013300-5540	Electoral Bd/Registrar	Convention & Education	VIRGINIA ELECTORAL BOARD	140.00
100-4013300-6001	Electoral Bd/Registrar	Office Supplies	OFFICE DEPOT	58.64
100-4013300-6001	Electoral Bd/Registrar	Office Supplies	OFFICE DEPOT	54.36
100-4013300-6001	Electoral Bd/Registrar	Office Supplies	STAPLES ADVANTAGE	40.38
100-4013300-6001	Electoral Bd/Registrar	Office Supplies	STAPLES ADVANTAGE	71.96
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	OWEN G DUNN CO, INC	4,540.00
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	INTAB	332.39
100-4013300-8012	Electoral Bd/Registrar	Cap Otly - Othr Capital	PRINTELECT	3,538.98

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
			Account 4013300 Total:	11,296.66
100-4021100-2300	Circuit Court	Hospital/Medical Plan	CORVESTA SERVICES, INC	33.30
			Account 4021100 Total:	33.30
100-4021200-3320	General District Court	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	169.81
100-4021200-6001	General District Court	Office Supplies	DIAMOND PAPER CO	45.96
100-4021200-6001	General District Court	Office Supplies	H&R CONTRACTORS INC	90.00
			Account 4021200 Total:	305.77
100-4021300-6001	Magistrate	Office Supplies	SIMMONS, WILLIAM	14.19
			Account 4021300 Total:	14.19
100-4021600-2300	Clerk of Circuit Court	Hospital/Medical Plan	CORVESTA SERVICES, INC	199.80
100-4021600-3311	Clerk of Circuit Court	Repairs & Maint - Equipment	PETTY CASH, CLERK OF COUR	150.00
100-4021600-5810	Clerk of Circuit Court	Dues & Assoc Memberships	PETTY CASH, CLERK OF COUR	100.00
100-4021600-5830	Clerk of Circuit Court	RAID Patrol	SUPREME COURT OF VIRGINIA	4,874.00
100-4021600-6001	Clerk of Circuit Court	Office Supplies	ROANOKE STAMP	18.13
100-4021600-6001	Clerk of Circuit Court	Office Supplies	PETTY CASH, CLERK OF COUR	19.47
100-4021600-6001	Clerk of Circuit Court	Office Supplies	OFFICE DEPOT	40.20
100-4021600-6001	Clerk of Circuit Court	Office Supplies	OFFICE DEPOT	14.99
100-4021600-6001	Clerk of Circuit Court	Office Supplies	OFFICE DEPOT	193.16
100-4021600-6001	Clerk of Circuit Court	Office Supplies	OFFICE DEPOT	34.95
100-4021600-6012	Clerk of Circuit Court	Books & Subscriptions	MOUNTAIN VIEW LEASING, IN	1,250.20
100-4021600-6012	Clerk of Circuit Court	Books & Subscriptions	LBM OFFICE SOLUTIONS	221.00
100-4021600-6012	Clerk of Circuit Court	Books & Subscriptions	MOUNTAIN VIEW LEASING, IN	178.60
100-4021600-6012	Clerk of Circuit Court	Books & Subscriptions	MOUNTAIN VIEW LEASING, IN	241.38
100-4021600-6012	Clerk of Circuit Court	Books & Subscriptions	OFFICE DEPOT	19.99
			Account 4021600 Total:	7,555.87
100-4022100-2300	Commonwealth's Attorney	Hospital/Medical Plan	CORVESTA SERVICES, INC	199.80
100-4022100-3320	Commonwealth's Attorney	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	206.04
100-4022100-3320	Commonwealth's Attorney	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	221.27
100-4022100-5130	Commonwealth's Attorney	Water and Sewer	WESTERN VIRGINIA WATER AU	54.23
100-4022100-5210	Commonwealth's Attorney	Postal Services	PETTY CASH, COMM ATTY	392.00
100-4022100-5420	Commonwealth's Attorney	Lease/Rent of Buildings	BANK OF FINCASTLE	1,836.00
100-4022100-5810	Commonwealth's Attorney	Dues & Assoc Memberships	NATIONAL DISTRICT ATTORNE	174.00
100-4022100-5810	Commonwealth's Attorney	Dues & Assoc Memberships	NATIONAL DISTRICT ATTORNE	75.00
100-4022100-6001	Commonwealth's Attorney	Office Supplies	VIRGINIA OFFICE SUPP	12.79
100-4022100-6001	Commonwealth's Attorney	Office Supplies	VIRGINIA OFFICE SUPP	37.59
100-4022100-6012	Commonwealth's Attorney	Books & Subscriptions	LEGAL DIRECTORIES PUBLISH	59.75
100-4022100-6014	Commonwealth's Attorney	Other Operating Supplies	H&R CONTRACTORS INC	60.00
			Account 4022100 Total:	3,328.47
100-4031200-2300	Sheriff	Hospital/Medical Plan	CORVESTA SERVICES, INC	1,565.10
100-4031200-2500	Sheriff	Disability Insurance	VACO INSURANCE PROGRAMS	13.21

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	EMERGENCY VETERINARY SERV	105.00
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	BOTETOVRT VETERINARY HOSP	225.41
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	INSTRUMENT CALIBRATION &	70.50
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	WOODS SERVICE & FLEET CEN	50.00
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	PROFESSIONAL COMMUNICATIO	19.98
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	PROFESSIONAL COMMUNICATIO	16.45
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	PETTY CASH, RONALD N SPRI	49.99
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	AUTOMOTIVE WIRING AND INS	1,400.00
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	AUTOMOTIVE WIRING AND INS	1,400.00
100-4031200-3320	Sheriff	Maint Service Contracts	CANON SOLUTIONS AMERICA,	26.62
100-4031200-3320	Sheriff	Maint Service Contracts	COMPUTER PROJECTS OF IL	173.40
100-4031200-3320	Sheriff	Maint Service Contracts	ELECTRONIC SYSTEMS	18.80
100-4031200-3320	Sheriff	Maint Service Contracts	LEADSONLINE	1,908.00
100-4031200-3320	Sheriff	Maint Service Contracts	AUTOMOTIVE WIRING AND INS	200.00
100-4031200-3320	Sheriff	Maint Service Contracts	AUTOMOTIVE WIRING AND INS	200.00
100-4031200-3320	Sheriff	Maint Service Contracts	LETS CORP	2,895.00
100-4031200-3320	Sheriff	Maint Service Contracts	US BANCORP EQUIPMENT FINA	142.25
100-4031200-5230	Sheriff	Telecommunications	INNOVATIVE SYSTEMS & SOLU	1,222.00
100-4031200-5530	Sheriff	Subsistence & Lodging	PETTY CASH, RONALD N SPRI	28.83
100-4031200-5540	Sheriff	Convention & Education	VISA	750.00
100-4031200-5810	Sheriff	Dues & Assoc Memberships	VISA	180.00
100-4031200-5810	Sheriff	Dues & Assoc Memberships	PETTY CASH, RONALD N SPRI	25.00
100-4031200-5830	Sheriff	RAID Patrol	CANON SOLUTIONS AMERICA,	26.62
100-4031200-6001	Sheriff	Office Supplies	ROANOKE STAMP	25.40
100-4031200-6001	Sheriff	Office Supplies	VISA	156.67
100-4031200-6001	Sheriff	Office Supplies	DIGITAL IMAGE PRINTING	159.94
100-4031200-6001	Sheriff	Office Supplies	SUPPLY ROOM COMPANIE	170.42
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	FIRST CALL	43.38
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	INTERSTATE BATTERY SYSTEM	70.14
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	INTERSTATE BATTERY SYSTEM	335.85
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	AUTO PLUS	100.47
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	AUTO PLUS	193.76
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	GCR TIRE & SERVICE	420.20
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	THOMPSON TIRE	1,184.04
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	THOMPSON TIRE	813.78
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	197.08
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	31.66
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	INTERSTATE BATTERY SYSTEM	517.94
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	INTERSTATE BATTERY SYSTEM	20.00
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	34.90
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	KUSTOM SIGNALS	622.00
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	PETTY CASH, RONALD N SPRI	77.14
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	KUSTOM SIGNALS	174.00
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	SHEEHY AUTO STORES	2,600.51
100-4031200-6010	Sheriff	Police Supplies	B & D LOCK	358.99
100-4031200-6010	Sheriff	Police Supplies	H C BAKER SALES CO	110.54
100-4031200-6010	Sheriff	Police Supplies	DIGITAL IMAGE PRINTING	310.00
100-4031200-6010	Sheriff	Police Supplies	CHARM-TEX	395.20
100-4031200-6010	Sheriff	Police Supplies	WALMART COMMUNITY BRC	102.83
100-4031200-6010	Sheriff	Police Supplies	VISA	178.55
100-4031200-6010	Sheriff	Police Supplies	COMSONICS	128.10
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	82.98

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	60.00
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	119.97
100-4031200-6014	Sheriff	Other Operating Supplies	EQUIFAX CREDIT INFORMATIO	69.60
100-4031200-6014	Sheriff	Other Operating Supplies	LEXISNEXIS	131.00
100-4031200-6014	Sheriff	Other Operating Supplies	B & D LOCK	9.40
100-4031200-6014	Sheriff	Other Operating Supplies	LOWE'S HOME CENTERS	37.67
100-4031200-6014	Sheriff	Other Operating Supplies	PETTY CASH, RONALD N SPRI	70.00
100-4031200-6014	Sheriff	Other Operating Supplies	H&R CONTRACTORS INC	50.00
100-4031200-6015	Sheriff	Firing Range Expenses	TIDY SERVICES	60.00
100-4031200-8007	Sheriff	Cap Otly - EDP Equipmt	VISA	159.99
Account 4031200 Total:				23,096.26
100-4031700-2300	Dispatch	Hospital/Medical Plan	CORVESTA SERVICES, INC	366.30
100-4031700-2500	Dispatch	Disability Insurance	VACO INSURANCE PROGRAMS	56.39
100-4031700-3320	Dispatch	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	146.70
100-4031700-3320	Dispatch	Maint Service Contracts	COMPUTER PROJECTS OF IL	346.80
100-4031700-6014	Dispatch	Other Operating Supplies	STAPLES ADVANTAGE	170.00
100-4031700-6014	Dispatch	Other Operating Supplies	H&R CONTRACTORS INC	15.00
Account 4031700 Total:				1,101.19
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	LOWE'S HOME CENTERS	83.52
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	ULINE	385.72
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	BULLEX, INC	2,811.68
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	CENTRAL SHENANDOAH EMS CO	49.00
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	JEFFERSON COLLEGE OF HEAL	1,800.00
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	VISA	161.07
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	VISA	20.53
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	JOHNSON JR, ROBERT	14.70
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	VISA	74.99
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	AMAZON.COM CREDIT	11.12
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	58.67
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	25.49
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	30.69
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	12.34
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	14.60
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	28.09
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	133.14
100-4032200-5302	Volunteer Fire & Rescue	Fire Insurance	SAFETY & COMPLIANCE SERVI	190.00
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	BLUE RIDGE RESCUE SUPPLIE	998.27
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	SURE-FLO	1,976.10
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	SURE-FLO	118.20
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	SURE-FLO	439.10
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	HY-TEST, INC	60.00
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	MUNICIPAL EMERGENCY SERVI	1,348.00
100-4032200-5649	Volunteer Fire & Rescue	Read Mountain VFD	MOUNTAIN SPRINGS	39.00
100-4032200-5649	Volunteer Fire & Rescue	Read Mountain VFD	LOWE'S HOME CENTERS	779.27
100-4032200-5649	Volunteer Fire & Rescue	Read Mountain VFD	AMAZON.COM CREDIT	55.61
100-4032200-6004	Volunteer Fire & Rescue	Medical & Laboratory Supplies	BOUND TREE MEDICAL	1,971.76
100-4032200-6004	Volunteer Fire & Rescue	Medical & Laboratory Supplies	BOUND TREE MEDICAL	11.09
100-4032200-6004	Volunteer Fire & Rescue	Medical & Laboratory Supplies	BOUND TREE MEDICAL	47.34

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4032200-6004	Volunteer Fire & Rescue	Medical & Laboratory Supplies	BOUND TREE MEDICAL	227.98
100-4032200-6004	Volunteer Fire & Rescue	Medical & Laboratory Supplies	BOUND TREE MEDICAL	33.45
100-4032200-6004	Volunteer Fire & Rescue	Medical & Laboratory Supplies	BOUND TREE MEDICAL	809.01
100-4032200-6011	Volunteer Fire & Rescue	Uniforms & Wearing Apparel	WITMER ASSOCIATES	1,212.99
100-4032200-6011	Volunteer Fire & Rescue	Uniforms & Wearing Apparel	WITMER ASSOCIATES	1,048.99
100-4032200-6011	Volunteer Fire & Rescue	Uniforms & Wearing Apparel	MUNICIPAL EMERGENCY SERVI	249.01
100-4032200-6011	Volunteer Fire & Rescue	Uniforms & Wearing Apparel	MUNICIPAL EMERGENCY SERVI	712.08
100-4032200-6014	Volunteer Fire & Rescue	Other Operating Supplies	WITMER ASSOCIATES	39.99
100-4032200-8012	Volunteer Fire & Rescue	Cap Otlly - Othr Capital	ARMSTRONG, KENNETH	270.00
100-4032200-8012	Volunteer Fire & Rescue	Cap Otlly - Othr Capital	VISA	401.95
			Account 4032200 Total:	18,754.54
100-4033100-2300	Correction and Detention	Hospital/Medical Plan	CORVESTA SERVICES, INC	1,632.64
100-4033100-2500	Correction and Detention	Disability Insurance	VACO INSURANCE PROGRAMS	12.25
100-4033100-3100	Correction and Detention	Professional Services	RMH EMERGENCY SERVICES	415.00
100-4033100-3100	Correction and Detention	Professional Services	DOMINION PATHOLOGY ASSOCI	176.00
100-4033100-3100	Correction and Detention	Professional Services	CARILION CLINIC	149.00
100-4033100-3100	Correction and Detention	Professional Services	CARILION SERVICES INC	23.00
100-4033100-3100	Correction and Detention	Professional Services	CENTER FOR EMOTIONAL WELL	2,748.75
100-4033100-3100	Correction and Detention	Professional Services	CARILION SERVICES INC	105.00
100-4033100-3100	Correction and Detention	Professional Services	CARILION SERVICES INC	110.00
100-4033100-3100	Correction and Detention	Professional Services	VESS JR, DR FREMONT	1,273.00
100-4033100-3100	Correction and Detention	Professional Services	VISTAR EYE CENTER	151.00
100-4033100-3100	Correction and Detention	Professional Services	CARILION SERVICES INC	22.00
100-4033100-3100	Correction and Detention	Professional Services	CARILION SERVICES INC	149.00
100-4033100-3100	Correction and Detention	Professional Services	CARILION ROANOKE MEMORIAL	1,506.00
100-4033100-3311	Correction and Detention	Repairs & Maint - Equipment	ENTRY GUARD SYSTEMS	128.50
100-4033100-3311	Correction and Detention	Repairs & Maint - Equipment	HUDSON-PAYNE ELECTRONICS	2,575.50
100-4033100-3311	Correction and Detention	Repairs & Maint - Equipment	SOUTHERN AIR	205.00
100-4033100-3311	Correction and Detention	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	590.00
100-4033100-3311	Correction and Detention	Repairs & Maint - Equipment	FIRE & LIFE SAFETY AMERIC	869.80
100-4033100-3311	Correction and Detention	Repairs & Maint - Equipment	SOUTHERN AIR	430.00
100-4033100-3311	Correction and Detention	Repairs & Maint - Equipment	ROCKINGHAM COOPERATIVE	314.32
100-4033100-3311	Correction and Detention	Repairs & Maint - Equipment	ENTRY GUARD SYSTEMS	2,428.50
100-4033100-3320	Correction and Detention	Maint Service Contracts	CANON SOLUTIONS AMERICA,	26.62
100-4033100-3320	Correction and Detention	Maint Service Contracts	CANON SOLUTIONS AMERICA,	21.75
100-4033100-3320	Correction and Detention	Maint Service Contracts	CANON SOLUTIONS AMERICA,	51.70
100-4033100-3320	Correction and Detention	Maint Service Contracts	SOUTHERN AIR	1,292.50
100-4033100-3320	Correction and Detention	Maint Service Contracts	SOUTHERN AIR	1,339.00
100-4033100-3320	Correction and Detention	Maint Service Contracts	CENTRAL ELEVATOR INSPECTI	360.00
100-4033100-3320	Correction and Detention	Maint Service Contracts	WATER CHEMISTRY	145.00
100-4033100-3320	Correction and Detention	Maint Service Contracts	CARTER MACHINERY	449.24
100-4033100-3320	Correction and Detention	Maint Service Contracts	VDFF: FIRE PUBLICATIONS B	452.08
100-4033100-3320	Correction and Detention	Maint Service Contracts	MECHANICAL MAINTENAN	520.00
100-4033100-6001	Correction and Detention	Office Supplies	SUPPLY ROOM COMPANIE	61.94
100-4033100-6001	Correction and Detention	Office Supplies	VISA	96.00
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DIAMOND PAPER CO	49.99
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	FLOWERS BAKING CO	161.19
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	FLOWERS BAKING CO	118.71
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	4,161.53
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	3,679.86

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	168.00
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	153.75
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	534.10
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	521.50
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	FLOWERS BAKING CO	164.28
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	233.75
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	868.90
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	521.50
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	5,597.19
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	3,789.74
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	93.30
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	460.60
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	224.80
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DIAMOND PAPER CO	93.87
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DIAMOND PAPER CO	49.99
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	MOORE MEDICAL CORP	298.86
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	ADVANCED HOME CARE	13.00
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	ADVANCED HOME CARE	150.00
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	LABCORP	2,062.25
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	DOWNHOME PHARMACY	188.25
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	WESTWOOD PHARMACY CLINICA	5,220.77
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	305.05
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	284.18
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	BRAME SPECIALTY COMPANY	1,611.49
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	BRAME SPECIALTY COMPANY	983.33
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	HAMCO	283.42
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	HAMCO	281.18
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	BRAME SPECIALTY COMPANY	28.80
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	BKT UNIFORMS	131.97
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	GALL'S LLC	26.00
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	VISA	71.95
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	BKT UNIFORMS	119.97
100-4033100-8001	Correction and Detention	Cap Otly - Mach & Equip	SOUTHERN AIR	22,900.00
100-4033100-8002	Correction and Detention	Cap Otly - Furn & Fixt	VISA	579.98
Account 4033100 Total:				78,017.09
100-4033200-3800	Juvenile Detention Center	Prch of Serv frm Othr Gov Entities	ROANOKE VALLEY JUVENILE D	8,925.00
Account 4033200 Total:				8,925.00
100-4033300-6001	Probation Office	Office Supplies	MOUNTAIN SPRINGS	6.50
100-4033300-6001	Probation Office	Office Supplies	MOUNTAIN SPRINGS	6.50
Account 4033300 Total:				13.00
100-4034000-2300	Dept of Community Development	Hospital/Medical Plan	CORVESTA SERVICES, INC	299.70
100-4034000-2500	Dept of Community Development	Disability Insurance	VACO INSURANCE PROGRAMS	64.86
100-4034000-3100	Dept of Community Development	Professional Services	WILLS SOIL & STREAM	2,400.00
100-4034000-3320	Dept of Community Development	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	273.10
100-4034000-3600	Dept of Community Development	Advertising	MONTGOMERY PUBLISHING, LL	360.00
100-4034000-5540	Dept of Community Development	Convention & Education	VISA	200.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4034000-5810	Dept of Community Development	Dues & Assoc Memberships	VISA	140.00
100-4034000-6001	Dept of Community Development	Office Supplies	MOUNTAIN SPRINGS	8.67
100-4034000-6001	Dept of Community Development	Office Supplies	OFFICE DEPOT	36.73
100-4034000-6001	Dept of Community Development	Office Supplies	VIRGINIA OFFICE SUPP	177.42
100-4034000-6001	Dept of Community Development	Office Supplies	AMAZON.COM CREDIT	23.99
Account 4034000 Total:				3,984.47
100-4035100-2300	Animal Control	Hospital/Medical Plan	CORVESTA SERVICES, INC	133.20
100-4035100-3100	Animal Control	Professional Services	COUNTY OF ROANOKE	14,637.67
100-4035100-3311	Animal Control	Repairs & Maint - Equipment	SPRINKEL'S TOWING, LLC	101.99
100-4035100-6004	Animal Control	Medical & Laboratory Supplies	VIRGINIA POLYTECHNIC INST	495.00
100-4035100-6004	Animal Control	Medical & Laboratory Supplies	VIRGINIA DEPARTMENT OF AG	85.00
100-4035100-6009	Animal Control	Vehicle & Pwr Equip Supplies	FIRST CALL	164.40
100-4035100-6009	Animal Control	Vehicle & Pwr Equip Supplies	AUTO PLUS	47.31
100-4035100-6011	Animal Control	Uniforms & Wearing Apparel	BKT UNIFORMS	196.89
100-4035100-6011	Animal Control	Uniforms & Wearing Apparel	GALL'S LLC	76.00
100-4035100-6011	Animal Control	Uniforms & Wearing Apparel	BKT UNIFORMS	423.39
100-4035100-6011	Animal Control	Uniforms & Wearing Apparel	BKT UNIFORMS	171.50
100-4035100-6014	Animal Control	Other Operating Supplies	MONTGOMERY PUBLISHING, LL	60.00
Account 4035100 Total:				16,592.35
100-4035500-2300	Fire & EMS	Hospital/Medical Plan	CORVESTA SERVICES, INC	1,065.60
100-4035500-3160	Fire & EMS	Pymt for Collection Ser	EMS MANAGEMENT & CONSULTA	3,973.67
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	ADVANCE AUTO PARTS	18.51
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	BATTERIES PLUS	76.56
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	BERGLUND	602.15
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	FIRST SIGNS OF FIRE	142.50
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	VISA	71.58
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	TIGERDIRECT	510.89
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	ADVANCE AUTO PARTS	3.99
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	ADVANCE AUTO PARTS	3.80
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	ADVANCE AUTO PARTS	4.19
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	ADVANCE AUTO PARTS	555.88
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	ADVANCE AUTO PARTS	330.84
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	LOWE'S HOME CENTERS	7.09
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	LOWE'S HOME CENTERS	41.24
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	RAPIDSIGN, INC	81.10
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	RAPIDSIGN, INC	49.67
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	PENNEX ALUMINUM CO	360.00
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	JEFFERSON FIRE & SAFETY,	211.24
100-4035500-3320	Fire & EMS	Maint Service Contracts	AIRGAS MID AMERICA	12.80
100-4035500-3320	Fire & EMS	Maint Service Contracts	MOUNTAIN SPRINGS	19.50
100-4035500-5210	Fire & EMS	Postal Services	VISA	6.74
100-4035500-5230	Fire & EMS	Telecommunications	VERIZON WIRELESS	40.01
100-4035500-5530	Fire & EMS	Subsistence & Lodging	KOVAR, RONALD J	13.50
100-4035500-5530	Fire & EMS	Subsistence & Lodging	FITZGERALD, CLAY	8.00
100-4035500-5530	Fire & EMS	Subsistence & Lodging	VISA	86.67
100-4035500-5530	Fire & EMS	Subsistence & Lodging	VISA	10.98
100-4035500-5530	Fire & EMS	Subsistence & Lodging	VISA	136.15
100-4035500-5530	Fire & EMS	Subsistence & Lodging	VISA	235.75

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4035500-5530	Fire & EMS	Subsistence & Lodging	BLUE RIDGE RESCUE SQUAD	55.32
100-4035500-5540	Fire & EMS	Convention & Education	MOORE, ANDREW	758.00
100-4035500-5540	Fire & EMS	Convention & Education	HARRIS, MICHAEL	50.00
100-4035500-5540	Fire & EMS	Convention & Education	VISA	125.00
100-4035500-5540	Fire & EMS	Convention & Education	MCPEAK, MARY	50.00
100-4035500-6001	Fire & EMS	Office Supplies	OFFICEMAX CONTRACT	18.72
100-4035500-6001	Fire & EMS	Office Supplies	OFFICE DEPOT	181.90
100-4035500-6001	Fire & EMS	Office Supplies	OFFICE DEPOT	875.92
100-4035500-6001	Fire & EMS	Office Supplies	WALMART COMMUNITY BRC	17.76
100-4035500-6001	Fire & EMS	Office Supplies	AMAZON.COM CREDIT	32.55
100-4035500-6008	Fire & EMS	Vehicle & Pwr Equip Fuels	EXXON/GECC	26.54
100-4035500-6008	Fire & EMS	Vehicle & Pwr Equip Fuels	VISA	72.98
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	BLUE RIDGE SIGN & STAMP	129.84
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	NATIONAL REGISTRY OF EMER	240.00
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	BLUE RIDGE RESCUE SUPPLIE	801.18
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	BKT UNIFORMS	7.00
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	BKT UNIFORMS	98.98
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	MUNICIPAL EMERGENCY SERVI	159.55
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	VISA	82.11
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	VISA	400.09
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	MCPEAK, MARY	50.00
100-4035500-6012	Fire & EMS	Books & Subscriptions	VISA	34.00
100-4035500-6012	Fire & EMS	Books & Subscriptions	FIRE & EMS VIRGINIA	18.00
100-4035500-6014	Fire & EMS	Other Operating Supplies	ADVANCE AUTO PARTS	16.71
100-4035500-6014	Fire & EMS	Other Operating Supplies	ADVANCE AUTO PARTS	279.00
100-4035500-6014	Fire & EMS	Other Operating Supplies	EVIDENT CRIME SCENE PRODU	156.72
100-4035500-6014	Fire & EMS	Other Operating Supplies	BUNN, JUSTIN	31.25
100-4035500-6014	Fire & EMS	Other Operating Supplies	ANTHONY, DOUGLAS	7.00
100-4035500-6014	Fire & EMS	Other Operating Supplies	AMAZON.COM CREDIT	626.21
100-4035500-8002	Fire & EMS	Cap Otlly - Furn & Fixt	FIRE STATION OUTFITTERS L	2,070.00
100-4035500-8002	Fire & EMS	Cap Otlly - Furn & Fixt	AMAZON.COM CREDIT	139.47
100-4035500-8005	Fire & EMS	Cap Otlly - Mtr Veh/Eqp	FESCO EMERGENCY SALES	223,949.00
			Account 4035500 Total:	240,241.40
100-4035600-3320	Emergency Communications	Maint Service Contracts	PROFESSIONAL COMMUNICATIO	5,783.50
100-4035600-5410	Emergency Communications	Lease/Rent of Equipment	TOWN OF FINCASTLE	1,451.88
100-4035600-5410	Emergency Communications	Lease/Rent of Equipment	BOTETOURT LAND HOLDING II	2,733.81
100-4035600-5410	Emergency Communications	Lease/Rent of Equipment	BOTETOURT LAND HOLDING II	1,398.22
100-4035600-5420	Emergency Communications	Lease/Rent of Buildings	BOTETOURT LAND HOLDING II	216.00
			Account 4035600 Total:	11,583.41
100-4040000-2300	General Services	Hospital/Medical Plan	CORVESTA SERVICES, INC	99.90
100-4040000-2500	General Services	Disability Insurance	VACO INSURANCE PROGRAMS	16.23
100-4040000-3320	General Services	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	116.23
100-4040000-3320	General Services	Maint Service Contracts	SOUTHERN GRAPHICS & SUPPL	210.00
100-4040000-5510	General Services	Mileage	FALLS, HARRY	58.65
100-4040000-5510	General Services	Mileage	HUNTER, W TOMMY	41.40
100-4040000-5510	General Services	Mileage	LEFFEL, JACK	55.20
100-4040000-5510	General Services	Mileage	LONG, ALAN	13.80
100-4040000-5510	General Services	Mileage	LYNCH, MICHAEL	34.50

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4040000-5510	General Services	Mileage	ROCK, MICHAEL	46.59
100-4040000-5540	General Services	Convention & Education	ESRI	475.00
100-4040000-5540	General Services	Convention & Education	ESRI	475.00
100-4040000-5540	General Services	Convention & Education	VISA	334.00
100-4040000-6001	General Services	Office Supplies	MOUNTAIN SPRINGS	26.00
Account 4040000 Total:				2,002.50
100-4042400-2300	Waste Management	Hospital/Medical Plan	CORVESTA SERVICES, INC	133.20
100-4042400-3100	Waste Management	Professional Services	DRAPER ADEN ASSOCIATES	485.00
100-4042400-3100	Waste Management	Professional Services	SELECTION.COM	12.00
100-4042400-3100	Waste Management	Professional Services	SUNSET LANDSCAPING	480.00
100-4042400-3191	Waste Management	Refuse Disposal	CITY OF SALEM	5,265.87
100-4042400-3192	Waste Management	Recycling	ADVANCED DISPOSAL	467.50
100-4042400-3192	Waste Management	Recycling	RDS-VIRGINIA	270.18
100-4042400-3192	Waste Management	Recycling	GRAINGER	525.70
100-4042400-3192	Waste Management	Recycling	ADVANCED DISPOSAL	16,648.98
100-4042400-3311	Waste Management	Repairs & Maint - Equipment	GRAINGER	31.90
100-4042400-3311	Waste Management	Repairs & Maint - Equipment	GRAINGER	27.09
100-4042400-3312	Waste Management	Repairs & Maint - Vehicles	VIRGINIA TRUCK CENTER	317.50
100-4042400-3312	Waste Management	Repairs & Maint - Vehicles	ADVANCE AUTO PARTS	6.10
100-4042400-3312	Waste Management	Repairs & Maint - Vehicles	ADVANCE AUTO PARTS	23.91
100-4042400-3312	Waste Management	Repairs & Maint - Vehicles	GRAINGER	20.62
100-4042400-3312	Waste Management	Repairs & Maint - Vehicles	EXCEL TRUCK GROUP	20.44
100-4042400-3312	Waste Management	Repairs & Maint - Vehicles	MID-STATE EQUIP CO	11.38
100-4042400-3320	Waste Management	Maint Service Contracts	BEST CLEANING ENTERPRISE	175.00
100-4042400-6001	Waste Management	Office Supplies	GRAINGER	76.33
100-4042400-6001	Waste Management	Office Supplies	ROANOKE STAMP	48.66
100-4042400-6009	Waste Management	Vehicle & Pwr Equip Supplies	GRAINGER	37.36
100-4042400-8012	Waste Management	Cap Otlly - Othr Capital	BOXLEY AGGREGATES	128.94
Account 4042400 Total:				25,213.66
100-4043000-2300	Maint of Gen Bldg & Grounds	Hospital/Medical Plan	CORVESTA SERVICES, INC	233.10
100-4043000-3191	Maint of Gen Bldg & Grounds	Refuse Disposal	ADVANCED DISPOSAL	192.50
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	3,850.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	CARTER MACHINERY	287.41
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	TRANE COMPANY	1,780.68
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	231.06
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	SIMPLEX TIME RECORDER	537.79
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	130.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	284.76
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	195.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	97.50
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	310.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	97.50
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	1,063.69
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	369.16
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MORGAN, JOHN T SHEET META	483.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MORGAN, JOHN T SHEET META	431.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	SCRUBZ PROCLEANING	590.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	FSI MID STATE DIV, INC	245.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	G J HOPKINS	500.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	G J HOPKINS	500.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	G J HOPKINS	500.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	CARTER MACHINERY	268.78
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	CARTER MACHINERY	268.78
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	CARTER MACHINERY	307.83
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	CARTER MACHINERY	472.47
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	THYSSEN GENERAL ELEVATOR	352.79
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	ROANOKE GAS COMPANY	216.39
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	51.97
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	99.98
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	57.68
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	332.09
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	285.29
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	51.97
100-4043000-5530	Maint of Gen Bldg & Grounds	Subsistence & Lodging	VISA	98.48
100-4043000-6005	Maint of Gen Bldg & Grounds	Laundry, Hskpg, Janitor Supplies	GRAINGER	96.51
100-4043000-6005	Maint of Gen Bldg & Grounds	Laundry, Hskpg, Janitor Supplies	ALSCO	287.16
100-4043000-6005	Maint of Gen Bldg & Grounds	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	36.64
100-4043000-6005	Maint of Gen Bldg & Grounds	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	969.47
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	GRAYBAR ELECTRIC	368.75
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	GREER'S SUPPLY CO	203.80
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	ROANOKE ELECTRIC ZUPPLY	175.50
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	18.97
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	186.16
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	50.52
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	47.42
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	91.37
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	75.92
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	75.12
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	41.76
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	ROCKINGHAM COOPERATIVE	38.24
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	VISA	18.00
100-4043000-8005	Maint of Gen Bldg & Grounds	Cap Otly - Mtr Veh/Eqp	ADVANCE AUTO PARTS	53.04
100-4043000-8005	Maint of Gen Bldg & Grounds	Cap Otly - Mtr Veh/Eqp	ADVANCE AUTO PARTS	55.00
Account 4043000 Total:				18,663.00
100-4051100-3800	Local Health Dept	Prch of Serv frm Othr Gov Entities	BOTETOURT CO HEALTH	66,837.40
Account 4051100 Total:				66,837.40
100-4053500-2300	Children's Services (CSA)	Hospital/Medical Plan	CORVESTA SERVICES, INC	33.30
100-4053500-2500	Children's Services (CSA)	Disability Insurance	VACO INSURANCE PROGRAMS	15.49
100-4053500-3100	Children's Services (CSA)	Professional Services	DISCOVERY SCHOOL OF VIRGI	5,580.00
100-4053500-3100	Children's Services (CSA)	Professional Services	DISCOVERY SCHOOL OF VIRGI	5,580.00
100-4053500-3100	Children's Services (CSA)	Professional Services	FAMILY INSIGHT, PC	2,160.00
100-4053500-3100	Children's Services (CSA)	Professional Services	YOUTH ADVOCATE PROGRAMS	1,840.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,220.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,220.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,220.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,220.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,220.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,220.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,220.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE BEHAVIORAL HEA	1,000.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE BEHAVIORAL HEA	1,000.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE BEHAVIORAL HEA	400.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE BEHAVIORAL HEA	163.25
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRA HEALTH	3,500.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRA HEALTH	2,890.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRA HEALTH	3,330.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRA HEALTH	3,330.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRA HEALTH	3,330.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRA HEALTH	3,330.00
100-4053500-3100	Children's Services (CSA)	Professional Services	FISHER, MAURICE	180.00
100-4053500-3100	Children's Services (CSA)	Professional Services	GIFT OF HOPE	4,991.00
100-4053500-3100	Children's Services (CSA)	Professional Services	HALL COMMUNITY SERVICES	595.00
100-4053500-3100	Children's Services (CSA)	Professional Services	HOPE TREE FAMILY SERVICES	4,557.00
100-4053500-3100	Children's Services (CSA)	Professional Services	INTERCEPT YOUTH SERVICES	1,760.00
100-4053500-3100	Children's Services (CSA)	Professional Services	INTERCEPT YOUTH SERVICES	1,760.00
100-4053500-3100	Children's Services (CSA)	Professional Services	INTERCEPT YOUTH SERVICES	1,335.00
100-4053500-3100	Children's Services (CSA)	Professional Services	INTERCEPT YOUTH SERVICES	1,200.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	4,860.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	1,440.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	3,240.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	4,030.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	5,580.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	1,620.00
100-4053500-3100	Children's Services (CSA)	Professional Services	PROFESSIONAL THERAPIES	4,500.00
100-4053500-3100	Children's Services (CSA)	Professional Services	RICKMAN, RYAN	644.00
100-4053500-3100	Children's Services (CSA)	Professional Services	UNITED METHODIST FAMILY S	3,724.00
100-4053500-3100	Children's Services (CSA)	Professional Services	UNITED METHODIST FAMILY S	4,598.00
100-4053500-3320	Children's Services (CSA)	Maint Service Contracts	LEONARD'S COPY SYSTEMS	180.00
100-4053500-3320	Children's Services (CSA)	Maint Service Contracts	LEONARD'S COPY SYSTEMS	84.99
100-4053500-5540	Children's Services (CSA)	Convention & Education	TREASURER, VIRGINIA TECH	150.00
100-4053500-6001	Children's Services (CSA)	Office Supplies	ROANOKE STAMP	28.50
100-4053500-6001	Children's Services (CSA)	Office Supplies	H&R CONTRACTORS INC	10.00
Account 4053500 Total:				125,089.53
100-4053716	Brain Injury Serv SW VA		BRAIN INJURY SERVICES OF	2,500.00
Account 4053716 Total:				2,500.00
100-4053780	League of Older Americans		LOA AREA AGENCY ON AGING	11,000.00
Account 4053780 Total:				11,000.00
100-4071000-2300	Parks & Recreation	Hospital/Medical Plan	CORVESTA SERVICES, INC	233.10
100-4071000-2500	Parks & Recreation	Disability Insurance	VACO INSURANCE PROGRAMS	15.24
100-4071000-3100	Parks & Recreation	Professional Services	SELECTION.COM	12.00
100-4071000-3180	Parks & Recreation	Instruction/Training	WALMART COMMUNITY BRC	38.71
100-4071000-3180	Parks & Recreation	Instruction/Training	VCE - BOTETOURT	250.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4071000-3181	Parks & Recreation	Coaches Certification	SOUTHEASTERN SECURITY CON	45.00
100-4071000-3181	Parks & Recreation	Coaches Certification	SOUTHEASTERN SECURITY CON	75.00
100-4071000-3181	Parks & Recreation	Coaches Certification	SOUTHEASTERN SECURITY CON	15.00
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	CAVALIER EQUIPMENT CORPOR	28.00
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	BASHAM OIL COMPANY	596.44
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	ADVANCE AUTO PARTS	77.71
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	ADVANCE AUTO PARTS	10.75
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	ADVANCE AUTO PARTS	19.54
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	BLUERIDGE FARM CENTER	40.22
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	BOTETOVRT TRUCK & TRAILER	301.69
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	GRAINGER	15.09
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	LOWE'S HOME CENTERS	28.85
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	NORTHERN TOOL & EQUIPMENT	29.97
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	86.79
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	35.54
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	B & D LOCK	31.80
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	13.16
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	B & D LOCK	5.70
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	3.77
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	28.48
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	26.97
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	ADVANCE AUTO PARTS	43.38
100-4071000-3320	Parks & Recreation	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	232.49
100-4071000-3600	Parks & Recreation	Advertising	ROANOKE TIMES	445.90
100-4071000-3600	Parks & Recreation	Advertising	MONTGOMERY PUBLISHING, LL	150.00
100-4071000-5120	Parks & Recreation	Heating Services	SUBURBAN PROPANE	840.14
100-4071000-5130	Parks & Recreation	Water and Sewer	MOUNTAIN SPRINGS	6.50
100-4071000-5130	Parks & Recreation	Water and Sewer	WESTERN VIRGINIA WATER AU	155.66
100-4071000-5130	Parks & Recreation	Water and Sewer	AQUA VA	19.14
100-4071000-5410	Parks & Recreation	Lease/Rent of Equipment	TIDY SERVICES	130.00
100-4071000-5410	Parks & Recreation	Lease/Rent of Equipment	TIDY SERVICES	65.00
100-4071000-5410	Parks & Recreation	Lease/Rent of Equipment	TIDY SERVICES	130.00
100-4071000-5420	Parks & Recreation	Lease/Rent of Buildings	BRAVO PROPERTIES, LLC	1,500.00
100-4071000-5840	Parks & Recreation	Marketing	ROANOKE TIMES	698.00
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	4.17
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	5.58
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	40.70
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	4.49
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	25.95
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	8.99
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	39.70
100-4071000-6003	Parks & Recreation	Agricultural Supplies	ROCK HAVEN TURF SPECIALTI	1,107.00
100-4071000-6003	Parks & Recreation	Agricultural Supplies	ROCK HAVEN TURF SPECIALTI	705.00
100-4071000-6003	Parks & Recreation	Agricultural Supplies	LANDSCAPE SUPPLY	2,390.00
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	37.98
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	17.74
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	BOTETOVRT TRUCK & TRAILER	168.73
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	BOTETOVRT TRUCK & TRAILER	203.11
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	BOTETOVRT TRUCK & TRAILER	152.38
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	SUPER SHOE STORES	62.99
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	81.29
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	79.43

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	123.00
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	81.29
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	BSN SPORTS	134.75
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	CAHOON'S FLORIST	41.86
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	CAHOON'S FLORIST	51.00
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	MOJO SPORTSWEAR	996.00
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	MOJO SPORTSWEAR	60.00
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	GRAINGER	71.40
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	DIGITAL IMAGE PRINTING	107.16
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	VISA	593.01
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	SCHOLARSHIP CALENDARS	500.00
Account 4071000 Total:				14,375.43
100-4071300-2300	Botetourt Sports Complex	Hospital/Medical Plan	CORVESTA SERVICES, INC	99.90
100-4071300-2500	Botetourt Sports Complex	Disability Insurance	VACO INSURANCE PROGRAMS	12.91
100-4071300-3311	Botetourt Sports Complex	Repairs & Maint - Equipment	CUTTING EDGE OF VIRGINIA	33.16
100-4071300-3311	Botetourt Sports Complex	Repairs & Maint - Equipment	CUTTING EDGE OF VIRGINIA	177.84
100-4071300-3311	Botetourt Sports Complex	Repairs & Maint - Equipment	CUTTING EDGE OF VIRGINIA	143.16
100-4071300-3312	Botetourt Sports Complex	Repairs & Maint - Vehicles	CARVER'S AUTO CENTER	855.30
100-4071300-3313	Botetourt Sports Complex	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	487.83
100-4071300-3320	Botetourt Sports Complex	Maint Service Contracts	CANON SOLUTIONS AMERICA,	66.56
100-4071300-6003	Botetourt Sports Complex	Agricultural Supplies	ROCK HAVEN TURF SPECIALTI	1,325.00
100-4071300-6003	Botetourt Sports Complex	Agricultural Supplies	LANDSCAPE SUPPLY	2,425.00
100-4071300-6011	Botetourt Sports Complex	Uniforms & Wearing Apparel	SUPER SHOE STORES	107.98
100-4071300-6014	Botetourt Sports Complex	Other Operating Supplies	BARROWS JANITORIAL & OFFI	279.51
Account 4071300 Total:				6,014.15
100-4073100-2300	Library	Hospital/Medical Plan	CORVESTA SERVICES, INC	399.60
100-4073100-2500	Library	Disability Insurance	VACO INSURANCE PROGRAMS	11.14
100-4073100-3100	Library	Professional Services	OCLC, INC	1,024.39
100-4073100-3311	Library	Repairs & Maint - Equipment	FOUR SEASONS	240.00
100-4073100-3320	Library	Maint Service Contracts	ALSCO	10.08
100-4073100-3320	Library	Maint Service Contracts	BRYANT'S CLEANING	800.00
100-4073100-3320	Library	Maint Service Contracts	CANON SOLUTIONS AMERICA,	227.91
100-4073100-3320	Library	Maint Service Contracts	CANON SOLUTIONS AMERICA,	26.10
100-4073100-3320	Library	Maint Service Contracts	DE LAGE LANDEN	222.39
100-4073100-3320	Library	Maint Service Contracts	RYDER CLEANING	40.00
100-4073100-3320	Library	Maint Service Contracts	SCRUBZ PROCLEANING	700.00
100-4073100-3320	Library	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	169.97
100-4073100-3320	Library	Maint Service Contracts	TYCO INTEGRATED SECURITY	259.78
100-4073100-3320	Library	Maint Service Contracts	DE LAGE LANDEN	222.39
100-4073100-3800	Library	Prch of Serv frm Othr Gov Entities	COUNTY OF ROANOKE	792.41
100-4073100-3800	Library	Prch of Serv frm Othr Gov Entities	COUNTY OF ROANOKE	1,680.00
100-4073100-5110	Library	Electrical Services	DOMINION VIRGINIA POWER	537.29
100-4073100-5110	Library	Electrical Services	DOMINION VIRGINIA POWER	1,122.63
100-4073100-5120	Library	Heating Services	ROANOKE GAS COMPANY	311.53
100-4073100-5130	Library	Water and Sewer	MOUNTAIN SPRINGS	6.50
100-4073100-5130	Library	Water and Sewer	TOWN OF BUCHANAN	95.50
100-4073100-5130	Library	Water and Sewer	WESTERN VIRGINIA WATER AU	245.62
100-4073100-5130	Library	Water and Sewer	WESTERN VIRGINIA WATER AU	114.34

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4073100-5230	Library	Telecommunications	COMCAST	145.64
100-4073100-5230	Library	Telecommunications	COX COMMUNICATIONS INC.	388.46
100-4073100-5230	Library	Telecommunications	VERIZON	157.90
100-4073100-5230	Library	Telecommunications	VERIZON WIRELESS	80.02
100-4073100-5840	Library	Marketing	BAREFOOT PEDDLER	70.00
100-4073100-6001	Library	Office Supplies	BRODART	23.11
100-4073100-6001	Library	Office Supplies	DEMCO	154.96
100-4073100-6001	Library	Office Supplies	DEMCO	15.64
100-4073100-6001	Library	Office Supplies	FSI MID STATE DIV, INC	45.00
100-4073100-6001	Library	Office Supplies	OFFICE DEPOT	46.23
100-4073100-6001	Library	Office Supplies	OFFICE DEPOT	37.43
100-4073100-6001	Library	Office Supplies	OFFICE DEPOT	65.79
100-4073100-6001	Library	Office Supplies	OFFICE DEPOT	123.60
100-4073100-6001	Library	Office Supplies	OFFICE DEPOT	33.63
100-4073100-6001	Library	Office Supplies	AMAZON.COM CREDIT	74.94
100-4073100-6005	Library	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	152.09
100-4073100-6005	Library	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	129.32
100-4073100-6012	Library	Books & Subscriptions	WINDFALL	186.22
100-4073100-6012	Library	Books & Subscriptions	TEI LANDMARK AUDIO	296.75
100-4073100-6012	Library	Books & Subscriptions	TEI LANDMARK AUDIO	78.25
100-4073100-6012	Library	Books & Subscriptions	OVERDRIVE	142.87
100-4073100-6012	Library	Books & Subscriptions	RECORDED BOOKS	102.58
100-4073100-6012	Library	Books & Subscriptions	MICROMARKETING	212.45
100-4073100-6012	Library	Books & Subscriptions	CENTER POINT PUBLISHING	288.36
100-4073100-6012	Library	Books & Subscriptions	GALE GROUP	839.60
100-4073100-6012	Library	Books & Subscriptions	BAKER & TAYLOR	345.89
100-4073100-6012	Library	Books & Subscriptions	INGRAM	3,506.55
100-4073100-6012	Library	Books & Subscriptions	VIRGINIA GAME & FISH	16.97
100-4073100-6012	Library	Books & Subscriptions	REMINISCE	15.00
100-4073100-6012	Library	Books & Subscriptions	ROANOKER	25.95
100-4073100-6012	Library	Books & Subscriptions	NATIONAL GEOGRAPHIC SOCIE	34.00
100-4073100-6012	Library	Books & Subscriptions	INTERWEAVE KNITS	15.00
100-4073100-6012	Library	Books & Subscriptions	LIBRARY JOURNAL	78.99
100-4073100-6012	Library	Books & Subscriptions	COOK'S ILLUSTRATED	28.95
100-4073100-6012	Library	Books & Subscriptions	MEREDITH BOOKS	27.33
100-4073100-6012	Library	Books & Subscriptions	FOOD NETWORK MAGAZINE	12.00
100-4073100-6012	Library	Books & Subscriptions	HUNTING MAGAZINE	20.00
100-4073100-6012	Library	Books & Subscriptions	MEREDITH BOOKS	37.81
100-4073100-6012	Library	Books & Subscriptions	BLUE RIDGE COUNTRY	12.00
100-4073100-6012	Library	Books & Subscriptions	AMAZON.COM CREDIT	585.14
			Account 4073100 Total:	17,911.99
100-4081600-2300	Tourism	Hospital/Medical Plan	CORVESTA SERVICES, INC	66.60
100-4081600-2500	Tourism	Disability Insurance	VACO INSURANCE PROGRAMS	19.67
100-4081600-5840	Tourism	Marketing	VISA	52.25
			Account 4081600 Total:	138.52
100-4092000-5999	Revenue Refunds	Refunds	CRIZER,EVA B & SARAH E	58.73
100-4092000-5999	Revenue Refunds	Refunds	ALLY BANK	60.21
100-4092000-5999	Revenue Refunds	Refunds	FINANCIAL SERVICES VEHICL	587.90

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4092000-5999	Revenue Refunds	Refunds	FINANCIAL SERVICES VEHICL	213.78
100-4092000-5999	Revenue Refunds	Refunds	MARSTON, JOSHUA L & HEATHE	6.30
100-4092000-5999	Revenue Refunds	Refunds	WILLIAMS, TEPHANIE L	15.65
100-4092000-5999	Revenue Refunds	Refunds	HONDA LEASE TRUST	211.77
100-4092000-5999	Revenue Refunds	Refunds	MCCROSKEY, CONSTANCE	19.14
100-4092000-5999	Revenue Refunds	Refunds	WALTERS, AMBER	52.17
100-4092000-5999	Revenue Refunds	Refunds	SPRINKLE, LISA C	73.75
Account 4092000 Total:				1,299.40
100-4094101-0000-00	Enterprise-Wide Software	0000	HARRIS COMPUTER SYSTEMS	1,673.85
Account 4094101 Total:				1,673.85
100-4094310-0000-00	Emerg'y Operations Center	0000	STAPLES ADVANTAGE	510.00
Account 4094310 Total:				510.00
100-4094733-0000-00	Greenfield Historic Resources	0000	DOVETAIL CULTURAL RESOURC	39,938.63
Account 4094733 Total:				39,938.63
Fund 100 Total:				830,407.15
400-4095113-9100	Phone Equipment Lease	Debt Service	BANK OF AMERICA NATIONAL	9,683.56
400-4095113-9100	Phone Equipment Lease	Debt Service	BANK OF AMERICA NATIONAL	64,326.58
400-4095113-9100	Phone Equipment Lease	Debt Service	BANK OF AMERICA NATIONAL	9,683.56
Account 4095113 Total:				83,693.70
Fund 400 Total:				83,693.70
Grand Total:				914,100.85

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4012110-2300	County Administrator	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	2,297.90
100-4012110-5230	County Administrator	Telecommunications	VIRGINIA INFORMATION TECH	0.11
100-4012110-5230	County Administrator	Telecommunications	LUMOS NETWORKS	6.77
100-4012110-5230	County Administrator	Telecommunications	LUMOS NETWORKS	77.63
100-4012110-5230	County Administrator	Telecommunications	LUMOS NETWORKS	124.52
100-4012110-5510	County Administrator	Mileage	FAIN, SUSAN	14.04
Account 4012110 Total:				2,520.97
100-4012121-2300	Deputy Administrators	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	1,531.60
100-4012121-3100	Deputy Administrators	Professional Services	MOORMAN, DAVID	8.00
100-4012121-5230	Deputy Administrators	Telecommunications	VIRGINIA INFORMATION TECH	0.33
100-4012121-5230	Deputy Administrators	Telecommunications	LUMOS NETWORKS	20.30
100-4012121-5230	Deputy Administrators	Telecommunications	VIRGINIA INFORMATION TECH	0.05
100-4012121-5230	Deputy Administrators	Telecommunications	LUMOS NETWORKS	66.65
100-4012121-5230	Deputy Administrators	Telecommunications	VERIZON WIRELESS	40.01
100-4012121-6008	Deputy Administrators	Vehicle & Pwr Equip Fuels	FOSTER FUEL	137.55
Account 4012121 Total:				1,804.49
100-4012310-2300	Commissioner of Revenue	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	4,596.80
100-4012310-5230	Commissioner of Revenue	Telecommunications	VIRGINIA INFORMATION TECH	11.09
100-4012310-5230	Commissioner of Revenue	Telecommunications	LUMOS NETWORKS	198.58
Account 4012310 Total:				4,806.47
100-4012410-2300	Treasurer	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	3,830.50
100-4012410-5230	Treasurer	Telecommunications	VIRGINIA INFORMATION TECH	10.38
100-4012410-5230	Treasurer	Telecommunications	LUMOS NETWORKS	169.82
100-4012410-5510	Treasurer	Mileage	ARNEY, WILLIAM	190.62
100-4012410-5530	Treasurer	Subsistence & Lodging	ARNEY, WILLIAM	365.14
Account 4012410 Total:				4,566.46
100-4012430-2300	Financial Services	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	1,532.60
100-4012430-5230	Financial Services	Telecommunications	VIRGINIA INFORMATION TECH	0.33
100-4012430-5230	Financial Services	Telecommunications	LUMOS NETWORKS	20.30
100-4012430-5230	Financial Services	Telecommunications	VIRGINIA INFORMATION TECH	0.08
100-4012430-5230	Financial Services	Telecommunications	LUMOS NETWORKS	25.46
Account 4012430 Total:				1,578.77
100-4012510-2300	Technology Services	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	4,596.80
100-4012510-5230	Technology Services	Telecommunications	VIRGINIA INFORMATION TECH	0.44
100-4012510-5230	Technology Services	Telecommunications	LUMOS NETWORKS	27.07
100-4012510-5230	Technology Services	Telecommunications	LUMOS NETWORKS	1,588.99
100-4012510-5230	Technology Services	Telecommunications	VERIZON WIRELESS	297.89
Account 4012510 Total:				6,511.19
100-4012530-2300	Central Purchasing	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	766.30
100-4012530-5230	Central Purchasing	Telecommunications	VIRGINIA INFORMATION TECH	0.11

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4012530-5230	Central Purchasing	Telecommunications	LUMOS NETWORKS	6.77
100-4012530-5230	Central Purchasing	Telecommunications	LUMOS NETWORKS	28.09
Account 4012530 Total:				801.27
100-4012560-2300	Central Garage	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	766.30
100-4012560-5230	Central Garage	Telecommunications	LUMOS NETWORKS	799.00
Account 4012560 Total:				1,565.30
100-4013300-2300	Electoral Bd/Registrar	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	766.30
100-4013300-5230	Electoral Bd/Registrar	Telecommunications	VIRGINIA INFORMATION TECH	0.33
100-4013300-5230	Electoral Bd/Registrar	Telecommunications	LUMOS NETWORKS	20.30
100-4013300-5230	Electoral Bd/Registrar	Telecommunications	LUMOS NETWORKS	30.36
100-4013300-5230	Electoral Bd/Registrar	Telecommunications	LUMOS NETWORKS	36.59
100-4013300-5510	Electoral Bd/Registrar	Mileage	SHOTWELL, PATRICIA B	10.75
100-4013300-5510	Electoral Bd/Registrar	Mileage	CLARK, TRACI	64.26
100-4013300-5510	Electoral Bd/Registrar	Mileage	CLARK, TRACI	27.11
Account 4013300 Total:				956.00
100-4021100-2300	Circuit Court	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	766.30
100-4021100-5230	Circuit Court	Telecommunications	VIRGINIA INFORMATION TECH	8.94
100-4021100-5230	Circuit Court	Telecommunications	LUMOS NETWORKS	105.95
Account 4021100 Total:				881.19
100-4021200-5230	General District Court	Telecommunications	VIRGINIA INFORMATION TECH	12.34
100-4021200-5230	General District Court	Telecommunications	LUMOS NETWORKS	355.05
Account 4021200 Total:				367.39
100-4021300-5230	Magistrate	Telecommunications	VIRGINIA INFORMATION TECH	0.22
100-4021300-5230	Magistrate	Telecommunications	LUMOS NETWORKS	13.54
100-4021300-5230	Magistrate	Telecommunications	LUMOS NETWORKS	0.13
Account 4021300 Total:				13.89
100-4021600-2300	Clerk of Circuit Court	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	4,596.80
100-4021600-5230	Clerk of Circuit Court	Telecommunications	VIRGINIA INFORMATION TECH	3.71
100-4021600-5230	Clerk of Circuit Court	Telecommunications	LUMOS NETWORKS	207.45
Account 4021600 Total:				4,807.96
100-4022100-2300	Commonwealth's Attorney	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	5,363.10
100-4022100-5110	Commonwealth's Attorney	Electrical Services	AMERICAN ELECTRIC PO	109.06
100-4022100-5120	Commonwealth's Attorney	Heating Services	ROANOKE GAS COMPANY	130.84
100-4022100-5210	Commonwealth's Attorney	Postal Services	GILLILAND, HEATHER	20.60
100-4022100-5230	Commonwealth's Attorney	Telecommunications	VIRGINIA INFORMATION TECH	1.19
100-4022100-5230	Commonwealth's Attorney	Telecommunications	LUMOS NETWORKS	11.64
100-4022100-8007	Commonwealth's Attorney	Cap Otly - EDP Equipmt	VERIZON WIRELESS	80.02

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
				Account 4022100 Total: 5,716.45
100-4031200-2300	Sheriff	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	34,473.50
100-4031200-5230	Sheriff	Telecommunications	VIRGINIA INFORMATION TECH	4.23
100-4031200-5230	Sheriff	Telecommunications	LUMOS NETWORKS	432.94
100-4031200-5230	Sheriff	Telecommunications	VERIZON WIRELESS	1,188.61
100-4031200-5230	Sheriff	Telecommunications	LUMOS NETWORKS	71.27
100-4031200-5830	Sheriff	RAID Patrol	VIRGINIA INFORMATION TECH	0.44
100-4031200-5830	Sheriff	RAID Patrol	LUMOS NETWORKS	27.07
100-4031200-5830	Sheriff	RAID Patrol	VERIZON WIRELESS	82.49
100-4031200-5850	Sheriff	Crime Prevention	VIRGINIA INFORMATION TECH	0.11
100-4031200-5850	Sheriff	Crime Prevention	LUMOS NETWORKS	6.77
100-4031200-5850	Sheriff	Crime Prevention	VERIZON WIRELESS	49.94
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	FOSTER FUEL	10,195.46
100-4031200-6015	Sheriff	Firing Range Expenses	CRAIG-BOTETOURT ELECTRIC	679.63

				Account 4031200 Total: 47,212.46
100-4031700-2300	Dispatch	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	8,427.30
100-4031700-5230	Dispatch	Telecommunications	VIRGINIA INFORMATION TECH	27.02
100-4031700-5230	Dispatch	Telecommunications	LUMOS NETWORKS	237.87
100-4031700-5230	Dispatch	Telecommunications	VERIZON WIRELESS	30.45
100-4031700-5230	Dispatch	Telecommunications	LUMOS NETWORKS	9.87

				Account 4031700 Total: 8,732.51
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	FOSTER FUEL	207.41
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	PETROLEUM TRADERS CORPORA	304.28
100-4032200-5651	Volunteer Fire & Rescue	County Vol Resc Squads	PETROLEUM TRADERS CORPORA	1,163.52
100-4032200-5651	Volunteer Fire & Rescue	County Vol Resc Squads	CRAIG-BOTETOURT ELECTRIC	29.23

				Account 4032200 Total: 1,704.44
100-4033100-2300	Correction and Detention	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	34,468.05
100-4033100-5110	Correction and Detention	Electrical Services	AMERICAN ELECTRIC PO	12,053.42
100-4033100-5120	Correction and Detention	Heating Services	ROANOKE GAS COMPANY	1,536.11
100-4033100-5230	Correction and Detention	Telecommunications	VIRGINIA INFORMATION TECH	2.11
100-4033100-5230	Correction and Detention	Telecommunications	LUMOS NETWORKS	240.03
100-4033100-5230	Correction and Detention	Telecommunications	VERIZON WIRELESS	82.49

				Account 4033100 Total: 48,382.21
100-4033300-5230	Probation Office	Telecommunications	VIRGINIA INFORMATION TECH	6.17
100-4033300-5230	Probation Office	Telecommunications	LUMOS NETWORKS	110.95

				Account 4033300 Total: 117.12
100-4034000-2300	Dept of Community Development	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	6,894.70
100-4034000-5230	Dept of Community Development	Telecommunications	VIRGINIA INFORMATION TECH	1.00
100-4034000-5230	Dept of Community Development	Telecommunications	LUMOS NETWORKS	60.91
100-4034000-5230	Dept of Community Development	Telecommunications	VIRGINIA INFORMATION TECH	0.25
100-4034000-5230	Dept of Community Development	Telecommunications	LUMOS NETWORKS	51.01

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4034000-5230	Dept of Community Development	Telecommunications	VERIZON WIRELESS	110.47
100-4034000-6009	Dept of Community Development	Vehicle & Pwr Equip Supplies	FOSTER FUEL	599.72
Account 4034000 Total:				7,718.06
100-4035100-2300	Animal Control	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	2,297.90
100-4035100-5230	Animal Control	Telecommunications	VIRGINIA INFORMATION TECH	0.44
100-4035100-5230	Animal Control	Telecommunications	LUMOS NETWORKS	27.07
100-4035100-5230	Animal Control	Telecommunications	VERIZON WIRELESS	130.22
100-4035100-6009	Animal Control	Vehicle & Pwr Equip Supplies	FOSTER FUEL	573.68
Account 4035100 Total:				3,029.31
100-4035500-2300	Fire & EMS	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	24,514.60
100-4035500-5230	Fire & EMS	Telecommunications	VIRGINIA INFORMATION TECH	0.78
100-4035500-5230	Fire & EMS	Telecommunications	LUMOS NETWORKS	47.37
100-4035500-5230	Fire & EMS	Telecommunications	VIRGINIA INFORMATION TECH	3.78
100-4035500-5230	Fire & EMS	Telecommunications	LUMOS NETWORKS	-22.81
100-4035500-5230	Fire & EMS	Telecommunications	VERIZON WIRELESS	448.69
100-4035500-6008	Fire & EMS	Vehicle & Pwr Equip Fuels	FOSTER FUEL	2,435.39
Account 4035500 Total:				27,427.80
100-4035600-5231	Emergency Communications	Wireless E911 Communications	VERIZON	6.89
100-4035600-5231	Emergency Communications	Wireless E911 Communications	LUMOS NETWORKS	418.05
100-4035600-5231	Emergency Communications	Wireless E911 Communications	LUMOS NETWORKS	496.95
100-4035600-5232	Emergency Communications	E911 Landline Communications	VERIZON	2,664.96
100-4035600-5232	Emergency Communications	E911 Landline Communications	LUMOS NETWORKS	847.60
Account 4035600 Total:				4,434.45
100-4040000-2300	General Services	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	2,297.90
100-4040000-5230	General Services	Telecommunications	LUMOS NETWORKS	14.29
100-4040000-5230	General Services	Telecommunications	VERIZON WIRELESS	102.95
100-4040000-6009	General Services	Vehicle & Pwr Equip Supplies	PETROLEUM TRADERS CORPORA	141.85
Account 4040000 Total:				2,556.99
100-4042400-2300	Waste Management	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	3,064.20
100-4042400-3191	Waste Management	Refuse Disposal	COUNTY WASTE	1,160.25
100-4042400-5110	Waste Management	Electrical Services	CRAIG-BOTETOURT ELECTRIC	199.07
100-4042400-5110	Waste Management	Electrical Services	CRAIG-BOTETOURT ELECTRIC	124.52
100-4042400-5110	Waste Management	Electrical Services	CRAIG-BOTETOURT ELECTRIC	256.65
100-4042400-5230	Waste Management	Telecommunications	VIRGINIA INFORMATION TECH	0.92
100-4042400-5230	Waste Management	Telecommunications	LUMOS NETWORKS	116.60
Account 4042400 Total:				4,922.21
100-4043000-2300	Maint of Gen Bldg & Grounds	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	5,363.10
100-4043000-3191	Maint of Gen Bldg & Grounds	Refuse Disposal	COUNTY WASTE	909.20
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	DOMINION VIRGINIA POWER	239.93
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	CRAIG-BOTETOURT ELECTRIC	152.03

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	CRAIG-BOTETOURT ELECTRIC	179.64
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	58.73
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	510.13
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	260.76
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	2,155.71
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	269.20
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	434.36
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	213.57
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	817.60
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	10.25
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	19.01
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	4,698.83
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	10.63
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	193.73
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	350.09
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	10.25
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	107.71
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	1,816.08
100-4043000-5120	Maint of Gen Bldg & Grounds	Heating Services	ROANOKE GAS COMPANY	212.25
100-4043000-5120	Maint of Gen Bldg & Grounds	Heating Services	ROANOKE GAS COMPANY	888.80
100-4043000-5120	Maint of Gen Bldg & Grounds	Heating Services	ROANOKE GAS COMPANY	265.83
100-4043000-5120	Maint of Gen Bldg & Grounds	Heating Services	ROANOKE GAS COMPANY	74.63
100-4043000-5230	Maint of Gen Bldg & Grounds	Telecommunications	LUMOS NETWORKS	275.43
100-4043000-5230	Maint of Gen Bldg & Grounds	Telecommunications	VERIZON WIRELESS	49.94
100-4043000-6008	Maint of Gen Bldg & Grounds	Vehicle & Pwr Equip Fuels	PETROLEUM TRADERS CORPORA	467.00
100-4043000-6008	Maint of Gen Bldg & Grounds	Vehicle & Pwr Equip Fuels	SHEARER, KEVIN	37.70
Account 4043000 Total:				21,052.12
100-4053500-2300	Children's Services (CSA)	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	766.30
100-4053500-5230	Children's Services (CSA)	Telecommunications	VIRGINIA INFORMATION TECH	0.11
100-4053500-5230	Children's Services (CSA)	Telecommunications	LUMOS NETWORKS	6.77
100-4053500-5230	Children's Services (CSA)	Telecommunications	LUMOS NETWORKS	-9.99
Account 4053500 Total:				763.19
100-4071000-2300	Parks & Recreation	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	6,128.40
100-4071000-3180	Parks & Recreation	Instruction/Training	RIDGE RIFLE ASSOCIATION	500.00
100-4071000-3180	Parks & Recreation	Instruction/Training	ALL ABOUT LEARNING	200.00
100-4071000-3180	Parks & Recreation	Instruction/Training	CRAWFORD, ANGELA	14.72
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	11.78
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	14.50
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	149.22
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	15.91
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	10.83
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	23.56
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	35.45
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	32.56
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	42.93
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	33.56
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	59.84
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	11.80

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	14.50
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	11.32
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	10.25
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	39.74
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	14.87
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	33.39
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	17.47
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	23.73
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	125.10
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	53.20
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	14.50
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	14.50
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	148.24
100-4071000-5110	Parks & Recreation	Electrical Services	DOMINION VIRGINIA POWER	144.97
100-4071000-5110	Parks & Recreation	Electrical Services	DOMINION VIRGINIA POWER	6.59
100-4071000-5120	Parks & Recreation	Heating Services	ROANOKE GAS COMPANY	156.05
100-4071000-5130	Parks & Recreation	Water and Sewer	WESTERN VIRGINIA WATER AU	39.15
100-4071000-5130	Parks & Recreation	Water and Sewer	WESTERN VIRGINIA WATER AU	66.01
100-4071000-5130	Parks & Recreation	Water and Sewer	WESTERN VIRGINIA WATER AU	37.30
100-4071000-5130	Parks & Recreation	Water and Sewer	BLUE RIDGE WATER	26.40
100-4071000-5230	Parks & Recreation	Telecommunications	VIRGINIA INFORMATION TECH	0.05
100-4071000-5230	Parks & Recreation	Telecommunications	LUMOS NETWORKS	54.69
100-4071000-5230	Parks & Recreation	Telecommunications	VERIZON WIRELESS	50.07
100-4071000-6008	Parks & Recreation	Vehicle & Pwr Equip Fuels	PETROLEUM TRADERS CORPORA	415.26
100-4071000-6008	Parks & Recreation	Vehicle & Pwr Equip Fuels	WEBB'S OIL CORPORATION	315.01
Account 4071000 Total:				9,117.42
100-4071300-2300	Botetourt Sports Complex	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	3,064.20
100-4071300-5110	Botetourt Sports Complex	Electrical Services	AMERICAN ELECTRIC PO	1,244.77
100-4071300-5130	Botetourt Sports Complex	Water and Sewer	WESTERN VIRGINIA WATER AU	65.15
100-4071300-5230	Botetourt Sports Complex	Telecommunications	VIRGINIA INFORMATION TECH	5.14
100-4071300-5230	Botetourt Sports Complex	Telecommunications	LUMOS NETWORKS	993.40
100-4071300-6008	Botetourt Sports Complex	Vehicle & Pwr Equip Fuels	WEBB'S OIL CORPORATION	99.87
Account 4071300 Total:				5,472.53
100-4071500-5230	Van Program	Telecommunications	VERIZON WIRELESS	15.94
100-4071500-6009	Van Program	Vehicle & Pwr Equip Supplies	WEBB'S OIL CORPORATION	373.61
Account 4071500 Total:				389.55
100-4073100-2300	Library	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	9,192.60
100-4073100-5110	Library	Electrical Services	AMERICAN ELECTRIC PO	568.69
100-4073100-5110	Library	Electrical Services	AMERICAN ELECTRIC PO	18.88
100-4073100-5110	Library	Electrical Services	AMERICAN ELECTRIC PO	507.39
100-4073100-5120	Library	Heating Services	ROANOKE GAS COMPANY	279.85
100-4073100-5230	Library	Telecommunications	VIRGINIA INFORMATION TECH	14.24
100-4073100-5230	Library	Telecommunications	LUMOS NETWORKS	1,873.90
100-4073100-6009	Library	Vehicle & Pwr Equip Supplies	WEBB'S OIL CORPORATION	372.06
Account 4073100 Total:				12,827.61

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4081600-2300	Tourism	Hospital/Medical Plan	BOTETOVRT COUNTY EMPLOYEE	1,532.60
100-4081600-5230	Tourism	Telecommunications	LUMOS NETWORKS	36.96
100-4081600-5840	Tourism	Marketing	MOORMAN, LISA	12.76
100-4081600-6008	Tourism	Vehicle & Pwr Equip Fuels	WEBB'S OIL CORPORATION	75.89
Account 4081600 Total:				1,658.21
100-4083000-5230	Cooperative Extension Program	Telecommunications	VIRGINIA INFORMATION TECH	4.66
100-4083000-5230	Cooperative Extension Program	Telecommunications	LUMOS NETWORKS	151.50
Account 4083000 Total:				156.16
100-4092000-5999	Revenue Refunds	Refunds	SUMMERS PROPERTIES LLC	568.08
100-4092000-5999	Revenue Refunds	Refunds	SNYDER, RAYMOND T & JOANN	29.15
100-4092000-5999	Revenue Refunds	Refunds	BENGE, BRENDA H	36.48
100-4092000-5999	Revenue Refunds	Refunds	CASH EXCAVATING	12.15
100-4092000-5999	Revenue Refunds	Refunds	PIELCOK, JOSEPH WALTER	6.05
100-4092000-5999	Revenue Refunds	Refunds	MINNIX, LESLIE WAYNE	7.61
100-4092000-5999	Revenue Refunds	Refunds	PEARSON, VERNARD PAUL	7.08
100-4092000-5999	Revenue Refunds	Refunds	WILBURN, BRIAN SCOTT	5.11
100-4092000-5999	Revenue Refunds	Refunds	RAKES, KENNETH L & VIRGINI	7.91
100-4092000-5999	Revenue Refunds	Refunds	SMITH, KIMBERLY J	7.93
100-4092000-5999	Revenue Refunds	Refunds	ARNOLD, CHRISTOPHER T	18.01
100-4092000-5999	Revenue Refunds	Refunds	CAB EAST LLC	55.66
100-4092000-5999	Revenue Refunds	Refunds	COX, LYNWOOD H & YVONNE P	10.60
100-4092000-5999	Revenue Refunds	Refunds	SANDRA'S MARKING COMPANY	98.73
100-4092000-5999	Revenue Refunds	Refunds	TOYOTA MOTOR CREDIT CORPO	61.91
100-4092000-5999	Revenue Refunds	Refunds	QUINN, DANIEL J & JULIE L	36.19
100-4092000-5999	Revenue Refunds	Refunds	BUSINESS SERVICE	57.18
100-4092000-5999	Revenue Refunds	Refunds	GAY, JACQUILINE C	26.75
100-4092000-5999	Revenue Refunds	Refunds	GIBSON, TOMMY D & PATRICI	18.32
100-4092000-5999	Revenue Refunds	Refunds	WALKER, PETER D & KAREN J	42.86
100-4092000-5999	Revenue Refunds	Refunds	PAJAK, CAROL J	41.25
100-4092000-5999	Revenue Refunds	Refunds	ARRITT JR, ROBERT BOONE &	26.91
100-4092000-5999	Revenue Refunds	Refunds	BEDDINGFIELD, HELEN H	5.19
100-4092000-5999	Revenue Refunds	Refunds	CHITWOOD, MICHAEL T & SAN	28.71
100-4092000-5999	Revenue Refunds	Refunds	GEAL	56.05
100-4092000-5999	Revenue Refunds	Refunds	GILL, MICHELLE R	25.65
100-4092000-5999	Revenue Refunds	Refunds	WHEELS	55.23
100-4092000-5999	Revenue Refunds	Refunds	WELLS, TROY D & PATRICIA G	12.17
100-4092000-5999	Revenue Refunds	Refunds	ROBINSON, ENOS R & VALERIE	18.83
100-4092000-5999	Revenue Refunds	Refunds	TOLIVER, JAMES L	19.10
100-4092000-5999	Revenue Refunds	Refunds	WOOD, JUDY L & ALEX L	7.01
100-4092000-5999	Revenue Refunds	Refunds	KNICK, KATRINA M	51.43
100-4092000-5999	Revenue Refunds	Refunds	JANNEY, HUGH	23.08
100-4092000-5999	Revenue Refunds	Refunds	RICE, RAYE R	21.23
100-4092000-5999	Revenue Refunds	Refunds	GINGER, BILLY G & DEBORAH	50.19
100-4092000-5999	Revenue Refunds	Refunds	DONLEN LEASING CORPORATIO	272.21
100-4092000-5999	Revenue Refunds	Refunds	DAIMLER TRUST	292.01
100-4092000-5999	Revenue Refunds	Refunds	ELEMENT VEHICLE MANAGEMEN	256.47

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
			Account 4092000 Total:	2,376.48
100-4092750-5230	Utility Expenses - Post 6/30/1	Telecommunications	VIRGINIA INFORMATION TECH	0.60
			Account 4092750 Total:	0.60
100-4094301-0000-00	E911 System	0000	SOUTHERN SOFTWARE	27,645.00
100-4094301-0000-00	E911 System	0000	SLAIT CONSULTING	90,324.80
			Account 4094301 Total:	117,969.80
			Fund 100 Total:	364,919.03
400-4095112-9100	Buchanan Fire Truck	Debt Service	BANK OF BOTETOURT	3,055.00
			Account 4095112 Total:	3,055.00
			Fund 400 Total:	3,055.00
			Grand Total:	367,974.03

AGENDA ITEM: Annual staff report presentation on Parks and Recreation and introduction of the Sports Complex's 2016 schedule.

Administrator's Comments:

The Botetourt County Parks, Recreation, and Tourism Department recently finalized their 2015 Participation Report outlining the involvement and type of activities offered during the last calendar year. According to the report:

- A majority of the department's operating budget is used to maintain 500 acres of property at 11 schools, 3 libraries, 3 business parks, the Greenfield Education and Training Center, the County government complex in Fincastle, 4 recreation parks, 26 school and park playgrounds, a host of trails, and waterway access points.
- The department also provides support to the towns, civic groups, and other County departments for various events when needed.
- Over 2,500 young people participated in team sport activities in 2015 with another 2,000 in outdoor programs and camps; over 2,300 adults participated in our various programs; and 3,000 individuals were active in the various community special events that the department assisted with.
- An annual report on the Tourism Department's activities will be presented by Lisa Moorman later this summer.

Jenna Moran, Greenfield Booster President, is a community advocate for youth athletics and will be present at the Board meeting to share a brief summary of her experiences as a mother, coach, and Booster Club president.

Also, Mr. Andy Dooley is heavily involved with the Amateur Softball Association which is THE governing body of softball in the United States. Mr. Dooley lives in Bedford and served as ASA's National President from 2009-2011, is a former Parks and Recreation Director, and is a Vietnam Veteran. He is also heavily involved with the Moose Association which is partnering with ASA to bring the Special Olympics North America Softball Invitational Tournament to the Roanoke Valley this year. Mr. Dooley has been asked to share what this event will mean to our community and his positive experience in hosting tournaments at the Sports Complex over the last 9 seasons.

One of last year's community highlights was the Wounded Warrior Amputee Softball team. Area businesses stepped forward and provided over \$52,000 in cash so that our community could host those heroes and send them off with a sizeable donation (\$12,000). The Military Family Support Center in Salem also benefited from generous tournament donations (\$4,000).

The Botetourt Sports Complex would also like to announce the release of the event calendar for the upcoming 2016 season. 26 baseball and softball sporting events are planned this year for a season that will officially begin on March 11 and conclude on October 16. This year's events range from Botetourt's local youth recreational and high school teams, to numerous regional and national championship events for youth fast-pitch and adult slow-pitch softball.

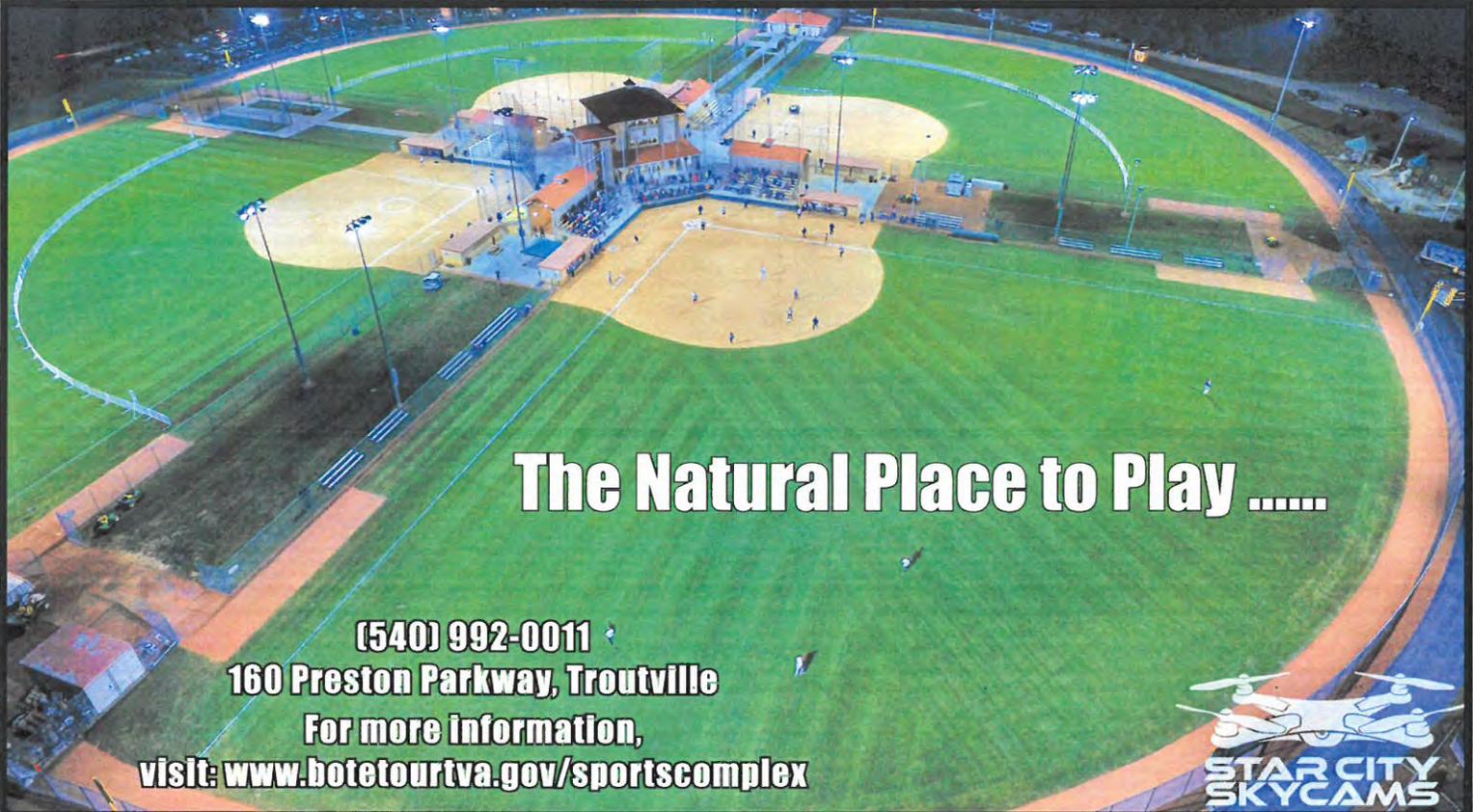
May Lane 2-18-2016

Recommendation:

Allow Mr. Jim Farmer, Ms. Moran, and Mr. Dooley to give their reports/comments and ask any questions as necessary.

Attachments:

2016 Sports Complex Event Schedule



The Natural Place to Play

(540) 992-0011

160 Preston Parkway, Troutville

For more information,

visit: www.botetourtva.gov/sportscomplex



BOTETOURT SPORTS COMPLEX – 2016

MARCH

11-13 West Virginia Wesleyan College Fast-Pitch Tournament
19-20 NSA Adult Slow-Pitch Softball Tournament
26 Got Game
“Chicks Rule” Youth Fast-Pitch Tournament

APRIL

8-9 Botetourt Bash High School Softball Tournament
15-17 36th Annual Chance Crawford Benefit Adult Slow-Pitch Tournament
22-23 Botetourt Recreation Opener
29-1st Mountain East Conference Women’s Softball Championship

MAY

6-7 Botetourt Youth SOL Stress Buster
14-15 ASA Cystic Fibrosis Foundation Benefit Youth Fast-Pitch Tournament
18-20 NCCAA Women’s Fast-Pitch Softball World Series
24, 26 Conference 31 High School Tournament
28-June 2 Botetourt County Season Ending Tournament

JUNE

4-5 ASA Botetourt Invitational
17-19 ASA Class “A” Virginia Youth State Championship
24-26 ISF Senior World Cup Adult Slow-Pitch Softball Championship

JULY

1-3 ASA Salem Fair Youth Fast-Pitch Tournament
8-10 USSSA Women’s Over 18 Fast-Pitch World Series

AUGUST

1-7 ASA/USA Girls Class “A” 12U Fast-Pitch National Championship
13-14 Got Game VA World Series Youth Fast-Pitch Tournament
18-21 Special Olympics North America Softball Invitational Tournament.
27-28 USSSA Interstate Church of God Adult Slow-Pitch Tournament

SEPTEMBER

2-4 ASA Men’s Class D&E Eastern Slow-Pitch Championship
17-18 ASA/USA Heartland College Showcase Series

OCTOBER

1-2 Women’s College Military Appreciation Tournament
8-9 ASA JO / Scrappers 18U & 16U College Showcase
15-16 ASA 18U Gold Xtreme Dimension Roanoke Valley Showcase



AGENDA ITEM: Consideration of request to advertise for a public hearing on proposed amendments to Chapter 9. Elections of the Botetourt County Code to change the Troutville/Cloverdale precinct boundaries and polling place.

Administrator's Comments:

During their February 11, 2016 meeting, the Botetourt County Electoral Board unanimously approved the submittal to the Board of Supervisors of proposed changes to Chapter 9 Elections of the Botetourt County Code pertaining to the Valley Magisterial District.

This action was the result of the Office of Elections and Voter Registration and its representatives receiving numerous calls from voters in the Troutville Precinct during and immediately following the November 2015 General Election regarding the polling location (Orchard Hills Church). Most were concerned with the need to make a U-turn at the EastPark Drive/Cloverdale Road (Alternate Route 220) intersection to access the church's entrance, as the speed limit in this area is posted at 55 mph.

The Troutville Precinct has just over 2,000 registered voters and all but approximately 450 would need to make that U-turn if travelling from their homes. Also, the Town of Troutville has voiced concerns with the polling location being so far from the Town limits as it is also used for their Town elections.

Also, to make voting more accessible for those citizens in the Botetourt East Subdivision area, it is proposed that the boundary between the Troutville and Cloverdale precincts be adjusted so that these voters will cast their ballots at Read Mountain Middle School instead of having to travel to Troutville Elementary School.

In general, the proposed ordinance changes include:

- Change the polling location for the Troutville Precinct to Troutville Elementary School
- Cloverdale Road (Alternate 220) at EastPark Drive will be the new boundary line between the Troutville and Cloverdale Precincts as designated on attached map.
- Residences on the southwestern side of Cloverdale Road (Alternate 220) will become part of the Cloverdale Precinct with a polling place of Read Mountain Middle School (current polling place).

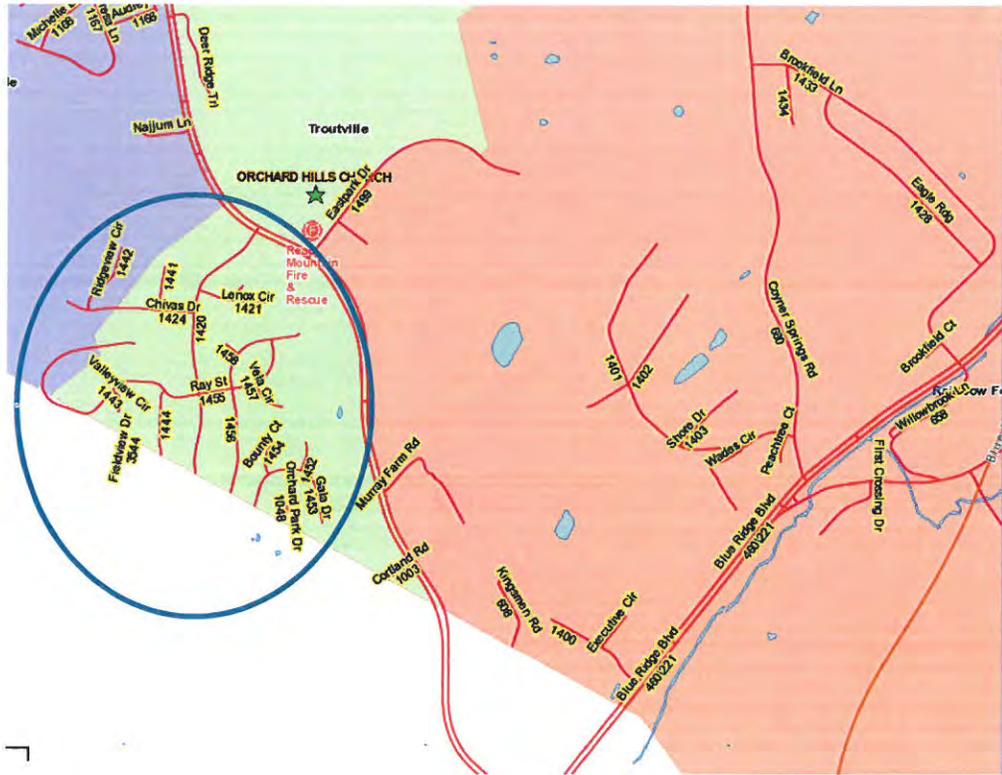
Recommendation:

If agreeable, authorize staff to advertise for a public hearing at the March regular meeting to consider amendments to Chapter 9. Elections of the Botetourt County Code to change the Troutville/Cloverdale precinct boundaries and polling place.

Attachments

Mary Louise 2-16-16

CLOVERDALE PRECINCT



PROPOSED CHANGE:

Move area in circle from Troutville Precinct to Cloverdale Precinct

Everything to the south side of Alternate Route 220 (Cloverdale Road) would be Cloverdale Precinct with Route 11 as other boundary as currently set



TROUTVILLE PRECINCT

After 2015 Precinct Consolidation



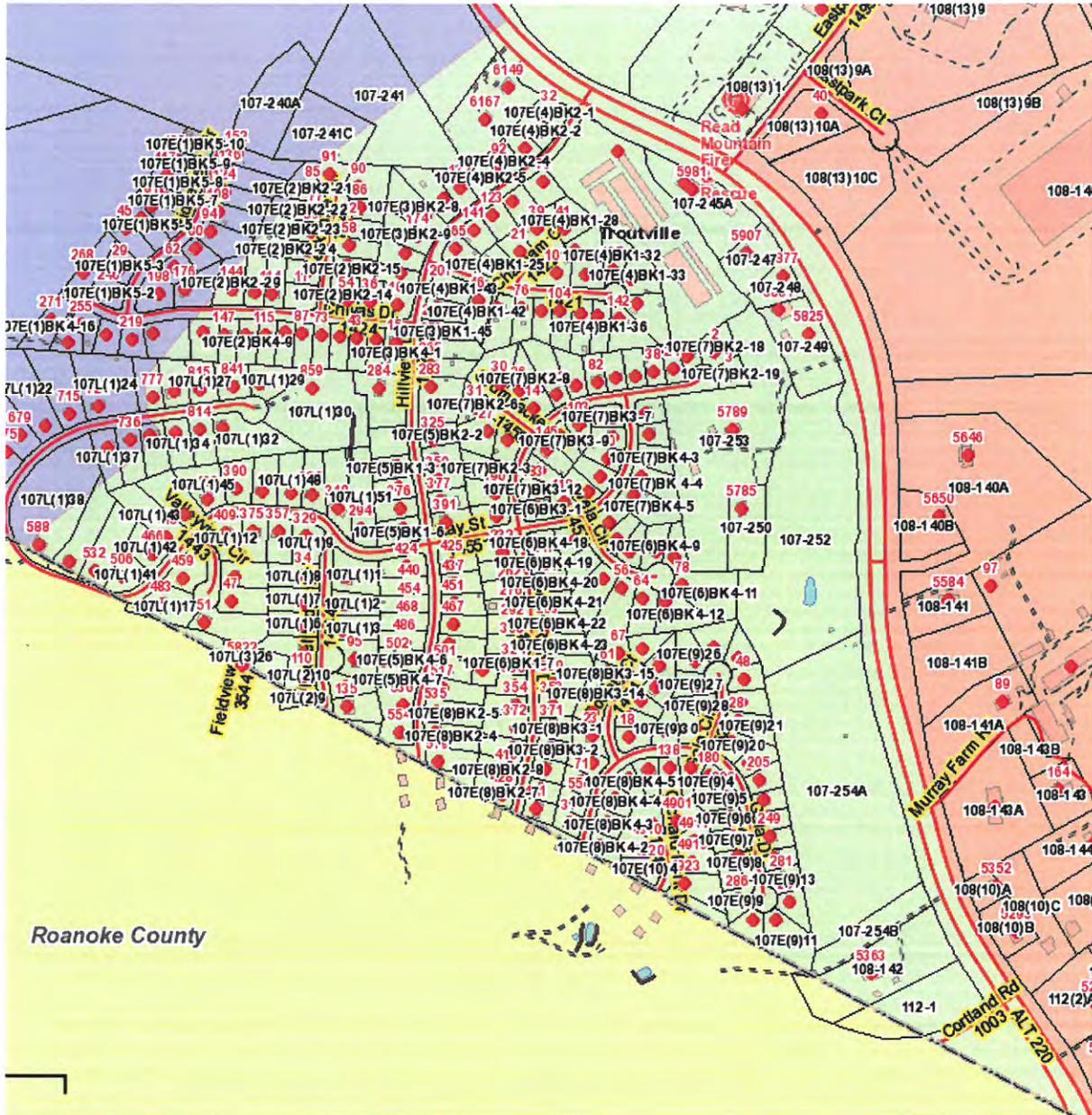
CURRENT POLLING LOCATION: Orchard Hills Church

PREVIOUS POLLING LOCATION: Troutville Elementary School

ISSUES WITH CURRENT POLLING PLACE:

- U-turn necessary at stoplight at East Park Drive if traveling from Route 11 area (85% or more of voters come from opposite direction and are required to make U-turn)
- Traffic flow and speed limit at entrance to Orchard Hills Church makes turning into driveway dangerous
- Distance from majority of voters in Precinct including travel through Exit 150 intersection/traffic

TROUTVILLE TO CLOVERDALE



450 voters affected by change

Troutville (as of 12/8/15)

2006 voters registered

Cloverdale (as of 12/8/15)

2657 voters registered

After proposed change: Troutville: 1556

Cloverdale: 3107

Botetourt County Locality, Election Districts, Precincts and Polling Places (Rev. 2-12-2016)

Loc Code	Election District Code	Election District	Precinct Code	Precinct Name	Polling Place/ Name and Address
023	01	AMSTERDAM DISTRICT	101	101 - DALEVILLE	LORD BOTETOURT HIGH SCHOOL 1435 Roanoke Road, Daleville
023	01	AMSTERDAM DISTRICT	102	102 - GREENFIELD	GREENFIELD ELEMENTARY SCHOOL 288 Etzler Road, Troutville
023	02	BLUE RIDGE DISTRICT	201	201 - BLUE RIDGE	COLONIAL ELEMENTARY SCHOOL 2941 Webster Road, Blue Ridge
023	02	BLUE RIDGE DISTRICT	202	202 - RAINBOW FOREST	RAINBOW FOREST BAPTIST CHURCH YOUTH CENTER 1338 Rainbow Forest Drive, Troutville
023	03	BUCHANAN DISTRICT	301	301 - BUCHANAN	BUCHANAN ELEMENTARY SCHOOL 255 Schoolhouse Road, Buchanan
023	03	BUCHANAN DISTRICT	302	302 - MILL CREEK	MILL CREEK BAPTIST CHURCH 11475 Lee Highway, Fincastle
023	04	FINCASTLE DISTRICT	403	403 - EAGLE ROCK	EAGLE ROCK ELEMENTARY SCHOOL 145 Eagles Nest Drive, Eagle Rock
023	04	FINCASTLE DISTRICT	406	406 - FINCASTLE	FINCASTLE BAPTIST CHURCH 7330 Roanoke Road, Fincastle
023	05	VALLEY DISTRICT	501	501 - TROUTVILLE	TROUTVILLE ELEMENTARY SCHOOL 12 Barron Drive, Troutville 6032 Cloverdale Road, Roanoke
023	05	VALLEY DISTRICT	502	502 - CLOVERDALE	READ MOUNTAIN MIDDLE SCHOOL 182 Orchard Hill Drive, Cloverdale
				Central Absentee Precinct	Spickard Building 11 East Main Street, Fincastle

TOWN ELECTIONS	Town of Buchanan	Buchanan Elementary School
	Town of Fincastle	Fincastle Baptist Church
	Town of Troutville	Troutville Elementary School

BOTETOURT COUNTY CODE

* * *

CHAPTER 9. ELECTIONS

* * *

ARTICLE III. - PRECINCTS AND POLLING PLACES

Secs. 9-36—9-43. – (Same)

Sec. 9-44. - Precincts.

The precincts for each election district shall be set forth below:

AMSTERDAM ELECTION DISTRICT:

Precinct names: Daleville and Greenfield

BLUE RIDGE ELECTION DISTRICT:

Precinct names: Blue Ridge and Rainbow Forest

BUCHANAN ELECTION DISTRICT:

Precinct names: Buchanan and Mill Creek

FINCASTLE ELECTION DISTRICT:

Precinct names: Eagle Rock and Fincastle

VALLEY ELECTION DISTRICT:

Precinct names: Cloverdale and Troutville

(Res. No. 01-05-10, 5-15-01; Res. No. 11-05-07; Res. No. 15-02-06, 2-24-15)

Sec. 9-45. - Polling places.

The polling place for each precinct shall lie within the precinct boundaries, or within fifteen hundred (1,500) yards of such boundaries. Such polling places shall be located in public buildings whenever practicable. A current list of all polling places within the county, arranged by election district and precinct, shall be kept in the office of the county administrator and the office of the county registrar, and shall be available for public inspection during normal office hours.

(Res. No. 01-05-10, 5-15-01)

Sec. 9-46. - Central absentee voter precinct. (Same)

Sec. 9-47. - Precinct boundaries—In Blue Ridge District. (Same)

Sec. 9-48. - Same—In Valley District.

The boundaries of the precincts in the Valley Election District shall be as follows:

- (1) Troutville Precinct: Beginning at a point at the intersection of the ~~Botetourt County-Rowan County line and Alternate Route 220 Cloverdale Road; thence with Alternate Route 220 Cloverdale Road in a northwesterly direction to its intersection with~~ and Route 1499 EastPark Drive; thence with Route 1499 EastPark Drive 2,500 feet in a northerly and then an easterly direction; thence 100 feet in a northeasterly direction; thence 1,450 feet in a north-northwesterly

direction to the intersection with a power line; thence with this power line 2,800 feet in a northeasterly direction to its intersection with a power line running in a northwesterly direction; thence with this power line 2,100 feet to the crest of Coyner Springs Mountain; thence with the crest of Coyner Springs Mountain in a generally northerly direction to its intersection with a power line; thence with the power line in a northeasterly direction to its intersection with Route 652 Mountain Pass Road, said line being east of Route 791 North Oakwood Road and west of Route 793 Lakeview Road; thence with Route 652 Mountain Pass Road in a northwesterly direction to its intersection with a power line just west of Route 605 Coaling Road; thence with said power line in an easterly direction to its intersection with the Blue Ridge Parkway; thence with the Blue Ridge Parkway in a northeasterly direction to its intersection with Forest Road 191 Salt Pond Road; thence with Forest Road 191 Salt Pond Road in a northerly direction to its intersection with Route 711 Houston Mines Road; thence with Route 711 Houston Mines Road in a northerly direction to its intersection with Route 640 Nace Road; thence with Route 640 Nace Road in a northerly direction to its intersection with Norfolk Southern Railroad; thence with Norfolk Southern Railroad in a southwesterly direction to its intersection Route 651 Stoney Battery Road; thence with Route 651 Stoney Battery Road in a northerly direction to its intersection with Route 11 Lee Highway; thence with Route 11 Lee Highway in a southeasterly direction to its intersection with Route 796 Gravel Hill Road; thence with Route 796 Gravel Hill Road in a northerly direction to its intersection with Route 676 Gravel Hill Road; thence with Route 676 Gravel Hill Road in a northerly direction to its intersection with Interstate 81; thence with Interstate 81 in a southerly direction to its intersection with Route 220 Roanoke Road; thence with Route 220 Roanoke Road in an easterly direction to its intersection with Route 11 Lee Highway and Alternate Route 220 Cloverdale Road; thence with Alternate 220 Cloverdale Road in a southeasterly direction to its intersection with a power line which crosses Alternate 220 Cloverdale Road at a point 700 feet northwest of the intersection of Alternate Route 220 Cloverdale Road and Route 1420 Hillview Drive in a northeast to southwest direction; thence with said power line in a southwesterly direction to its intersection with the Botetourt County-Roanoke County line; thence with the Botetourt County-Roanoke County line in a southeasterly direction to **Route 1499 EastPark Drive**, the point of beginning.

- (2) Cloverdale Precinct: Beginning at a point where the Botetourt County-Roanoke County line intersects with a power line and continuing with said power line in a northeasterly direction to its intersection at a point 700 feet northwest of the intersection of Alternate 220 Cloverdale Road and Route 1420 Hillview Drive; thence with Alternate 220 Cloverdale Road in a northerly direction to its intersection with Route 11 Lee Highway; thence with Route 11 Lee Highway in a southerly direction to its intersection with the Botetourt County-Roanoke County line; thence with the Botetourt County-Roanoke County line in a southeasterly direction to the point of beginning.

(Res. No. 01-05-10, 5-15-01; Res. No. 11-05-07, 5-24-11; Res. No. 15-02-06, 2-24-15)

Sec. 9-49. – 9-51 (Same)

AGENDA ITEM: Request to advertise for Planning Commission public hearing on proposed amendments to Chapter 25. Zoning of the Botetourt County Code to increase the maximum allowable density for multi-family dwellings in the Residential (R-3) Zoning District, by Special Exception Permit, from 10 dwellings per net acre to 16 dwellings per net acre.

Administrator's Comments:

Section 25-581. Zoning Amendment of the Zoning Ordinance requires that "In the case of a text amendment, a landowner may file a petition for a resolution of intent to amend the ordinance text to be acted upon by the board of supervisors. The board shall either adopt such resolution, initiating the text amendment requested, or deny such petition."

Bobby Wampler, P.E., on behalf of Summers Properties, LLC, is requesting the Board consider a text amendment to Section 25-163. Uses permissible by special exception of the Zoning Ordinance. Summers Properties, LLC, has applied for a rezoning on approximately 4.7 acres from Business (B-2) and Agricultural (A-1) Use Districts, to Residential (R-3) to develop 3 apartment buildings at 168 Bonny View Lane (Tax Map 107, Parcel 200) to be accessed via Summerfield Court. The applicant is requesting that the Board consider increasing the maximum allowable density by Special Exception Permit (SEP) from 10 dwellings per net acre, to 16 dwellings per net acre. Currently, regulations in the R-3 Use District permit densities of up to 8 dwellings per net acre, by right, and up to 10 dwellings by SEP.

The applicant states that as this proposed change would only increase density for projects to be considered for an SEP by the Planning Commission and the Board, "The County could continue to restrict developments to the current maximum...but would have the flexibility to allow greater densities where appropriate." The applicant has provided a review of regulations in neighboring localities (attached).

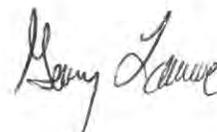
Planning staff generally agrees with the applicant's findings; this request would require a less than average amount of processing time, as this request involves minor editing to the ordinance, and believes that this request will not have a significant impact on properties within the County. This proposed amendment would only impact future developments for consideration by the Board through the SEP process and no changes are proposed to uses or density permitted by right.

Recommendation:

1. Allow staff to give a brief review of the proposed amendments and ask any questions as necessary.

2. If agreeable, direct staff to advertise for a public hearing at the April regular Planning Commission meeting, and with Planning Commission action, the Board of Supervisors' April regular meeting on proposed amendments to Chapter 25. Zoning, Section 25-163. Uses permissible by special exception of the Botetourt County Code to increase the maximum allowable density for multi-family dwellings by Special Exception Permit only in the Residential (R-3) Use District.

Attachment

 2-16-16



**ENGINEERING
CONCEPTS, INC.**

January 29, 2016

Ms. Nicole Pendleton
Planning Manager / Zoning Administrator
Botetourt County
5 West Main Street, Suite 100
Fincastle, Virginia 24090

Re: R-3 Text Amendment Request

Dear Nicole,

As we discussed at our pre-application meeting held on January 14, 2016, we respectfully request the following text amendment to the Botetourt County zoning ordinance:

Division 6 – Residential District R-3, Sec. 25-163 – Uses permissible by special exception, subsection 5 which currently reads: (5) Dwelling, multi-family, up to ten (10.0) dwellings per net acre.

The requested change would read as follows:

*(5) Dwelling, multi-family, up to **sixteen (16.0)** dwellings per net acre.*

The purpose of this request is in support of a rezoning request for tax parcel 107-200 to develop a multi-family project adjacent to the successful Summerfield Village development. The Botetourt County zoning ordinance only allows a maximum density of 8 units per acre with a special exception increase to a maximum of 10 units per acre. The only option to achieve a higher density for multi-family developments within Botetourt County is within the PUD classification which requires a minimum of 10 acres per development. While the Summerfield Village development exceeds the size required for a PUD, at the time of the original rezoning the PUD district size was a minimum of 30 acres. In addition, this property was not available for the development of multi-family units during the original development plans.

The following points highlight the need for this text amendment:

1. The Planned Unit Development (PUD) Zoning district allows a density for multi-family of 16 units per net acre by right. There are no other provisions in the zoning ordinance to achieve this density for multi-family if it is not part of an initial plan of development.
2. The County would be well served to have the ability to consider greater densities for developments that are contiguous to other projects and infrastructure to make better use of County land and resources.

“CREATING SUCCESS”

20 S ROANOKE STREET • PO BOX 619 • FINCASTLE, VIRGINIA 24090 • 540.473.1253 • FAX 540.473.1254

3. A comparison of other local zoning ordinances shows available zoning districts that allow for densities that exceed 10 units per acre and up to 24 units per acre without a special exception. The following table provides a few examples:

Locality	Zoning District	Density Allowed
Roanoke County	R-3	12 per gross acre
Roanoke County	R-4	24 per gross acre
Montgomery County	R-3	Moderate density (not defined)
Bedford County	R-3	12 per gross acre
Bedford County	R-4	18 per gross acre

By making the proposed change under the special exception section of the R-3 Zoning District, the County has not allowed any further development than currently allowed by right for this zoning district. Any project seeking to exceed 8 units per acre would be required to come before the Board of Supervisors to ensure the proposed densities are well planned, situated, and compatible with surrounding uses. The County could continue to restrict developments to the current maximum of 10 units per acre but would have the flexibility to allow greater densities where appropriate.

Please feel free to give me a call if you have any questions or comments regarding this submission of the attached document at 540.588.3312.

Sincerely,
Engineering Concepts, Inc.



Bobby Wampler, P.E.

AGENDA ITEM: Consideration of request to advertise for a public hearing on proposed amendments to Chapter 23. Taxation of the Botetourt County Code to change the due date for County taxes.

Administrator's Comments:

As per the attached memo from County Treasurer Bill Arney, the Board is being asked to consider amending the Taxation Ordinance to change the December 5th due date for County taxes.

This request resulted from citizen comments about taxes being due so close to the Christmas holiday season and it is being proposed that the County's tax due date be changed to November 1st. In addition, the Treasurer is proposing to implement a penalty on any payments received after November 5th which would give the citizens an extra four days after the November 1st due date before any late penalties would be assessed.

Mr. Arney has been in contact with the Treasurers of several jurisdictions who have made this change and all agreed that the citizens appreciated having their taxes due earlier than December 5. Mr. Arney has also analyzed tax receipts for the past three years to determine the percentage of taxpayers that would be affected by a date change and found that approximately 15% of taxpayers paid their bills by November 5 and escrow companies paid 38% of all real estate taxes. This indicates that 53% of the real estate taxes would not be affected by a proposed date change. He has also contacted some of the County's largest industrial/commercial taxpayers to obtain their input on this proposal. Those he spoke to did not have a strong opinion on this matter.

Based on a review of the Taxation Ordinance, Sections 23-2. Penalty and interest on delinquent real estate and tangible personal property taxes, Section 23-5. Assessment of new buildings; Section 23-339. When due and payable, and Section 23-354. When due and payable would need to be amended, and/or other pertinent Code sections, if this request is approved.

Mr. Arney will be present at the meeting to discuss this proposal and to answer any questions.

Recommendation:

If agreeable, authorize staff to advertise for a public hearing at the March regular meeting to consider amendments to Chapter 23. Taxation of the Botetourt County Code to change the due date for County taxes from December 5 to November 1, and include penalty and interest commencing on payments received after November 5th.

Attachment





Botetourt County, Virginia

OFFICE OF THE TREASURER

TREASURER:
WILLIAM P. ARNEY

DEPUTY TREASURERS:
DONNA C. BOOTHE, MGD
SANDRA L. CAMPER, MGD
AMY N. BRITT, DEPUTY
BECCA A. TAYLOR, DEPUTY

MEMORANDUM

TO: Members, Board of Supervisors
Botetourt County

FROM: Bill Arney

DATE: February 17, 2016

SUBJECT: Consideration for Change the Tax Due Date

Gentlemen,

Since taking the office of Treasurer in 2012, I have heard a common and recurring comment/complaint concerning our December 5th due date. As you may be aware, the December 5th due date was placed in the state code many years ago to allow time for Virginians to harvest their crops before paying their property taxes. In those days agriculture was the primary economy of Virginia, which is not nearly as applicable today, and may be the reason the state code allows localities to change the due date by ordinance. A constant theme we hear in today's environment is "why does the due date have to be so close to Christmas?" With that in mind, it gives me cause to ask the question, should we consider changing the due date for the county's property taxes.

When considering proposing a change to the due date, I first sought to answer to the following:

- 1) Have other localities made a similar change?
- 2) What would be a sensible date, which would be best for the citizens without disruption to the processes of the Commissioner of the Revenue's Office?
- 3) What effect would a date change have on the processes of the Treasurer's Office?
- 4) What percentage of individual tax payers would a change effect?
- 5) What effect would there be to industrial/commercial tax payers?

According to the TAV Statistical Abstract, as of FY 2014, the localities which have changed the tax due date from December 5th to either October or November are:

Counties

Arlington
Cumberland
Hanover
Scott
Washington

Cities

Alexandria
Colonial Heights
Fredericksburg
Lynchburg
Norton
Roanoke



Botetourt County, Virginia

OFFICE OF THE TREASURER

TREASURER:
WILLIAM P. ARNEY

DEPUTY TREASURERS:
DONNA C. BOOTHE, MGD
SANDRA L. CAMPER, MGD
AMY N. BRITT, DEPUTY
BECCA A. TAYLOR, DEPUTY

I have spoken to several of the Treasurers for the above listed localities. All agree that the citizens greatly appreciate a due date farther from Christmas. I received no negative comments.

In trying to decide what would be the most sensible date, I propose a November 1st due date. This would be the earliest due date we could have without affecting the operations of the Commissioner of the Revenue's office. The tax books would be closed and the file given to the Treasurer the first or second week of September, as they are now, which would allow us ample time to have bill mailed by October 1. Another negative comment we often hear from taxpayers is that the tax bills are sent too soon, which would be alleviated with this change. In addition to the due date change, I propose penalty being added November 6th. I feel this grace period would be fair to the tax payer, particularly in light of the mail processing center being moved from Roanoke to Greensboro. Tax payers assume and are accustomed to receiving a postmark the same day payments placed in the mail, which is now delayed several days. Our determination of on time payment is based on the postmark.

In analyzing the effect of a change to the due date on our processing, I actually discovered the change would help in several ways. As you may know, once we have processed all tax payments delinquent notices are then generated and mailed. With a late payment date of November 6th, we would have delinquent notices mailed out by December 1st. Thirty days after delinquent notices are sent, we then start other collection procedures including debt set-off and DMV holds. If the delinquent notices are sent by December 1st, we will then send the debt set-off file to the state, enabling us to capture all who file for a state income tax refund. In the past we have missed early filers because delinquent notices have not been sent until mid to late December. We would also anticipate the ability to mail the supplemental billing a month sooner than our current procedure.

In considering this proposal I analyzed tax receipting for the past three years, to determine a percentage of taxpayers affected by a date change. I found that approximately 15% of taxpayers paid their real estate tax bill by November 5th, and the escrow companies paid 38% of all real estate taxes. This would indicate that 53% of the real estate taxes would not be affected by the proposed date change.

We also contacted some of our largest industrial/commercial tax payers and asked if they would object to a due date change. All we spoke with did not have a strong opinion one way or another.

In closing, I have been unable to find any reason not to change the tax due date. My primary reason for this proposal is for the benefit of our tax payers. Based on the feedback we have received, the tax payers would like to see the date changed. With that being said, I welcome all your comments, as you may have input I had not considered.

Sincerely,

William P. Arney

AGENDA ITEM: Consideration for the Board of Supervisors to lease the remainder of the Botetourt Center at Greenfield property, zoned Research and Advanced Manufacturing (RAM), to the Botetourt County Economic Development Authority (EDA).

Administrator's Comments:

As per attached lease and map, it is requested that the Botetourt County Board of Supervisors lease the remaining acreage of the Botetourt Center at Greenfield property, currently zoned Research and Advanced Manufacturing and consisting of approximately 600 ± acres, to the Botetourt County Economic Development Authority (EDA).

The purpose of the lease is to promote economic development and will allow the EDA to use the property for that end purpose as well as for boring, grading, engineering, and any other activity that adds value to the property at the cost of the Lessee. The Lease will run month-to-month at a consideration of \$10 per year.

Recommendation:

It is recommended that the Board approve entering into a month-to-month lease with the EDA for the Botetourt Center at Greenfield property, zoned Research and Advanced Manufacturing, and authorize the County Administrator to sign the lease agreement on the Board's behalf.

Attachments

A handwritten signature in cursive script, appearing to read "Amy Kenna".

LEASE AGREEMENT

THIS LEASE AGREEMENT is made this ____ day of February, 2016, by and between **BOTETOURT COUNTY, VIRGINIA**, a political subdivision of the Commonwealth of Virginia ("Lessor") and the **ECONOMIC DEVELOPMENT AUTHORITY OF BOTETOURT COUNTY, VIRGINIA**, an authority existing pursuant to the Industrial Development and Revenue Bond Act ("Lessee" and collectively the "Parties").

WITNESSETH:

FOR AND IN CONSIDERATION of the terms, conditions, covenants, promises and agreements herein made, as well as other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Lessor agrees to lease to Lessee that real property, comprising approximately 600± acres of the larger tract known as the Botetourt Center at Greenfield (including remainder of entire property), as currently zoned Research and Advanced Manufacturing (RAM), and having Botetourt County Tax Map No. 88, Parcel 20, and as further shown on Exhibit A (the "Premises"), attached hereto and incorporated herein. The Parties agree as follows:

1. TERM OF LEASE: The Premises shall be leased to Lessee on a month-to-month basis, with this Lease renewing on the first day of each month until terminated as hereinafter provided (the "Term").
2. RENT: Lessee covenants to pay Lessor the sum of \$10 at the commencement of this Lease and not later than the first day of each twelfth month thereafter as rent; provided, however, that the obligations of the Lessee to pay rent hereunder are limited to funds actually on hand and duly appropriated for such use.

3. PURPOSE AND USE OF PREMISES BY LESSEE: The Premises are leased to be used and occupied by the Lessee, its agents and employees, for the purpose of economic development, to promote industry and develop trade by inducing manufacturing, industrial, governmental, nonprofit and commercial enterprises and institutions of higher education to locate in or remain in the Commonwealth and further the use of its agricultural products and natural resources and create job opportunities for the citizens of the Commonwealth in accordance with such development and performance agreements as may be entered by the Parties. Lessee has the right and is encouraged by Lessor to grade property as necessary to add value to the property at the expense of the Lessee.
4. DELIVERY OF POSSESSION:
 - (A) Lessor covenants to deliver quiet possession of the Premises at the commencement of the initial term.
 - (B) Lessor shall deliver the Premises to Lessee upon the commencement of the initial term "as is" with no warranty that the Premises is suitable for the purposes and uses for which the Premises are leased.
5. TERMINATION: This Lease Agreement and any renewal term may be terminated by either Party upon 30 days' written notice to the other Party or upon recordation of a deed conveying the Premises to any person.
6. NOTICE:
 - (A) Any and all notices affecting this Lease Agreement may be served by the Parties hereto, or by their duly authorized agents, as effectively as if the same were served by any officer authorized by law to serve such notices. The return of such Party, or its duly authorized agent, showing the time, place and manner of service of such

notice shall have the same force and effect in any legal proceedings based thereon as a return of service by any officer authorized by law to serve such notice.

(B) All notices required by law to be served upon, and all notices permitted by this Lease Agreement to be mailed to, a Party to this Lease Agreement shall be served upon or mailed to, as the case may be, the following agents for each Party who are hereby appointed and designated as such for the purpose of receiving all such notices:

(1) Lessor's agent shall be:
County Administrator
Botetourt County, Virginia
1 W. Main Street
Fincastle, Virginia 24090

(2) Lessee's agent shall be:
Chairman
Botetourt County, Virginia
1 W. Main Street
Fincastle, Virginia 24090

Each Party shall immediately notify the other Party, in writing, of any change of agents, and no change of agents shall be effective until such notice is given.

7. SURVIVAL OF OTHER AGREEMENTS: This Lease Agreement constitutes the entire, full, and complete understanding and agreement of the Parties respecting its subject matter; provided, however, that all previous written agreements between the Parties respecting the Premises or any part thereof shall survive.
8. MODIFICATION: This Lease Agreement shall not be modified, altered or amended except by written agreement executed by the Parties hereto with the same formality as this Lease Agreement.

9. CHOICE OF LAW: This Agreement shall be construed according to the laws of the Commonwealth of Virginia without regard to its principles of conflicts of laws. The Parties consent to exclusive venue and jurisdiction in any state or federal court of competent jurisdiction within the Commonwealth of Virginia.
10. ATTORNEYS' FEES: The Parties agree that if any Party pursues legal action to enforce the terms of this Agreement, the American Rule shall apply and each Party shall bear its own attorneys' fees and expert costs and no fee shifting shall occur.
11. ASSIGNMENT & SUBLEASES: This Lease Agreement may be assigned, or subleases entered, with the consent of both Parties.

IN WITNESS WHEREOF, the Parties have affixed their signatures and seals, as of the date first hereinabove written.

ATTEST:

BOTETOURT COUNTY, VIRGINIA

By _____

Gary Larrowe, County Administrator

APPROVED AS TO FORM:

Michael W.S. Lockaby, County Attorney

ATTEST:

**ECONOMIC DEVELOPMENT AUTHORITY
OF BOTETOURT COUNTY, VIRGINIA**

By _____

Joyce Kessinger, Chairman

APPROVED AS TO FORM:

Webster Day, Authority Counsel

BOTETOURT CENTER AT GREENFIELD

LEGEND

- Business Park
- Preservation Park
- Conservation Area
- Natureways/Greenways
- Power
- Gas
- Fiber Communications



**ENGINEERING
CONCEPTS, INC.**

20 S. BRANDES BL., PO BOX 619
FINGERTS, VIRGINIA 24090
840.475.1255 FAX 840.479.1254



February 8, 2016

BOTETOURT
COUNTY OF VIRGINIA
Explore the Possibilities.

AGENDA ITEM: Consideration of amendments to the Board of Supervisors' bylaws.

Administrator's Comments:

Several amendments to the Board's bylaws (attached) are being proposed as follows:

- Section IV. Agenda—add language regarding the designation of “Citizens Time” to allow the public to comment on any topic. This discussion would be limited to three minutes and would allow the Board members to ask the individual questions about their comments.
- Section V. Hearings—remove the first sentence of the second paragraph regarding the Chairman's consent for comments to be made on items that are not on the agenda and add a sentence stating that cumulative or repetitive testimony is not permitted and persons speaking on the same position as a previous speaker shall state their names and the position on which they agree.
- Section VII. Regular Meetings—change the start time of the Supervisors regular fourth Tuesday meetings from 2:00 PM to 12:30 PM to convene in Closed Session. Regular public meetings will continue to begin at 2:00 P. M.
- Section VIII. Special Meetings—remove the reference that the Chairman or two or more Supervisors shall request a special meeting “in writing” and add notification that the Clerk shall also provide notification of the special meeting to the media.

These amendments are proposed to allow greater citizen input and streamline the Board's meeting process.

Recommendation:

If agreeable, approve the amendments to the Board of Supervisors' bylaws as proposed.

Attachment

 2-18-2016

BYLAWS
BOARD OF SUPERVISORS
OF
BOTETOURT COUNTY

(Amended ~~January 3, 2014~~ February 23, 2016)

I. CHAIRMAN

The Chairman of the Board of Supervisors shall preside at all meetings of the Board. In the event of the absence or disability of the Chairman, the Vice-Chairman shall preside. In the event of the absence or disability of both the Chairman and Vice-Chairman, the remaining members of the Board shall elect by a majority vote a temporary Chairman who shall preside at the meeting for which he is elected.

II. CLERK

The County Administrator shall serve as Clerk of the Board of Supervisors. The books and records of the Board shall be deposited with the Clerk and shall be open, without any charge, to the examination of all persons. The general duties of the Clerk shall be as prescribed by Section 15.2-1539 of the Code of Virginia, which is incorporated herein by reference.

III. QUORUM

A majority of the members of the Board of Supervisors shall constitute a quorum of the Board. Except when otherwise required by statute, or by the bylaws, the vote of a majority of those present shall prevail upon any question.

IV. AGENDA

The Clerk shall prepare and make available to each member of the Board a detailed agenda at least one (1) day prior to each regular meeting of the Board. The agenda may be departed from with the consent of the Chairman or by a majority vote of the Supervisors present.

It shall be the responsibility of each Board member to notify the Clerk of any matter which such member wishes included on the agenda. Any matter not disposed of at a meeting shall be included on the agenda of the next regular meeting.

For any special meeting, the business to be discussed shall be stated in the call for such meeting. No other business shall be discussed or acted upon over the objection of any member present.

There shall be a "Citizens Time" for the general public to be able to address the Board of Supervisors on the regular meeting agenda on any County topic under the following conditions:

A. These persons shall limit their presentations to three (3) minutes, unless the Board extends such time to individual persons.

B. Recognition shall be given only by the presiding officer. No person shall address the Board without having first been recognized. When all public presentation has concluded, and the Board is considering and discussing the matter, no person shall thereafter be recognized to address the Board.

C. Cumulative or repetitive testimony shall not be permitted on any matter, and persons of the same position as a previous speaker shall state their names and the position with which they agree.

D. Questions by Board members shall be reserved insofar as possible for the end of a presentation to avoid interrupting the speaker, disrupting the timekeeping process, and duplicating ground the speaker may cover.

E. The Board may respond to comments or may not respond to comments and presentations by the public during "Citizens Time."

V. HEARINGS

Any advertised public hearing shall be considered a special order of business at the time set for such hearing and shall supplant any matter on the agenda except the approval of the minutes and approval of payment of bills.

~~Where persons desire to be heard upon matters not on the agenda, the consent of the Chairman or of a majority of the Supervisors present shall be required.~~ Generally, at a hearing, no person shall be allowed to speak more than five (5) minutes nor more than once upon any particular question. ~~Cumulative or repetitive testimony shall not be permitted on any matter, and persons of the same position as a previous speaker shall state their names and the position with which they agree.~~

The Chairman, may in his discretion, deviate from this rule. ~~When all public testimony has concluded, the Board shall consider and discuss the matter without interruption from the audience.~~

VI. RULES OF ORDER

The deliberations of the Board of Supervisors, unless otherwise provided by statute or these bylaws, shall be governed by "A Handbook of Parliamentary Procedure" (Publication 305-772, Virginia Cooperative Extension Service), with the exception that the Chairman may make a motion and will vote on any issue. If the foregoing is inapplicable, then Robert's Rules of Order shall govern.

Appeal may be taken by any member from a ruling of the Chair. A majority vote of those members present shall determine any appeal. Any motion to close debate shall require approval by two-thirds (2/3) vote of those members present.

VII. REGULAR MEETINGS

The regular meeting of the Board of Supervisors shall be held on the fourth Tuesday of each month, beginning at 12:30 P. M., for the Closed Session and continue or re-convene at 2:00 P. M., for the public meeting in Rooms 226, 227, and 228 of the Greenfield Education and Training Center in Daleville, Virginia, provided, that when the fourth Tuesday of any month falls upon a legal holiday such regular meeting in such month shall be held on the next following business day; and provided further, that the Board of Supervisors may, by resolution at any meeting, provide that the next following regular meeting shall be held at a different time or place, and it shall then be the duty of the County Administrator to give timely notice thereof to all members of the Board and to inform the news media.

If the Chairman, or the Vice-Chairman if the Chairman is unable to act, finds and declares that the weather or other conditions are such that it is hazardous for the board members to attend a regular meeting, the regular meeting shall be continued until the next business day. Such conditions shall be communicated to the members of the Board and the press as promptly as possible. All hearings and other matters previously advertised shall be conducted at the continued meeting and no further advertisement is required.

VIII. SPECIAL MEETINGS

A special meeting of the Board shall be held when requested ~~in writing~~ by the Chairman or two or more Supervisors. Upon receipt of such request, the Clerk shall immediately notify each member of the Board, ~~and the County Attorney,~~ and the media in writing. Such notice shall specify the matters to be considered at the meeting. Such notice shall be sent in writing

delivered in person or to his place of residence or business in accordance with Section 15.2-1418 of the Code of Virginia.

IX. AMENDMENTS

These bylaws may be amended by a majority vote of the Board at any time.

AGENDA ITEM: Appointments.

Administrator's Comments:

The following appointment-related item is listed on this month's agenda:

A. The term of Mr. Kevin Shearer as an alternate member on the Western Virginia Regional Industrial Facilities Authority expired on February 3, 2016. This is a two-year term.

Mr. Shearer serves as an alternate member on the Industrial Facilities Authority.

Recommendation:

A. Reappoint Mr. Kevin Shearer as the County's alternate representative on the Western Virginia Regional Industrial Facility Authority for a two-year term to expire on February 3, 2018.

Mary Lou

2-16-16

TERMS OF OFFICE THAT EXPIRE IN 2016

EXPIRATION DATE	DISTRICT	NAME	BOARD/COMMITTEE
03-17-16		S. E. Cash	Building Code Brd. of Appeals
03-31-16	Amsterdam	Hunter Young	Board of Zoning Appeals
06-30-16		Erin Henderson	RVARC
07-01-16	Amsterdam	Donna Henderson	Social Services Board
07-01-16	Buchanan	Joe Obenshain	Social Services Board
07-01-16	Valley	Jan Smith	Social Services Board
09-01-16		Jeff Stritesky/Ronnie Sprinkle	CPMT
09-01-16		Penny Hall/Leigh Martin	CPMT
09-01-16		Julie Baker/Sam Foster	CPMT
09-01-16		Stephanie Harper/ Suzanne Renegar	CPMT
09-01-16		Donna Dent/Cathy Brown/ Cheryl Wilkinson	CPMT
09-01-16		Samantha Higgins/ Sandra Crawford	CPMT
09-01-16		Ashley Wittl/Tanisha Nash	CPMT
11-01-16		John Kilby	IDA
11-01-16		Jeff Emry	IDA
12-31-16	Blue Ridge	Wanda Wingo	Library Board of Trustees

AGENDA ITEM: 2:30 P. M. - VDoT Monthly Report.

Administrator's Comments:

Attached please find the February update report from VDoT's Residency Administration staff regarding plans for various current and near-term VDoT projects.

Recommendations:

Allow VDoT's representative to review this report and ask any questions as necessary.

Attachment

Larry Lane 2-18-2016

Botetourt County Board of Supervisor's Meeting

February 23, 2016

VDOT ~ Discussion Items

Project Updates:

- **Exit 150 Project:**
 - The roadway contract has been awarded to Branch Highways, Inc. in the amount of \$17.9 million. Work started on project May 29, 2015.
 - Continue roadway grading operations on Gateway Crossing
 - Grading operations at Parcel 001 (TA) are ongoing.
 - Continue work on box culvert extension under Rt. 11
 - Exit 150B off-ramp is reduced to one lane.
 - Continue box culvert **extension** under Exit 150.
 - Continue with underground storm sewer lines and water **and sewer** lines throughout the project.
 - This project will continue until summer 2018.

- **Route 779 (Catawba Road) & Etzler Road Intersection Improvements & Bridge over Amsterdam Creek:**
 - Contractor completed pouring phase I bridge deck, beginning to form and place reinforcing steel for railings.
 - Continue placing riprap at abutments.
 - Continue to backfill abutment A to stone grade.
 - Estimated completion summer 2016.

- **Box Culvert Replacements BR02-962 127**
 - Contractor – Burleigh Construction Co.
 - Amount of Contract – \$1.6 Million
 - Rte. 608 Indian Rock Road – Culvert replacement over Renick Run to begin on March 7, 2016. One lane of traffic is to remain open at all times.
 - Rte. 621 Roaring Run Rd. – Work scheduled to begin in September 2016.

- **Bridge Replacements – BR02-962-129**
 - Contractor – D. A. Brown, Inc.
 - Amount of Contract - \$552,186.00
 - **Tentative** Road Closure Dates:
 - Route 668 Mount Pleasant Church Road -- 3/14/16
 - Route 615 Craig Creek Road – Work scheduled to start 4/4/16
 - Route 779 Catawba Road -- Work scheduled to start 6/13/16

Botetourt County Board of Supervisor's Meeting

February 23, 2016

Secondary Six Year Plan Projects (SSYP):

- **SR 675 (Glebe Road) (UPC 57034)**
 - Vertical Curve Improvements
 - Update: Estimated Project Cost = \$1,358,411
 - SSYP 32% Funded

Land Development Projects & Land Use Permits:

- **Projects:**
 - Buchanan Flea Market – Route 11, Main Street, Town of Buchanan – 1st review received on Jan. 19th and comments issued on Feb. 4th.
- **Permits Issued:**
 - Permits issued between 12/16/15 and 1/15/16:
 - 2 Private Entrance Permits
 - 3 Utility Permits
 - 1 BM (building move)

Area Headquarter Projects:

- Snow removal
- Tree and brush clean up after storm on 2/16/16

Traffic Engineering Study Requests:

- **Rte. 220 Speed Limit Reduction Request from Fincastle to Daleville.**
 - Submitted and in progress
- **Alt. 220 Speed Limit Study**
 - Area was previously reviewed in conjunction with the Exit 150 project and all the current speed limits were set based on that study of the area.
- **Rte. 652 Mountain Pass Rd. Truck Restriction**
 - Study was delayed by adding in Laymantown Road and Humbert Rd. This will be submitted together for final approval.
 - Discussion with Traffic Engineering about Coaling Road, and VDoT will not be adding it at this point.
 - If a truck is already traveling on Alt. 220, using Coaling Rd doesn't provide any time savings and is a longer route. GPS would not guide them in that direction for a quicker route.
 - Humbert and Laymantown were added as they intersect with Mountain Pass Rd. and are cut through's from Rte. 11 and Rte. 460. GPS does use these routes as alternatives for time savings.

Botetourt County Board of Supervisor's Meeting

February 23, 2016

- **Request for Rte. 220 North across from Lord Botetourt High School to change from 3 turning lanes into one solid turn lane**
 - Request sent to Traffic Engineering on 11/17/15 for review
- **Request for delineator in median on Rte. 460 in Blue Ridge near Knollwood.**
 - Sent to TE and will be installed once snow is melted.

AGENDA ITEM: 3:00 P. M. - Public hearing on proposed amendments to the County's procurement policy under PPEA.

Administrator's Comments:

This request is for the Board to consider adoption of local guidelines to implement the Public-Private Education Facilities & Infrastructure Act of 2002 (PPEA). The PPEA is an alternative procurement method that allows a locality to solicit or accept unsolicited proposals for public-private partnerships to design, build, finance, and operate infrastructure, technology, and other public projects. Before being able to solicit or accept proposals, the County needs to adopt guidelines for processing applications. The proposed language (attached) is based on model PPEA guidelines developed by the Commonwealth Division of Legislative Services and the Department of General Services.

Adopting these guidelines does not commit the County to any course of action. It merely enables the County to take action on a PPEA proposal in a timely manner if it becomes advisable. In future infrastructure projects, procuring services through a public-private partnership may become the best course for the County to take. This step allows us to do so if it becomes the best course of action.

Recommendation:

1. Allow Mr. Lockaby to provide details on this proposal then open the public hearing and allow any citizens present to speak.
2. Close the public hearing and adopt the PPEA guidelines as attached.

Attachment

 2-16-16

GUIDELINES FOR
IMPLEMENTATION OF THE
PUBLIC-PRIVATE EDUCATIONAL
FACILITIES AND INFRASTRUCTURE
ACT OF 2002

Botetourt County, Virginia

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I. Introduction

The Public-Private Education Facilities and Infrastructure Act of 2002 (the "PPEA") grants Botetourt County, Virginia ("the County"), a responsible public entity as defined by the PPEA, the authority to create public-private partnerships for the development of a wide range of projects for public use if the County determines there is a need for the project and that private involvement may provide the project to the public in a timely or cost-effective fashion. Individually negotiated interim or comprehensive agreements between a private entity and the County will define the respective rights and obligations of the County and the private entity. Although guidance with regard to the application of the PPEA is provided herein, it will be incumbent upon the County and all private entities to comply with the provisions of the PPEA as applicable. The PPEA, Va. Code §§ 56-575.1 *et seq.*, as amended, is incorporated herein as if fully set forth.

For a project to come under the PPEA, it must meet the definition of a "qualifying project." The PPEA contains a broad definition of qualifying projects that includes, but is not limited to, public buildings and facilities of all types, for example:

- An education facility, including but not limited to a school building (including any stadium or other facility primarily used for school events), any functionally related and subordinate facility and land to a school building and any depreciable property provided for use in a school facility that is operated as part of the public school system or as an institution of higher education;
- A building or facility that meets a public purpose and is developed or operated by or for any public entity;
- Improvements, together with equipment, necessary to enhance public safety and security of buildings to be principally used by a public entity;
- Utility and telecommunications and other communications infrastructure;
- A recreational facility;
- Technology infrastructure, including, but not limited to, telecommunications, automated data processing, work processing and management information systems, and related information, equipment, goods and services;
- Technology, equipment, or infrastructure designed to deploy wireless broadband services to schools, businesses, or residential areas;
- Services designed to increase the productivity or efficiency through the use of technology or other means; or
- Any improvements necessary or desirable to any unimproved locally- or state-owned real estate.

The PPEA establishes requirements that the County must adhere to when reviewing and approving proposals received pursuant to the PPEA. In addition, the PPEA specifies the criteria that must be used to select a proposal and the contents of the interim or comprehensive agreement detailing the relationship between the County and the private entity.

The County has adopted these guidelines to implement the PPEA. Therefore, the County will follow these general guidelines to receive and evaluate any proposal submitted under the provisions of the PPEA. The procedures provided in this policy may be amended only by act of the Board of Supervisors; however, the county administrator or his designee is authorized to the fullest extent permitted by law to implement these guidelines and take action on behalf of the County as to any PPEA matter or transaction in any instance when these guidelines make reference to the "County," and any reference to the County shall be taken as referring, to the maximum extent permitted by law, to the county administrator or his designee.

These Guidelines shall govern all County PPEA projects. The county administrator shall evaluate any and all proposals and negotiate any Interim Agreement or Comprehensive Agreement. The County administrator is authorized to designate a Selection Committee (the "Selection Committee") to be responsible for evaluating proposals and negotiating any Interim Agreement and Comprehensive Agreement. The County administrator shall serve as the point of contact for implementation of these Guidelines, to receive proposals submitted under the PPEA, and to respond to inquiries regarding the PPEA or these Guidelines.

In the event that the PPEA is amended in a manner that either conflicts with these Guidelines or concerns material matters not addressed by these Guidelines, the Authority will appropriately amend the Guidelines. If the Guidelines are not amended prior to the effective date of the new law, these Guidelines nonetheless shall be interpreted in a manner to conform to the PPEA as amended.

Because the PPEA is intended to encourage innovative partnerships between responsible public entities and private entities, the Authority will maintain an open dialogue with private entities to discuss the need for infrastructure improvements.

II. General Provisions

A. Proposal Submission

A proposal may be either solicited by the Authority or delivered by a private entity on an unsolicited basis. Proposers may be required to follow a two-part proposal submission process consisting of an initial conceptual phase and a detailed phase. The initial phase of the proposal should contain specified information on proposer qualifications and experience, project characteristics, project financing, anticipated public support or opposition, or both, and project benefit and compatibility. The detailed proposal should contain specified deliverables.

The PPEA allows private entities to include innovative financing methods, including the imposition of user fees or service payments, in a proposal. Such financing arrangements may include the issuance of debt instruments, equity, or other securities or obligations, including, if applicable the portion of the tax-exempt private activity bond limitation amount to be allocated annually by the Commonwealth of Virginia pursuant to the Economic Growth and Tax Relief Reconciliation Act of 2001 for the development of education facilities using the public-private partnerships, and to provide for carryovers for any unused limitation amount. The PPEA is a

flexible development tool that allows the use of innovative financing techniques. Depending on the Authority's authority and the circumstances of each transaction, financing options might include the use of special purpose entities, sale and lease back transactions, enhanced use leasing, property exchanges, development agreements, conduit financing, and other methods allowed by law.

Proposals should be prepared simply and economically, providing a concise description of the proposer's capabilities to complete the proposed qualifying project and the benefits derived from the project by the Authority. Project benefits to be considered are those occurring in the construction, renovation, expansion or improvement phase during the life cycle of a project. Proposals also should include a scope of work and a financial plan for the project, containing enough detail to allow an analysis by the Authority of the financial feasibility of the proposed project. The cost analysis of a proposal should not be linked solely to the financing plan, as the Authority may determine to finance the project through other available means.

The County shall establish clearly delineated criteria for: (i) selecting among competing proposals; and (ii) the use of an accelerated documentation, review, and selection process for proposals involving a qualifying project that the County deems a priority. In addition, to facilitate the flow of critical information, the County may establish criteria by which the proposer may provide clarification to a submitted proposal.

B. Affected Jurisdictions

Any private entity requesting approval from or submitting a conceptual or detailed proposal to the County must provide each affected jurisdiction with a copy of the private entity's request or proposal by certified mail, express delivery, or hand delivery. Affected jurisdictions that are not "responsible public entities" ("RPEs") under the proposed qualifying project shall have 60 days from the receipt of the request or proposal to submit written comments to the County and to indicate whether the proposed qualifying project is compatible with the (i) local comprehensive plan, (ii) local infrastructure development plans, or (iii) capital improvements budget or other government spending plan. Comments received within the 60-day period shall be given consideration by the County, and no negative inference shall be drawn from the absence of comment by an affected jurisdiction.

C. Proposal Review Fee

The County shall receive an analysis of the proposal from appropriate internal staff or outside advisors or consultants with relevant experience in determining whether to enter into an agreement with the private entity. In the case of unsolicited and competing unsolicited proposals and if so indicated in the solicitation in the case of solicited proposals, fees shall be paid in accordance with the following table, with percentages being of the total cost of the proposed project:

Stage	Percentage	Minimum	Maximum
Conceptual:	1/2 of 1%	\$2,500	\$25,000
Detailed:	1/2 of 1%	\$5,000	\$50,000

Conceptual Stage: the time from which a proposal is first received until when conceptual proposals have been evaluated and either the County has decided not to proceed further under the PPEA or the County has requested a proposer or proposers to submit detailed proposals.

Detail Stage: the time from when the County requests submission of detailed proposals until the County either decides not to proceed further under the PPEA or has executed an interim agreement with a proposer or proposers for the project.

Fees shall be submitted with the proposals for each corresponding phase in the form of a cashier's or certified check made payable to the County. The County may elect to refund any portion of fees paid in excess of its direct costs associated with evaluating the proposal. In the event either the initial processing fee of \$2,500 or the additional proposal fee is determined by the county administrator to be insufficient to cover all of the direct costs incurred or expected to be incurred by the County in reviewing the proposal, the proposer shall pay the additional amount(s) as specified by the county administrator. Any proposal submitted without payment of the required fee or any failure to pay the additional amount(s) as specified by the county administrator within five days will result in the proposal not being considered. The proposal fee may cover all or part of the initial review process. For example, the County may require a proposal fee in the amount sufficient to cover all anticipated direct costs associated with evaluating the proposal, or the County may require the smaller initial processing fee with an additional proposal fee to be charged should the project proceed beyond the initial review.

D. Freedom of Information Act

1. General applicability of disclosure provisions

Proposal documents submitted by private entities are generally subject to the Virginia Freedom of Information Act ("FOIA") except that subdivision 11 of Virginia Code § 2.2-3705.6 exempts certain documents from public disclosure. FOIA exemptions, however, are discretionary, and the County may elect to release some or all of the documents except to the extent documents are:

- (a) Trade secrets of the private entity as defined by the Uniform Trade Secrets Act (Va. Code §§ 59.1-336 *et seq.*);
- (b) Financial records of the private entity that are not generally available to the public through regulatory disclosure or otherwise, including, but not limited to, balance sheets and financial statements; or

- (c) Other information submitted by a private entity, where if the record or document were made public prior to the execution of an interim or comprehensive agreement the financial interest or bargaining position of the public or private entity would be adversely affected.

Additionally, to the extent access to proposal documents submitted by private entities are compelled or protected from disclosure by a court order, the County will comply with the provisions of such order.

2. Protection from mandatory disclosure for certain documents submitted by a private entity

Before a document of a private entity may be withheld from disclosure, the private entity must make a written request to the County at the time the documents are submitted designating with specificity the documents for which the protection is being sought and a clear statement of the reasons for invoking the protection with reference to one or more of three classes of records listed in Section II.D.1.

Upon receipt of a written request for protection of documents, the County shall determine whether the documents contain (i) trade secrets, (ii) financial records, or (iii) other information that would adversely affect the financial interest or bargaining position of the County or private entity in accordance with Section II.D.1. The County shall make a written determination of the nature and scope of the protection to be afforded by the County under this subdivision. If the written determination provides less protection than requested by the private entity, the private entity should be afforded an opportunity to withdraw its proposal. Nothing shall prohibit further negotiations of the documents to be afforded protection from release although what may be protected must be limited to the categories of records identified in Section II.D.1

Once a written determination has been made by the County, the documents afforded protection under this subdivision shall continue to be protected from disclosure when in the possession of the County or any affected jurisdiction to which such documents are provided.

If a private entity fails to designate trade secrets, financial records, or other confidential information or proprietary information from protection for disclosure, such information, records or documents shall be subject to disclosure under FOIA.

3. Protection from mandatory disclosure for certain documents produced by the County

The County may withhold from disclosure memoranda, staff evaluations, or other records prepared by the County, its staff, outside advisors, or consultants exclusively for the evaluation and negotiation of proposals where (i) if such records were made public prior to or after the execution of an interim or comprehensive agreement, the financial interest or bargaining position of the County would be adversely affected, and (ii) the basis for the determination required in clause (i) is documented in writing by the County.

Cost estimates relating to a proposed procurement transaction prepared by or for the County shall not be open to public inspection.

4. Botetourt County may not withhold from public access:

- (a) procurement records other than those subject to the written determination of the County;
- (b) information concerning the terms and conditions of any interim or comprehensive agreement, service contract, lease, partnership, or any agreement of any kind entered into by the County and the private entity;
- (c) information concerning the terms and conditions of any financing arrangement that involves the use of public funds; or
- (d) information concerning the performance of any private entity developing or operating a qualifying transportation facility or a qualifying project.

However, to the extent that access to any procurement record or other document or information is compelled or protected by a court order, then the County must comply with such order.

E. Use of Public Funds

Virginia constitutional and statutory requirements as they apply to appropriation and expenditure of public funds apply to any interim or comprehensive agreement entered into by the PPEA. Accordingly, the process and procedural requirements associated with the expenditure or obligation of public funds should be incorporated into planning for any PPEA project or projects.

F. Applicability of Other Laws

Nothing in the PPEA shall affect the duty of the County to comply with all other applicable law not in conflict with the PPEA. The applicability of the Virginia Public Procurement Act ("VPPA") is as set forth in the PPEA.

III. Solicited Proposals

The County may issue Requests for Proposals (RFPs) or Invitations for Bids (IFBs) inviting proposals from private entities to develop or operate qualifying projects. The County may use a two-part proposal process consisting of an initial conceptual phase and a detailed phase. An RFP may invite proposers to submit proposals on individual projects identified by the County. In such a case the County should set forth in the RFP the format and supporting information that is required to be submitted, consistent with the provisions of the PPEA. The County may establish suggested timelines for selecting proposals for the review and selection of solicited proposals.

The solicitation should specify, but not necessarily be limited to, information and documents that must accompany each proposal and the factors that will be used in evaluating the submitted proposals. The solicitation will be posted in such public areas as are normally used for posting of the County notices, including the County's website. Notices should also be published in a newspaper or other publication of general circulation and advertised in *Virginia Business Opportunities* and posted on the Commonwealth's electronic procurement site. In addition, solicited proposals should be posted pursuant to Section IV(B). The solicitation should also contain or incorporate by reference other applicable terms and conditions, including any unique capabilities or qualifications that will be required of the private entities submitting proposals. Pre-proposal conferences may be held as deemed appropriate by the County.

IV. Unsolicited Proposals

The PPEA permits the County to receive, evaluate and select for negotiations unsolicited proposals from private entities to develop or operate a qualifying project. The County may publicize its need and may encourage interested parties to submit unsolicited proposals subject to the terms and conditions of the PPEA. When such a proposal is received without issuance of a solicitation, the proposal shall be treated as an unsolicited proposal. The County may establish suggested timelines for selecting proposals and for the review and selection of unsolicited proposals.

A. Decision to Accept and Consider Unsolicited Proposals

1. Upon receipt of any unsolicited proposal, or group of proposals, and payment of any required fee by the proposer or proposers, the County should determine whether to accept the unsolicited proposal for the purpose of publication and conceptual-phase consideration. If the County determines not to accept the proposal and proceed to publication and conceptual-phase consideration, it should return the proposal, together with all fees and accompanying documentation, to the proposer.
2. If the County chooses to accept an unsolicited proposal for publication and conceptual-phase consideration, it shall post a notice in a public area regularly used by the County for posting of public notices, including the County's website, for a period of not fewer than 45 days. The County shall also publish the same notice for a period of not fewer than 45 days in one or more newspapers or periodicals of general circulation in the jurisdiction to notify any parties that may be interested in submitting competing unsolicited proposals. In addition, the notice should be advertised in *Virginia Business Opportunities* and on the Commonwealth's electronic procurement website. The notice shall state that the County (i) has received an unsolicited proposal under the PPEA, (ii) intends to evaluate the proposal, (iii) may negotiate an interim or comprehensive agreement with the proposer based on the proposal, and (iv) will receive for simultaneous consideration any competing proposals that comply with the procedures adopted by the County and the PPEA. The notice also shall summarize the proposed qualifying project or projects, and identify their proposed locations.

To ensure that sufficient information is available upon which to base the development of a serious competing proposal, representatives of the County familiar with the unsolicited proposal and the guidelines established by the PPEA shall be made available to respond to inquiries and meet with private entities that are considering the submission of a competing proposal. The County shall conduct an analysis of the information pertaining to the proposal included in the notice to ensure that such information sufficiently encourages competing proposals. Further, the County shall establish criteria, including key decision points and approvals to ensure proper consideration of the extent of competition from available private entities prior to selection.

B. Posting Requirements

Conceptual proposals, whether solicited or unsolicited, shall be posted by the County within 10 working days after acceptance of such proposals in the following manner:

Posting shall be on the County's website or by publication in a newspaper of general circulation in the area in which the contract is to be performed, and shall include a summary of the proposals and the location where copies of the proposals are available for public inspection. Posting may also be made on the Department of General Services' web-based electronic procurement program commonly known as "eVA," in the discretion of the County.

Nothing shall be construed to prohibit the posting of the conceptual proposals by additional means deemed appropriate by the County so as to provide maximum notice to the public of the opportunity to inspect the proposals.

In addition to the posting requirements described in this section, at least one copy of the proposals shall be made available in the office of the clerk of the Board of Supervisors and at such other places as the county administrator may deem advisable for public inspection. Trade secrets, financial records, or other records of the private entity excluded from disclosure under the provisions of subdivision 11 of § 2.2-2705.6 shall not be required to be posted, except as otherwise agreed to by the County and the private entity. Any inspection of procurement transaction records shall be subject to reasonable restrictions to ensure the security and integrity of the records.

C. Initial Review by the County at the Conceptual Stage

1. Only proposals complying with the requirements of the PPEA that contain sufficient information for a meaningful evaluation and that are provided in an appropriate format shall be considered by the County for further review at the conceptual stage. Formatting suggestions for proposals at the conceptual stage are found in Section V(A).
2. The County should determine at this initial stage of review whether it will proceed using:

- a. Standard procurement procedures consistent with the VPPA; or
 - b. Guidelines developed by the County that are consistent with procurement of "other than professional services" through "competitive negotiation" as the terms are defined in § 2.2-4301 of the Code of Virginia. The County may proceed using such guidelines only if it makes a written determination that doing so is likely to be advantageous to the County and the public based upon either (i) the probable scope, complexity or priority of need; (ii) the risk sharing including guaranteed cost or completion guarantees, added value or debt, or equity investments proposed by the private entity; or (iii) the increase in funding, dedicated revenue or other economic benefit that would otherwise not be available.
3. After reviewing the original proposal and any competing proposals submitted during the notice period, the County may determine:
- a. not to proceed further with any proposal;
 - b. to proceed to the detailed phase of review with the original proposal;
 - c. to proceed to the detailed phase with a competing proposal;
 - d. to proceed to the detailed phase with multiple proposals; or
 - e. to request modifications or amendments to any proposals.

In the event that more than one proposal will be considered in the detailed phase of review, the County will consider whether the unsuccessful proposer should be reimbursed for costs incurred in the detailed phase of review, and such reasonable costs may be assessed to the successful proposer in the comprehensive agreement.

4. Discussions between the County and private entities about the need for infrastructure improvements shall not limit the ability of the County to later determine to use standard procurement procedures to meet its infrastructure needs. The County retains the right to reject any proposal at any time prior to the execution of an interim or comprehensive agreement. If the County rejects a proposal initiated by a private entity that purports to develop specific cost savings, the County shall specify the basis for the rejection.

V. Proposal Preparation and Submission

A. Format for Submissions at Conceptual Stage

The County requires that proposals at the conceptual stage contain information in the following areas: (i) qualifications and experience, (ii) project characteristics, (iii) project financing, (iv) anticipated public support or opposition, or both, (v) project benefit and compatibility and (vi) any additional information as the County may reasonably request to comply with the requirements of the PPEA. Suggestions for formatting information to be included in proposals at this stage include the items listed below, as well as any additional information or documents that the County may request:

1. Qualifications & Experience:

- a. Identify the legal structure of the firm or consortium of firms making the proposal. Identify the organizational structure for the project, the management approach and how each partner and major subcontractor in the structure fits into the overall team.
- b. Describe the experience of the firm or consortium of firms making the proposal and the key principals involved in the proposed project including experience with projects of comparable size and complexity. Describe the length of time in business, business experience, public sector experience and other engagements of the firm or consortium of firms. Include the identity of any firms that will provide design, construction and completion guarantees and warranties, and a description of such guarantees and warranties.
- c. Provide the names, addresses, and telephone numbers of persons within the firm or consortium of firms who may be contacted for further information.
- d. Provide a current or most recently audited financial statement of the firm or firms and each partner with an equity interest of twenty percent or greater.
- e. Identify any persons known to the proposer who would be obligated to disqualify themselves from participation in any transaction arising from or in connection to the project pursuant to the Virginia State and Local Government Conflict of Interests Act, Chapter 31 (§§ 2.2-3100 *et seq.*) of Title 2.2.

2. Project Characteristics:

- a. Provide a description of the project, including the conceptual design. Describe the proposed project in sufficient detail so that type and intent of the project, the location, and the communities that may be affected are clearly identified.
- b. Identify and fully describe any work to be performed by the Authority.

- c. Include a list of all federal, state, and local permits and approvals required for the project and a schedule for obtaining such permits and approvals.
- d. Identify any anticipated adverse social, economic, and environmental impacts of the project. Specify the strategies or actions to mitigate known impacts of the project.
- e. Identify the projected positive social, economic, and environmental impacts of the project.
- f. Identify the proposed schedule for the work on the project, including the estimated time for completion.
- g. Propose allocation of risk and liability for work completed beyond the agreement's completion date, and assurances for timely completion of the project.
- h. State assumptions related to ownership, legal liability, law enforcement, and operation of the project and the existence of any restrictions on the Authority's use of the project.
- i. Provide information relative to phased or partial openings of the proposed project prior to completion of the entire work.
- j. List any other assumptions relied on for the project to be successful.
- k. List any contingencies that must occur for the project to be successful.

3. Project Financing

- a. Provide a preliminary estimate and estimating methodology of the cost of the work by phase, segment, or both.
- b. Submit a plan for the development, financing, and operation of the project showing the anticipated schedule on which funds will be required. Describe the anticipated costs of and proposed sources and uses for such funds including any anticipated debt service costs. The operational plan should include appropriate staffing levels and associated costs. Include supporting due diligence studies, analyses, or reports.
- c. Include a list and discussion of assumptions underlying all major elements of the plan. Assumptions should include all significant fees associated with financing given the recommended financing approach. In addition complete disclosure of interest rate assumptions should be included. Any ongoing operational fees, if applicable, should also be disclosed as well as any assumptions with regard to increases in such fees.
- d. Identify the proposed risk factors and methods for dealing with these factors.

- e. Identify any local, state, or federal resources that the proposer contemplates requesting for the project. Describe the total commitment, if any, expected from governmental sources and the timing of any anticipated commitment. Such disclosure should include any direct or indirect guarantees or pledges of the Authority's credit or revenue.
- f. Identify the amounts and the terms and conditions for any revenue sources.
- g. Identify any aspect of the project that could disqualify the project from obtaining tax-exempt financing.

4. Project Benefit and Compatibility

- a. Identify who will benefit from the project, how they will benefit, and how the project will benefit the overall community, region, or state.
- b. Identify any anticipated public support or opposition, as well as any anticipated government support or opposition, for the project.
- c. Explain the strategy and plans that will be carried out to involve and inform the general public, business community, and governmental agencies in areas affected by the project.
- d. Describe the anticipated significant benefits to the community, region or state, including anticipated benefits to the economic condition of the County and whether the project is critical to attracting or maintaining competitive industries and businesses to the County, Botetourt County, or the surrounding region.
- e. Describe compatibility with the local comprehensive plan, local infrastructure development plans, the capital improvements budget, or other government spending plan.
- f. Provide a statement setting forth participation efforts that are intended to be undertaken in connection with this project with regard to the following types of businesses: (i) minority-owned businesses, (ii) woman-owned businesses, and (iii) small businesses.

B. Format for Submissions at Detailed Stage

If the County decides to proceed to the detailed phase of review with one or more proposals, the following information should be provided by the private entity unless waived by the County:

- 1. A topographical map (1:2,000 or other appropriate scale) depicting the location of the proposed project;

2. A list of public utility facilities, if any, that will be crossed by the qualifying project and a statement of the plans of the proposer to accommodate such crossings;
3. A statement and strategy setting out the plans for securing all necessary property;
4. A detailed listing of all firms that will provide specific design, construction and completion guarantees and warranties, and a brief description of such guarantees and warranties;
5. A total life-cycle cost specifying methodology and assumptions of the project or projects and the proposed project start date. Include anticipated commitment of all parties; equity, debt, and other financing mechanisms; and a schedule of project revenues and project costs. The life-cycle cost analysis should include, but not be limited to, a detailed analysis of the projected return, rate of return, or both, expected useful life of facility, and estimated annual operating expenses;
6. A detailed discussion of assumptions about user fees or rates, and usage of the project or projects;
7. Identification of any known government support or opposition, or general public support or opposition for the project. Government or public support should be demonstrated through resolution of official bodies, minutes of meetings, letters, or other official communications;
8. Demonstration of consistency with appropriate local comprehensive or infrastructure development plans or indication of the steps required for acceptance into such plans;
9. Explanation of how the proposed project would impact local development plans of each affected jurisdiction;
10. Identification of the executive management and the officers and directors of the firm or firms submitting the proposal. In addition, identification of any known conflicts of interest or other disabilities that may impact the County's consideration of the proposal, including the identification of any persons known to the proposer who would be obligated to disqualify themselves from participation in any transaction arising from or in connection to the project pursuant to the Virginia State and Local Government Conflict of Interest Act, Chapter 31 (§§ 2.2-3100 *et seq.*) of Title 2.2;
11. Additional material and information as the County may reasonably request.

VI. Proposal Evaluation and Selection Criteria

There are several factors that the County may wish to consider when evaluating and selecting a proposal under the PPEA. The following are some of the factors that may be considered by the County in the evaluation and selection of PPEA proposals; however, the County reserves the right to reject any request or proposal at any time for any reason whatsoever.

A. Qualifications and Experience

Factors to be considered in either phase of the County's review to determine whether the proposer possesses the requisite qualifications and experience include:

1. Experience with similar projects;
2. Demonstration of ability to perform work;
3. Leadership structure;
4. Project manager's experience;
5. Management approach;
6. Financial condition; and
7. Project ownership.

B. Project Characteristics

Factors to be considered in determining the project characteristics include:

1. Project definition;
2. Proposed project schedule;
3. Operation of the project;
4. Technology; technical feasibility;
5. Conformity to laws, regulations, and standards;
6. Environmental impacts;
7. Condemnation impacts;
8. State and local permits; and
9. Maintenance of the project.

C. Project Financing

Factors to be considered in determining whether the proposed project financing allows adequate access to the necessary capital to finance the project include:

1. Cost and cost benefit to the County;
2. Financing and the impact on the debt burden of the County or locality;

3. Financial plan, including the degree to which the proposer has conducted due diligence investigation and analysis of the proposed financial plan and the results of any such inquiries or studies;
4. Opportunity costs assessment;
5. Estimated cost;
6. Life-cycle cost analysis;
7. The identity, credit history, past performance of any third party that will provide financing for the project and the nature and timing of its commitment, as applicable; and
8. Such other items as the County deems appropriate.

In the event that any project is financed through the issuance of obligations that are deemed to be tax-supported debt of the County or locality, or if financing such a project may impact the County or locality's debt rating or financial position, the County or locality may select its own finance team, source, and financing vehicle.

D. Project Benefit and Compatibility

Factors to be considered in determining the proposed project's compatibility with the appropriate local or regional comprehensive or development plans include:

1. Community benefits;
2. Community support or opposition, or both;
3. Public involvement strategy;
4. Compatibility with existing and planned facilities; and
5. Compatibility with local, regional, and state economic development efforts.

E. Other Factors

Other factors that may be considered by the County in the evaluation and selection of PPEA proposals include:

1. The proposed cost of the qualifying project;
2. The general reputation, industry experience, and financial capacity of the private entity;
3. The proposed design of the qualifying project;
4. The eligibility of the project for accelerated documentation, review, and selection;
5. Local citizen and government comments;
6. Benefits to the public, including financial and nonfinancial;
7. The private entity's compliance with a minority business enterprise participation plan or good faith effort to comply with the goals of such plan;
8. The private entity's plans to employ local contractors and residents;

9. The recommendation of a committee of representatives of members of the County and the appropriating body which may be established to provide advisory oversight for the project; and
10. Other criteria that the County deems appropriate.

VII. Additional Review Procedures

A. Public Private Partnership Oversight Advisory Committee

The County may, at its discretion, invite the Board of Supervisors, or members thereof, to serve on a joint advisory committee to review the terms of a proposed interim or comprehensive agreement. Such review of terms should include, but not be limited to, the scope, total cost and duration of the proposed project, and whether the project involves or impacts multiple public entities. Timelines for such work committee should be developed and made available to proposers. There is no requirement for a joint review committee.

VIII. Interim and Comprehensive Agreements

Prior to developing or operating the qualifying project, the selected private entity shall enter into a comprehensive agreement with the County. Prior to entering a comprehensive agreement, an interim agreement may be entered into that permits a private entity to perform compensable activities related to the project. The County may designate a working group to be responsible for negotiating any interim or comprehensive agreement. Any interim or comprehensive agreement shall define the rights and obligations of the County and the selected proposer with regard to the project.

A. Interim Agreement Terms

The scope of an interim agreement may include but is not limited to:

1. Project planning and development;
2. Design and engineering;
3. Environmental analysis and mitigation;
4. Survey;
5. Ascertaining the availability of financing for the proposed facility through financial and revenue analysis;
6. Establishing a process and timing of the negotiation of the comprehensive agreement; and
7. Any other provisions related to any aspect of the development or operation of a qualifying project that the parties may deem appropriate prior to the execution of a comprehensive agreement.

B. Comprehensive Agreement Terms

The scope of the comprehensive agreement shall include but not be limited to:

1. The delivery of maintenance, performance and payment bonds or letters of credit in connection with any acquisition, design, construction, improvement, renovation, expansion, equipping, maintenance, or operation of the qualifying project;
2. The review of plans and specifications for the qualifying project by the County;
3. The rights of the County to inspect the qualifying project to ensure compliance with the comprehensive agreement;
4. The maintenance of a policy or policies of liability insurance or self-insurance reasonably sufficient to insure coverage of the project and the tort liability to the public and employees and to enable the continued operation of the qualifying project;
5. The monitoring of the practices of the private entity by the County to ensure proper maintenance;
6. The terms under which the private entity will reimburse the County for services provided;
7. The policy and procedures that will govern the rights and responsibilities of the County and the private entity in the event that the comprehensive agreement is terminated or there is a material default by the private entity including the conditions governing assumption of the duties and responsibilities of the private entity by the County and the transfer or purchase of property or other interests of the private entity by the County;
8. The terms under which the private entity will file appropriate financial statements on a periodic basis;
9. The mechanism by which user fees, lease payments, or service payments, if any, may be established from time to time upon agreement of the parties. Any payments or fees shall be set at a level that is the same for persons using the facility under like conditions and that will not materially discourage use for the qualifying project;
 - a. A copy of any service contract shall be filed with the County.
 - b. A schedule of the current user fees or lease payments shall be made available by the private entity to any member of the public upon request.
 - c. Classifications according to reasonable categories for assessment of user fees may be made.
10. The terms and conditions under which the County may contribute financial resources, if any, for the qualifying project;
11. The terms and conditions under which existing site conditions will be assessed and addressed, including identification of the responsible party for conducting the assessment and taking necessary remedial action;

12. The terms and conditions under which the County will be required to pay money to the private entity and the amount of any such payments for the project;
13. Other requirements of the PPEA or other applicable law; and
14. Such other terms and conditions as the County may deem appropriate.

Any changes in the terms of the interim or comprehensive agreement as may be agreed upon by the parties from time to time shall be added to the interim or comprehensive agreement by written amendment.

The comprehensive agreement may provide for the development or operation of phases or segments of a qualifying project.

C. Notice and Posting requirements

1. In addition to the posting requirements set forth elsewhere in these Guidelines and the PPEA, the County shall hold a public hearing on the proposals during the proposed review process, but not later than 30 days prior to entering into an interim or comprehensive agreement.
2. Once the negotiation phase for the development of an interim or a comprehensive agreement is complete and a decision to award has been made by the County, the County shall post the proposed agreement in the following manner: on the County's website or by publication in a newspaper of general circulation in the area in which the contract work is to be performed, to include a summary of the proposals and the location where copies of the proposals are available for public inspection. Posting may also be on the Department of General Service's web-based electronic procurement program commonly known as "eVA," in order to provide the public with centralized visibility and access to the Commonwealth's procurement opportunities.

In addition to the posting requirements, at least one copy of the proposals shall be made available for public inspection. Trade secrets, financial records, or other records of the private entity excluded from disclosure under the provisions of subdivision 11 of § 2.2-3705.6 shall not be required to be posted, except as otherwise agreed to by the County and the private entity.

Any studies and analyses considered by the County in its review of a proposal shall be disclosed to the appropriating body at some point prior to the execution of an interim or comprehensive agreement.

3. Once an interim agreement or a comprehensive agreement has been entered into, the County shall make procurement records available for public inspection, upon request.
 - a. Such procurement records shall include documents protected from disclosure during the negotiation phase on the basis that the release of such documents would have adverse effect on the financial interest or bargaining position of the

County or private entity in accordance with Section II.D.

- b. Such procurement records shall not include (i) trade secrets of the private entity as defined in the Uniform Trade Secrets Act (§§ 59.1-336 *et seq.*) or (ii) financial records, including balance sheets or financial statements of the private entity that are not generally available to the public through regulatory disclosure or otherwise.

To the extent access to procurement records are compelled or protected by a court order, then the County must comply with such order.

IX. Governing Provisions

In the event of any conflict between these guidelines and the PPEA, the terms of the PPEA shall control.

X. Terms and Definitions

"Affected jurisdiction" means any county, city, or town in which all or a portion of a qualifying project is located.

"Appropriating body" means the body responsible for appropriating or authorizing funding to pay for a qualifying project.

"Comprehensive agreement" means the comprehensive agreement between the private entity and the responsible public entity that is required prior to the development or operation of a qualifying project.

"Conceptual stage" means the initial phase of project evaluation when the public entity makes a determination whether the proposed project serves a public purpose, meets the criteria for a qualifying project, assesses the qualifications and experience of a private entity proposer, reviews the project for financial feasibility, and warrants further pursuit.

"Cost-benefit analysis" means an analysis that weighs expected costs against expected benefits in order to choose the best option. For example, a city manager may compare the costs and benefits of constructing a new office building to those of renovating and maintaining an existing structure in order to select the most financially advantageous option.

"Detailed stage" means the second phase of project evaluation where the public entity has completed the conceptual stage and accepted the proposal and may request additional information regarding a proposed project prior to entering into competitive negotiations with one or more private entities to develop an interim or comprehensive agreement.

"Develop" or "development" means to plan, design, develop, finance, lease, acquire, install, construct, or expand.

"Interim agreement" means an agreement between a private entity and a responsible public entity that provides for phasing of the development or operation, or both, of a qualifying project. Such phases may include, but are not limited to, design, planning, engineering, environmental analysis and mitigation, financial and revenue analysis, or any other phase of the project that constitutes activity on any part of the qualifying project.

"Lease payment" means any form of payment, including a land lease, by a public entity to the private entity for the use of a qualifying project.

"Lifecycle cost analysis" means an analysis that calculates cost of an asset over its entire life span and includes the cost of planning, constructing, operating, maintaining, replacing, and when applicable, salvaging the asset. Although one proposal may have a lower initial construction cost, it may not have the lowest lifecycle cost once maintenance, replacement, and salvage value is considered.

"Material default" means any default by the private entity in the performance of its duties that jeopardizes adequate service to the public from a qualifying project.

"Operate" means to finance, maintain, improve, equip, modify, repair, or operate.

"Opportunity cost" means the cost of passing up another choice when making a decision or the increase in costs due to delays in making a decision.

"Private entity" means any natural person, corporation, general partnership, limited liability company, limited partnership, joint venture, business trust, public benefit corporation, nonprofit entity, or other business entity.

"Public entity" means the Commonwealth and any agency or County thereof, any county, city or town and any other political subdivision of the Commonwealth, any public body politic and corporate, or any regional entity that serves a public purpose.

"Qualifying project" means (i) any education facility, including, but not limited to a school building, any functionally related and subordinate facility and land of a school building (including any stadium or other facility primarily used for school events), and any depreciable property provided for use in a school facility that is operated as part of the public school system or as an institution of higher education; (ii) any building or facility that meets a public purpose and is developed or operated by or for any public entity; (iii) any improvements, together with equipment, necessary to enhance public safety and security of buildings to be principally used by a public entity; (iv) utility and telecommunications and other communications infrastructure; (v) a recreational facility; (vi) technology infrastructure and services, including, but not limited to, telecommunications, automated data processing, word processing and management information systems, and related information, equipment, goods and services; (vii) any services designed to increase the productivity or efficiency of the responsible public entity through the use of technology or other means; or (viii) any technology, equipment, or infrastructure designed to deploy wireless broadband services to schools, businesses or residential areas; (ix) any improvements necessary or desirable to any unimproved locally- or state-owned real

estate; or (x) any solid waste management facility as defined in Virginia Code Section 10.1-1400 that produces electric energy from solid waste.

"Responsible public entity" means a public entity that has the power to develop or operate the applicable qualifying project.

"Revenues" means all revenues, income, earnings, user fees, lease payments, or other service payments arising out of or in connection with supporting the development or operation of a qualifying project, including without limitation, money received as grants or otherwise from the United States of America, from any public entity, or from any agency or instrumentality of the foregoing in aid of such facility.

"Service contract" means a contract entered into between a public entity and the private entity pursuant to Virginia Code § 56-575.5.

"Service payments" means payments to the private entity of a qualifying project pursuant to a service contract.

"State" means the Commonwealth of Virginia.

"User fees" mean the rates, fees, or other charges imposed by the private entity of a qualifying project for use of all or a portion of such qualifying project pursuant to the comprehensive agreement pursuant to Virginia Code § 56-575.9.

Submission Requirement	YES	NO	Waived
Qualifications and Experience			
1. Identify the legal structure of the firm or consortium of firms making the proposal. Identify the organizational structure for the project, the management approach and how each partner and major subcontractor in the structure fits into the overall team.			
2. Describe the experience of the firm or consortium of firms making the proposal and the key principals involved in the proposed project including experience with projects of comparable size and complexity. Describe the length of time in business, business experience, public sector experience and other engagements of the firm or consortium of firms. Include the identity of any firms that will provide design, construction and completion guarantees and warranties, and a description of such guarantees and warranties.			
3. Provide the names, addresses, and telephone numbers of persons within the firm or consortium of firms who may be contacted for further information.			
4. Provide a current or most recently audited financial statement of the firm or firms and each partner with an equity interest of twenty percent or greater.			
5. Identify any persons known to the proposer who would be obligated to disqualify themselves from participation in any transaction arising from or in connection to the project pursuant to the Virginia State and Local Government Conflict of Interests Act, Chapter 31 (§ 2.2-3100 et seq.) of Title 2.2.			
Project Characteristics			
6. Provide a description of the project, including the conceptual design. Describe the proposed project in sufficient detail so that type and intent of the project, the location, and the communities that may be affected are clearly identified.			
7. Identify and fully describe any work to be performed by the Authority.			
8. Include a list of all federal, state, and local permits and approvals required for the project and a schedule for obtaining such permits and approvals.			
9. Identify any anticipated adverse social, economic, and environmental impacts of the project. Specify the strategies or actions to mitigate known impacts of the project.			
10. Identify the projected positive social, economic, and environmental impacts of the project.			
11. Identify the proposed schedule for the work on the project, including the estimated time for completion.			

12. Propose allocation of risk and liability for work completed beyond the agreement's completion date, and assurances for timely completion of the project.			
13. State assumptions related to ownership, legal liability, law enforcement, and operation of the project and the existence of any restrictions on the Authority's use of the project.			
14. Provide information relative to phased or partial openings of the proposed project prior to completion of the entire work.			
15. List any other assumptions relied on for the project to be successful.			
16. List any contingencies that must occur for the project to be successful.			
Project Financing			
17. Provide a preliminary estimate and estimating methodology of the cost of the work by phase, segment, or both.			
18. Submit a plan for the development, financing, and operation of the project showing the anticipated schedule on which funds will be required. Describe the anticipated costs of and proposed sources and uses for such funds including any anticipated debt service costs. The operational plan should include appropriate staffing levels and associated costs. Include supporting due diligence studies, analyses, or reports.			
19. Include a list and discussion of assumptions underlying all major elements of the plan. Assumptions should include all significant fees associated with financing given the recommended financing approach. In addition complete disclosure of interest rate assumptions should be included. Any ongoing operational fees, if applicable, should also be disclosed as well as any assumptions with regard to increases in such fees.			
20. Identify the proposed risk factors and methods for dealing with these factors.			
21. Identify any local, state, or federal resources that the proposer contemplates requesting for the project. Describe the total commitment, if any, expected from governmental sources and the timing of any anticipated commitment. Such disclosure should include any direct or indirect guarantees or pledges of the Authority's credit or revenue.			
22. Identify the amounts and the terms and conditions for any revenue sources.			
23. Identify any aspect of the project that could disqualify the project from obtaining tax-exempt financing.			

Project Benefits and Capability			
24. Identify who will benefit from the project, how they will benefit, and how the project will benefit the overall community, region, or state.			
25. Identify any anticipated public support or opposition, as well as any anticipated government support or opposition, for the project.			
26. Explain the strategy and plans that will be carried out to involve and inform the general public, business community, and governmental agencies in areas affected by the project.			
27. Describe the anticipated significant benefits to the community, region or state, including anticipated benefits to the economic condition of the Authority and whether the project is critical to attracting or maintaining competitive industries and businesses to the Authority, Louisa County, or the surrounding region.			
28. Describe compatibility with the local comprehensive plan, local infrastructure development plans, the capital improvements budget, or other government spending plan.			
29. Provide a statement setting forth participation efforts that are intended to be undertaken in connection with this project with regard to the following types of businesses: (i) minority-owned businesses, (ii) woman-owned businesses, and (iii) small businesses.			
Other			
30. Written request for protection of confidential/proprietary materials, providing justification as to (i) trade secrets, (ii) financial records, or (iii) other information that would otherwise affect the financial interest or bargaining position of the Authority or private entity.			

Based on Botetourt County PPEA Guidelines and Va. Code § 56-575.4(A).

Attach reasons for waivers in separate memorandum.

AGENDA ITEM: 3:15 P. M. - Fire & EMS Drug & Substance Abuse Testing Policy Update.

Administrator's Comments:

At a Fire and EMS Commission meeting in late 2014, the topic of entry-level physical requirements was brought to the table by volunteer chief representatives. Stemming from that discussion was the topic of drug and substance abuse testing. Throughout the course of 2015 many discussions occurred at the Commission level on what the process would be, how it could be implemented, and what were the pros and cons of such a policy.

After a thorough legal review and multiple revisions, a consensus was reached to proceed with the policy in its current state. At the October 2015 Commission meeting, discussion ensued on how to implement the policy and the need to establish a baseline for existing personnel as a good faith gesture to those new applicants being required to do so. As such, at the same meeting, a discussion and vote occurred to require all operational fire and EMS personnel to be tested by February 1, 2016. This motion was voted on and passed by majority vote.

Once the policy was adopted and the process had been established, all volunteer fire and EMS personnel were made aware of the testing sites available, outside of going to the vendor in Roanoke. Screenings were scheduled at Blue Ridge, Troutville, Buchanan, Fincastle, and Eagle Rock stations. As of February 1, 2016, over 150 volunteer personnel from throughout Botetourt County were tested and cleared to remain fully operational volunteers with one occurrence of a positive result that was not confirmed by a prescription.

All new applicants as of November 1st have been instructed to go to the vendor's location on Hershberger Road during normal working hours to be tested. To date there have been no reported issues with getting people to the vendor and being tested there.

In summary, this is an initiative led by the volunteers to enhance the overall operational safety of fire and EMS personnel throughout the system. While this type of initiative may not be the most popular to some, the overwhelming majority believe this to be the best decision for the end users of the fire and EMS system, the citizens, and visitors of Botetourt County.

Recommendation:

Chief Beckner will be present at the Board meeting to answer any questions on this policy's implementation.

Gay Lane 2/18/2016



Botetourt County, Virginia
Development Services

5 W. Main Street, Suite 100
Fincastle, Virginia 24090
Phone (540) 473-8248
Fax (540) 473-2018

Construction Compliance
Erosion & Sediment Control
Inspections & Enforcement
Permit Applications &
Plan Reviews

Planning
Subdivisions
Zoning
Site Plans
Land Conservation

**Planning Commission Extract
Land Use Related Request**

Board of Supervisors Action Needed

February 23, 2016

Request

Amsterdam Magisterial District: Austin Morgan and Hana Quy-Hao Tran Scwend [aka Austen and Hana Schwend] request to rezone from the Residential, R-1 Use District, to an Agricultural, A-1 Use District, with possible proffered conditions, for agricultural uses on a 7.65 acre parcel, located at 60 Blackberry Lane (State Route 789), Troutville, VA, 0.06 miles northwest of the intersection with Old Sessler Mill Road (State Route 788), identified on the Real Property Identification Maps of Botetourt County as Section 72C (2), Parcel 41.

This land use change request involves the following:

- Land rezoning (conditions must be proffered, or offered by the applicant).
- Text Amendment.
- Change of Proffers.
- Commission Permit
- Special Exceptions Permit (the Board has authority to assign conditions).

Planning Commission Recommendation:

On a vote of 5:0:0:0, the Planning Commission recommended approval of the request to rezone from the Residential, R-1 Use District, to an Agricultural, A-1 Use District with the following proffered conditions:

1. Uses permitted by right on this property will be restricted to the following, to the exclusion of all other uses in the Agricultural (A-1) Use District:
 - a. Agriculture.
 - b. Dwelling, single family.
 - c. Group home.
 - d. Home occupation, subject to standards of section 25-435 of the County Code.
 - e. Temporary family health care structure.
2. Mobile homes are specifically prohibited.

Action requested of the Board of Supervisors:

The Board of Supervisors may approve, approve with proffered conditions, or deny the request to rezone from the Residential, R-1 Use District, to an Agricultural, A-1 Use District

Staff Comments:

Staff received several calls and two visits from nearby property owners regarding the proposed rezoning; no one objected to Mr. and Mrs. Schwend's request. The property owners had questions regarding residential and agricultural uses. One adjoining property owner spoke at the public hearing. He had questions regarding the Schwends' workshop setbacks and proposed fencing. He stated he had no objection to their rezoning request, although he did not want them to have hogs.

DRAFT MOTIONS

Approval for Rezoning:

I move to approve the zoning map amendment for **Austen and Hana Schwend** with the updated proffered conditions as submitted by the applicant.

And on the basis that the requirements of Section 25-581(k)(4) of the Zoning Ordinance have been satisfied, and that the proposal would serve the public necessity, convenience, general welfare, and is good zoning practice.

Approval, with revisions, Rezoning:

I move to approve the zoning map amendment for **Austen and Hana Schwend**, subject to the following revisions to the concept plan and/or proffers [*list any recommended changes*], on the basis that the requirements of Section 25-581(k)(4) of the Zoning Ordinance have been satisfied, and that the proposal would serve the public necessity, convenience, general welfare, and is good zoning practice.

Denial, Rezoning:

I move to deny the zoning map amendment for the property of **Austen and Hana Schwend** on the basis that the requirements of Section 25-581(k)(4) of the Zoning Ordinance have not been satisfied due to the following reasons: _____

BOTETOURT COUNTY DEVELOPMENT SERVICES

Planning Commission Application

5 W. Main Street, Suite 100 • Fincastle, Virginia 24090 • 540.473.8320

TO THE BOARD OF SUPERVISORS AND PLANNING COMMISSION OF BOTETOURT COUNTY:

Please type or print information below

Date: 10/12/15	Current zoning: R1 - Residential		
Please check request(s) below:	Please briefly describe request below (indicate zoning change, SEP request, changes, etc.):		
<input checked="" type="checkbox"/> Request rezoning to <i>(From zoning ordinance permitted uses list)</i>	A1 - Agricultural		
<input type="checkbox"/> Special Exceptions Permit request for <i>(from zoning ordinance SEP list)</i>			
<input type="checkbox"/> Text Amendment <i>(proposed use)</i>			
<input type="checkbox"/> Change in proffers/Conditions			
Describe proposed use:	Residence		
Property owner name(s)	Austen Schwend, Hana Schwend		
Mailing address	60 Blackberry Ln		
Town, State, Zip Code	Troutville, VA 24175		
Phone number	(540) 292-9306	FAX	
Email	austenschwend@gmail.com		
Property location (physical address):	60 Blackberry Ln		
Subdivision:	Penn Development		
State Route Number:	789	Magisterial District:	Amsterdam
Tax map number(s):	72C(2)41		
Deed Book:	1401112	Page number(s):	
Total area of property	7.65 acres		
Total area included in this request:	7.65 acres		

Certified plat prepared by a Licensed Land Surveyor of entire property to include metes and bounds. Requests for rezoning of a portion of a parcel of land requires a legal metes and bounds description of that particular portion. Show: Lengths of all property lines, existing and proposed building(s) for existing and proposed uses, and distance of buildings from all property lines, including distance from any street/highway right-of-way adjoining the parcel. (See attached concept plan checklist and information sheet.)

BOTETOURT COUNTY DEVELOPMENT SERVICES
Planning Commission Application
5 W. Main Street, Suite 100 • Fincastle, Virginia 24090 • 540.473.8320

Appropriate application fee payable to the **Treasurer of Botetourt County** is hereby submitted for advertising.

All applicants must have notarized signatures by the current property owners. By signing below, signature(s) indicate consent [§25-521(9)(1)(c)] for county officials to conduct site reviews on this property.

Austen Schwend Austen Schwend 11/25/15
Signature and printed name of property owners Date

Hana Schwend Hana Schwend 11/25/15
Signature and printed name of property owners Date

Signature and printed name of property owners Date

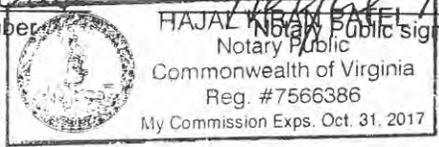
Signature and printed name of property owners Date

State of Virginia
County of Botetourt to Wit:

The foregoing instrument was acknowledged before me this 25 day of November 2015 by

Austen Schwend + Hana Schwend
Printed name of property owners

My commission expires: October 31, 2017 Date
Hajal Patel #7566386 Hajal Patel
Notary Public printed name and registration number Notary Public signature



State of Virginia
County of Botetourt to Wit:

The foregoing instrument was acknowledged before me this _____ day of _____ 2 by

Printed name of property owners(s)

My commission expires: _____ Date

Notary Public printed name and registration number Notary Public signature

Note: Signature(s) of property owner(s) must be notarized.

RECEIVED

DEC - 1 2015

Proffers

- No mobile homes

X Austen Schwend

Austen Schwend

11/25/2015

X Hana Schwend

Hana Schwend

11/25/15

11/25/2015

The foregoing instrument was acknowledged before me this 25 day of November 2015 by

Austen Schwend + Hana Schwend

Printed name of property owner(s)

My commission expires: October 31, 2017 Date

Hajal Patel # 7566386

Notary Public printed name and registration number



Botetourt County
Rezoning Application

Austen and Hana Schwend

60 Blackberry Lane,

Troutville, VA

72C(2)41

11/25/2015

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Current Lot Details

Owners	Austen and Hana Schwend
Address	60 Blackberry Lane Troutville, VA 24175
Tax Map ID	72C(2)41
Current Zoning	R1
Primary Use	Residence
Acreage	7.65

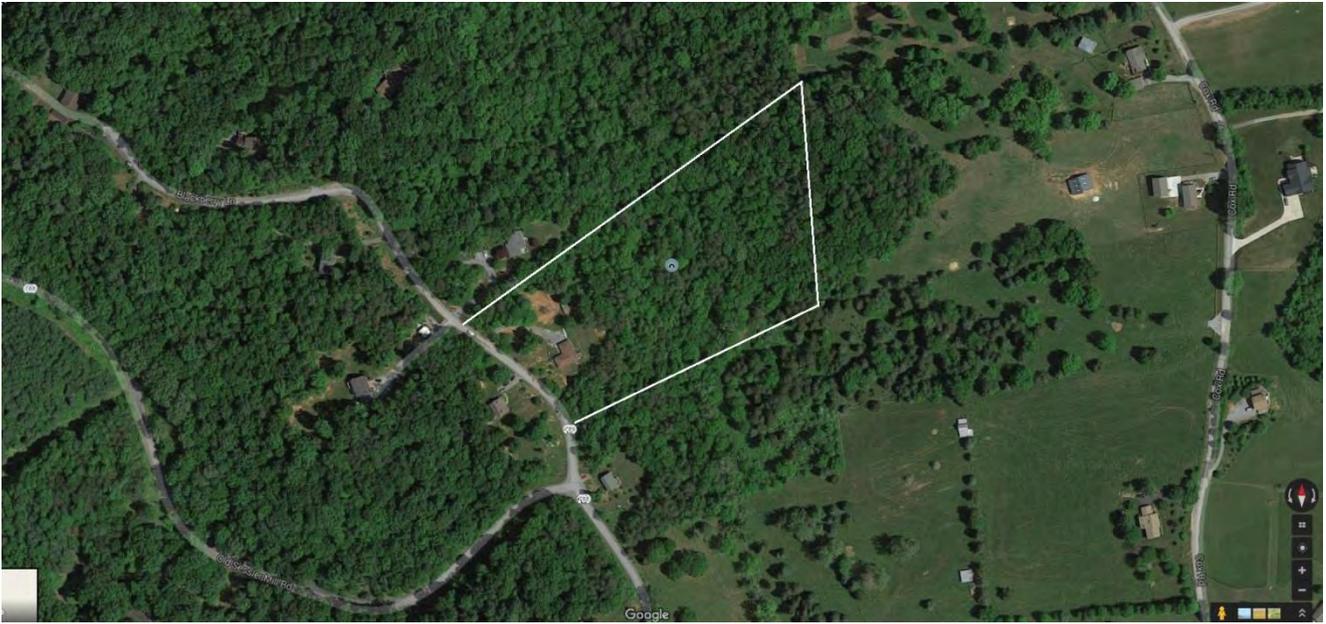


Figure 1. Property Boundaries

Statement of Intent

My wife and I will be building a detached garage/workshop on our property. We currently have a small 12'x12' shed on the property. When investigating the zoning requirements to secure the building permit, we found that we were only allowed one accessory building on our lot.

We were a bit surprised, as our lot is nearly an 8 acre lot on a dead end road in a rural part of Botetourt County. Upon having more conversations with Botetourt County officials, we were told that when this lot was originally developed or sometime soon after, the entire area was zoned R1 in order to keep mobile homes out of the area. We feel that the original R-1 zoning overshot its intended goal.

Chapter 25 of the Botetourt County Code describes R-1 zoned properties as “subdivisions of an urban character” and “land intended to be served with public or community water and wastewater”. Neither of these main definitions accurately describes our area. We are very rural, and all homes in the area are served by private well and septic systems. In fact, if the lots were created today and zoned, I've been told that they could not be zoned R-1.

To describe the area for those who are not familiar with it, Blackberry Lane follows along the crest of a hill in a thickly wooded area. The roof of the house sits under or at the same elevation as the road. Trees completely surround our house such that when spring comes we cannot see any of our neighbors, and until we started clearing woods for our workshop neighboring homes couldn't be seen in the winter either. The land continues to slope downhill to a seasonal stream about 600 feet away from the road, and finally levels out for the remaining 80-400 feet of our trapezoidal shaped parcel of land.

The intent of the rezoning is first and foremost to be able to have a second accessory building on the property. The existing shed will be moved down into the woods and will not be seen from the road. It will likely end up being tucked into the woods 500 feet from the road and 50 feet lower in elevation.

We originally wanted to rezone to Rural Residential, but found that the agricultural limitations would have limited us from another possible intent, which is to have some chickens, goats, and other small animals we would like to be able to raise for homesteading if we choose to. All animals would be for our own use, not for resale of any kind.

Our property conforms to A-1 requirements from Chapter 25 of the county code both in feel and in defined intent. It is both a “low density”, “rural residential” area and a “private forest”. It is not served with public water or wastewater. The table below shows our property compared to the lot requirements for an A-1 property:

Description	A-1 Requirement	Our Lot
Acreage	2.25	7.65
Lot coverage	15.0% maximum	1.2%
Minimum lot width	150 feet	~370 feet

Neighboring Properties

Name	Address	Current Zoning
James Aleshire	356 Old Sessler Mill Rd	R1
Sammy Breeding	255 Cox Rd	R1
Kerry Milligan	329 Cox Rd	R1
Karen & William Van Velzer	393 Cox Rd	R1
Sandra Hash	98 Blackberry Ln	R1
David & Melanie Feazell	97 Blackberry Ln	R1
Lori & Michael Moran	59 Blackberry Ln	R1

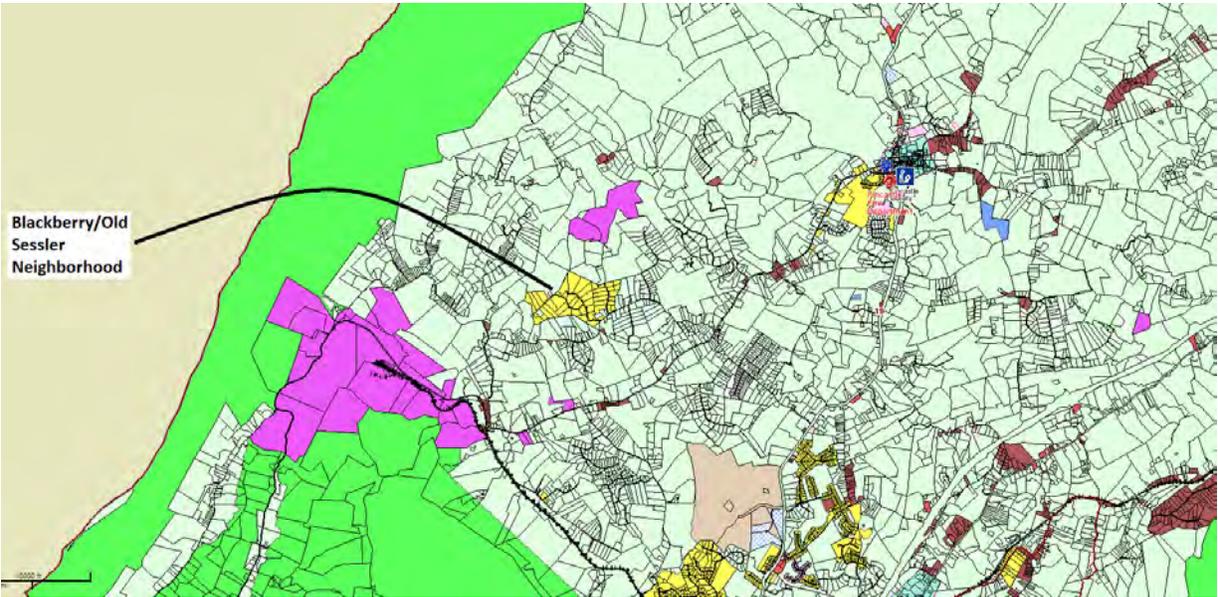


Figure 2. Zoning map, zoomed out.

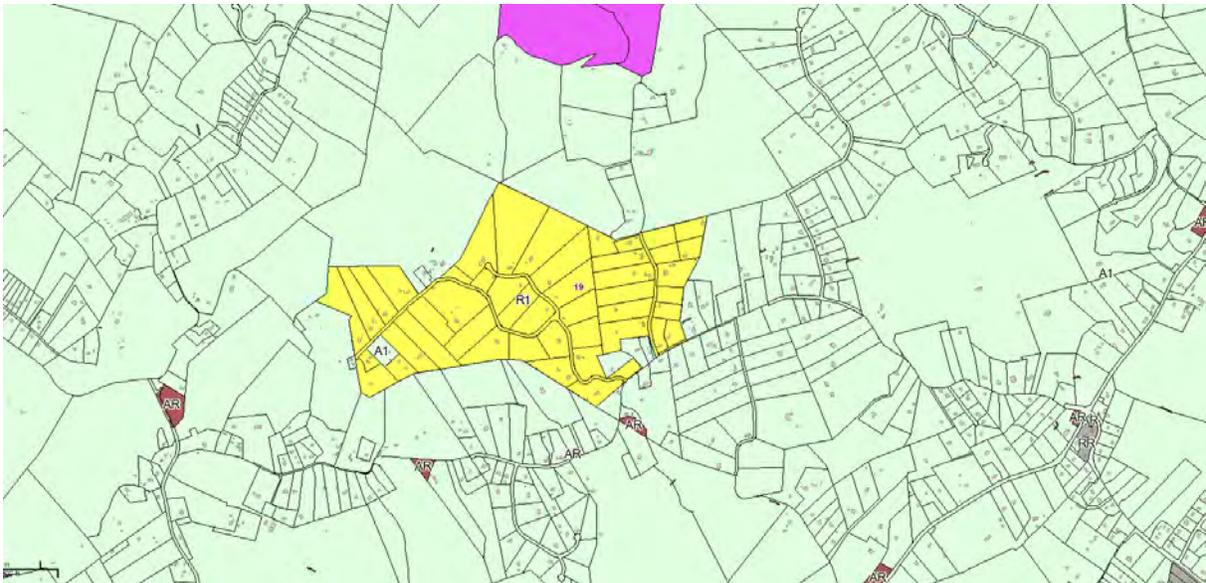


Figure 3. Zoning map, zoomed in.

Concept Plan

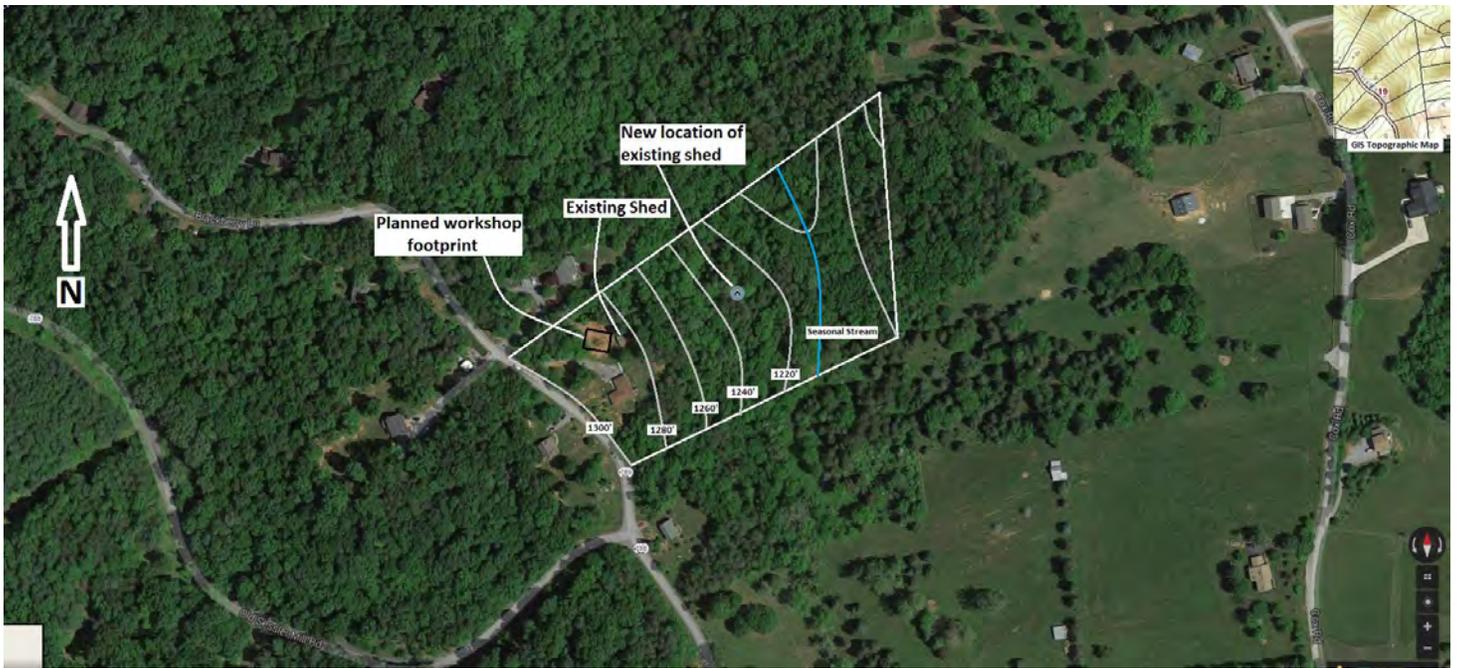


Figure 4. Concept Plan and Topography

Existing property has cover both by existing trees and by topography. The grassy, open areas on the southwest side of the property will not contain animals. The farm like animals will be restricted to the areas deeper into the woods that cannot currently be seen by neighbors or from the road. No lighting is predicted for agricultural use, but any outdoor lighting that is used will be minimal and won't exceed 20' in height.

Evergreen trees will be planted to maintain privacy and views between the neighbor to the northwest and the workshop/garage during the winter, the existing trees will still remain to keep the area looking natural for the area.

The topography was mapped roughly from the topographical information in the Botetourt County GIS (shown in the upper right).

KNOWN ALL MEN BY THESE PRESENTS

THAT PENN DEVELOPMENT CORP. IS THE OWNER OF THE TRACT OF LAND SHOWN HEREON THE SAID OWNER CERTIFIES THAT THE SUBDIVISION OF THIS LAND AS SHOWN HEREON INTO LOTS IS ENTIRELY WITHIN ITS POWER AND WILL COMPLY WITH ALL REQUIREMENTS OF THE VIRGINIA SUBDIVISION ACT AND ALL APPLICABLE LAWS AND ORDINANCES OF THE COUNTY OF BOTETOURT, VIRGINIA. THE SAID OWNER DOES BY VIRTUE OF RECORDING OF THIS MAP IN THE PUBLIC RECORDS OF THE COUNTY OF BOTETOURT ALL THE LAND DESCRIBED WITHIN THE SYMBOLS OF THIS SUBDIVISION, AND ALL EASEMENTS ARE DEDICATED FOR PUBLIC USE.

WITNESS THE SIGNATURES AND SEALS ON THIS 21ST DAY OF JUNE 1972.

[Signature]
PRESIDENT

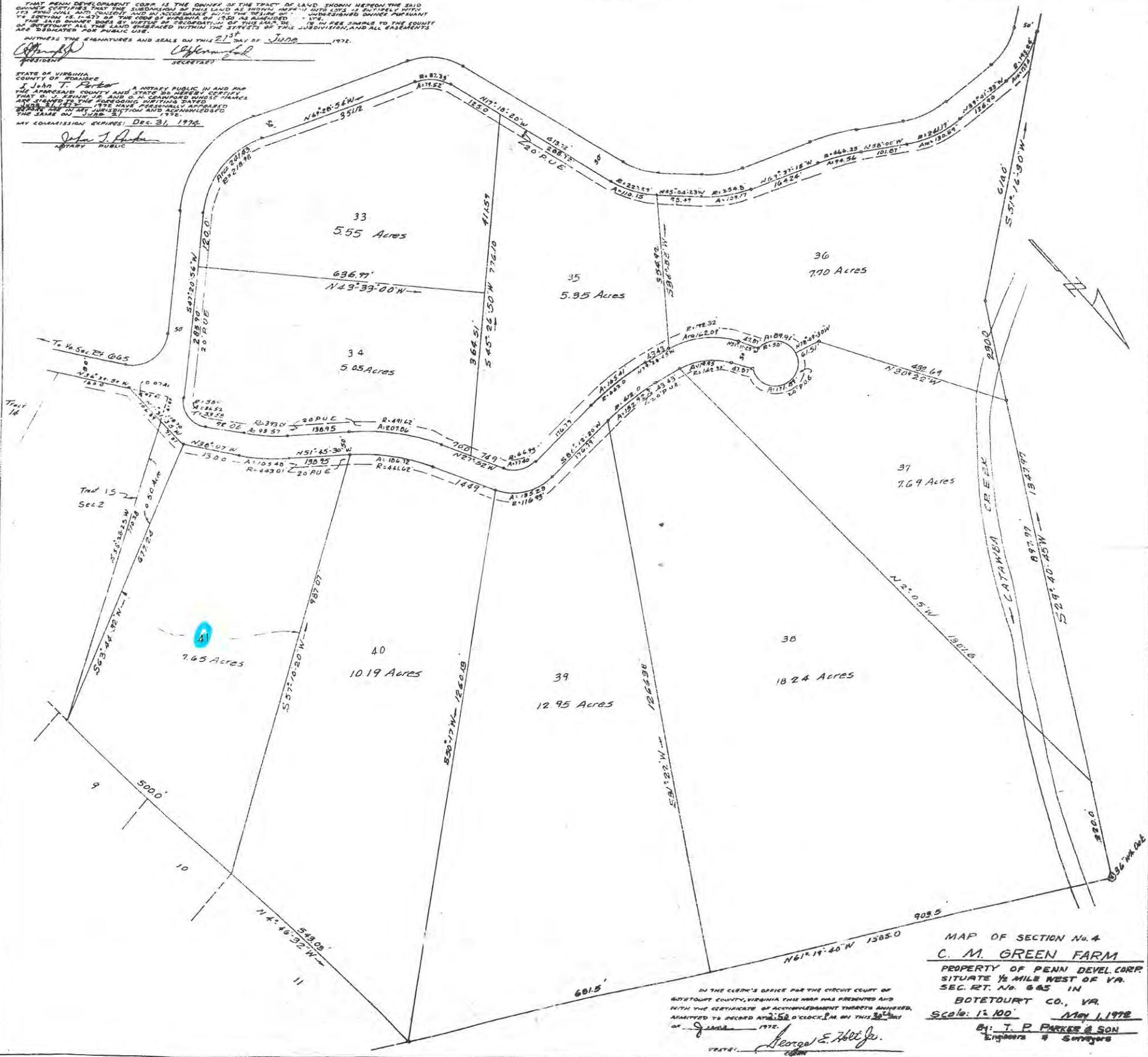
[Signature]
SECRETARY

STATE OF VIRGINIA
COUNTY OF BOTETOURT

I, John T. Parke, a Notary Public in and for the aforesaid County and State do hereby certify that O. J. Keim, Jr. and O. H. Chapman, whose names are signed to the foregoing subdivision map and plat, are duly qualified and have personally appeared before me in my office and acknowledged to me the same on June 21, 1972.

MY COMMISSION EXPIRES: Dec. 31, 1972.

[Signature]
NOTARY PUBLIC



IN THE CLERK'S OFFICE FOR THE CIRCUIT COURT OF BOTETOURT COUNTY, VIRGINIA THIS MAP HAS BEEN FILED AND WITH THE CERTIFICATE OF ACKNOWLEDGMENT THEREON ANNEXED, ADMITTED TO RECORD AT 2:58 O'CLOCK P.M. ON THIS 30TH DAY OF JUNE 1972.

[Signature]
CLERK

MAP OF SECTION No. 4
C. M. GREEN FARM
PROPERTY OF PENN DEVEL CORP.
SITUATE 1/4 MILE WEST OF VA.
SEC. RT. No. 665 IN
BOTETOURT CO., VA.
SCALE: 1" = 100' May 1, 1972
By: J. P. PARKE & SON
Engineers & Surveyors

Proffer Statement
Schwend Rezoning
February 2016

1. Uses permitted by right on this property will be restricted to the following, to the exclusion of all other uses in the Agricultural (A-1) Use District:
 - a. Agriculture.
 - b. Dwelling, single family.
 - c. Group home.
 - d. Home occupation, subject to standards of section 25-435 of the County Code.
 - e. Temporary family health care structure.

2. Mobile homes are specifically prohibited.

Austen Morgan Schwend

Property Owner Signature

Hana Schwend

Property Owner Signature

The foregoing instrument was acknowledged before me this 1st day of FEBRUARY 2016 by AUSTEN MORGAN + HANA SCHWEND

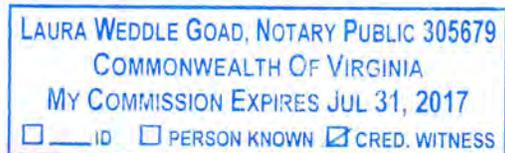
My commission expires: 07.31.2017

LAURA WEDDLE GOAD #305679

Notary Public printed name and registration number

Laura Weddle Goad

Notary Public Signature



 ORIGINAL

BACKGROUND REPORT

Planning Commission - Public Hearing
February 2016

Prepared by the Department of Development Services

PROJECT SUMMARY

Austen and Hana Schwend request to rezone their property of 7.65 acres from a Residential, R-1 Use District, to an Agricultural, A-1 Use District.

PLANNING COMMISSION ACTION

The Planning Commission must make a recommendation to the Board of Supervisors as to the approval, approval with conditions, or denial of this request.

STAFF COMMENTS

The Schwends originally approached our offices with the desire to build a second accessory building, a detached garage/workshop, on their property. There is an existing 12'x12' shed on the property, which prohibited them from building the second accessory building in an R-1 Use District without first going through the Special Exception process, rezoning, or tearing down the shed, which they desired to keep. After discussion with the applicants, it was determined that a rezoning request would be the best approach for the Schwends, as they are interested in raising some livestock such as chickens or other animals in the future.

It is staff's opinion that, given the nature of the property, the development of the lot is not consistent with the current requirements of the Residential (R-1) Use District. Primarily, this lot and those around it, do not have access to public water or sewer. The large lot size is also more consistent with an A-1 Use District. The Schwends included the below table in their application to demonstrate how their property conforms to the A-1 requirements.

Description	A-1 Requirement	Our Lot
Acreage	2.25	7.65
Lot coverage	15.0% maximum	1.2%
Minimum lot width	150 feet	~370 feet

A similar rezoning took place in 2012, details of which can be found in this report. In addition, the applicant states that many of the surrounding properties within this area appear to be undertaking agricultural uses on their property despite the residential zoning, which does not permit raising livestock. Staff has not visited the site independently to determine if there may be violations amongst neighboring properties, as no complaint has been filed.

APPLICATION INFORMATION

Applicant: Austen and Hana Schwend
Request: Rezone 7.65 acres from Residential, R-1, to Agricultural, A-1
Tax Map Number: 72C(2)41
Magisterial District: Amsterdam
Report Prepared By: A. McGee
PC Meeting: February 1, 2016
BOS Meeting: February 23, 2016

LEGAL ADVERTISEMENT

Amsterdam Magisterial District: Austin Morgan and Hana Quy-Hao Tran Scwend [aka Austen and Hana Schwend] request to rezone from the Residential, R-1 Use District, to an Agricultural, A-1 Use District, with possible proffered conditions, for agricultural uses on a 7.65 acre parcel, located at 60 Blackberry Lane (State Route 789), Troutville, VA, 0.06 miles northwest of the intersection with Old Sessler Mill Road (State Route 788), identified on the Real Property Identification Maps of Botetourt County as Section 72C (2), Parcel 41.

EXISTING CONDITIONS & BACKGROUND

This property is a 7.65 acre parcel surrounded by other large parcel zoned Residential (R-1), in an area which is otherwise characterized predominantly by agricultural uses. The R-1 Use District extends from Country Club Road along Old Sessler Mill Road, Blackberry Lane, and a stretch of Cox Road. These lots are generally large lots despite the R-1 zoning designation, ranging from 2 to 20 acres, with an average lot size being closer to the approximate 7 acres of the Schwend property. As stated, there is no access to public water or sewer, and the area is predominantly characterized by large, alternating swathes of forest and fields.

The C.M. Green Farm Subdivision, Section 3, was zoned A-1 until 1982, when it was rezoned to R-1 to prevent mobile (manufactured) homes within the subdivision. The applicant has proposed a proffer which would prevent mobile homes on the property.

Parcel 72D(1)26, located on Old Sessler Mill Road, was previously rezoned from the Residential (R-1) Use District to the Agricultural (A-1) Use district in July of 2012. The following proffer was offered at that time:

1. The following uses shall be prohibited from Division 1. Agricultural District A-1, Sec. 25-72. Permitted Uses:
 - (2) Agriculture, Intensive, subject to standards of subsection 25-76(c)
 - (3) Cemetery
 - (9) Mobile (manufactured) home, Class A or B, subject to standards of Section 25-437
 - (13) Sawmill, temporary
 - (14) Sawmill, small-scale
 - (15) School, public

ADJACENT PROPERTIES AND SURROUNDING AREA

The property is located off of Blackberry Lane, an offshoot of Old Sessler Mill Road. The zoning of the surrounding properties is listed below.

	<u>Zoning</u>	<u>Owner (Land Use)</u>
North	Residential, R-1	William & Karen D Van Velzer; Sandra Hash
East	Residential, R-1	Allen & Jenny Sue Campbell; Michael & Lori S Moran
West	Residential, R-1	Walter E & Betty Jo Routt; Candi L Baglin
South	Residential, R-1	Alixanna M & James Alexander Norris; Cynthia L McLearen

PROPOSED DEVELOPMENT

The applicant proposes a rezoning to Agricultural (A-1) in order to undertake future agricultural uses on the property, and also to construct a second accessory building, which would require an SEP in the current Residential (R-1) use district.

PROPOSED PROFFERS

The following proffers were submitted with the application:

1. No mobile homes will be permitted on the property.

2010 COMPREHENSIVE PLAN

The 2010 Comprehensive Plan identifies future land uses in this area as *Agricultural*.

Agricultural

This category includes land areas in the rural portions of the County where agricultural and forestall uses are the dominant land use. Large lot single family development may now exist within some of these areas. Future development of these properties at densities higher than allowed by the current agricultural zoning is not encouraged.

UTILITIES

This site is currently served by well and septic.

TRAFFIC

2014 VDOT traffic data indicates there is an Annual Average Daily Traffic (AADT) of **130** vehicles per day on the entire segment of Blackberry Lane.

VDOT

VDOT comments not required.

FIRE AND RESCUE

This property is served by Fincastle Fire and Rescue, located approximately 5.3 miles from the site according to Google Maps.

SCHOOLS

The school system will not be impacted by this request.

PUBLIC COMMENT

No public comments have been submitted at this time. Additional comments may be forthcoming at the public hearings.

DRAFT MOTIONS

Approval for Rezoning:

I move that the zoning map amendment for **Austen and Hana Schwend** be forwarded to the Board of Supervisors with recommendation for approval with the proffered conditions as submitted by the applicant and included in the background report prepared by staff.

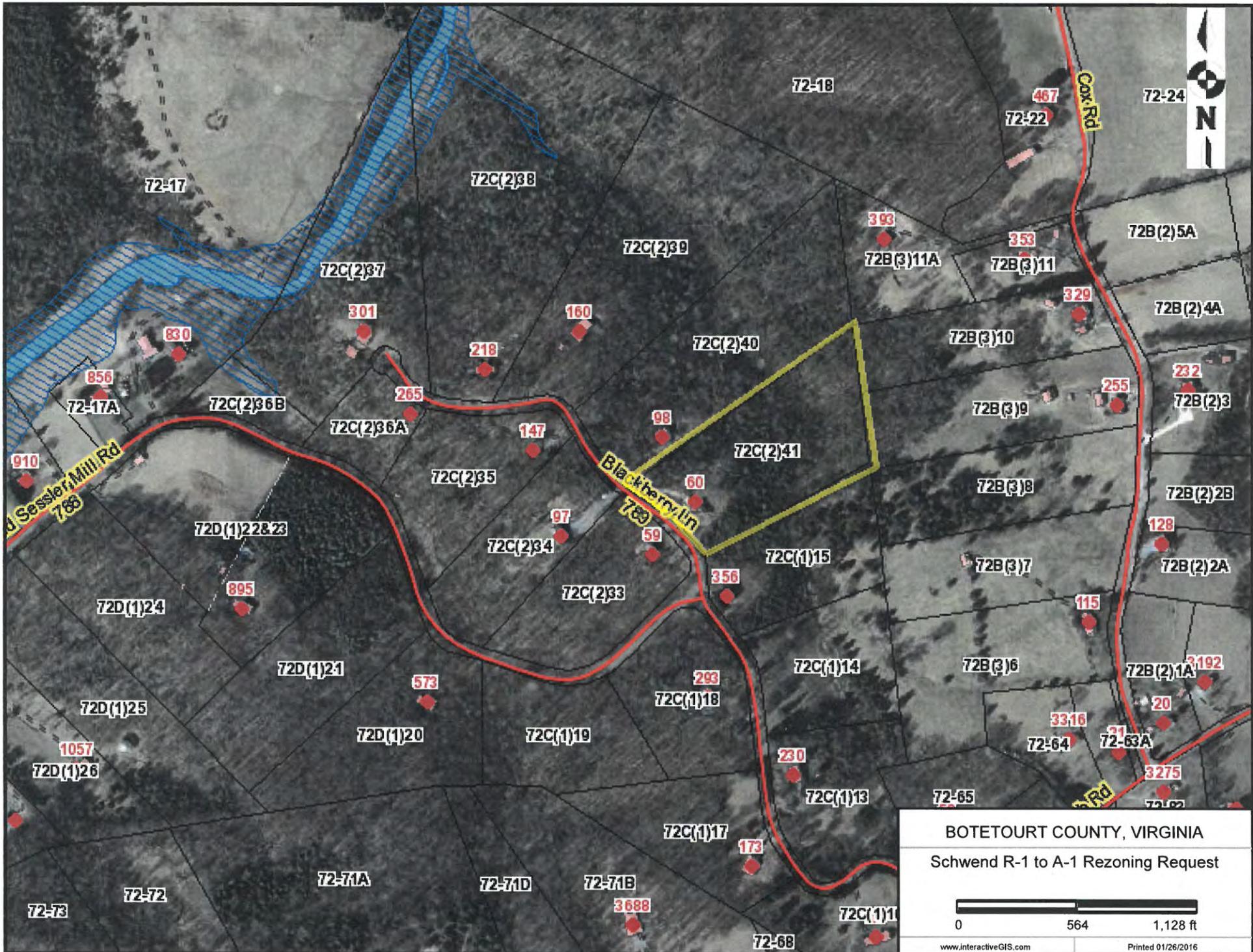
And on the basis that the requirements of Section 25-581(k)(4) of the Zoning Ordinance have been satisfied, and that the proposal would serve the public necessity, convenience, general welfare, and is good zoning practice.

Approval, with revisions, Rezoning:

I move that the zoning map amendment for **Austen and Hana Schwend** be forwarded to the Board of Supervisors with recommendation for approval subject to the following revisions to the concept plan and/or proffers [*list any recommended changes*], on the basis that the requirements of Section 25-581(k)(4) of the Zoning Ordinance have been satisfied, and that the proposal would serve the public necessity, convenience, general welfare, and is good zoning practice.

Denial, Rezoning:

I move that the zoning map amendment for the property of **Austen and Hana Schwend** be forwarded to the Board of Supervisors with recommendation for denial on the basis that the requirements of Section 25-581(k)(4) of the Zoning Ordinance have not been satisfied due to the following reasons: _____



BOTETOURT COUNTY, VIRGINIA
 Schwend R-1 to A-1 Rezoning Request

