AGENDA
BOTETOURT COUNTY BOARD OF SUPERVISORS
TUESDAY, NOVEMBER 24, 2015
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.
Employee presentations. (Scothorn)

1. Approval of minutes of the regular meeting held on October 27, 2015.

2. Approval of Additional Appropriations. (Zerrilla)

3. Approval of Accounts Payable and ratification of the Short Accounts Payable List. (Zerrilla)

II. General Items:

4. Consideration of request for an increase in the Recreation Incentive Fund amount. (Zerrilla/Peters)

5. Consideration of request to use the School system's Minor Capital Reserve Fund monies to purchase four school buses. (Zerrilla/Busher)

6. Consideration of request for matching funds from the Library Incentive Fund for the Buchanan Library project. (Vest)

7. Consideration of Request for Proposals for consultant engineering services for review of potential utility-scale wind energy applications. (Moorman)

8. Consideration of request to seek General Assembly authorization for the County to have the option to increase the Transient Occupancy Tax. (Sexton)

9. Consideration of request to advertise for a public hearing on a proposed ordinance granting a non-exclusive franchise to Comcast to own, operate, and maintain a cable television system in the County. (Lockaby)

10. Consideration of request to advertise for a public hearing on proposed amendments to Chapter 21 Subdivisions and Chapter 25 Zoning of the Botetourt County Code. (Lockaby)

11. Consideration of Phase 1 historic preservation activities in Botetourt Center at Greenfield. (Moorman)

12. Consideration of approval of an agreement with the Greater Roanoke Valley Development Foundation to construct a shell building in Greenfield. (Guzi)

13. Appointment of interim County Administrator. (Lockaby)

14. Other Items:
    - Committee reports.
    - County Administrator's Update.
    - County Attorney's Update.

III. Items at Specific Times:

15. 2:30 P. M. Highway Department:
    A. Monthly update report. (Hamm)

III. Items at Specific Times (cont.):

16. 3:00 P. M. Staff briefing on single-stream recycling program. (Hannah/Shearer)

17. 3:15 P. M. Update by AEP on the Cloverdale substation project. (Wright)

18. 3:30 P. M. Presentation on the Agriculture Strategic Plan. (Guzi/Rephann)

19. 4:00 P. M. Consideration of the 2015-2016 Recreation Incentive Fund requests. (Peters)

20. 4:15 P. M. Presentation by RKG Consulting regarding the Exit 150/Gateway Crossing Study. (Moorman)

Continue the meeting until 6:00 P. M. on Tuesday, December 15, 2015, in Room 229 of the Greenfield Education and Training Center for a joint meeting with the Botetourt County School Board.

NOTE: The December regular meeting will be held on Thursday, December 17, 2015, beginning at 2:00 P. M. at the Greenfield Education and Training Center.

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, October 27, 2015, 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, Chairman
Mr. L. W. Leffel, Jr., Vice-Chairman
Mr. John B. Williamson, III
Mr. Billy W. Martin, Sr.
Mr. Todd L. Dodson

ABSENT: Members: None

Others present at the meeting:
Mrs. Kathleen D. Guzi, County Administrator
Mr. David Moorman, Deputy County Administrator
Mr. Michael W. S. Lockaby, County Attorney

The Chairman called the meeting to order at 2:00 P. M.

Dr. Scothorn then noted that there will be a town hall-type meeting on Thursday, October 29, at 6:30 P. M. at Read Mountain Middle School on the Exit 150 project and the proposed Valley District mixed drink referendum's economic development impact in this area. He noted that this issue will be on the November 3 ballot for consideration by the residents of the Valley District.

The Chairman then asked for a moment of silence.

Mr. Martin then led the group in reciting the pledge of allegiance.

Dr. Scothorn then asked Mr. Charles Provost to come forward.

Mrs. Guzi stated that in September Mr. Provost received the Lifetime Achievement Award from the Virginia Association of Volunteer Rescue Squads (VAVRS). She noted that Mr. Provost has been a very good volunteer during his 30+ years of service to the community and has provided leadership, guidance, and help to the County administrative staff throughout his tenure.

She stated that Mr. Provost joined the Buchanan Rescue Squad in 1982, became an Emergency Medical Technician in 1983, and served as Captain of the rescue squad for nine years. Mrs. Guzi further stated that Mr. Provost has been actively participating in VAVRS for over 20 years and has served in the organization's district training and rescue officer positions. She further noted that Mr. Provost was also involved in the development and delivery of a Farm Machinery Extrication program.

Mrs. Guzi then congratulated Mr. Provost for receipt of this award.

Fire and EMS Chief Jeff Beckner stated that the County's fire and emergency services community are very proud of Mr. Provost's receipt of this very distinguished award and he congratulated Mr. Provost for his accomplishment.

Mr. Provost then thanked the Board for the services and support that they have provided to the County and volunteer fire and EMS personnel in the past.

Mr. Leffel stated that many good comments have been made today about Mr. Provost and there are many more things that could be said that would take too long to mention. Mr. Leffel stated that Mr. Provost is well-known throughout the State for his expertise in the farm machinery extrication program and there are many invisible things that Mr. Provost has done for the County during his many years of service.

He also congratulated Mr. Provost for this award.

Mr. Williamson then stated that Mr. Stull Carson would be proud of Mr. Provost's accomplishments.

After discussion, on motion by Mr. Martin, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the minutes of the regular meeting held on September 22, 2015, as submitted. (Resolution Number 15-10-01)

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

NAYS: None

ABSENT: None ABSTAINING: None

On motion by Mr. Martin, seconded by Mr. Leffel, and carried by the following recorded vote, the Board approved the minutes of the continued meeting held on September 23, 2015, as submitted. (Resolution Number 15-10-02)

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

NAYS: None

ABSENT: None ABSTAINING: None

Consideration was then held on approval of transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there was one transfer and 10 pass through appropriations for the Board's consideration this month. He noted that these include miscellaneous receipts of funds for Parks and Recreation and the Library, expenditure reimbursements and receipt of grant funds for the Sheriff's Department and Jail, and reimbursements for expenses related to the Sports Complex.

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 15-10-03)

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

NAYS: None

ABSENT: None ABSTAINING: None

Transfer $ 1,680.87 to Sheriff's Department - Vehicle & Power Equipment Supplies, 100-4031200-6009, from the various departments as follows for vehicle repairs at the County Garage:

$ 31.18 Dep. Co. Admin - Repair & Maint. – Vehicles, 100-4012121-3312
$557.54 Devel. Svces.-Repair & Maint. – Vehicles, 100-4034000-3312
$217.72 Animal Control – Veh. & Power Equip. Suppl., 100-4035100-6009
$319.69 Sports Complex – Repair & Maint. – Vehicles, 100-4071300-6009
$264.98 Maintenance – Repair & Maint. – Vehicles, 100-4043000-3312
$131.82 Fire & EMS – Repair & Maint. – Vehicles, 100-4035500-3312
$ 10.37 General Svces. - Repair & Maint. – Vehicles, 100-4040000-3312
$ 42.08 Parks & Rec.–Veh. & Power Equip. Supplies, 100-4071000-6009
$ 75.50 Van Program – Repair & Maint. – Vehicles, 100-4071500-3312
$ 29.99 Library – Repair & Maint. – Vehicles, 100-4073100-3312

Additional appropriation in the amount of $500 to Parks & Recreation - Education & Recreation Supplies, 100-4071000-6013. These are funds received from the Allstate Foundation to provide for youth sports equipment.

Additional appropriation in the amount of $2,560 to Parks & Recreation – Education & Rec. Supplies, 100-4071000-6013. These are funds received from Roanoke Star to cover expenses for the production of the Kroger Cup Soccer Tournament.

Additional appropriation in the amount of $500 to Library – Books and Subscriptions, 100-4073100-6012. These are funds received from the Exxon Corporation relating to a volunteer work program.

Additional appropriation in the amount of $239.94 to Library – Telecommunications, 100-4073100-5230. These are additional E-rate federal program funds.

Additional appropriation in the amount of $691.56 to the following Sheriff's Department accounts: $540 to Forest Patrol Salaries, 100-4031200-1900; $41.31 to FICA, 100-4031200-2100; and $110.25 to Vehicle & Power Equipment Supplies, 100-4031200-6009. These are National Forest patrol reimbursement funds.

Additional appropriation in the amount of $1,000 to Sheriff's Department – Crime Prevention, 100-4031200-5850. These are Triad grant funds from the Virginia Department of Criminal Justice Services.

Additional appropriation in the amount of $706.51 to the following Sheriff's Department accounts: $505.59 to Vehicles Supplies, 100-4031200-6009; and $200.92 to Subsistence & Lodging, 100-4031200-5530. These are reimbursement funds received from the State for extradition expenses.

Additional appropriation in the amount of $3,115.16 to Correction & Detention – Professional Services, 1000-4033100-3100. These are inmate medical expenditure reimbursements.

Additional appropriation in the amount of $3,315.19 to Sheriff's Department -DMV Salaries, 100-4031200-1800. These are DMV grant funds received from the State.

Additional appropriation in the amount of $2,700 to Sports Complex – Purchase of Government Services, 100-4071300-3800. These are reimbursed funds received from the Mid-Atlantic Softball Umpires Association for cancellation of the college softball games for the Wounded Warriors event.

Consideration was then held on approval of accounts payable and ratification of the Short Accounts Payable List. Mr. Tony Zerrilla, Director of Finance, stated that he would like to request that a late invoice in the amount of $6,533.45 payable to Altec Industries be added to the accounts payable list, account number 100-4092000-5999, for a personal property tax refund.

After questioning by Mr. Williamson, Mr. Zerrilla stated that this refund is a three year adjustment in the personal property taxes paid by Altec.

Mr. Zerrilla stated that with this additional invoice the accounts payable now totals $829,333.03 in General Fund expenditures.

Mr. Zerrilla stated that the Short Accounts Payable totaled $354,761.62; $351,706.62 in General Fund invoices; and $3,055 in Debt Service Fund expenditures. He noted that this month's large expenditures included: $59,605 to SHI International Corporation for computer software license renewals; $56,375 to Haley Ford for two Sheriff's Department vehicles; and $67,406 to the Roanoke Valley Convention and Visitors Bureau for their FY 16 budget allocation.

After questioning by Mr. Williamson, Mr. Zerrilla stated that the two Sheriff's Department vehicles were purchased under the State procurement contract.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the accounts payable list with the addition of an invoice in the amount of $6,533.45 payable to Altec Industries for a personal property tax refund, 100-4092000-5999; and ratified the Short Accounts Payable List as submitted. (Resolution Number 15-10-04)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn
NAYS: None
ABSENT: None ABSTAINING: None

Consideration was then held on the award of bids received for the Dale Court water system water line extension project. Mr. Kevin Shearer, County Engineer/Director of General Services, stated that the Dale Court water system is a private water company located off of Valley Road in Daleville that serves approximately 12 residential customer connections. He noted that the system's operators have previously requested that the County connect their system to the County's water line as they have been under a Virginia Department of Health-issued boil water notice for approximately 4 years.

Mr. Shearer stated that this project was advertised for bids last month and seven bids were received at the October 14 bid opening. He noted that the low bidder, A. R. Coffey and Sons, Inc., of Buchanan, submitted a price of $268,080 for this water line extension project and the County has been conducting negotiations with the low bidder for the past week to ascertain if there are any project savings. Mr. Shearer stated that he has also asked the Health Department and the Western Virginia Water Authority for review of possible project cost savings.

Mr. Shearer stated that the County has expended $10,000 to date in engineering and bid document preparation costs for this project. He further noted that, once the water line is installed and inspected, the system and its customers will be transferred to the Western Virginia Water Authority's ownership.

Mr. Shearer stated that County staff have discussed this project's bids with the Virginia Department of Health who approved $150,000 in grant funding for this project. He noted that approximately $43,000 in cost savings have been found and staff believes that there are other areas of possible savings as well. He noted that the low bidder is in agreement with these proposed contract changes.

Mr. Shearer stated that, even with these savings, the bid is approximately $85,000 above the Health Department's grant allocation amount of $150,000. Mr. Shearer stated that he has discussed this matter with the Health Department and a formal letter requesting additional grant monies was forwarded to the Health Department earlier today.

After questioning by Mr. Dodson, Mr. Shearer stated that Mr. Dale Kitchen from the Health Department is present at today's meeting to answer any questions on this project.

After questioning by Mr. Dodson, Mr. Kitchen stated that he is "comfortable with the County's odds" of receiving additional grant funds from the State for this water line extension project. He noted that there are a couple of additional steps that will need to be completed but he is comfortable that grant funds will be available to complete this project.

There being no further discussion, on motion by Mr. Dodson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board awarded a contract to A. R. Coffey and Sons, Inc., for the Dale Court water line extension project based on the changes agreed to and documented on Monday, October 26, 2015, contingent upon final review and funding by the Virginia Department of Health, and review and approval of contract documents by the County Attorney. (Resolution Number 15-10-05)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn
NAYS: None
ABSENT: None ABSTAINING: None

Consideration was then held on County group insurance plan renewals for the December 1, 2015, plan year. Mr. David Moorman, Deputy County Administrator, stated that the current employee health plan year began on December 1, 2014 and has seen an improvement in plan experience over the previous years. He noted that an advisory team consisting of himself; Mr. Dodson; Mrs. Guzi; Mr. Tony Zerrilla, Director of Finance; Mrs. Mary Blackburn and Mr. Eddie McDaniel with Human Resources; and Ms. Bronie Reynolds and Mr. Carl Greear with MedCost, the County's third party administrator, have been working on this renewal proposal for several months.

Mr. Moorman then summarized the County's performance summary. He noted that the number of employees enrolled in the County's medical plan decreased slightly over the 2013-14 Plan Year; members' wellness improved modestly, the proportion of "low risk" members increased while the "at-risk" population decreased slightly, medical expense pay-outs decreased approximately 5% which was 4% below MedCost's benchmark, and pharmacy expenses increased 39% due to specialty drugs but were still 30% below the benchmark figure. Mr. Moorman noted that, of the total expenses paid, 85% were medical and 15% were pharmacy costs.

Mr. Moorman stated that there were seven high cost (over $50,000) claimants this year compared to ten in the prior year and the costs of these claims were down approximately 40% over last year. He further noted that emergency room expenses continue to be contained, over 98% of paid claims were in-network which resulted in a 32% ($729,565) cost savings, MedCost's case management resulted in total claims savings of $127,759, and compliance with recommended preventive screenings (mammograms, colonoscopies, physical exams) exceeded benchmarks except for pap smears and physical exams among males 18 – 49.

Mr. Moorman stated that the employees selected generic prescription drugs 99.3% of the time that generics were available which resulted in generic drugs accounting for 87.8% of all prescriptions. He also noted that 88% of eligible employees participated in the wellness program. Mr. Moorman stated that the total amount paid in dental claims increased 9.6% over the previous year and there was a 10.7% increase in the number of procedures with the largest growth in crowns, dentures, bridges, implants, etc. He noted that diagnostic/preventive procedures consisted of 67.5% ($67,999) of total dental expenses and fillings, tooth extractions, root canals, etc., constituted 21.1% of total dental expenses. Mr. Moorman stated that the dental plan resulted in savings of $22,759 (22.5%) over the previous year's costs.

Regarding the renewal proposal for the 2015-16 Plan Year, staff requested that medical reinsurance and flexible spending account administrative services be put out for bid. He noted that these bid results included a 3.7% cost increase from MedCost which was negotiated down to 2.2%.

Mr. Moorman stated that the advisory team's recommendations for the Board's consideration include the following: due to Affordable Care Act mandates, the maximum out-of-pocket payable by employees will increase from $3,000 per employee/$6,000 per family to $4,500 per employee/$9,000 per family; specific additional deductibles are included for two high claimants should they carry-over into the new plan year; a fully-insured medical transplant program is included protecting the County's medical plan from catastrophic transplant costs; the County will offer a domestic medical network (also known as a medical tourism benefit) which offers covered medical services at select facilities across the nation at significant savings to the County and at no cost to members (on a voluntary basis) under a separate request for proposal process; as previously approved, the spousal surcharge will increase from $75 to $250 per

month; as previously approved, the tobacco surcharge will increase from 25% to 50% of the employee's premium; a flexible spending account debit card will be available for employee convenience; benefit incentives will be available to preferred providers that provide quality care at substantial savings and a separate preferred providers' card will be provided to employees for their reference; and in coordination with Kroger Prescription Plans, implement on March 1, 2016, a specialty drug formulary designed to improve formulary compliance, manage members' cost share, and manage overall plan expenses.

Mr. Moorman stated that the domestic medical network program would be provided at no cost to employees and would allow participating health plan members the opportunity to have medical procedures performed at facilities elsewhere in the United States. He noted that this program is estimated to save the County significant healthcare funds over the cost of these same procedures in this region and the advisory team believes that this program has potential.

After questioning by Dr. Scothorn, Mrs. Blackburn stated that a domestic network program has been offered by another MedCost client for more than a year. She noted that this is a 4,000 member group. After further questioning by Dr. Scothorn, Mrs. Blackburn said that she does not have any customer satisfaction information on the Network but this information can be provided to the Board members.

After questioning by Dr. Scothorn, Mr. Moorman noted that the fully-insured transplant program is included in the County's coverage proposal for the new plan year. After further questioning by Dr. Scothorn, Mr. Moorman noted that the staff team reviewed a proposed tele-a-doc program which would allow covered employees/spouses to contact a doctor directly with health issues/questions. He noted that the team decided not to include this option at this time due to concerns about employee readiness to participate in this program and the added cost of this proposal. He noted that the staff will look at this option again in the future.

Mr. Dodson stated that the staff team was not comfortable with the cost versus benefit of this proposed option.

Dr. Scothorn stated that there is also "no doctor/patient connection" with this type of program.

Mr. Martin stated that, as mentioned earlier, last year's medical claims were under the consultant's estimates; however, costs still increased.

Mr. Moorman stated that the underwriters included three years of claims experience data in submitting their proposal figures. He noted that the County's cost increase last year was 34%.

After questioning by Mr. Williamson regarding the transplant rider and the tourism network, Mr. Dodson stated that an example of this would be if an employee needed knee replacement surgery. He noted that the cost to have this surgery done in the Roanoke Valley could be $45,000; however, if the employee "price-shopped," they could possibly find a lower price elsewhere.

After questioning by Mr. Williamson, Ms. Reynolds stated that the trend rate in the renewal calculation was between 10% and 12%.

Mr. Moorman further noted that a preferred provider card is also being suggested for implementation in the new plan year. He noted that this card would be developed and given to employees with information on non-hospital facilities that offer procedures/testing as a lower-cost alternative to hospitals. He noted that the use of these facilities by employees would allow 80% of their expenses to be paid under the medical plan versus 70% at a hospital or elsewhere.

After questioning by Mr. Martin, Mr. Zerrilla stated that the cost of the transplant insurance to the County of approximately $30,000 is about 1% of the total medical cost expenses paid by the County.

Mr. Moorman stated that the County is interested in working with Kroger Prescription Plans to develop a new tier of costs for specialty drugs. He noted that the plan is to have this new program implemented as of March 1, 2016.

After discussion, Mr. Moorman stated that the County's prescription drug and dental programs are proposing no increases in renewal costs or benefits for the new plan year.

Mr. Moorman stated that Mr. Zerrilla has analyzed these proposed renewals and at this point in time staff is not requesting an additional appropriation to fund the health insurance program. He further noted that employee premiums are not being recommended for an increase and staff is also recommending that COBRA and retiree premiums remain unchanged in the new plan year. Mr. Moorman stated that it "looks promising" that no additional funding for employee health insurance costs will be necessary this year, depending on actual claims.

After questioning by Dr. Scothorn, Mr. Moorman stated that approximately six County employees pay the spousal surcharge at this time. After further questioning, Mrs. Blackburn stated that approximately 30 employees currently pay the tobacco usage surcharge.

Dr. Scothorn stated that he is concerned about the employees' financial well-being as a result of these two proposed large surcharge increases.

Mr. Williamson stated that the Board has discussed implementing these surcharges for two years. He noted that the taxpayers should not be responsible for funding the health costs of employee's spouses that have insurance available from their employer or for health costs associated with those employees and their covered family members who use tobacco products.

After questioning by Dr. Scothorn, Mr. Moorman stated that a prediction cannot be made on next year's health cost benefit of people who quit smoking this year.

After questioning by Dr. Scothorn on the cost ratio of these surcharges, Mr. Dodson stated that these surcharges are not paying a large amount toward associated medical insurance costs incurred by spouses or those who use tobacco.

Mr. Dodson then stated that the proposed spousal surcharge increase from $75 to $250 per month is a "huge jump" and questioned if this amount could be reduced.

Mrs. Guzi stated that this is a philosophical question for the Board.

After discussion, Mr. Williamson noted that the spousal surcharge is incurred only if a County employee's working spouse had health insurance coverage available from their employer.

After questioning, Mrs. Blackburn stated that the County had approximately 25 spouses move off of our health insurance plan when the $75 surcharge was implemented.

Mr. Dodson stated that he does not believe that the spousal surcharge should be increased from $75 to $250 per month.

Mr. Williamson suggested that the spousal surcharge be increased from $75 to $150 for the 2015-16 plan year and then to $250 for the 2016-17 plan year.

Mr. Leffel stated that he would be agreeable to increasing this surcharge to $150. He noted that the Board is trying to do the best they can to save tax dollars; however, at some point the employees deserve as much service/benefits as the Board can provide.

After questioning by Dr. Scothorn, Mrs. Blackburn then reviewed the tobacco surcharge-related premium increases for various types of coverage, e.g., employee only, employee and family, etc.

Mr. Dodson stated that healthcare is going to be more and more expensive in the next few years. He noted that the County needs to work to increase its low-risk employee population as much as possible so that health insurance-related costs will decrease.

Dr. Scothorn stated that he believes that employees will take more of the brunt of these future health insurance increases.

There being no further discussion, on motion by Mr. Dodson, seconded by Mr. Martin, and carried by the following recorded vote, the Board authorized approval of County employee health insurance renewal agreements for the 2015-2016 Plan Year with MedCost Benefit Advisors, Revolv, and Kroger Prescription Plans as recommended and in substantial conformance with the terms outlined below, and authorized execution of the agreements and all associated documentation by staff upon the review and approval of the County Attorney. (Resolution 15-10-06)

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

NAYS: None

ABSENT: None ABSTAINING: None

1. Maximum out-of-pocket payable by employees will increase from $3,000 per employee/$6,000 per family to $4,500 per employee/$9,000 per family.
2. Include specific additional deductibles for two high claimants should they carry-over into the new plan year.
3. Include a fully-insured medical transplant program to protect the County's medical plan from catastrophic transplant costs.
4. Participate in a domestic medical tourism program offering covered medical services at select facilities across the nation at significant savings to the County and at no cost to members (on a voluntary basis).
5. The spousal surcharge will increase from $75 to $150 per month.
6. The tobacco surcharge will increase from 25% to 50% of the employee's premium.
7. A flexible spending account debit card will be available for employee convenience.
8. Benefit incentives will be available to preferred providers that provide quality care at substantial savings. A separate preferred provider's card will be provided to employees for their reference.
9. In coordination with Kroger Prescription Plans, implement March 1, 2016, a specialty drug formulary designed to improve formulary compliance, manage members' cost share, and manage overall plan expenses.

Mr. Kevin Hamm, Maintenance Operations Manager with the Virginia Department of Transportation, was then present to speak to the Board. He noted that updates to various projects were shown on VDoT's monthly report. Mr. Hamm stated that the culvert replacement on Route 608 (Indian Rock Road) is completed; the culvert work on Route 621 (Roaring Run Road) will be done in 2016; and the culvert replacement on Route 615 (Craig Creek Road) should be completed by November 15.

Mr. Hamm stated that two land development projects and 11 entrance, utility, and special permits were issued by VDoT in the past month. He noted that ditching work on nine miles of Breckinridge Mill Road has been completed and asphalt patching work is continuing in various areas of the County.

Mr. Hamm stated that an easement acquisition issue has arose regarding the Lithia Road water channel project. He noted that VDoT is still awaiting for the appropriate environmental recommendations from the Army Corps of Engineers on this project; however, they have discovered that there is a second landowner along this roadway from which an easement is required. Mr. Hamm stated that this landowner has no local address and VDoT is trying to contact this individual to see if an easement can be obtained to realign and raise the roadway in the affected area.

Mr. Hamm stated that the traffic engineering studies on Valley Road (Route 779) have been finalized and the tractor trailer restriction signs have been installed.

He further noted that the truck restriction on Mountain Pass Road is still being studied and it is estimated that it will be approximately 90 days before this review is completed. He stated that their traffic counts have indicated that there are more tractor trailer trucks using Humbert Road (Route 653) to access Mountain Pass Road than previously anticipated. Mr. Hamm stated that, based on their traffic data, VDoT has also decided to include Humbert Road and Laymantown Road (Routes 658 and 659) in their through truck restriction designation to keep trucks from using Mountain Pass Road. He noted that they will post signs to this effect along these roads as soon as possible. He noted that this is being done in a similar manner to the Blue Ridge Turnpike (Route 606) truck restriction process.

After questioning by Mr. Dodson regarding trucks using Coaling Road to access Mountain Pass Road, Mr. Hamm stated that their traffic count data did not include truck usage on Coaling Road.

After questioning by Mr. Hamm, the Board, by consensus, agreed with VDoT's plan to immediately post signage restricting through truck traffic on Humbert Road (Route 653) and Laymantown Road (Routes 658 and 659).

Mr. Hamm further noted that VDoT had posted signs on Mountain Pass Road in September asking for citizen comments about the proposed truck restriction. He noted that they have received many comments on this issue.

After questioning by Mr. Leffel, Mr. Hamm stated that posting these roads as being restricted to through truck traffic will reduce the number of large or tractor-trailer type trucks from using Mountain Pass Road as a shortcut; however, he does not believe that this will entirely stop trucks from doing so. He further noted that the Sheriff's Department and State Police will be responsible for enforcing this through truck restriction.

Mr. Martin stated that both County and State law enforcement officers enforce the truck restriction that was recently placed on Webster Heights Road.

Mr. Williamson then stated that there are currently three right-hand deceleration/turning lanes on Route 220 northbound in Daleville between the Advance Auto store and Valley Road. He asked if VDoT could check to see if this area could be combined into one continuous turning lane to help reduce traffic congestion in this area.

Mr. Hamm stated that whether or not this could be done would depend on how the shoulder was constructed and whether the entire length of this proposed decel/turning lane can support the weight of traffic.

After questioning by Mr. Dodson, Mr. Hamm stated that blasting work on the Exit 150 project is still ongoing.

After questioning by Dr. Scothorn regarding a drainage issue in Runaway Village Subdivision, Mr. Hamm stated that he has spoken to the affected landowner but will contact that person again to discuss this issue further.

Mr. Hamm then stated that the State of Virginia has provided VDoT with additional funds to be used for surface-treatment projects next summer. He noted that, of these approximately $800,000 in funds, $325,000 will be used on Botetourt County's roads. Mr. Hamm stated that these funds will be used to pave roads in various Troutville-area neighborhoods that were not able to be paved this year.

There being no further discussion, the Board thanked Mr. Hamm for his report.

Consideration was then held on a resolution requesting that VDoT accept portions of Broad Street and Shenandoah Avenue in Daleville Town Center into the Secondary System of Highways.

Mrs. Nicole Pendleton, Planning Manager, stated that portions of Broad Street and Shenandoah Avenue in Daleville Town Center, Phase 2, have been constructed to VDoT standards and are being requested to be accepted into the Secondary System. She noted that VDoT has reviewed, approved the construction, and inspected these streets and she is requesting that the Board adopt a resolution to this effect.

There being no discussion, on motion by Dr. Scothorn, seconded by Mr. Martin, and carried by the following recorded vote, the Board adopted the following resolution requesting that VDoT accept portions of Broad Street and Shenandoah Avenue in Daleville Town Center into the Secondary System of Highways.

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

NAYS: None

ABSENT: None ABSTAINING: None

Resolution Number 15-10-07

WHEREAS, the streets, a portion of Shenandoah Avenue and Broad Street in the Daleville Town Center, described on the attached Additions Form AM-4.3, fully incorporated herein by reference, are shown on a plat recorded in the Clerk's Office of the Circuit Court of Botetourt County; and

WHEREAS, the Resident Engineer for the Virginia Department of Transportation has advised this Board that the streets meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation; and

WHEREAS, the County and the Virginia Department of Transportation have entered into an agreement on January 11, 1994, for comprehensive stormwater detention which applies to this request for addition.

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Botetourt County that this Board requests the Virginia Department of Transportation to add the streets described on the attached Additions AM-4.3 to the secondary system of state highways, pursuant to Section 33.2-705, Code of Virginia, and the Department's Street Subdivision Requirements; and

BE IT FURTHER RESOLVED, that this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

Consideration was then held on a resolution of support for the Eagle Rock Greenway project. Mr. Pete Peters, Director of Parks, Recreation, and Tourism, stated that, as part of the County's ongoing tourism and quality of life improvement initiatives, his staff recently initiated a feasibility study on the development of a potential improved surface trail for pedestrians and bicycles in the Eagle Rock community. He stated that this study also included the restoration of an existing railroad trestle as a scenic overlook above the James River just north of Eagle Rock in the area known as Last Lock Park.

Mr. Peters stated that Anderson and Associates of Blacksburg was selected from the County's on-call engineering firms to perform the initial analysis of likely routing options for this greenway. He stated that, to assist with funding the planning, design, and construction of this project, a resolution of support to be included with any future grant applications has been drafted for the Board's consideration. He then read the proposed resolution.

In the County of Botetourt

By resolution of the governing body adopted October 27, 2015

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Teste *Signed (County Official):* Kathleen D Gi

Report of Changes in the Secondary System of State Highways

Project/Subdivision Daleville Town Center, Phase 2

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

♦ **Broad Street, State Route Number 1193**

Old Route Number: 0

- From: Int. of Route 1190

  To: End, Cul-de-sac, a distance of: 0.12 miles

  Recordation Reference:

  Right-of-Way width (feet) =

Street Name and/or Route Number

♦ **Shenandoah Avenue, State Route Number 1190**

Old Route Number: 0

- From: Int. of Route 1193 (Broad Street)

  To: End, Cul-de-sac, a distance of: 0.05 miles

  Recordation Reference:
  Right-of-Way width (feet)

Street Name and/or Route Number

Shenandoah Avenue, State Route Number 1190

Old Route Number: 0

- From: Int. of Rt. 1190 & Rt. 1189

  To: Int. Rt. 1193 (Broad Street), a distance of: 0.06 miles

  Recordation Reference:
  Right-of-Way width (feet) = 0

BOTETOURT COUNTY

DATE OF RESOLUTION: October 27, 2015
SUBDIVISION: Daleville Town Center

Plat recorded: 09.03.2009	PB 48	PG 31
Plat recorded: 09.03.2009	PB 48	PG 31
Plat recorded: 09.03.2009	PB 48	PG 31

Proposed additions shown in red.

1. Broad Street
2. Shenandoah Avenue
3. Shenandoah Avenue

LENGTH:	(1) 0.12 mi	(2)	0.05 mi	(3)	0.06 mi
RIGHT-OF-WAY:	(1) 45'	(2)	45'	(3)	45'
CONDITION:	(1) Good	(2)	Good	(3)	Good
ROADWAY WIDTH:	(1) 22'	(2)	22'	(3)	22'
SURFACE WIDTHS:	(1) 22-44' varies	(2)	22-44' varies	(3)	22-44' varies
SERVICE:	(1) 2207 VPD	(2)	1500 VPD	(3)	1500 VPD

IMPROVEMENTS TO BE MADE: None
ESTIMATED COST TO PUT INTO MAINTAINABLE CONDITION: N/A

RESIDENT ENGINEER'S
RECOMMENDATION:_____ DATE_____

Mr. Peters stated that the Last Lock Park property is owned by VDoT.

After questioning by Mr. Leffel regarding the old railroad station in Eagle Rock, Mr. Peters stated that this building is currently owned by CSX Railroad. Mr. Peters stated that he has been in discussions with CSX regarding this proposed greenway project and the use of the railroad station.

Mr. Leffel further stated that the proposed greenway's right-of-way is close to active CSX tracks which could cause a safety issue. He also noted that citizens have contacted him regarding using the old railroad station for tourism purposes.

Mr. Peters stated that, according to Anderson and Associates, he believes that there is adequate room to place this walking/biking trail between the railroad tracks and the James River. He noted that appropriate buffering and fencing will be installed for safety purposes. Mr. Peters further stated that discussions with CSX on the proposed greenway and use of the old station will continue.

After discussion, Mr. Peters stated that phase 1 of this proposed project will begin at the northern end and include the restoration of the old trestle across the James River. He noted that phase one is estimated to cost approximately $500,000.

After questioning by Mr. Williamson, Mr. Peters stated that there is an existing easement to allow citizens/vehicles to cross the railroad tracks onto the Last Lock property from Route 43; however, there is no current easement for track crossing/access on the Eagle Rock end of the project.

Mr. Leffel stated that there is a railroad crossing near the old Eagle Rock mill as well as room for a parking lot.

After questioning by Mr. Williamson, Mr. Peters stated that the Eagle Rock Sewage Treatment Plant is between ¼ and ½ mile from the old railroad depot.

After questioning by Mr. Williamson, Mr. Peters stated that the abandoned railroad trestle is of the same design as the other trestles that remain on the old railroad line from Eagle Rock to New Castle.

There being no further discussion, on motion by Mr. Leffel, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the following Resolution in Support to design and construct a greenway and refurbish a bridge trestle on the property referred to as Last Lock Park located within the Eagle Rock community.

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

NAYS: None

ABSENT: None ABSTAINING: None

Resolution Number 15-10-08

WHEREAS, in September 2015, the Botetourt County Department of Parks, Recreation and Tourism initiated a study to determine the feasibility of developing an improved surface trail to serve both pedestrian and bicycle traffic within the community of Eagle Rock; and,

WHEREAS, the proposed route is to utilize an abandoned railroad easement along the James River near the site commonly referred to as "Last Lock Park;" and,

WHEREAS, the initial trail assessment conducted by the on-call engineering firm hired to study the route, indicates that a sufficient public easement remains intact and suitable to develop a greenway along the proposed route to include the refurbishing of an existing railroad trestle bridge that will be utilized as a river overlook; and,

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County Board of Supervisors expresses its support in the ongoing planning, design, and future construction of the Eagle Rock Greenway.

BE IT FURTHER RESOLVED, that the Botetourt County Board of Supervisors also fully supports the efforts of the County's Parks, Recreation, and Tourism Department to leverage assigned and available resources to seek appropriate grant sources and private donations to assist with the funding of the greenway's development.

Consideration was then held on the issuance of a Request for Proposals for a radio communications maintenance contract. Mr. Jason Ferguson, Deputy Chief-Administration in the Department of Fire and EMS, stated that the County's existing emergency communications system has been in use since 1998. He noted that this system provides critical communications capabilities to fire, EMS, and law enforcement personnel and also allows the school system to communicate with the various schools and bus drivers.

Mr. Ferguson stated that preventative maintenance and emergency support on aspects of the system that the County staff is not trained to maintain or repair has been handled through a third-party maintenance service contract with Professional Communications (ProComm). He noted that this contract has recently expired and, to ensure 24 hour vendor support is maintained, staff is requesting that this service be advertised for proposals.

Mr. Ferguson further stated that cost is not the only factor in determining the appropriate vendor for this technical work; therefore, staff is recommending that this RFP be issued through the competitive negotiation process to allow the vendors to be evaluated based on their ability to perform the scope of work. He noted that the proposals will be reviewed by a staff committee and a recommendation on the contract award will be presented to the Board for consideration at a future meeting.

There being no discussion, on motion by Dr. Scothorn, seconded by Mr. Williamson, and carried by the following recorded vote, the Board adopted the following resolution authorizing the issuance of a request for proposals for a radio system maintenance contract through the competitive negotiation process.

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

NAYS: None

ABSENT: None ABSTAINING: None

Resolution Number 15-10-09

WHEREAS, the County operates and maintains an emergency communication system and infrastructure for public safety and schools use; and,

WHEREAS, the County contracts preventative maintenance and emergency repairs through a vendor; and,

WHEREAS, the current vendor has been in place for six years with many changes having occurred to the emergency communications infrastructure and user components; and the major level of annual investment considered, and

WHEREAS, the County wishes to procure a preventative maintenance and emergency repairs contract; however, multiple factors need to be considered in an award, not just cost, including determining the vendor's ability and familiarity with the system components and highly specialized equipment, the type of support services offered; the history, strength, and stability of the vendor; the vendor's understanding of and proven experience with federal, state and local laws, regulations, and standards relative to emergency communications; experience with other localities, etc.,

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County Board of Supervisors hereby determines that competitive sealed bidding is neither practicable nor fiscally advantageous for the procurement of a preventative maintenance contract for its emergency communications system, and,

BE IT FURTHER RESOLVED, that the Board of Supervisors hereby authorizes advertisement of a Request for Proposals of said procurement through the competitive negotiation process.

Consideration was then held on proposed Zoning Ordinance text amendments to the Shopping Center Use District to increase the maximum district size for a neighborhood-type shopping center. Mrs. Nicole Pendleton, Planning Manager, stated that an attorney on behalf of RYT, LLC, and Vertical Construction Management, LLC, has requested that the Board consider increasing the maximum district size of the neighborhood-type shopping center use district from 9 acres to 12 acres. She stated that these applicants have submitted an application to develop a new 7-Eleven gasoline station and convenience store at the Route 220/Route 11 intersection. She noted that the Zoning Ordinance allows landowners to submit a text amendment request to the Board for consideration prior to the issue being advertised for public hearings by the Planning Commission and Board of Supervisors.

Mrs. Pendleton stated that the applicants are proposing to rezone property owned by RYT, LLC from Industrial M-1 and Business B-3 Use Districts to a Shopping Center Use District and also intend to request a Special Exception Permit to allow the convenience store use in the SC district.

After discussion, Mrs. Pendleton noted that the Planning staff believes that this request would require an average amount of processing time and the request would not have a significant impact on other properties. She noted that this proposed text amendments would only impact future neighborhood shopping center developments or expansions of existing developments zoned for this use. She further noted that the 2010 Comprehensive Plan indicates that there are less than 30 parcels totaling approximately 100 acres that are zoned for shopping center use in the County.

After questioning by Dr. Scothorn, Mrs. Pendleton stated that the request to increase the maximum acreage size from 9 to 12 acres was because RYT, LLC, indicated that their proposed neighborhood shopping center was not a more intense use and it was not necessary to request a larger acreage.

After questioning by Mr. Dodson, Mrs. Pendleton stated that the various shopping center designations allowed in the Zoning Ordinance have different parameters including lot sizes, impervious surface areas, lighting and signage restrictions, etc.

After questioning by Mr. Williamson, Mrs. Pendleton stated that this is a "generic" text amendment to increase the maximum district size of this type of shopping center use. It was further noted that this proposed text amendment would be in effect for all future neighborhood shopping center-type requests, if approved.

After questioning by Mr. Dodson, Mrs. Pendleton stated that the RYT, LLC, property consists of approximately two acres.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board directed staff to advertise for public hearings at the December 7 Planning Commission meeting, and with Planning Commission action, the December 17 Board of Supervisors meeting, on proposed amendments to Chapter 25. Zoning, Section 25-284. District Requirements of the Botetourt County Code to increase the maximum district size of the Shopping Center (SC) Use District from 9 acres to 12 acres. (Resolution Number 15-10-10)

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

NAYS: None

ABSENT: None ABSTAINING: None

Consideration was then held on a resolution of support for the designation of November 28, 2015 as "Small Business Saturday." Mrs. Guzi stated that small businesses are the back-bone of the country's and the County's economy. She noted that "Small Business Saturday" was created several years ago to help create awareness of local shopping options and is observed on the Saturday after "Black Friday"--the first holiday shopping day after Thanksgiving. Mrs. Guzi further noted that the Monday following Thanksgiving has been designated as "Cyber Monday" due to the heavy amount of on-line shopping that occurs on that date.

Mrs. Guzi stated that the Botetourt County Chamber of Commerce has requested that the Board adopt a resolution of support for "Small Business Saturday." She further stated that Mrs. Dolores Vest, Executive Director of the Chamber, was present at the meeting to answer any questions.

After discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board adopted the following resolution proclaiming November 28, 2015, as "Small Business Saturday."

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

NAYS: None

ABSENT: None ABSTAINING: None

Resolution Number 15-10-11

WHEREAS, Botetourt County believes that small businesses are the backbone of our economy and the glue that holds communities together; and

WHEREAS, small businesses employ 90 percent of the employees in the private sector in Botetourt County;

WHEREAS, Botetourt County supports our local businesses that create jobs, boost our local economy, and preserve our neighborhoods; and

WHEREAS, a majority of consumers agree it is important to support the small businesses they value in their communities; and

WHEREAS, the Botetourt County Chamber of Commerce, along with advocacy groups and public and private organizations across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday; and

WHEREAS, residents of our community, and communities across the country, are being asked to support small businesses and merchants on Small Business Saturday and throughout the year;

NOW, THEREFORE, the Botetourt County Board of Supervisors do hereby proclaim November 28, 2015, as:

"Small Business Saturday"

And that Botetourt County:

- supports the designation of a "Small Business Saturday"; and
- supports efforts—
  - to encourage consumers to shop locally; and
  - to increase awareness of the value of locally owned small businesses and the impact of locally owned small businesses on the economy of Botetourt County.

Consideration was then held on acceptance of four sewer easements regarding the Journey Church sewer line. Mrs. Guzi stated that Journey Church located on Read Mountain Road is extending a sewer line to connect its facility to a County sewer line. She noted that 25' wide easements through four area properties have been obtained by the Church to allow this approximately 1,000' sewer line to be constructed.

Mrs. Guzi stated that these easements were obtained by the Church prior to the County's water and sewer systems being transferred to the Western Virginia Water Authority; therefore, the Board is asked to accept these four easements and then conduct a public hearing on the transfer of these easements to the WVWA's ownership. She noted that the County Attorney has reviewed these easements.

There being no discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board accepted sewer easements from Edgar K. and Joann S. Baker; Pency M. Croy, Trustee; William R., Jr., and Sharon S. McCloe; and A. Glenn and Debra K. Brogan for the Journey Church sewer line extension project and authorized the County Administrator to sign the easements on the County's behalf. (Resolution Number 15-10-12)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn
NAYS: None
ABSENT: None ABSTAINING: None

A public hearing was then held on the disposition of four sewer easements associated with the Journey Church sewer line extension to the Western Virginia Water Authority.

It was noted that the four easements just accepted by the County are being requested to be transferred to the Western Virginia Water Authority's ownership.

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

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Martin, and carried by the following recorded vote, the Board directed the County Attorney to draft a deed transferring sewer easements on properties owned by Edgar K. and Joann S. Baker; Pency M. Croy, Trustee; William R., Jr., and Sharon S. McCloe; and A. Glenn and Debra K. Brogan to the Western Virginia Water Authority, and authorized the County Administrator to sign the deed on the County's behalf. (Resolution Number 15-10-13)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn
NAYS: None
ABSENT: None ABSTAINING: None

A public hearing was then held on proposed amendments to Chapter 10 Erosion and Sediment Control/Stormwater Management of the Botetourt County Code to add an Illicit Discharge Ordinance. Mr. David Givens, Development Services Manager, stated that, as reported at the September regular meeting, the County has been issued a "General Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems" by the Virginia Department of Environmental Quality (VDEQ) in order to comply with the provisions of the Clean Water Act.

He noted that one of the requirements of this permit is development of a program to reduce the discharge of pollutants from small Municipal Separate Storm Sewer Systems (MS4) to protect water quality and ensure compliance with water quality standards. Mr. Givens stated

that the County's MS4 permit is only applicable to the urbanized areas of the County which include parts of Daleville, Cloverdale, Troutville, and Blue Ridge.

After discussion, Mr. Givens stated that the permit also requires the stormwater program to address six minimum control measures (MSM) which includes the adoption of a local ordinance to prohibit non-stormwater discharges into the storm sewer system. He stated that VDEQ provided a model ordinance and County staff and the County Attorney developed the draft Illicit Discharge Ordinance as included in the Board's information packets. Mr. Givens stated that this ordinance meets VDEQ's minimum requirements and is not more restrictive than the provisions required by VDEQ.

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

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board adopted the attached amendments to Chapter 10 Erosion and Sediment Control/Stormwater Management of the Botetourt County Code to add an Illicit Discharge Ordinance. (Resolution Number 15-10-14)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn
NAYS: None
ABSENT: None ABSTAINING: None

Mr. Williamson then requested that the staff conduct a work session with the Board on the provisions of the erosion and sediment/stormwater ordinances.

Mrs. Guzi stated that staff will work to arrange this session with the Board members.

Discussion was then held on various appointments.

After discussion, on motion by Mr. Dodson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board reappointed Mrs. Beth Pappas as the Amsterdam District representative on the Library Board of Trustees for a four year term to expire on December 31, 2019. (Resolution Number 15-10-15)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn
NAYS: None
ABSENT: None ABSTAINING: None

On motion by Mr. Martin, seconded by Mr. Dodson, and carried by the following recorded vote, the Board reappointed Dr. Carol Geiger as the County's representative on the Blue Ridge Behavioral Healthcare Board of Directors for a three year term to expire on December 31, 2018. (Resolution Number 15-10-16)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn
NAYS: None
ABSENT: None ABSTAINING: None

Dr. Bobby Sandel, President of Virginia Western Community College, was present to give a presentation on the Community College Access Program (CCAP). Dr. Sandel stated that he has been VWCC's President since 2001. He noted that the College has been very successful and has a great staff team.

Dr. Sandel stated that CCAP provides free tuition to VWCC for high school students from participating localities that meet certain criteria. He noted that 135 students from Botetourt

AN ORDINANCE AMENDING CHAPTER 10 OF THE BOTETOURT COUNTY CODE AND ENACTING A NEW CHAPTER 10, ARTICLE IV OF THE BOTETOURT COUNTY CODE RELATING TO ILLICIT DISCHARGES INTO THE BOTETOURT COUNTY MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

CHAPTER 10 – EROSION AND SEDIMENT CONTROL; STORMWATER MANAGEMENT

...

ARTICLE IV. ILLICIT DISCHARGE ORDINANCE.

Sec. 10-101. Title and authority.

(a) This ordinance shall be known and may be cited as the "Illicit Discharge Ordinance of Botetourt County, Virginia."

(b) This ordinance establishes the county's illicit discharge program that regulates non-stormwater discharges into its regulated MS4, consistent with state and federal regulations promulgated pursuant to law.

(c) The county hereby designates the county administrator or his or her designee as the administrator of the illicit discharge program.

Sec. 10-102. Purpose.

The purpose of this article is to promote the health, safety, and general welfare of the citizens of the county by protecting property and state waters through the prohibition of illicit discharges of non-stormwater into the county's regulated MS4, subject to certain exceptions.

Sec. 10-103. Applicability.

This article is applicable to any non-stormwater discharge that enters, or has the potential for entering, the county's regulated MS4.

Sec. 10-104. Compatibility with other requirements.

This article is not intended to interfere with, abrogate, or annul any other ordinance, rule, or regulation, statute, or other provision of law. The requirements of this article shall be considered minimum requirements, and where any provision of this chapter imposes restrictions different from those imposed by any other ordinance, rule, or regulation, or other provision of law, whichever provisions are more restrictive or impose higher protective standards for human health, safety, or the environment shall apply.

Sec. 10-105. Discharge of storm water and other unpolluted drainage; combined sewers prohibited.

(a) No person may discharge those discharges set forth in § 10-106 as permissible for discharge into an MS4 (as used in this section, "stormwater") into public sanitary sewers.

(b) The control authority shall designate storm sewers and other water courses into which stormwater may be discharged. Stormwater shall be discharged to such sewers as are specifically designated as storm sewers or to a natural outlet approved by the county. Industrial cooling water or unpolluted process water may be discharged, upon approval of the county, to a storm sewer or natural outlet. Cooling water or unpolluted process water are excluded from discharge to the sanitary sewer except as approved by the Western Virginia Water Authority.

(c) The construction of combined sewers is expressly prohibited within the county and no modifications of existing sanitary sewer systems will be permitted which would cause any portion of the sewer to function as a combined sewer.

(Res. No. 89-12-11, 12-18-89; Res. No. 92-02-08, 2-18-92; Res. No. 93-12-04, 12-20-93)

Sec. 10-106. Prohibited discharges.

(a) It shall be unlawful and a violation of this article to allow any discharge that is not composed entirely of stormwater, except as set forth in subsection (c) below, that enters or has the potential of entering the county's regulated MS4.

(b) Illicit discharges include, but are not limited to:

(1) Discharging, or causing or allowing to be discharged, sewage, industrial waste, yard waste, or other waste into the MS4 or any component thereof, or onto driveways, sidewalks, parking lots, the ground, or any other area draining into the MS4.

(2) Connecting, or causing or allowing connection of any sanitary sewer to the MS4.

(3) Connecting, or causing or allowing any connection to the MS4, without a valid VSMP, VPDES, or NPDES permit, any structure that conveys any liquid other than stormwater or discharges listed in subsection (c), including but not limited to pipes, drains, sanitary sewer lines, washing machine drains, or floor drains.

(4) The prohibitions set forth in subsections (b)(2) and (b)(3) above expressly include, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of the connection.

(5) Throwing, placing, or depositing, or causing to be thrown, placed or deposited in the MS4 anything that impedes or interferes with the free flow of storm-water therein, or adversely affects water quality.

(c) The following non-stormwater discharges are allowable under this chapter:

(1) Discharges or flow permitted by a separate individual or general VPDES or VSMP permit for non-stormwater discharges.

(2) Individual non-stormwater discharges or flow that have been identified in writing by the Virginia Department of Environmental Quality as *de minimis* discharges that are not significant sources of pollutants to state waters and do not require a VPDES permit.

(3) Non-stormwater discharges or flows listed in the following categories, unless they are identified by the administrator or Virginia Water Control Board as significant contributors of pollutants:

a. Water line flushing;

b. Landscape irrigation;

c. Diverted stream flows or rising groundwater;

d. Uncontaminated groundwater infiltration;

e. Uncontaminated pumped groundwater;

f. Discharges from potable water sources;

g. Foundation drains;

h. Air conditioning condensate;

i. Irrigation water;

j. Springs;

k. Water from crawl space pumps;

l. Footing drains;

m. Lawn watering;

n. Individual residential car washing not for commercial purposes;

o. Flows from riparian habitats and wetlands;

p. Dechlorinated swimming pool discharges;

q. Street wash water; and

r. Firefighting activities.

(4) The discharge of material resulting from a spill that is necessary to prevent loss of life, personal injury, or severe property damage. The responsible party must take all reasonable steps to minimize or prevent any adverse effect on human health, safety, or the environment. This provision does not transfer liability for the spill itself from the party or parties responsible for the spill, nor relieve the party or

parties responsible for the spill from the reporting requirements of 40 C.F.R. Parts 117 and 302.

(d) In the event any of the activities listed in subsection (c)(3) of this section is found to be a significant contributor of pollutants discharged in the MS4, the administrator shall so notify the person performing such activities, and shall order that such activities be ceased or be conducted in such a manner as to avoid the discharge of pollutants into the MS4. The failure to comply with any such order shall constitute a violation of the provisions of this chapter.

Sec. 10-107. Inspections and monitoring.

(a) The administrator shall have the authority to carry out all inspections and monitoring procedures necessary to determine compliance and/or noncompliance with this article, and to enforce the requirements of this article.

(b) The administrator shall have the authority, at his sole discretion, to require a storm-water pollution prevention plan (SWPPP) from any person whose property discharges, or has the potential to discharge, into the MS4.

(c) The administrator, bearing proper credentials and identification, are authorized to enter any public property or to request entry into any private property at any reasonable time for the purpose of enforcing this article, including but not limited to taking samples of discharges, inspecting monitoring equipment, inspecting and copying documents relevant to the enforcement of this article, and such other items as may be deemed necessary for the enforcement of this article.

(d) If the person with charge of the property refuses to allow the administrator to enter in accordance with subsection (c), then the administrator may submit sworn testimony to a magistrate or court of competent jurisdiction and request issuance of an inspection warrant to enter the premises for the purpose of making such inspections and investigations.

(e) The administrator shall have the authority to require any person for a discharge to the MS4 to document that such discharge meets and is in compliance with the requirements of this article. This includes, but is not limited to, the ability of the administrator to require such person to provide monitoring reports, test results, and such other matters as may be deemed necessary to show that such discharge is in compliance with the requirements of this article. The cost of any required documentation shall be the responsibility of the person responsible for the discharge.

(f) The failure of any person to comply with the requirements of this section constitutes a violation of this article.

Sec. 10-108. Enforcement and penalties.

(a) Any person who violates any of the provisions of this article is guilty of a Class I misdemeanor and upon conviction is subject to punishment by a fine or not more than

$2,500 per violation per day and confinement in jail for not more than 12 months, either or both.

(b) Each day during which a violation of this article occurs or continues to occur shall be deemed a separate and distinct violation of this article.

(c) Any person who commits any of the acts prohibited by this article or violates any of the provisions of this article shall be liable to the county for all costs of testing, containment, cleanup, abatement, removal, disposal, and any other related costs or expenses that the county may incur in connection the enforcement of this chapter and/or the prohibition and/or correction of a violation of this chapter.

(d) The administrator may bring legal action to enjoin any violation of this article without the necessity of proving the absence of an adequate remedy at law.

(e) In addition to any of the remedies set forth above, the administrator may seek to impose, or have imposed by appropriate authority, any of the remedies provided for by Va. Code § 62.1-44.15:48, as amended, which are incorporated herein by reference.

(f) In any legal action that may result from enforcement of this article, the court may direct the person responsible for the violation or the owner of the property on which the violation occurs to abate the violation.

(g) Any person who knowingly makes a false statement, representation, or certification in any record, report, or other document, either filed or requested pursuant to this chapter or who falsifies, or tampers with, or knowingly renders inaccurate any monitoring device or method required or used by the administrator under this article in enforcement thereof is guilty of a violation of this article.

(h) The remedies set forth in this section are cumulative, not exclusive, and it shall be no defense to any action under this article or under any other provision of law that one or more of the remedies set forth herein has been sought or granted.

Sec. 10-109. Definitions.

As used in this article, the following words have the following meanings:

Administrator means the position responsible for administering the provisions of this article. The director of community development or his or her designee is the administrator.

County means Botetourt County, Virginia.

Discharge when used as a verb means to dispose, deposit, spill, pour, inject, dump, pump, leak, or place by any means, or when used as a noun that which is disposed, deposited, spilled, poured, injected, dumped, pumped, leaked, or placed by any means.

Illicit discharge means any discharge prohibited by this article.

Municipal separate storm water system or *MS4* means roads with drainage systems, municipal streets, catch basins, drop inlets, curbs, gutters, ditches, man-made channels, storm drainage pipes, or other drainage structures that are:

(1) Owned or operated by the county;
(2) Designed or used for collecting or conveying stormwater;
(3) That is not a combined sewer;
(4) That is not part of a publicly owned treatment works; and
(5) Is located within a portion of the county that is identified as "urbanized" by the U.S. Census Bureau in the latest decennial census.

National pollutant discharge elimination systems (NPDES) means the federal program for issuing, modifying, revoking, reissuing, terminating, monitoring, and enforcing permits, and imposing and enforcing pre-treatment requirements under the Clean Water Act (CWA), 33 U.S.C. §§ 1251 *et seq.*

Person means any individual, firm, organization, partnership, association, organization or other entity, including governmental entities, or any combination thereof, or any agent or employee of any such entity.

State waters means all water, on the surface and under the ground, wholly or partially within or ordering the Commonwealth of Virginia or within its jurisdiction, including wetlands.

Stormwater means precipitation that is discharged across the land surface or through conveyances to one or more waterways, which may include rainfall runoff, snow melt runoff, and surface runoff and drainage.

Virginia Pollutant Discharge Elimination System (VPDES) means the program adopted by the Commonwealth of Virginia for imposing and enforcing pre-treatment requirements in accordance with the Clean Water Act (CWA), 33 U.S.C. §§ 1251 *et seq.*

Virginia Stormwater Management Program (VSMP) means a program approved by the state board after September 13, 2011, that has been established by a locality to manage the quality and quantity of runoff resulting from land-disturbing activities, which includes such items as local ordinances, rules, permit requirements, annual standards and specifications, policies and guidelines, technical materials, and requirements for plan review, inspection, enforcement where authorized by this article, and evaluation consistent with the requirements of this article and other associated regulations and provisions of law.

Enacting Clause on Severability:

It is intended that the provisions of this article are severable. If the provisions of any section, subsection, paragraph, subdivision, or clause of this article is judged invalid by a court of competent jurisdiction, such order shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision or clause of this article.

County have participated in CCAP since the County joined the program in late 2013, with an average of 45 students per year. Dr. Sandel noted that the program began in 2008 with the City of Salem as the first participating locality; Roanoke City joined in 2009; Franklin County in 2011; and Botetourt, Craig, and Roanoke counties joined in 2013.

He noted that the program has served approximately 1,500 students since 2008 and more than 115 individuals and 90 businesses contributed to the program. Dr. Sandel stated that he does not want money to be a barrier to keep people from advancing their education and through the Virginia Western Educational Foundation over $5 million has been raised over the past five years. He noted that these funds will provide no-cost tuition to CCAP students through the summer of 2016 and the Foundation will begin a new fund-raising campaign in 2017.

After questioning by Mr. Williamson, Dr. Sandel stated that approximately $1 - $2 million of the monies received during the fund-raising campaign were placed in an endowment and the remainder used for CCAP tuition costs. It was further noted that $5 million has been donated for STEM-H scholarships.

Dr. Sandel then reviewed the program's eligibility guidelines: minimum cumulative 2.5 grade point average at the midpoint of the senior year of high school; a resident of Botetourt County and they attended either high school during the junior and senior year; complete the FASFA (financial aid) paperwork; and take English and math placement tests.

Dr. Sandel stated that the grade point average of the Botetourt County applicants has been 3.52. He noted that approximately 35% of their students participate in the transfer program to a four year university and 2/3 of the students attend Virginia Western to obtain skills that will help them obtain a job or a better job than where they are currently working.

After discussion, Dr. Sandel stated that businesses and industries donate toward CCAP and the classes offered by VWCC help those businesses obtain trained workers. He noted that approximately 70 Botetourt County students per year apply for CCAP; however, with current funding, not all of these students can participate in the program. Dr. Sandel stated that the top and low range students can attend school by using grants and loans but it is the middle range of students that can take advantage of the CCAP program.

He noted that $52,000 per year ($30,000 from the Board of Supervisors and $22,000 from the Botetourt County Educational Foundation) is received from Botetourt County for CCAP scholarships. Dr. Sandel further noted that this amount is matched by the Virginia Western Educational Foundation (VWEF) which resulted in a total of $104,000 available this year.

After questioning by Mr. Williamson, Dr. Sandel stated that the matching funds from the WVEF are provided by businesses and industries.

He noted that the program averages approximately 45 students from Botetourt County per year and tuition is approximately $3,700 per year for a student to attend VWCC. Dr. Sandel stated that approximately 40% of Botetourt County high school students attend VWCC. He further stated that federal financial aid provided to students varies per year; therefore, the fluctuation in student enrollment is dependent on the amount of financial aid received.

Dr. Sandel stated that CCAP's returning second year students can cause a funding dilemma if many of them continue their education. He noted that CCAP students are required to maintain a 2.5 grade point average and keep a 12 hour schedule of classes. He further noted that many high school students take dual enrollment classes for college credit which help them progress further and faster through VWCC.

After discussion, Dr. Sandel stated that six Botetourt County students in 2013 and 27 in 2014 qualified for CCAP; however, funding was not available to enroll them in the program. He noted that the Board will need to ask what they will do regarding funding if these participation numbers increase which they have in the program's other participating jurisdictions.

Dr. Sandel stated that he is proud of Botetourt County and its school system; it is doing very well in educating students and preparing them for college. He asked that the Board consider the CCAP increasing participation numbers and program growth in the future. Dr. Sandel stated that he understands the County's budget limitations and there are many students that consider community college tuition to be high.

After questioning by Mr. Martin, Dr. Sandel stated that the cost of community college classes for 12 hours per semester and two semesters per year is $3,700 per year. He noted that this amount does not include book fees.

Mr. Leffel stated that he is familiar with the dual enrollment program and it is a fantastic program. He thanked Dr. Sandel for his efforts to make CCAP possible for the County's students. He noted that getting students into the workforce is a good thing.

Dr. Sandel stated that there is a large skill gap anticipated in the future and VWCC is working hard to solve this through their advanced certification offerings, including Commercial Driver's Licenses (CDL) classes. He noted that there is a need for commercial truck drivers and the salary is very good for these types of jobs.

After questioning by Mr. Williamson, Dr. Sandel stated that VWCC offers several types of health-related classes including nursing, dental hygiene, radiology assistant, etc., and some are part-time classes for those individuals who are currently working but want to improve their opportunities. He noted that VWCC's health programs "dovetail" into the classes offered at the Jefferson College of Health Sciences.

After discussion, Dr. Sandel stated that 85% of their students stay in this region to work after graduation.

After questioning by Mr. Martin, Dr. Sandel stated that they also work with the Roanoke Regional Partnership on workforce development needs for industries. He noted that industrial prospects are brought to VWCC to see what classes they offer for the company's potential workers.

There being no further discussion, Dr. Scothorn then thanked Dr. Sandel for his presentation.

Consideration was then held on a resolution in support of Botetourt County seeking membership into the Roanoke Valley Greenway Commission. Mr. Pete Peters, Director of Parks, Recreation, and Tourism, stated that, as part of the County's tourism and quality of life improvement initiatives, the department has increased its focus on recreation-type programs/ projects. He noted that this included discussions with the Roanoke Valley Greenway Commission on specific details of the Commission's ability to support the County, the use of their available technical expertise and long-range planning efforts, and the process by which the County could officially become a member of this organization.

Mr. Peters stated that this would allow the County to work with the Commission to connect our existing and proposed trails with the Commission's trail network.

Mr. Peters stated that a resolution of support was drafted for the Board's consideration. He noted that this resolution, if approved, will begin the process of the County joining the Commission. He noted that, if the request to join is accepted by the other Commission members,

the County would enter into a revised Intergovernmental Agreement with Roanoke City, Salem, Roanoke County, and Vinton. Mr. Peters stated that if everything goes as planned, the County would become a Commission member as of July 1, 2016.

After discussion, Mr. Peters stated that the County's annual membership costs are based on population and are estimated to be approximately $12,000. Mr. Peters then read the proposed resolution.

Mr. Peters stated that Ms. Liz Belcher, Greenway Coordinator, and Mr. Ben Tripp, Greenway Commission Chairman, were present at the meeting to answer any questions.

After questioning by Mr. Leffel, Mr. Peters stated that the County's next trail-related project will be a feasibility study on the possibility of connecting the Commission's Tinker Creek Greenway to the Greenfield/Daleville greenway/trail network.

After questioning by Mr. Williamson, Mr. Peters stated that he hopes to be able to use existing utility easements as well as other types of easements to interconnect these two trail systems.

After questioning by Mr. Leffel, Mr. Peters stated that the County applied for and received grant funds from the National Parks Service this past summer which will be used to conduct a feasibility study which will include preliminary cost estimates for these trails.

There being no further discussion, on motion by Mr. Martin, seconded by Mr. Dodson, and carried by the following recorded vote, the Board adopted the following resolution in support for Botetourt County to be considered for membership into the Roanoke Valley Greenway Commission and authorized the Chairman of the Board of Supervisors to execute an Intergovernmental Agreement and any other associated documents, upon review and approval of the County Attorney, should the request to join be accepted.

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

NAYS: None

ABSENT: None ABSTAINING: None

Resolution Number 15-10-17

WHEREAS, in 1997, the City of Roanoke, the City of Salem, the County of Roanoke and the Town of Vinton entered into an Intergovernmental Agreement establishing the Roanoke Valley Greenway Commission; and

WHEREAS, the purpose of the Roanoke Valley Greenway Commission is to promote and facilitate coordinated direction and guidance in the planning, development and maintenance of a system of greenways throughout the Roanoke Valley; and

WHEREAS, Botetourt County has recently established its own Comprehensive Trail Plan and has been actively developing various trails throughout the County to include the Greenfield Trail System, the Upper James River Water Trail, and the Daleville Greenway; and

WHEREAS, many existing and nationally recognized trails exist in Botetourt County including Bike Route 76, the Appalachian Trail, and numerous multimodal trails throughout the George Washington and Jefferson National Forest; and

WHEREAS, Botetourt County would like to interconnect with existing trails within Carvin's Cove and existing and planned future greenways within the greater Roanoke Valley; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Botetourt County Board of Supervisors hereby requests consideration for membership into the Roanoke Valley Greenway Commission as of July 1, 2016; and

NOW, THEREFORE LET IT BE FURTHER RESOLVED THAT, upon the existing four members of the Roanoke Valley Greenway Commission authorizing the acceptance of

Botetourt County as a member, the Chairman of the Board of Supervisors is authorized to enter into an Intergovernmental Agreement upon such form as approved by the County Attorney.

The County Attorney then updated the Board on some of the County ordinance revisions that are currently in progress. Mr. Lockaby stated that amendments to the Water and Sewers ordinance will be necessary as the County is now a member of the Western Virginia Water Authority, amendments to the Zoning Ordinance are required due to changes approved by the General Assembly including revisions to the Board of Zoning Appeals' procedures regarding variance requests, amendments to the Zoning and Subdivision Ordinances due to application and site plan review timeline changes approved by the State, a request by the Sheriff's Department for amendments to the enforcement provisions of the Fireworks Ordinance, amendments to the Sign Ordinance and right-to-farm zoning provisions as approved by the General Assembly, and amendments to the Telecommunications Ordinance to bring the ordinance into compliance with State and federal regulations.

After questioning by Mr. Williamson, Mr. Lockaby stated that some of these amendments will be reviewed with the Planning Commission in November and others will be reviewed/updated over the next 90 – 180 days. He further noted that the BZA amendments could be brought to the Board of Supervisors for public hearing in November as it is a simple and non-discretionary ordinance revision.

Mr. Lockaby stated that some of the proposed amendments are discretionary which will necessitate additional, lengthy discussions with the Board, Planning Commission, and staff.

After discussion by Mr. Williamson, Mr. Lockaby stated that he would provide Mr. Williamson and Mr. Leffel with copies of the proposed right-to-farm amendments for their review in conjunction with the Agriculture Study.

Mr. Williamson then stated that there were no major issues discussed at the recent Western Virginia Water Authority Board of Directors meeting. He noted that the Daleville pump station construction project is still on schedule and should be completed before Christmas.

Mrs. Ann Layman of Layman Lane in Daleville then spoke to the Board about the proposed relocation of the slave cabin and kitchen on the Greenfield property. She noted that these are very important historical structures and should not be moved from their original locations. Mrs. Layman then stated that school students are required to study County history for six weeks next year and these structures are part of that history.

The Board thanked Mrs. Layman for her comments.

Mrs. Guzi then noted that the County has received notification that the Greenfield pad-ready site has received certification by American Electric Power's Quality Site Program as a General Industrial Site. She noted that 18 different criteria were met which allows the 34 acre site to be more widely and readily marketed across the country as a location for data centers, general machinery companies, and light industrial and assembly operations. Mrs. Guzi stated that these intensive qualification requirements ensure that a certified site is of the highest quality and immediately available for development.

She stated that Kevin Shearer, General Services Director, and Jay Brenchick, former Economic Development Manager, put a lot of time and effort into gathering and submitting the data for this certification's application process.

On motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board went into Closed Session at 4:05 P. M. to discuss the expansion of an existing industry not previously announced; to discuss economic development prospects not previously announced; to consult with legal counsel regarding the Sign Ordinance; and to discuss a public contract involving the expenditure of public funds where discussion in open session would adversely affect the County's negotiating strategy not previously announced as per Section 2.2-3711(A) (5), (7), and (29) as per Section 2.2-3711A (1) and (29) of the Code of Virginia of 1950, as amended. (Resolution Number 15-10-18)

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 6:05 P. M.

On motion by Mr. Dodson, seconded by Dr. Scothorn, 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 15-10-19)

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 Amsterdam Magisterial District from VFW Post 1841 Lord Botetourt to amend previously approved conditions for an approved Electronic Message Board sign which limited the colors of the lettering and the colors of the sign background on an 1.51 acre lot in the Business (B-1) Use District located at 4902 Roanoke Road (U. S. Route 220), across from the intersection with Country Club Road (State Route 665) in Daleville, identified on the Real Property Identification Maps of Botetourt County as Section 88, Parcel 63B.

It was noted that the Planning Commission had recommended conditional approval of this request.

Mrs. Nicole Pendleton, Planning Manager, noted that the Planning Commission's recommended condition for this request is as follows: "The LED sign's display will consist of a single dark background color, such as black, navy, dark gray, dark brown, dark green, or dark red, per the sole judgment of the Zoning Administrator, and a single color of text at any one time. There will be no multi-color or gradient text or multi-color or gradient background permitted."

Mrs. Pendleton stated that the Board of Supervisors approved this LED sign request in February 2014 with a condition limiting the background color to black and the lettering color to amber. Mrs. Pendleton stated that, to increase the daytime readability of the sign, the VFW is requesting that additional colors be allowed for the background and lettering.

After questioning by Mr. Williamson, Mrs. Pendleton stated that the County is satisfied with the sign as installed and maintained and the Planning Commission is comfortable with the revisions as proposed in this request.

Commander Louis Silcox, representing the VFW, stated that this request is for a change in background and lettering color for their LED sign. He noted that the amber lettering color fades in the summer sun and is difficult to read. Commander Silcox stated that the VFW would like to change the background color as well to those quoted by Mrs. Pendleton in the amended proffered condition.

After discussion, Commander Silcox stated that they would also like to request that a LED version of the American flag be allowed on this sign on holidays and special occasions. He noted that the Planning Department denied this request and stated that the VFW would have to obtain a Special Exceptions Permit as this type of LED animation is not allowed in the Zoning Ordinance. Commander Silcox stated that the American flag has supported people at home and abroad and he would like to have the option of displaying an animated flag on this sign.

After questioning by Mr. Williamson, Mrs. Pendleton stated that the issue with this request by the VFW is that flashing lights or movement of the flag is prohibited in the Zoning Ordinance.

Mr. Wesley Bower of Troutville then stated that he was born and raised in Botetourt County and in 1943 he joined the Marines and served on Iwo Jima. Mr. Bower stated that almost 7,000 service members were killed and 19,000 wounded in this battle. Mr. Bower stated that he brought with him to this meeting a 48 star American flag that flew over this island. He asked that the Board not restrict the display of the flag as he objects to this restriction and requested that the Board reconsider this issue.

Mr. Jerry Jacobsen of Hardbarger Road stated that the issue of colors for the sign's letters and background has been rehashed many times. Mr. Jacobsen stated that the VFW is requesting that the electronic display of the flag on this sign be allowed for special occasions, holidays, or when VFW members pass away.

Mr. Jacobsen stated that he served in Viet Nam and they flew the American flag in that foreign country but cannot display it in this situation. He said that this is an "unreal" situation. Mr. Jacobsen stated that they would like to have the option to display the flag on this sign. Mr. Jacobsen further stated that they were asked by their country to serve in the military and out of respect the VFW should be allowed to have the flag displayed on this electronic sign.

Mr. Robert Frydrych of Country Club Road stated that there should be more consistency in regulating electronic signs "so everyone is on the same page" when makings these types of requests. Mr. Frydrych stated that, when this request originally came before the Supervisors in 2014, Mr. Williamson stated that LED signs were an "intricate" and "learning process" for the County.

He further noted that Mr. Williamson also stated that the VFW would not have to pay an additional $250 application fee if they again requested revisions to this sign's conditions. Mr. Frydrych stated that "here we are again and we are experimenting again" and the VFW did have to pay the application fee for today's request.

Commander Silcox stated that the application fee was $215, not $250.

Regarding the electronic flag issue, Mr. Frydrych stated that the flashing flag emblem is not permitted in Roanoke County where he has a business; however, he has displayed such a flag on his LED sign on certain holidays with no repercussions. Mr. Frydrych stated that, if the

County is asking the VFW to be the County's experiment for LED signs, the County should not charge the organization an application fee each time they make a request related to this sign.

After questioning by Mr. Williamson, Mr. Frydrych stated that the software program that he uses to operate his LED sign already includes an American flag and he also has the option of making the flag flicker/flutter.

Mr. Williamson stated that he believes that having LED signs/symbols that are in motion is a distraction on a four lane highway such as Route 220.

Mr. Frydrych stated that there are many pros and cons on this issue and he requested that the Board consider a broader view of the entire situation.

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

After questioning by Mr. Martin and Mr. Williamson, Mrs. Pendleton stated that the original application from the VFW was to amend the conditions approved by the Board in 2014 so that they could change the colors of the background and lettering on their LED sign. She noted that the Planning Department staff met with VFW representatives and explained the change of condition application process which included submitting an application, background documentation, etc., to allow Planning Commission and Board of Supervisors to conduct public hearings on the VFW's request to change the LED colors of this sign.

Mrs. Pendleton stated that the VFW representatives were told at the meeting with staff that the Zoning Ordinance prohibits anything other than letters and numbers from being displayed on these types of LED signs and to change the ordinance to allow any other type of symbol/ emblem or animation could only be done through the text amendment process.

She stated that the VFW's application, which was what was advertised and public hearings held by the Commission and Board, was only to request that the 2014 condition be amended to allow certain colors other than black and amber to be used on the LED sign.

After questioning by Mr. Martin, Mr. Lockaby stated that the Board could request that the Planning Commission revisit the issue of animated LED sign provisions and submit their recommendations to the Board for review in the future.

Mr. Dodson stated that as a fellow veterans he appreciates everything that the VFW members and their post do, what they do for the County and its citizens, and he salutes them as a fellow veteran.

Mr. Dodson stated that the County is still new to the LED sign issue and Board and staff are still trying to determine what to do regarding these regulations. He noted that there are even certain sign-related legal cases that have been heard and acted on by the U. S. Supreme Court. Mr. Dodson stated that "there is nothing better than a hard copy of the flag;" however, he likes the idea of an electronic flag on the VFW sign.

After discussion, on motion by Mr. Dodson, seconded by Mr. Martin, and carried by the following recorded vote, the Board authorized staff to waive any further filing fees for VFW Post 1841 on zoning-related matters/permits pertaining to their LED sign. (Resolution Number 15-10-20)

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. Martin, and carried by the following recorded vote, the Board approved a request in the Amsterdam Magisterial District from VFW Post

1841 Lord Botetourt to amend previously approved conditions for an approved Electronic Message Board sign which limited the colors of the lettering and the colors of the sign background on an 1.51 acre lot in the Business (B-1) Use District located at 4902 Roanoke Road (U. S. Route 220), across from the intersection with Country Club Road (State Route 665) in Daleville, identified on the Real Property Identification Maps of Botetourt County as Section 88, Parcel 63B, 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, as follows: (Resolution Number 15-10-21)

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

NAYS: None

ABSENT: None ABSTAINING: None

1. The LED sign's display will consist of a single dark background color, such as black, navy, dark gray, dark brown, dark green, or dark red, per the sole judgment of the Zoning Administrator, and a single color of text at any one time. There will be no multi-color or gradient text or multi-color or gradient background permitted.

After questioning by Mr. Jacobsen, it was noted that the VFW would not be charged an application fee for any future rezoning/change of proffers issues regarding their LED sign. Mr. Jacobsen stated that he believes that the issue of allowing an animated flag on their sign should be reviewed by the Planning Commission.

After questioning by Mr. Jacobsen, Mr. Lockaby stated that Zoning Ordinance amendments regarding the issue of displaying an electronic version of the U. S. flag should be ready for consideration by the Board in approximately 3 – 4 months.

Commander Silcox stated that the Veteran's Administration Hospital in Salem has a LED sign which continuously displays an animated U. S. flag.

Dr. Scothorn stated that the Board is taking the LED sign issue "one step at a time" and the first step is for the Planning Commission to review the language options with the County Attorney.

Mr. Williamson stated that he has nothing against the American flag but he does not know if the County and its citizens want a waving flag displayed on an LED sign.

Dr. Scothorn stated that the Board will work on this issue with the Planning Commission members and County staff. He noted that the County's ordinances are for everyone and, if amendments are made, their impact would be felt by every citizen/business.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Martin, and carried by the following recorded vote, the meeting was adjourned at 6:34 P. M. (Resolution Number 15-10-22)

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

NAYS: None

ABSENT: None ABSTAINING: None

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 $6,381.59 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.

2. Additional appropriation in the amount of $9,063.92 to Volunteer Fire and Rescue – Fire Insurance, 100-4032200-5302. These are funds received from insurance claims for damages to apparatus.

3. Additional appropriation in the amount of $70,248 to Volunteer Fire and Rescue – County Volunteer Fire Departments, 100-4032200-5641. These are Fire Program Funds received from the State and are distributed evenly to the County's fire departments to be applied toward volunteer fire department expenditures. These payments are being made on the County's regular accounts payable disbursements cycle this month.

4. Additional appropriation in the amount of $1,457.64 to Correction and Detention – Professional Services, 100-4033100-3100. These are inmate co-payments received for inmate medical activity.

5. Additional appropriation in the amount of $289.85 to Sheriff's Department – Vehicle and Power Equipment Supplies, 100-4031200-6009. These are funds received from the State for reimbursement of extradition costs

6. Additional appropriation in the amount of $1,302.60 to Sheriff's Department – Firing Range Expenses, 100-4031200-6015. These are funds received from the sale of brass casings material recovered from the Sheriff's firing range.

REGULAR APPROPRIATION

1. Additional appropriation in the amount of $24,275 to Volunteer Fire and Rescue – County Rescue Departments, 100-4032200-5651. These are Four-For-Life Funds received from the State at the end of FY1, and will be distributed evenly to County volunteer rescue squads to be applied toward volunteer rescue squad expenditures. These payments are being made on the regular accounts payable disbursements cycle this month.

KDG
11-18-15

BOTETOURT COUNTY, VIRGINIA
ACCOUNTS PAYABLE SUMMARY
NOVEMBER, 2015

		$ Amount
Total Expenditures For the Month - Regular	$	990,494.02
Consisting of:		
General Fund	$	981,430.69
Debt Service Fund		9,063.33
Total	$	990,494.02
Short Accounts Payable	$	378,616.46
Consisting of:		
General Fund	$	375,561.46
Debt Service Fund		3,055.00
Total	$	378,616.46

(Includes an Employee Health Insurance check to United Health Insurance of $2,456.72 on 11/17/15)

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4011010-3100	Board of Supervisors	Professional Services	GUYNN & WADDELL, PC	65.00
100-4011010-3100	Board of Supervisors	Professional Services	GUYNN & WADDELL, PC	8,233.33
100-4011010-3600	Board of Supervisors	Advertising	MONTGOMERY PUBLISHING, LL	675.00
100-4011010-5510	Board of Supervisors	Mileage	DODSON, TODD	72.45
100-4011010-5530	Board of Supervisors	Subsistence & Lodging	DODSON, TODD	1,007.09
100-4011010-5530	Board of Supervisors	Subsistence & Lodging	VISA	10.30
100-4011010-5530	Board of Supervisors	Subsistence & Lodging	VISA	66.19
100-4011010-5540	Board of Supervisors	Convention & Education	DODSON, TODD	205.00
100-4011010-5540	Board of Supervisors	Convention & Education	VISA	75.00
100-4011010-6014	Board of Supervisors	Other Operating Supplies	MUNICIPAL CODE CORPORATIO	177.96
100-4011010-6014	Board of Supervisors	Other Operating Supplies	SPICKARD LLC	75.00
100-4011010-6014	Board of Supervisors	Other Operating Supplies	PETTY CASH, CO ADMIN	18.00
100-4011010-6014	Board of Supervisors	Other Operating Supplies	VISA	114.00
			Account 4011010 Total:	10,794.32
100-4012110-2200	County Administrator	Retirement	VANTAGEPOINT TRANSFER AGE	291.67
100-4012110-2300	County Administrator	Hospital/Medical Plan	CORVESTA SERVICES, INC	105.72
100-4012110-3100	County Administrator	Professional Services	VISA	45.00
100-4012110-3100	County Administrator	Professional Services	ST CLAIR, A TYLER	2,692.00
100-4012110-3320	County Administrator	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	164.08
100-4012110-5230	County Administrator	Telecommunications	GUZI, KATHLEEN	35.00
100-4012110-5510	County Administrator	Mileage	GUZI, KATHLEEN	488.98
100-4012110-5510	County Administrator	Mileage	VISA	7.00
100-4012110-5530	County Administrator	Subsistence & Lodging	DOLLAR GENERAL	15.60
100-4012110-5530	County Administrator	Subsistence & Lodging	VISA	41.34
100-4012110-5840	County Administrator	Marketing	ENGINEERING CONCEPTS	6,066.25
100-4012110-5840	County Administrator	Marketing	ROANOKE STAMP	31.88
100-4012110-5840	County Administrator	Marketing	ENGINEERING CONCEPTS	2,000.00
100-4012110-5840	County Administrator	Marketing	VISA	77.61
100-4012110-5840	County Administrator	Marketing	VISA	389.75
100-4012110-6001	County Administrator	Office Supplies	SEXTON, ADAM	52.82
100-4012110-6001	County Administrator	Office Supplies	SUPPLY ROOM COMPANIE	31.16
100-4012110-6014	County Administrator	Other Operating Supplies	SILVER GALLERY	85.00
100-4012110-6014	County Administrator	Other Operating Supplies	JOHNSON & SONS, R M	12.00
			Account 4012110 Total:	12,632.86
100-4012121-2300	Deputy Administrators	Hospital/Medical Plan	CORVESTA SERVICES, INC	105.72
100-4012121-3100	Deputy Administrators	Professional Services	UNIVERSITY OF VIRGINIA LI	15,021.00
100-4012121-3320	Deputy Administrators	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	294.74
100-4012121-5230	Deputy Administrators	Telecommunications	VERIZON WIRELESS	40.01
100-4012121-5230	Deputy Administrators	Telecommunications	MOORMAN, DAVID	35.00
100-4012121-5530	Deputy Administrators	Subsistence & Lodging	VISA	10.29
100-4012121-5540	Deputy Administrators	Convention & Education	VISA	315.00
100-4012121-6001	Deputy Administrators	Office Supplies	MOUNTAIN SPRINGS	6.50
100-4012121-6008	Deputy Administrators	Vehicle & Pwr Equip Fuels	VISA	83.54
			Account 4012121 Total:	15,911.80
100-4012310-2300	Commissioner of Revenue	Hospital/Medical Plan	CORVESTA SERVICES, INC	211.44
100-4012310-3100	Commissioner of Revenue	Professional Services	NADA USED CAR GUIDE	80.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4012310-3100	Commissioner of Revenue	Professional Services	NADA USED CAR GUIDE	70.00
100-4012310-3100	Commissioner of Revenue	Professional Services	SELECTION.COM	12.00
100-4012310-3320	Commissioner of Revenue	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	120.88
100-4012310-3600	Commissioner of Revenue	Advertising	MONTGOMERY PUBLISHING, LL	111.00
100-4012310-6001	Commissioner of Revenue	Office Supplies	VIRGINIA OFFICE SUPP	9.29
100-4012310-6001	Commissioner of Revenue	Office Supplies	VIRGINIA OFFICE SUPP	15.98
			Account 4012310 Total:	630.59
100-4012410-2300	Treasurer	Hospital/Medical Plan	CORVESTA SERVICES, INC	176.20
100-4012410-2500	Treasurer	Disability Insurance	VACO INSURANCE PROGRAMS	28.82
100-4012410-3160	Treasurer	Pymt for Collection Ser	DEPARTMENT OF MOTOR VEHIC	540.00
100-4012410-5810	Treasurer	Dues & Assoc Memberships	PETTY CASH, TREASURER	35.00
100-4012410-6001	Treasurer	Office Supplies	TRANSACT TECHNOLOGIES	48.61
100-4012410-6001	Treasurer	Office Supplies	OFFICE DEPOT	43.62
			Account 4012410 Total:	872.25
100-4012430-2300	Financial Services	Hospital/Medical Plan	CORVESTA SERVICES, INC	70.48
100-4012430-2500	Financial Services	Disability Insurance	VACO INSURANCE PROGRAMS	16.55
100-4012430-5810	Financial Services	Dues & Assoc Memberships	VIRGINIA GOVERNMENT FINAN	35.00
100-4012430-5810	Financial Services	Dues & Assoc Memberships	GOVERNMENT FINANCE OFFICE	505.00
100-4012430-6001	Financial Services	Office Supplies	VIRGINIA BUSINESS SYSTEMS	107.92
100-4012430-6001	Financial Services	Office Supplies	MOUNTAIN SPRINGS	13.00
			Account 4012430 Total:	747.95
100-4012510-2300	Technology Services	Hospital/Medical Plan	CORVESTA SERVICES, INC	211.44
100-4012510-2500	Technology Services	Disability Insurance	VACO INSURANCE PROGRAMS	14.46
100-4012510-3100	Technology Services	Professional Services	VISA	399.00
100-4012510-3320	Technology Services	Maint Service Contracts	INTERACTIVEGIS, INC	500.00
100-4012510-3320	Technology Services	Maint Service Contracts	SITEVISION	90.00
100-4012510-3320	Technology Services	Maint Service Contracts	SITEVISION	198.00
100-4012510-3320	Technology Services	Maint Service Contracts	SITEVISION	659.10
100-4012510-3320	Technology Services	Maint Service Contracts	SOUTHERN COMPUTER WAREHOU	7,371.00
100-4012510-3320	Technology Services	Maint Service Contracts	COMPUTER PROJECTS OF IL	173.40
100-4012510-3320	Technology Services	Maint Service Contracts	VISA	301.39
100-4012510-5230	Technology Services	Telecommunications	VERIZON WIRELESS	297.24
100-4012510-5230	Technology Services	Telecommunications	COMCAST	143.54
100-4012510-5230	Technology Services	Telecommunications	COMCAST	34.26
100-4012510-5530	Technology Services	Subsistence & Lodging	VISA	82.93
100-4012510-5530	Technology Services	Subsistence & Lodging	VISA	77.05
100-4012510-6001	Technology Services	Office Supplies	LOWE'S HOME CENTERS	163.64
100-4012510-6001	Technology Services	Office Supplies	MOUNTAIN SPRINGS	13.00
100-4012510-6001	Technology Services	Office Supplies	OFFICE DEPOT	2.24
100-4012510-6001	Technology Services	Office Supplies	OFFICE DEPOT	21.13
100-4012510-6014	Technology Services	Other Operating Supplies	MONOPRICE, INC	135.92
100-4012510-6014	Technology Services	Other Operating Supplies	MONOPRICE, INC	57.18
100-4012510-8007	Technology Services	Cap Otly - EDP Equipmt	DELL MARKETING	16,674.56
100-4012510-8007	Technology Services	Cap Otly - EDP Equipmt	AMAZON.COM CREDIT	3,200.76
			Account 4012510 Total:	30,821.24

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4012530-2300	Central Purchasing	Hospital/Medical Plan	CORVESTA SERVICES, INC	35.24
100-4012530-6001	Central Purchasing	Office Supplies	MOUNTAIN SPRINGS	6.50
			Account 4012530 Total:	41.74
100-4012560-2300	Central Garage	Hospital/Medical Plan	CORVESTA SERVICES, INC	35.24
100-4012560-3311	Central Garage	Repairs & Maint - Equipment	FIRST CALL	28.98
100-4012560-6011	Central Garage	Uniforms & Wearing Apparel	ALSCO	46.30
100-4012560-8001	Central Garage	Cap Otly - Mach & Equip	NORTHERN TOOL & EQUIPMENT	227.48
			Account 4012560 Total:	338.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	CRITCHER JR, WILLIAM	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	ATHERHOLT, BILL B	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	EVELAND, MARGARET	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	CRAMPTON, RAYMOND	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	GENTRY, JEAN	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	GENTRY, CHARLES	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	WILLIS, KAREN E	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	KATTENBRAKER, GARY	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	ROBERTSON, FERN LEE	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	PARKER, JO	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	TUCKER, THERESA C	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	LAYMAN, MARY CATHERINE	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	RACE, JUDI	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BURLESON, WILLIAM	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BURLESON, JUDY	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	STARR, DEBORAH	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BURGESS, JERRY	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	WARE, FRANK	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	HOSEY, JUDY	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BLISSETT, DOROTHY V	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	ROCK, MARLA	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	GRAY, JOYCE	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	GARRISON, PAM	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MENGEL, BRUCE R	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MCGHEE, KATHRYN	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BOURNE, NANCY	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	GATES, SANDRA M	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	HUBBARD, LORRAINE	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	FEDOR, ABBY H	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	CRAWFORD, FRANCES M	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	COMER III, JOSEPH	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	TIPPIE, HELEN	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	EUBANK, GLENNA G	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	KATTENBRAKER, DREAMA	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MCCONNELL, WILLIAM	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	SCHWENDEMAN, RUTH	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	METAYER, LUCIEN	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	SOTTILE, PAULINE	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	HENDERSON, DONNA H	170.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	HALE, MELODY	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	NEMETH, KATHY	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BOONE, SUSAN	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	PANNELL, MARY ANN	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	WATSON, WILLIAM	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	KNAPP, JOHN	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	VINAL, RICHARD S	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	COKER, CRAIG S	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	JARGOWSKY, LOUISE	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	JONES, CHARLOTTE	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MINNIS, ANNA T	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	KAPPESSER, KAREN L	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	COFFEY, DONNA	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	DILLON, SUSAN B	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	COFFEY, BLAINE	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	ABEL, BRIAN	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	KIKER, BOBBY O	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	QUESENBERRY, FRED T	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MARTIN, JEFFERY	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	FARKAS, WENDY	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	LOWE, ANNE	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MEACHAM, MERRY M	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MITCHELL, BETHANY	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	GIMLI-MEAD, PHILIP L	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MEACHAM JR, RUSSELL A	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BROWN, SANDRA M	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	HILLMAN, RICK R	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MCMUNIGAL, MARILYN F	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MOHNEY, SHARON	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	WILHELM-HODGES, TINA	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	HODGES, KARI	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	ENGEL, JOHN	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	GIBSON, LEX	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	HARRIS, SHARON M	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	EPPERLY, NANCY B	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	MURAWSKI, MICHAEL	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	TURNER, DEBORAH	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	DUEHL, ALICE NAGIEL	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	RATLIFF, CHERYL E	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	THRASHER, ALVIN R	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	SWITZER, LOIS	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	CLARK, CLAUDIA	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BEARD, JERRY	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	DAVIS, MICHAEL	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	WOLFE, BRENDLE	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BRUNSON, LANELLE	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	WILSON, RICHARD W	65.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	ARTHUR, FRANCES B	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	YOUNG, MICAH	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	HANKE, ERWIN	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	WILHELM, MIKE	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	BRODSKY, JUDITH O	120.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	WIEGANDT, PAMELA H	170.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	KING, TINA	120.00
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	HICKS, RHONDA	76.82
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	TOLIVER, DORIS	114.70
100-4013300-1400	Electoral Bd/Registrar	PT Wages - Elec Officers	DIVERS, WILLIAM	70.00
100-4013300-2300	Electoral Bd/Registrar	Hospital/Medical Plan	CORVESTA SERVICES, INC	35.24
100-4013300-2500	Electoral Bd/Registrar	Disability Insurance	VACO INSURANCE PROGRAMS	26.53
100-4013300-3320	Electoral Bd/Registrar	Maint Service Contracts	CANON FINANCIAL SERVICES	149.69
100-4013300-5420	Electoral Bd/Registrar	Lease/Rent of Buildings	SPICKARD LLC	1,010.04
100-4013300-5420	Electoral Bd/Registrar	Lease/Rent of Buildings	MILL CREEK BAPTIST C	60.00
100-4013300-5420	Electoral Bd/Registrar	Lease/Rent of Buildings	RAINBOW FOREST BAPTIST CH	60.00
100-4013300-5420	Electoral Bd/Registrar	Lease/Rent of Buildings	ORCHARD HILLS CHURCH	60.00
100-4013300-5420	Electoral Bd/Registrar	Lease/Rent of Buildings	FINCASTLE BAPTIST CHURCH	300.00
100-4013300-5510	Electoral Bd/Registrar	Mileage	CRAMPTON, RAYMOND	24.84
100-4013300-5510	Electoral Bd/Registrar	Mileage	WILLIS, KAREN E	15.07
100-4013300-5510	Electoral Bd/Registrar	Mileage	KATTENBRAKER, GARY	16.79
100-4013300-5510	Electoral Bd/Registrar	Mileage	RACE, JUDI	4.72
100-4013300-5510	Electoral Bd/Registrar	Mileage	WARE, FRANK	9.89
100-4013300-5510	Electoral Bd/Registrar	Mileage	HOSEY, JUDY	3.22
100-4013300-5510	Electoral Bd/Registrar	Mileage	GRAY, JOYCE	8.28
100-4013300-5510	Electoral Bd/Registrar	Mileage	GARRISON, PAM	5.41
100-4013300-5510	Electoral Bd/Registrar	Mileage	MENGEL, BRUCE R	14.38
100-4013300-5510	Electoral Bd/Registrar	Mileage	GATES, SANDRA M	11.50
100-4013300-5510	Electoral Bd/Registrar	Mileage	HUBBARD, LORRAINE	7.02
100-4013300-5510	Electoral Bd/Registrar	Mileage	FEDOR, ABBY H	8.74
100-4013300-5510	Electoral Bd/Registrar	Mileage	COMER III, JOSEPH	5.29
100-4013300-5510	Electoral Bd/Registrar	Mileage	KATTENBRAKER, DREAMA	10.81
100-4013300-5510	Electoral Bd/Registrar	Mileage	SCHWENDEMAN, RUTH	10.93
100-4013300-5510	Electoral Bd/Registrar	Mileage	SOTTILE, PAULINE	5.75
100-4013300-5510	Electoral Bd/Registrar	Mileage	BOONE, SUSAN	16.45
100-4013300-5510	Electoral Bd/Registrar	Mileage	PANNELL, MARY ANN	9.89
100-4013300-5510	Electoral Bd/Registrar	Mileage	WATSON, WILLIAM	11.39
100-4013300-5510	Electoral Bd/Registrar	Mileage	COKER, CRAIG S	9.55
100-4013300-5510	Electoral Bd/Registrar	Mileage	JARGOWSKY, LOUISE	6.56
100-4013300-5510	Electoral Bd/Registrar	Mileage	MINNIS, ANNA T	23.69
100-4013300-5510	Electoral Bd/Registrar	Mileage	COFFEY, DONNA	10.93
100-4013300-5510	Electoral Bd/Registrar	Mileage	COFFEY, BLAINE	10.93
100-4013300-5510	Electoral Bd/Registrar	Mileage	ABEL, BRIAN	16.79
100-4013300-5510	Electoral Bd/Registrar	Mileage	KIKER, BOBBY O	4.26
100-4013300-5510	Electoral Bd/Registrar	Mileage	QUESENBERRY, FRED T	5.98
100-4013300-5510	Electoral Bd/Registrar	Mileage	MARTIN, JEFFERY	5.87
100-4013300-5510	Electoral Bd/Registrar	Mileage	FARKAS, WENDY	4.72
100-4013300-5510	Electoral Bd/Registrar	Mileage	MITCHELL, BETHANY	10.81
100-4013300-5510	Electoral Bd/Registrar	Mileage	GIMLI-MEAD, PHILIP L	16.68
100-4013300-5510	Electoral Bd/Registrar	Mileage	WILHELM-HODGES, TINA	2.42
100-4013300-5510	Electoral Bd/Registrar	Mileage	HODGES, KARI	2.42
100-4013300-5510	Electoral Bd/Registrar	Mileage	ENGEL, JOHN	19.78
100-4013300-5510	Electoral Bd/Registrar	Mileage	GIBSON, LEX	6.21
100-4013300-5510	Electoral Bd/Registrar	Mileage	RATLIFF, CHERYL E	13.80
100-4013300-5510	Electoral Bd/Registrar	Mileage	SWITZER, LOIS	14.15
100-4013300-5510	Electoral Bd/Registrar	Mileage	CLARK, CLAUDIA	23.23
100-4013300-5510	Electoral Bd/Registrar	Mileage	BEARD, JERRY	9.20

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4013300-5510	Electoral Bd/Registrar	Mileage	WOLFE, BRENDLE	16.22
100-4013300-5510	Electoral Bd/Registrar	Mileage	YOUNG, MICAH	7.59
100-4013300-5510	Electoral Bd/Registrar	Mileage	WILHELM, MIKE	7.82
100-4013300-5510	Electoral Bd/Registrar	Mileage	BRODSKY, JUDITH O	7.36
100-4013300-5510	Electoral Bd/Registrar	Mileage	WIEGANDT, PAMELA H	0.35
100-4013300-5510	Electoral Bd/Registrar	Mileage	KING, TINA	23.69
100-4013300-5510	Electoral Bd/Registrar	Mileage	PILCH, MARCIA L	29.79
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	LEONARD'S COPY SYSTEMS	451.40
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	OFFICE DEPOT	127.18
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	OFFICE DEPOT	26.99
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	OFFICE DEPOT	61.27
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	OFFICE DEPOT	18.95
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	MASCOT METROPOLITAN	23.00
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	DUNMAR MOVING SYSTEMS	4,050.00
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	OWEN G DUNN CO, INC	4,125.00
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	OWEN G DUNN CO, INC	439.83
			Account 4013300 Total:	22,642.81
100-4021100-2300	Circuit Court	Hospital/Medical Plan	CORVESTA SERVICES, INC	35.24
100-4021100-5230	Circuit Court	Telecommunications	BLUE RIDGE TELECOM AND DA	297.50
100-4021100-6001	Circuit Court	Office Supplies	STAPLES ADVANTAGE	119.50
			Account 4021100 Total:	452.24
100-4021200-3100	General District Court	Professional Services	NESTER, BRANDON	120.00
100-4021200-3320	General District Court	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	186.99
			Account 4021200 Total:	306.99
100-4021600-2300	Clerk of Circuit Court	Hospital/Medical Plan	CORVESTA SERVICES, INC	211.44
100-4021600-5210	Clerk of Circuit Court	Postal Services	PETTY CASH, CLERK OF COUR	295.20
100-4021600-6001	Clerk of Circuit Court	Office Supplies	PETTY CASH, CLERK OF COUR	87.62
100-4021600-6001	Clerk of Circuit Court	Office Supplies	OFFICE DEPOT	57.16
100-4021600-6001	Clerk of Circuit Court	Office Supplies	OFFICE DEPOT	34.11
100-4021600-6001	Clerk of Circuit Court	Office Supplies	ART PRINTING COMPANY	1,155.00
100-4021600-6012	Clerk of Circuit Court	Books & Subscriptions	THOMSON REUTERS-WEST	281.00
100-4021600-6012	Clerk of Circuit Court	Books & Subscriptions	MOUNTAIN VIEW LEASING, IN	241.38
			Account 4021600 Total:	2,362.91
100-4022100-2300	Commonwealth's Attorney	Hospital/Medical Plan	CORVESTA SERVICES, INC	211.44
100-4022100-5130	Commonwealth's Attorney	Water and Sewer	WESTERN VIRGINIA WATER AU	49.50
100-4022100-5420	Commonwealth's Attorney	Lease/Rent of Buildings	BANK OF FINCASTLE	1,832.00
100-4022100-5810	Commonwealth's Attorney	Dues & Assoc Memberships	BOTETOURT COUNTY BAR ASSO	200.00
100-4022100-6001	Commonwealth's Attorney	Office Supplies	VIRGINIA OFFICE SUPP	76.01
100-4022100-6001	Commonwealth's Attorney	Office Supplies	VIRGINIA OFFICE SUPP	84.12
100-4022100-8007	Commonwealth's Attorney	Cap Otly - EDP Equipmt	VERIZON WIRELESS	80.02
			Account 4022100 Total:	2,533.09
100-4031200-2300	Sheriff	Hospital/Medical Plan	CORVESTA SERVICES, INC	1,691.52

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4031200-2500	Sheriff	Disability Insurance	VACO INSURANCE PROGRAMS	13.20
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	VISA	15.39
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	GLASS AMERICA MIDWEST	207.95
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	PROFESSIONAL COMMUNICATIO	14.20
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	PROFESSIONAL COMMUNICATIO	5.95
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	INSTRUMENT CALIBRATION &	134.75
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	BERGLUND COMPANIES	257.79
100-4031200-3311	Sheriff	Repairs & Maint - Equipment	PETTY CASH, RONALD N SPRI	107.97
100-4031200-3320	Sheriff	Maint Service Contracts	US BANCORP EQUIPMENT FINA	139.81
100-4031200-3320	Sheriff	Maint Service Contracts	CANON SOLUTIONS AMERICA,	26.62
100-4031200-3320	Sheriff	Maint Service Contracts	AUTOMOTIVE WIRING AND INS	200.00
100-4031200-3320	Sheriff	Maint Service Contracts	ELECTRONIC SYSTEMS	12.86
100-4031200-5530	Sheriff	Subsistence & Lodging	VISA	3.99
100-4031200-5530	Sheriff	Subsistence & Lodging	PETTY CASH, RONALD N SPRI	46.65
100-4031200-5540	Sheriff	Convention & Education	PETTY CASH, RONALD N SPRI	140.00
100-4031200-5830	Sheriff	RAID Patrol	CANON SOLUTIONS AMERICA,	26.62
100-4031200-5830	Sheriff	RAID Patrol	BEHAVIORAL INTERVENTIONS	114.55
100-4031200-5870	Sheriff	Emergency Response	VISA	1,176.19
100-4031200-6001	Sheriff	Office Supplies	SUPPLY ROOM COMPANIE	22.23
100-4031200-6001	Sheriff	Office Supplies	WALMART COMMUNITY BRC	84.94
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	SHELL OIL COMPANY	83.84
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	FIRST CALL	103.14
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	INTERSTATE BATTERY SYSTEM	111.95
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	INTERSTATE BATTERY SYSTEM	111.95
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	AUTO PLUS	184.78
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	AUTO PLUS	38.16
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	AUTO PLUS	116.54
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	AUTO PLUS	272.66
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	THOMPSON TIRE	740.52
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	135.22
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	13.28
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	82.40
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	270.44
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	MAGIC CITY MOTOR	170.05
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	MAGIC CITY MOTOR	170.05
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	MAGIC CITY MOTOR	41.78
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	MAGIC CITY MOTOR	170.05
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	KUSTOM SIGNALS	2,490.00
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	WATCHGUARD VIDEO	1,810.00
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	WATCHGUARD VIDEO	10,120.00
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	PETTY CASH, RONALD N SPRI	190.29
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	SHEEHY AUTO STORES	1,132.51
100-4031200-6010	Sheriff	Police Supplies	WALMART COMMUNITY BRC	74.19
100-4031200-6010	Sheriff	Police Supplies	VISA	15.80
100-4031200-6010	Sheriff	Police Supplies	EVIDENT CRIME SCENE PRODU	782.05
100-4031200-6010	Sheriff	Police Supplies	EVIDENT CRIME SCENE PRODU	241.50
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	119.97
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	162.96
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	1,489.83
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	128.97
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	224.94
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	76.99

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BLUE RIDGE SPORTSWEAR	189.00
100-4031200-6011	Sheriff	Uniforms & Wearing Apparel	BKT UNIFORMS	59.90
100-4031200-6014	Sheriff	Other Operating Supplies	CAHOON'S FLORIST	76.45
100-4031200-6014	Sheriff	Other Operating Supplies	LEXISNEXIS	51.25
100-4031200-6014	Sheriff	Other Operating Supplies	EQUIFAX CREDIT INFORMATIO	100.00
100-4031200-6014	Sheriff	Other Operating Supplies	DOLLAR GENERAL	22.00
100-4031200-6014	Sheriff	Other Operating Supplies	VISA	1,354.33
100-4031200-6014	Sheriff	Other Operating Supplies	LANGUAGE LINE SERVICES	1.11
100-4031200-6014	Sheriff	Other Operating Supplies	PETTY CASH, RONALD N SPRI	100.00
100-4031200-6015	Sheriff	Firing Range Expenses	TIDY SERVICES	60.00
100-4031200-8005	Sheriff	Cap Otly - Mtr Veh/Eqp	HALEY FORD - SOUTH	28,149.00
100-4031200-8005	Sheriff	Cap Otly - Mtr Veh/Eqp	SHEEHY AUTO STORES	26,418.35
100-4031200-8005	Sheriff	Cap Otly - Mtr Veh/Eqp	SHEEHY AUTO STORES	26,418.35
100-4031200-8005	Sheriff	Cap Otly - Mtr Veh/Eqp	SHEEHY AUTO STORES	26,418.35
100-4031200-8005	Sheriff	Cap Otly - Mtr Veh/Eqp	SHEEHY AUTO STORES	26,418.35
100-4031200-8005	Sheriff	Cap Otly - Mtr Veh/Eqp	SHEEHY AUTO STORES	26,418.35
100-4031200-8005	Sheriff	Cap Otly - Mtr Veh/Eqp	SHEEHY AUTO STORES	26,418.35
100-4031200-8007	Sheriff	Cap Otly - EDP Equipmt	DELL MARKETING	3,539.46
100-4031200-8007	Sheriff	Cap Otly - EDP Equipmt	VISA	49.00
			Account 4031200 Total:	218,581.59
100-4031700-2300	Dispatch	Hospital/Medical Plan	CORVESTA SERVICES, INC	352.40
100-4031700-2500	Dispatch	Disability Insurance	VACO INSURANCE PROGRAMS	56.39
100-4031700-5530	Dispatch	Subsistence & Lodging	VISA	865.13
100-4031700-6011	Dispatch	Uniforms & Wearing Apparel	CHALAINE	933.40
			Account 4031700 Total:	2,207.32
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	SMITH, COLLIN	1,750.00
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	JONES & BARTLETT LEARNING	82.75
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	CENTRAL SHENANDOAH EMS CO	133.00
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	CENTRAL SHENANDOAH EMS CO	35.00
100-4032200-3180	Volunteer Fire & Rescue	Instruction/Training	CENTRAL SHENANDOAH EMS CO	35.00
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	JACKSON, LEATA	1,260.00
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	56.38
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	45.98
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	41.09
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	SCI-MED WASTE SYSTEMS	71.00
100-4032200-3320	Volunteer Fire & Rescue	Maint Service Contracts	AIRGAS MID AMERICA	22.89
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	BLUE RIDGE RESCUE SUPPLIE	390.12
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	SURE-FLO	2,559.86
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	SURE-FLO	722.40
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	SURE-FLO	48.95
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	SURE-FLO	45.00
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	BLUE RIDGE VOLUNTEER FIRE	11,708.00
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	TROUTVILLE VOLUNTEER FIRE	11,708.00
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	BUCHANAN VOLUNTEER FIRE D	11,708.00
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	FINCASTLE VOLUNTEER FIRE	11,708.00
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	EAGLE ROCK VOLUNTEER FIRE	11,708.00
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	GLEN WILTON VOLUNTEER FIR	11,708.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4032200-5649	Volunteer Fire & Rescue	Read Mountain VFD	MOUNTAIN SPRINGS	39.00
100-4032200-5649	Volunteer Fire & Rescue	Read Mountain VFD	COUNTY OF ROANOKE FIRE AN	14,205.28
100-4032200-5649	Volunteer Fire & Rescue	Read Mountain VFD	MOUNTAIN SPRINGS	91.50
100-4032200-5651	Volunteer Fire & Rescue	County Vol Resc Squads	BLUE RIDGE RESCUE SQUAD	4,855.00
100-4032200-5651	Volunteer Fire & Rescue	County Vol Resc Squads	BUCHANAN RESCUE SQUAD	4,855.00
100-4032200-5651	Volunteer Fire & Rescue	County Vol Resc Squads	EAGLE ROCK RESCUE SQUAD	4,855.00
100-4032200-5651	Volunteer Fire & Rescue	County Vol Resc Squads	FINCASTLE RESCUE SQUAD	4,855.00
100-4032200-5651	Volunteer Fire & Rescue	County Vol Resc Squads	TROUTVILLE RESCUE SQUAD	4,855.00
100-4032200-6004	Volunteer Fire & Rescue	Medical & Laboratory Supplies	BOUND TREE MEDICAL	1,214.12
100-4032200-6004	Volunteer Fire & Rescue	Medical & Laboratory Supplies	BOUND TREE MEDICAL	464.30
100-4032200-6004	Volunteer Fire & Rescue	Medical & Laboratory Supplies	ARROW INTERNATIONAL INC	347.01
100-4032200-6011	Volunteer Fire & Rescue	Uniforms & Wearing Apparel	BKT UNIFORMS	15.98
100-4032200-6011	Volunteer Fire & Rescue	Uniforms & Wearing Apparel	WITMER ASSOCIATES	164.99
100-4032200-8012	Volunteer Fire & Rescue	Cap Otly - Othr Capital	WALMART COMMUNITY BRC	229.72
100-4032200-8012	Volunteer Fire & Rescue	Cap Otly - Othr Capital	VISA	40.87
			Account 4032200 Total:	118,663.28
100-4032421	Wstrn VA EMS Council		WESTERN VIRGINIA EMS COUN	7,141.00
			Account 4032421 Total:	7,141.00
100-4033100-2300	Correction and Detention	Hospital/Medical Plan	CORVESTA SERVICES, INC	1,765.11
100-4033100-2500	Correction and Detention	Disability Insurance	VACO INSURANCE PROGRAMS	12.25
100-4033100-3100	Correction and Detention	Professional Services	JEFFERSON SURGICAL CLINIC	197.00
100-4033100-3100	Correction and Detention	Professional Services	JEFFERSON SURGICAL CLINIC	379.00
100-4033100-3100	Correction and Detention	Professional Services	CENTER FOR EMOTIONAL WELL	3,380.00
100-4033100-3100	Correction and Detention	Professional Services	VESS JR, DR FREMONT	2,062.00
100-4033100-3311	Correction and Detention	Repairs & Maint - Equipment	ROTO-ROOTER	345.00
100-4033100-3320	Correction and Detention	Maint Service Contracts	WATER CHEMISTRY	145.00
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	MECHANICAL MAINTENAN	520.00
100-4033100-3320	Correction and Detention	Maint Service Contracts	SOUTHERN AIR	1,339.00
100-4033100-3320	Correction and Detention	Maint Service Contracts	BOTETOURT PEST CONTROL	168.00
100-4033100-5130	Correction and Detention	Water and Sewer	WESTERN VIRGINIA WATER AU	5,404.34
100-4033100-6001	Correction and Detention	Office Supplies	SUPPLY ROOM COMPANIE	41.60
100-4033100-6001	Correction and Detention	Office Supplies	VISA	245.00
100-4033100-6001	Correction and Detention	Office Supplies	SUPPLY ROOM COMPANIE	68.41
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	EASTERN SALES & EQUIPMENT	450.00
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	3,774.68
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	3,990.92
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	4,942.91
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	US FOOD SERVICE	4,274.34
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	FLOWERS BAKING CO	114.48
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	FLOWERS BAKING CO	179.58
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	FLOWERS BAKING CO	149.25
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	539.70
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	493.50
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	489.30
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	173.75

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	148.50
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	159.50
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	VISA	191.55
100-4033100-6002	Correction and Detention	Food Supplies & Fd Serv Supplies	DEPARTMENT OF CORRECTIONS	499.80
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	FLOWERS BAKING CO	129.90
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	LABCORP	3,612.25
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	WESTWOOD PHARMACY CLINICA	5,274.61
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	ADVANCED HOME CARE	57.24
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	DOWNHOME PHARMACY	403.86
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	LOWE'S HOME CENTERS	277.02
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	LOWE'S HOME CENTERS	19.89
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	MOBILE MEDICAL DIAGNOSTIC	80.00
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	DOLLAR GENERAL	10.15
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	DOLLAR GENERAL	4.00
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	ADVANCED HOME CARE	150.00
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	ADVANCED HOME CARE	13.00
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	HAMCO	933.75
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	BRAME SPECIALTY COMPANY	1,118.44
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	BRAME SPECIALTY COMPANY	948.11
100-4033100-6005	Correction and Detention	Laundry, Hskpg, Janitor Supplies	BRAME SPECIALTY COMPANY	191.46
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	BKT UNIFORMS	119.97
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	BKT UNIFORMS	265.43
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	BKT UNIFORMS	699.36
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	BKT UNIFORMS	32.99
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	BKT UNIFORMS	385.90
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	BKT UNIFORMS	32.99
100-4033100-6011	Correction and Detention	Uniforms & Wearing Apparel	BKT UNIFORMS	18.99
100-4033100-6014	Correction and Detention	Other Operating Supplies	VISA	421.15
100-4033100-6014	Correction and Detention	Other Operating Supplies	PETTY CASH, RONALD N SPRI	5.75
100-4033100-8001	Correction and Detention	Cap Otly - Mach & Equip	VISA	984.60
			Account 4033100 Total:	53,088.10
100-4033200-3800	Juvenile Detention Center	Prch of Serv frm Othr Gov Entities	ROANOKE VALLEY JUVENILE D	7,875.00
			Account 4033200 Total:	7,875.00
100-4033300-6001	Probation Office	Office Supplies	MOUNTAIN SPRINGS	6.50
			Account 4033300 Total:	6.50
100-4034000-2300	Dept of Community Development	Hospital/Medical Plan	CORVESTA SERVICES, INC	317.16
100-4034000-2500	Dept of Community Development	Disability Insurance	VACO INSURANCE PROGRAMS	41.51
100-4034000-3100	Dept of Community Development	Professional Services	SELECTION.COM	12.00
100-4034000-3320	Dept of Community Development	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	241.19
100-4034000-3600	Dept of Community Development	Advertising	MONTGOMERY PUBLISHING, LL	240.00
100-4034000-5230	Dept of Community Development	Telecommunications	VERIZON WIRELESS	110.36
100-4034000-5530	Dept of Community Development	Subsistence & Lodging	VISA	16.44
100-4034000-5540	Dept of Community Development	Convention & Education	VISA	168.00
100-4034000-5810	Dept of Community Development	Dues & Assoc Memberships	VISA	140.00
100-4034000-6001	Dept of Community Development	Office Supplies	MOUNTAIN SPRINGS	13.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4034000-6001	Dept of Community Development	Office Supplies	OFFICEMAX CONTRACT	47.01
100-4034000-6001	Dept of Community Development	Office Supplies	OFFICE DEPOT	103.33
100-4034000-6001	Dept of Community Development	Office Supplies	VIRGINIA OFFICE SUPP	81.49
100-4034000-6001	Dept of Community Development	Office Supplies	OFFICE DEPOT	66.38
100-4034000-6001	Dept of Community Development	Office Supplies	AMAZON.COM CREDIT	27.29
100-4034000-6009	Dept of Community Development	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	37.40
100-4034000-6009	Dept of Community Development	Vehicle & Pwr Equip Supplies	GCR TIRE & SERVICE	551.56
100-4034000-6012	Dept of Community Development	Books & Subscriptions	MATTHEW BENDER & CO	63.08
100-4034000-6012	Dept of Community Development	Books & Subscriptions	INTERNATIONAL CODE COUNCI	174.30
			Account 4034000 Total:	2,451.50
100-4035100-2300	Animal Control	Hospital/Medical Plan	CORVESTA SERVICES, INC	105.72
100-4035100-3100	Animal Control	Professional Services	COUNTY OF ROANOKE	14,637.67
100-4035100-3311	Animal Control	Repairs & Maint - Equipment	BERGLUND	311.60
100-4035100-5530	Animal Control	Subsistence & Lodging	VISA	284.57
100-4035100-6004	Animal Control	Medical & Laboratory Supplies	EMERGENCY VETERINARY SERV	238.72
100-4035100-6004	Animal Control	Medical & Laboratory Supplies	EMERGENCY VETERINARY SERV	248.69
100-4035100-6004	Animal Control	Medical & Laboratory Supplies	EMERGENCY VETERINARY SERV	227.55
100-4035100-6004	Animal Control	Medical & Laboratory Supplies	EMERGENCY VETERINARY SERV	43.78
100-4035100-6009	Animal Control	Vehicle & Pwr Equip Supplies	ADVANCE AUTO PARTS	14.11
100-4035100-6009	Animal Control	Vehicle & Pwr Equip Supplies	INTERSTATE BATTERY SYSTEM	92.95
100-4035100-6011	Animal Control	Uniforms & Wearing Apparel	BKT UNIFORMS	48.00
100-4035100-6011	Animal Control	Uniforms & Wearing Apparel	BKT UNIFORMS	181.96
100-4035100-6014	Animal Control	Other Operating Supplies	MONTGOMERY PUBLISHING, LL	67.50
100-4035100-8001	Animal Control	Cap Otly - Mach & Equip	ANCHOR	2,610.90
			Account 4035100 Total:	19,113.72
100-4035500-2300	Fire & EMS	Hospital/Medical Plan	CORVESTA SERVICES, INC	1,162.92
100-4035500-3100	Fire & EMS	Professional Services	SAFETY & COMPLIANCE SERVI	221.50
100-4035500-3100	Fire & EMS	Professional Services	SAFETY & COMPLIANCE SERVI	38.00
100-4035500-3160	Fire & EMS	Pymt for Collection Ser	EMS MANAGEMENT & CONSULTA	3,490.04
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	BERGLUND OUTDOORS	4.19
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	INTERSTATE BATTERY SYSTEM	173.90
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	PHYSIO-CONTROL, INC.	78.20
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	LOWE'S HOME CENTERS	6.63
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	BATTERIES PLUS	50.00
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	BERGLUND COMPANIES	97.80
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	BERGLUND COMPANIES	175.09
100-4035500-3311	Fire & EMS	Repairs & Maint - Equipment	VISA	74.86
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	MAST COMPANY	42.00
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	GCR TIRE & SERVICE	442.44
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	FIRST CALL	114.89
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	FIRST CALL	147.87
100-4035500-3312	Fire & EMS	Repairs & Maint - Vehicles	VISA	325.00
100-4035500-3320	Fire & EMS	Maint Service Contracts	MOUNTAIN SPRINGS	26.00
100-4035500-3320	Fire & EMS	Maint Service Contracts	SOUTHERN SOFTWARE	774.00
100-4035500-3320	Fire & EMS	Maint Service Contracts	BLUE RIDGE COPIER	117.54
100-4035500-5230	Fire & EMS	Telecommunications	VERIZON WIRELESS	443.41
100-4035500-5230	Fire & EMS	Telecommunications	VERIZON WIRELESS	40.01
100-4035500-5530	Fire & EMS	Subsistence & Lodging	ANDREWS, THOMAS	70.68

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4035500-5530	Fire & EMS	Subsistence & Lodging	VISA	1,129.70
100-4035500-5810	Fire & EMS	Dues & Assoc Memberships	VISA	40.00
100-4035500-5999	Fire & EMS	Refunds	AETNA US HEALTHCARE	642.51
100-4035500-5999	Fire & EMS	Refunds	UNITED HEALTHCARE	114.66
100-4035500-6001	Fire & EMS	Office Supplies	OFFICEMAX CONTRACT	140.22
100-4035500-6008	Fire & EMS	Vehicle & Pwr Equip Fuels	VISA	20.04
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	BKT UNIFORMS	40.00
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	CHALAINE	1,968.30
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	CHALAINE	904.50
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	CHALAINE	12.00
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	MUNICIPAL EMERGENCY SERVI	324.79
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	MUNICIPAL EMERGENCY SERVI	80.63
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	WITMER ASSOCIATES	39.99
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	FIRST DUE GEAR	18.30
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	MUNICIPAL EMERGENCY SERVI	312.46
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	MUNICIPAL EMERGENCY SERVI	21.80
100-4035500-6011	Fire & EMS	Uniforms & Wearing Apparel	VISA	467.17
100-4035500-6014	Fire & EMS	Other Operating Supplies	CAHOON'S FLORIST	108.00
100-4035500-6014	Fire & EMS	Other Operating Supplies	FIRST DUE GEAR	602.00
100-4035500-6014	Fire & EMS	Other Operating Supplies	DIGITAL IMAGE PRINTING	110.64
100-4035500-8001	Fire & EMS	Cap Otly - Mach & Equip	BLUE RIDGE RESCUE SUPPLIE	520.40
100-4035500-8001	Fire & EMS	Cap Otly - Mach & Equip	VISA	116.88
			Account 4035500 Total:	15,851.96
100-4035600-3311	Emergency Communications	Repairs & Maint - Equipment	SPICKARD CONTRACTING	10,350.00
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:	21,933.41
100-4040000-2300	General Services	Hospital/Medical Plan	CORVESTA SERVICES, INC	70.48
100-4040000-2500	General Services	Disability Insurance	VACO INSURANCE PROGRAMS	16.23
100-4040000-3320	General Services	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	282.90
100-4040000-3320	General Services	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	116.83
100-4040000-3600	General Services	Advertising	ROANOKE TIMES	349.24
100-4040000-3600	General Services	Advertising	MONTGOMERY PUBLISHING, LL	74.00
100-4040000-5230	General Services	Telecommunications	VERIZON WIRELESS	82.89
100-4040000-6001	General Services	Office Supplies	VIRGINIA OFFICE SUPP	16.17
100-4040000-6001	General Services	Office Supplies	VIRGINIA OFFICE SUPP	55.58
100-4040000-6001	General Services	Office Supplies	MOUNTAIN SPRINGS	19.50
100-4040000-6001	General Services	Office Supplies	VIRGINIA OFFICE SUPP	15.78
100-4040000-6009	General Services	Vehicle & Pwr Equip Supplies	FIRST CALL	223.21
100-4040000-6009	General Services	Vehicle & Pwr Equip Supplies	WILSON, JEFF	225.00
100-4040000-8012	General Services	Cap Otly - Othr Capital	KORMAN SIGNS	250.80
100-4040000-8012	General Services	Cap Otly - Othr Capital	KORMAN SIGNS	50.92
			Account 4040000 Total:	1,849.53

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4042400-2300	Waste Management	Hospital/Medical Plan	CORVESTA SERVICES, INC	140.96
100-4042400-3100	Waste Management	Professional Services	VISA	137.00
100-4042400-3191	Waste Management	Refuse Disposal	CITY OF SALEM	6,171.28
100-4042400-3192	Waste Management	Recycling	GRAINGER	507.30
100-4042400-3192	Waste Management	Recycling	DIGITAL IMAGE PRINTING	748.30
100-4042400-3192	Waste Management	Recycling	ADVANCED DISPOSAL	16,641.58
100-4042400-3193	Waste Management	Leachate Treatment	C & M MAINTENANCE SERVICE	23,444.40
100-4042400-3311	Waste Management	Repairs & Maint - Equipment	CARTER MACHINERY	272.46
100-4042400-3311	Waste Management	Repairs & Maint - Equipment	CARTER MACHINERY	337.14
100-4042400-3320	Waste Management	Maint Service Contracts	BEST CLEANING ENTERPRISE	175.00
100-4042400-5410	Waste Management	Lease/Rent of Equipment	MCCLUNG-LOGAN EQUIPMENT C	5,066.00
100-4042400-5410	Waste Management	Lease/Rent of Equipment	MCCLUNG-LOGAN EQUIPMENT C	6,866.00
100-4042400-6001	Waste Management	Office Supplies	OFFICE DEPOT	95.99
100-4042400-6001	Waste Management	Office Supplies	DIGITAL IMAGE PRINTING	20.00
100-4042400-6001	Waste Management	Office Supplies	OFFICE DEPOT	8.79
100-4042400-6001	Waste Management	Office Supplies	MOUNTAIN SPRINGS	19.50
100-4042400-6003	Waste Management	Agricultural Supplies	LANDSCAPE SUPPLY	442.80
100-4042400-6008	Waste Management	Vehicle & Pwr Equip Fuels	BASHAM OIL COMPANY	299.00
100-4042400-6008	Waste Management	Vehicle & Pwr Equip Fuels	BASHAM OIL COMPANY	486.25
100-4042400-6011	Waste Management	Uniforms & Wearing Apparel	CROSSROADS SHOE REPAIR	154.99
100-4042400-6011	Waste Management	Uniforms & Wearing Apparel	VISA	88.29
100-4042400-6014	Waste Management	Other Operating Supplies	GRAINGER	3.99
100-4042400-8012	Waste Management	Cap Otly - Othr Capital	BOXLEY AGGREGATES	2,928.36
100-4042400-8012	Waste Management	Cap Otly - Othr Capital	BOXLEY AGGREGATES	2,003.00
100-4042400-8012	Waste Management	Cap Otly - Othr Capital	BOXLEY AGGREGATES	3,981.27
100-4042400-8012	Waste Management	Cap Otly - Othr Capital	PETTY CASH, CO ADMIN	5.00
			Account 4042400 Total:	71,044.65
100-4043000-2300	Maint of Gen Bldg & Grounds	Hospital/Medical Plan	CORVESTA SERVICES, INC	246.68
100-4043000-3191	Maint of Gen Bldg & Grounds	Refuse Disposal	ADVANCED DISPOSAL	467.50
100-4043000-3191	Maint of Gen Bldg & Grounds	Refuse Disposal	ADVANCED DISPOSAL	192.50
100-4043000-3191	Maint of Gen Bldg & Grounds	Refuse Disposal	RDS-VIRGINIA	230.79
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	SOUTHERN AIR	360.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	SOUTHERN AIR	3,433.10
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	BARTLETT TREE EXPERTS	2,855.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MCNEIL ROOFING	304.05
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	ARCHITECTURAL PRODUCTS OF	675.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	SOUTHERN AIR	1,292.50
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	SOUTHERN AIR	266.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	MECHANICAL MAINTENAN	260.00
100-4043000-3311	Maint of Gen Bldg & Grounds	Repairs & Maint - Equipment	FROEHLING & ROBERTSON	650.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	BOTETOURT PEST CONTROL	90.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	OTIS ELEVATOR COMPANY	923.40
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	FSI MID STATE DIV, INC	376.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	ELEVATING EQUIPMENT INSPE	100.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	THYSSEN GENERAL ELEVATOR	341.02
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	FSI MID STATE DIV, INC	180.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	FSI MID STATE DIV, INC	376.00
100-4043000-3320	Maint of Gen Bldg & Grounds	Maint Service Contracts	SAUL, BILL	1,530.00
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
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	ROANOKE GAS COMPANY	54.59
100-4043000-5120	Maint of Gen Bldg & Grounds	Heating Services	SUBURBAN PROPANE	132.30
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	47.57
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	48.54
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	59.86
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	96.55
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	219.81
100-4043000-5130	Maint of Gen Bldg & Grounds	Water and Sewer	WESTERN VIRGINIA WATER AU	265.44
100-4043000-5230	Maint of Gen Bldg & Grounds	Telecommunications	VERIZON WIRELESS	49.81
100-4043000-6003	Maint of Gen Bldg & Grounds	Agricultural Supplies	OUTDOOR POWER EQUIPMENT	281.01
100-4043000-6005	Maint of Gen Bldg & Grounds	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	214.71
100-4043000-6005	Maint of Gen Bldg & Grounds	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	114.75
100-4043000-6005	Maint of Gen Bldg & Grounds	Laundry, Hskpg, Janitor Supplies	ALSCO	222.56
100-4043000-6005	Maint of Gen Bldg & Grounds	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	164.20
100-4043000-6005	Maint of Gen Bldg & Grounds	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	277.69
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	25.69
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	64.00
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	NORTHWEST TRUE VALUE HARD	20.84
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	B & D LOCK	27.85
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	ROANOKE ELECTRIC ZUPPLY	230.25
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	GRAINGER	55.14
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	VISA	18.00
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	NORTHERN TOOL & EQUIPMENT	59.98
100-4043000-6007	Maint of Gen Bldg & Grounds	Repair & Maint Supplies	LOWE'S HOME CENTERS	20.91
100-4043000-8005	Maint of Gen Bldg & Grounds	Cap Otly - Mtr Veh/Eqp	ADVANCE AUTO PARTS	94.98
			Account 4043000 Total:	18,851.57
100-4051100-3800	Local Health Dept	Prch of Serv frm Othr Gov Entities	BOTETOURT CO HEALTH	82,313.00
			Account 4051100 Total:	82,313.00
100-4053500-2300	Children's Services (CSA)	Hospital/Medical Plan	CORVESTA SERVICES, INC	35.24
100-4053500-3100	Children's Services (CSA)	Professional Services	SELECTION.COM	12.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE BEHAVIORAL HEA	504.00
100-4053500-3100	Children's Services (CSA)	Professional Services	PROFESSIONAL THERAPIES	4,338.54
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTER FOR PEDIATRIC THER	470.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTER FOR PEDIATRIC THER	240.00
100-4053500-3100	Children's Services (CSA)	Professional Services	INTERCEPT YOUTH SERVICES	1,144.00
100-4053500-3100	Children's Services (CSA)	Professional Services	INTERCEPT YOUTH SERVICES	1,375.00
100-4053500-3100	Children's Services (CSA)	Professional Services	INTERCEPT YOUTH SERVICES	900.00
100-4053500-3100	Children's Services (CSA)	Professional Services	FISHER, MAURICE	90.00
100-4053500-3100	Children's Services (CSA)	Professional Services	UNITED METHODIST FAMILY S	5,324.00
100-4053500-3100	Children's Services (CSA)	Professional Services	YOUTH ADVOCATE PROGRAMS	1,840.00
100-4053500-3100	Children's Services (CSA)	Professional Services	HOPE TREE FAMILY SERVICES	8,043.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRAHEALTH	3,850.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRAHEALTH	1,480.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRAHEALTH	4,070.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRAHEALTH	4,070.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRAHEALTH	7,260.00
100-4053500-3100	Children's Services (CSA)	Professional Services	CENTRAHEALTH	4,070.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	720.00

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	5,940.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	3,780.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	3,780.00
100-4053500-3100	Children's Services (CSA)	Professional Services	LUTHERAN FAMILY SERVICES	6,510.00
100-4053500-3100	Children's Services (CSA)	Professional Services	GIFT OF HOPE	4,991.00
100-4053500-3100	Children's Services (CSA)	Professional Services	DISCOVERY SCHOOL OF VIRGI	3,420.00
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	BLUE RIDGE BEHAVIORAL HEA	1,000.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE BEHAVIORAL HEA	800.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE BEHAVIORAL HEA	800.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,800.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,800.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,800.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,800.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,800.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,800.00
100-4053500-3100	Children's Services (CSA)	Professional Services	BLUE RIDGE AUTISM & ACHIE	5,800.00
100-4053500-3100	Children's Services (CSA)	Professional Services	HALL COMMUNITY SERVICES	805.00
100-4053500-3100	Children's Services (CSA)	Professional Services	SELECTION.COM	12.00
100-4053500-3320	Children's Services (CSA)	Maint Service Contracts	THOMAS BROTHERS SOFTWARE	224.00
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
100-4053500-6001	Children's Services (CSA)	Office Supplies	DIGITAL IMAGE PRINTING	45.00
100-4053500-6001	Children's Services (CSA)	Office Supplies	OFFICE DEPOT	34.29
			Account 4053500 Total:	128,422.06
100-4068000-3800	Community Colleges	Prch of Serv frm Othr Gov Entities	DABNEY S LANCASTER COMMUN	2,140.00
100-4068000-3800	Community Colleges	Prch of Serv frm Othr Gov Entities	VIRGINIA WESTERN COMMUNIT	30,000.00
			Account 4068000 Total:	32,140.00
100-4071000-2300	Parks & Recreation	Hospital/Medical Plan	CORVESTA SERVICES, INC	281.92
100-4071000-3180	Parks & Recreation	Instruction/Training	PAYNE, WANDA	50.00
100-4071000-3181	Parks & Recreation	Coaches Certification	SOUTHEASTERN SECURITY CON	150.00
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	AQUATURF	732.59
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	LOWE'S HOME CENTERS	23.86
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	LOWE'S HOME CENTERS	128.90
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	LOWE'S HOME CENTERS	19.18
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	MID-STATE EQUIP CO	48.58
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	COVERALL GROUNDS MAINTANE	32.50
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	ADVANCE AUTO PARTS	186.66
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	OUTDOOR POWER EQUIPMENT	394.21
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	LOWE'S HOME CENTERS	33.21
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	ADVANCE AUTO PARTS	12.34
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	OUTDOOR POWER EQUIPMENT	137.90
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	BOTETOURT TRUCK & TRAILER	16.00
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	COVERALL GROUNDS MAINTANE	126.20
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	COVERALL GROUNDS MAINTANE	383.97
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	COVERALL GROUNDS MAINTANE	52.00
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	COVERALL GROUNDS MAINTANE	122.01
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	COVERALL GROUNDS MAINTANE	440.44

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	COVERALL GROUNDS MAINTANE	160.51
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	ADVANCE AUTO PARTS	5.78
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	ADVANCE AUTO PARTS	8.32
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	COVERALL GROUNDS MAINTANE	1,081.20
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	COVERALL GROUNDS MAINTANE	444.58
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	TROUTVILLE SERVICE CENTER	20.00
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	BLUERIDGE FARM CENTER	21.52
100-4071000-3311	Parks & Recreation	Repairs & Maint - Equipment	LOWE'S HOME CENTERS	29.88
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	AQUATURF	275.86
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	AQUATURF	202.12
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	AQUATURF	123.17
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	AQUATURF	80.00
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	AQUATURF	317.00
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	79.93
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	18.98
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	25.63
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	25.63
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	AQUATURF	100.00
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	AQUATURF	617.50
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	61.74
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	66.36
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	ROANOKE ELECTRIC ZUPPLY	271.45
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	PIONEER MANUFACTURING COM	703.00
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	145.82
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	211.66
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	ADVANCE AUTO PARTS	5.80
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	B & D LOCK	119.40
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	46.29
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	PIONEER MANUFACTURING COM	456.00
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	PIONEER MANUFACTURING COM	93.00
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	50.52
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	LOWE'S HOME CENTERS	21.13
100-4071000-3313	Parks & Recreation	Repair & Maint - Bldgs	ROBERT E WRIGHT, HAULING	462.06
100-4071000-3320	Parks & Recreation	Maint Service Contracts	VIRGINIA BUSINESS SYSTEMS	256.09
100-4071000-3320	Parks & Recreation	Maint Service Contracts	THOMPSON LANDSCAPING	50.00
100-4071000-3320	Parks & Recreation	Maint Service Contracts	THOMPSON LANDSCAPING	75.00
100-4071000-3320	Parks & Recreation	Maint Service Contracts	THOMPSON LANDSCAPING	25.00
100-4071000-3800	Parks & Recreation	Prch of Serv frm Othr Gov Entities	FMS INCORPORATED	3,825.00
100-4071000-3800	Parks & Recreation	Prch of Serv frm Othr Gov Entities	PETTY CASH, SPORTS COMPLE	50.00
100-4071000-5110	Parks & Recreation	Electrical Services	DOMINION VIRGINIA POWER	66.11
100-4071000-5120	Parks & Recreation	Heating Services	ROANOKE GAS COMPANY	48.06
100-4071000-5130	Parks & Recreation	Water and Sewer	MOUNTAIN SPRINGS	6.50
100-4071000-5130	Parks & Recreation	Water and Sewer	BLUE RIDGE WATER	24.00
100-4071000-5130	Parks & Recreation	Water and Sewer	AQUA VA	21.46
100-4071000-5130	Parks & Recreation	Water and Sewer	WESTERN VIRGINIA WATER AU	130.43
100-4071000-5230	Parks & Recreation	Telecommunications	VERIZON WIRELESS	50.07
100-4071000-5410	Parks & Recreation	Lease/Rent of Equipment	TIDY SERVICES	80.00
100-4071000-5410	Parks & Recreation	Lease/Rent of Equipment	TIDY SERVICES	130.00
100-4071000-5410	Parks & Recreation	Lease/Rent of Equipment	TIDY SERVICES	195.00
100-4071000-5410	Parks & Recreation	Lease/Rent of Equipment	TIDY SERVICES	65.00
100-4071000-5420	Parks & Recreation	Lease/Rent of Buildings	BRAVO PROPERTIES, LLC	1,500.00
100-4071000-5510	Parks & Recreation	Mileage	PETERS JR, RICHARD	351.90

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4071000-5510	Parks & Recreation	Mileage	RATCLIFFE JR, JESSE	384.10
100-4071000-5530	Parks & Recreation	Subsistence & Lodging	VISA	834.42
100-4071000-5810	Parks & Recreation	Dues & Assoc Memberships	GADPAILE, ROBERT	250.00
100-4071000-5810	Parks & Recreation	Dues & Assoc Memberships	ANDERSON, BONNIE	100.00
100-4071000-5840	Parks & Recreation	Marketing	MONTGOMERY PUBLISHING, LL	538.75
100-4071000-5840	Parks & Recreation	Marketing	ROANOKE TIMES	698.00
100-4071000-6001	Parks & Recreation	Office Supplies	ROANOKE STAMP	11.25
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	65.31
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	124.79
100-4071000-6001	Parks & Recreation	Office Supplies	OFFICE DEPOT	48.28
100-4071000-6003	Parks & Recreation	Agricultural Supplies	LANDSCAPE SUPPLY	296.80
100-4071000-6003	Parks & Recreation	Agricultural Supplies	LANDSCAPE SUPPLY	960.00
100-4071000-6003	Parks & Recreation	Agricultural Supplies	LANDSCAPE SUPPLY	278.25
100-4071000-6003	Parks & Recreation	Agricultural Supplies	LANDSCAPE SUPPLY	6,750.00
100-4071000-6003	Parks & Recreation	Agricultural Supplies	LANDSCAPE STORE	60.00
100-4071000-6003	Parks & Recreation	Agricultural Supplies	LANDSCAPE SUPPLY	750.00
100-4071000-6003	Parks & Recreation	Agricultural Supplies	LANDSCAPE SUPPLY	305.00
100-4071000-6003	Parks & Recreation	Agricultural Supplies	ROYAL OAK FARM, LLC	2,147.85
100-4071000-6005	Parks & Recreation	Laundry, Hskpg, Janitor Supplies	OFFICE DEPOT	19.99
100-4071000-6005	Parks & Recreation	Laundry, Hskpg, Janitor Supplies	OFFICE DEPOT	10.99
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	GCR TIRE & SERVICE	243.24
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	BOTETOURT TRUCK & TRAILER	2,131.09
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	BOTETOURT TRUCK & TRAILER	49.83
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	BOTETOURT TRUCK & TRAILER	16.00
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	BOTETOURT TRUCK & TRAILER	246.72
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	BOTETOURT TRUCK & TRAILER	397.76
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	BOTETOURT TRUCK & TRAILER	766.62
100-4071000-6009	Parks & Recreation	Vehicle & Pwr Equip Supplies	TROUTVILLE SERVICE CENTER	75.00
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	81.29
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	81.29
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	81.29
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	81.29
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	81.29
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	81.29
100-4071000-6011	Parks & Recreation	Uniforms & Wearing Apparel	CINTAS CORPORATION-#524	81.29
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	STAR CITY SKYCAMS	100.00
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	STAR CITY SKYCAMS	100.00
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	DOLLAR GENERAL	38.00
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	BSN SPORTS	143.25
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	VISA	104.00
100-4071000-6014	Parks & Recreation	Other Operating Supplies	ANDERSON AND ASSOCIATES	8,899.80
			Account 4071000 Total:	45,188.05
100-4071300-2300	Botetourt Sports Complex	Hospital/Medical Plan	CORVESTA SERVICES, INC	105.72
100-4071300-2500	Botetourt Sports Complex	Disability Insurance	VACO INSURANCE PROGRAMS	12.91
100-4071300-3313	Botetourt Sports Complex	Repair & Maint - Bldgs	RAY'S DRYWALL & PAINTING	1,248.12
100-4071300-5530	Botetourt Sports Complex	Subsistence & Lodging	VISA	930.57
100-4071300-5540	Botetourt Sports Complex	Convention & Education	VISA	30.27
100-4071300-6003	Botetourt Sports Complex	Agricultural Supplies	SUNBELT RENTALS	1,165.34
100-4071300-6003	Botetourt Sports Complex	Agricultural Supplies	LANDSCAPE SUPPLY	3,744.81
100-4071300-6005	Botetourt Sports Complex	Laundry, Hskpg, Janitor Supplies	CINTAS CORPORATION-#524	19.16

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4071300-6014	Botetourt Sports Complex	Other Operating Supplies	PROFESSIONAL COMMUNICATIO	200.00
100-4071300-6014	Botetourt Sports Complex	Other Operating Supplies	LOWE'S HOME CENTERS	20.47
100-4071300-6014	Botetourt Sports Complex	Other Operating Supplies	BOTETOURT PEST CONTROL	110.00
100-4071300-6014	Botetourt Sports Complex	Other Operating Supplies	ROANOKE TIMES	532.80
100-4071300-6014	Botetourt Sports Complex	Other Operating Supplies	VISA	621.98
			Account 4071300 Total:	8,742.15
100-4071500-5230	Van Program	Telecommunications	VERIZON WIRELESS	15.88
			Account 4071500 Total:	15.88
100-4073100-2300	Library	Hospital/Medical Plan	CORVESTA SERVICES, INC	422.88
100-4073100-2500	Library	Disability Insurance	VACO INSURANCE PROGRAMS	11.14
100-4073100-3100	Library	Professional Services	OCLC, INC	1,024.39
100-4073100-3320	Library	Maint Service Contracts	ALSCO	10.08
100-4073100-3320	Library	Maint Service Contracts	BROWN EXTERMINATING	25.00
100-4073100-3320	Library	Maint Service Contracts	BROWN EXTERMINATING	25.00
100-4073100-3320	Library	Maint Service Contracts	BROWN EXTERMINATING	25.00
100-4073100-3320	Library	Maint Service Contracts	BRYANT'S CLEANING	800.00
100-4073100-3320	Library	Maint Service Contracts	CANON SOLUTIONS AMERICA,	26.10
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	84.62
100-4073100-3320	Library	Maint Service Contracts	DE LAGE LANDEN	212.69
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	163.98
100-4073100-3800	Library	Prch of Serv frm Othr Gov Entities	COUNTY OF ROANOKE	792.69
100-4073100-3800	Library	Prch of Serv frm Othr Gov Entities	CITY OF ROANOKE	1,050.46
100-4073100-5110	Library	Electrical Services	DOMINION VIRGINIA POWER	317.44
100-4073100-5110	Library	Electrical Services	DOMINION VIRGINIA POWER	696.52
100-4073100-5120	Library	Heating Services	ROANOKE GAS COMPANY	82.15
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	250.45
100-4073100-5130	Library	Water and Sewer	WESTERN VIRGINIA WATER AU	110.40
100-4073100-5230	Library	Telecommunications	COMCAST	143.54
100-4073100-5530	Library	Subsistence & Lodging	HIBBEN, MICHAEL	253.22
100-4073100-5540	Library	Convention & Education	HIBBEN, MICHAEL	150.00
100-4073100-5540	Library	Convention & Education	HIBBEN, MICHAEL	29.72
100-4073100-5810	Library	Dues & Assoc Memberships	HIBBEN, MICHAEL	70.00
100-4073100-5840	Library	Marketing	SMILEMAKERS	108.80
100-4073100-6001	Library	Office Supplies	ADVANCE AUTO PARTS	11.28
100-4073100-6001	Library	Office Supplies	DISCOUNT PAPER PRODUCTS	77.56
100-4073100-6001	Library	Office Supplies	OFFICE DEPOT	42.00
100-4073100-6001	Library	Office Supplies	DEMCO	99.43
100-4073100-6005	Library	Laundry, Hskpg, Janitor Supplies	DIAMOND PAPER CO	57.88
100-4073100-6012	Library	Books & Subscriptions	BAKER & TAYLOR	416.91
100-4073100-6012	Library	Books & Subscriptions	GALE GROUP	286.63
100-4073100-6012	Library	Books & Subscriptions	CENTER POINT PUBLISHING	40.14
100-4073100-6012	Library	Books & Subscriptions	COUNTRY GARDENS	19.97

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4073100-6012	Library	Books & Subscriptions	DAVIDSON TITLES	68.48
100-4073100-6012	Library	Books & Subscriptions	DIAMOND LAKE BOOK CO	125.70
100-4073100-6012	Library	Books & Subscriptions	EBSCO SUBSCRIPTION SERVIC	985.85
100-4073100-6012	Library	Books & Subscriptions	MEREDITH BOOKS	8.13
100-4073100-6012	Library	Books & Subscriptions	HOUSE BEAUTIFUL	26.97
100-4073100-6012	Library	Books & Subscriptions	INGRAM	3,692.87
100-4073100-6012	Library	Books & Subscriptions	LIBRARIANS' CHOICE	210.79
100-4073100-6012	Library	Books & Subscriptions	MICROMARKETING	471.00
100-4073100-6012	Library	Books & Subscriptions	MIDWEST TAPE	22.99
100-4073100-6012	Library	Books & Subscriptions	O'GRADY PUBLISHING COMPAN	21.00
100-4073100-6012	Library	Books & Subscriptions	RODALE'S ORGANIC LIFE	24.00
100-4073100-6012	Library	Books & Subscriptions	OVERDRIVE	10.50
100-4073100-6012	Library	Books & Subscriptions	RECORDED BOOKS	94.50
100-4073100-6012	Library	Books & Subscriptions	RECORDED BOOKS	112.50
100-4073100-6012	Library	Books & Subscriptions	REMINISCE	12.98
100-4073100-6012	Library	Books & Subscriptions	OXMOOR HOUSE	42.91
100-4073100-6012	Library	Books & Subscriptions	TASTE OF HOME	31.98
100-4073100-6012	Library	Books & Subscriptions	TASTE OF HOME	31.98
100-4073100-6012	Library	Books & Subscriptions	TEI LANDMARK AUDIO	120.75
100-4073100-6012	Library	Books & Subscriptions	ULVERSCROFT	94.44
100-4073100-6012	Library	Books & Subscriptions	ULVERSCROFT	94.44
100-4073100-6012	Library	Books & Subscriptions	AMAZON.COM CREDIT	530.41
100-4073100-6012	Library	Books & Subscriptions	VISA	20.00
			Account 4073100 Total:	15,889.25
100-4081600-2300	Tourism	Hospital/Medical Plan	CORVESTA SERVICES, INC	67.10
100-4081600-2500	Tourism	Disability Insurance	VACO INSURANCE PROGRAMS	19.67
100-4081600-3100	Tourism	Professional Services	PARAMORE - THE DIGITAL AG	1,500.00
100-4081600-3100	Tourism	Professional Services	DEAN, SAM PHOTOGRAPHY	810.00
100-4081600-5210	Tourism	Postal Services	UNITED PARCEL SERVICE	34.64
100-4081600-5530	Tourism	Subsistence & Lodging	VISA	34.68
100-4081600-5840	Tourism	Marketing	TARGET MARKETING	939.67
100-4081600-5840	Tourism	Marketing	VISA	894.97
100-4081600-6009	Tourism	Vehicle & Pwr Equip Supplies	VISA	72.98
			Account 4081600 Total:	4,373.71
100-4083000-6013	Cooperative Extension Program	Educ & Rec Supplies	VIRGINIA COOPERATIVE EXTE	2,500.00
			Account 4083000 Total:	2,500.00
100-4092000-5999	Revenue Refunds	Refunds	GREER, ROBERT SCOTT	13.46
100-4092000-5999	Revenue Refunds	Refunds	HARPER, TIMOTHY SCOTT	86.34
100-4092000-5999	Revenue Refunds	Refunds	HARPER, TIMOTHY SCOTT	7.76
100-4092000-5999	Revenue Refunds	Refunds	ARMSTRONG, ARNOLD L	5.52
100-4092000-5999	Revenue Refunds	Refunds	CAHOON, ANTHONY LEE	154.15
100-4092000-5999	Revenue Refunds	Refunds	MCALLISTER, NADINE F	60.50
100-4092000-5999	Revenue Refunds	Refunds	DALTON, SAMANTHA NICHOLE	71.01
100-4092000-5999	Revenue Refunds	Refunds	JEFFERDS CORP	209.50
100-4092000-5999	Revenue Refunds	Refunds	SILVA, RICHARD STEPHEN	55.67
100-4092000-5999	Revenue Refunds	Refunds	MOORE, TINA MARIE	22.28

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4092000-5999	Revenue Refunds	Refunds	MCLAUGHLIN, MARYJANE K	6.68
100-4092000-5999	Revenue Refunds	Refunds	MCLAUGHLIN, PAUL JOSEPH	10.72
100-4092000-5999	Revenue Refunds	Refunds	FRIDLEY, ASHLI RENEE	10.78
100-4092000-5999	Revenue Refunds	Refunds	KRAUSE, MATTHEW CHARLES	339.68
100-4092000-5999	Revenue Refunds	Refunds	PHILLIPS, RAYMOND TO	123.22
100-4092000-5999	Revenue Refunds	Refunds	MARSOLEK, WANDA JUNE	59.57
100-4092000-5999	Revenue Refunds	Refunds	LEAVENS, BRIAN THOMA	49.37
100-4092000-5999	Revenue Refunds	Refunds	WILSON, KAREN SWITZER	287.45
100-4092000-5999	Revenue Refunds	Refunds	WINDY HILL FARM & LAWN	48.60
100-4092000-5999	Revenue Refunds	Refunds	RATLIFF, BRIAN KEITH	23.56
100-4092000-5999	Revenue Refunds	Refunds	LONG, LINDA S BRYANT	21.60
100-4092000-5999	Revenue Refunds	Refunds	WITT, DAVID C	75.60
			Account 4092000 Total:	1,743.02
100-4094101-0000-00	Enterprise-Wide Software	0000	VISA	176.71
			Account 4094101 Total:	176.71
100-4094310-0000-00	Emerg'y Operations Center	0000	GRAYBAR ELECTRIC	61.59
			Account 4094310 Total:	61.59
100-4094423-0000-00	Dale Ct. Water Line Extension	0000	DIGITAL IMAGE PRINTING	24.27
100-4094423-0000-00	Dale Ct. Water Line Extension	0000	DIGITAL IMAGE PRINTING	93.08
			Account 4094423 Total:	117.35
			Fund 100 Total:	981,430.69
400-4095124-9100	IDA 2002 Reg Animal Pnd	Debt Service	COUNTY OF ROANOKE	9,063.33
			Account 4095124 Total:	9,063.33
			Fund 400 Total:	9,063.33
			Grand Total:	990,494.02

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4012110-2300	County Administrator	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	2,786.10
100-4012110-5230	County Administrator	Telecommunications	LUMOS NETWORKS	77.63
100-4012110-5230	County Administrator	Telecommunications	LUMOS NETWORKS	6.75
100-4012110-5230	County Administrator	Telecommunications	VIRGINIA INFORMATION TECH	1.36
100-4012110-5230	County Administrator	Telecommunications	LUMOS NETWORKS	165.37
100-4012110-5230	County Administrator	Telecommunications	VIRGINIA INFORMATION TECH	1.47
100-4012110-5510	County Administrator	Mileage	FAIN, SUSAN	12.36
100-4012110-5510	County Administrator	Mileage	FAIN, SUSAN	5.75
			Account 4012110 Total:	3,056.79
100-4012121-2300	Deputy Administrators	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	1,857.40
100-4012121-5230	Deputy Administrators	Telecommunications	LUMOS NETWORKS	20.24
100-4012121-5230	Deputy Administrators	Telecommunications	VIRGINIA INFORMATION TECH	4.07
100-4012121-5230	Deputy Administrators	Telecommunications	LUMOS NETWORKS	47.08
100-4012121-5230	Deputy Administrators	Telecommunications	VIRGINIA INFORMATION TECH	0.37
100-4012121-5530	Deputy Administrators	Subsistence & Lodging	MOORMAN, DAVID	34.74
100-4012121-6008	Deputy Administrators	Vehicle & Pwr Equip Fuels	DAVENPORT ENERGY INC	163.42
			Account 4012121 Total:	2,127.32
100-4012310-2300	Commissioner of Revenue	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	5,572.20
100-4012310-5230	Commissioner of Revenue	Telecommunications	LUMOS NETWORKS	195.62
100-4012310-5230	Commissioner of Revenue	Telecommunications	VIRGINIA INFORMATION TECH	2.88
			Account 4012310 Total:	5,770.70
100-4012410-2300	Treasurer	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	4,643.50
100-4012410-5230	Treasurer	Telecommunications	LUMOS NETWORKS	167.23
100-4012410-5230	Treasurer	Telecommunications	VIRGINIA INFORMATION TECH	14.77
100-4012410-6008	Treasurer	Vehicle & Pwr Equip Fuels	DAVENPORT ENERGY INC	31.68
			Account 4012410 Total:	4,857.18
100-4012430-2300	Financial Services	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	1,857.40
100-4012430-5230	Financial Services	Telecommunications	LUMOS NETWORKS	20.24
100-4012430-5230	Financial Services	Telecommunications	VIRGINIA INFORMATION TECH	4.07
100-4012430-5230	Financial Services	Telecommunications	LUMOS NETWORKS	24.88
100-4012430-5230	Financial Services	Telecommunications	VIRGINIA INFORMATION TECH	1.00
			Account 4012430 Total:	1,907.59
100-4012510-2300	Technology Services	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	5,572.20
100-4012510-5230	Technology Services	Telecommunications	COMCAST	129.72
100-4012510-5230	Technology Services	Telecommunications	LUMOS NETWORKS	900.00
100-4012510-5230	Technology Services	Telecommunications	LUMOS NETWORKS	26.98
100-4012510-5230	Technology Services	Telecommunications	VIRGINIA INFORMATION TECH	5.42
100-4012510-5230	Technology Services	Telecommunications	LUMOS NETWORKS	2,420.97
100-4012510-5230	Technology Services	Telecommunications	VIRGINIA INFORMATION TECH	133.76
100-4012510-6008	Technology Services	Vehicle & Pwr Equip Fuels	DAVENPORT ENERGY INC	21.83
			Account 4012510 Total:	9,210.88

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4012530-2300	Central Purchasing	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	928.70
100-4012530-5230	Central Purchasing	Telecommunications	LUMOS NETWORKS	6.75
100-4012530-5230	Central Purchasing	Telecommunications	VIRGINIA INFORMATION TECH	1.36
100-4012530-5230	Central Purchasing	Telecommunications	LUMOS NETWORKS	26.88
100-4012530-5230	Central Purchasing	Telecommunications	VIRGINIA INFORMATION TECH	0.93
			Account 4012530 Total:	964.62
100-4012560-2300	Central Garage	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	928.70
			Account 4012560 Total:	928.70
100-4013300-2300	Electoral Bd/Registrar	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	1,857.40
100-4013300-5230	Electoral Bd/Registrar	Telecommunications	LUMOS NETWORKS	20.24
100-4013300-5230	Electoral Bd/Registrar	Telecommunications	VIRGINIA INFORMATION TECH	4.07
100-4013300-5230	Electoral Bd/Registrar	Telecommunications	LUMOS NETWORKS	24.88
100-4013300-5230	Electoral Bd/Registrar	Telecommunications	VIRGINIA INFORMATION TECH	21.44
100-4013300-5510	Electoral Bd/Registrar	Mileage	SHOTWELL, PATRICIA B	10.93
100-4013300-6014	Electoral Bd/Registrar	Other Operating Supplies	CLARK, TRACI	61.46
			Account 4013300 Total:	2,000.42
100-4021100-2300	Circuit Court	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	928.70
100-4021100-5230	Circuit Court	Telecommunications	LUMOS NETWORKS	104.47
100-4021100-5230	Circuit Court	Telecommunications	VIRGINIA INFORMATION TECH	14.29
			Account 4021100 Total:	1,047.46
100-4021200-5230	General District Court	Telecommunications	LUMOS NETWORKS	350.24
100-4021200-5230	General District Court	Telecommunications	VIRGINIA INFORMATION TECH	32.58
			Account 4021200 Total:	382.82
100-4021300-5230	Magistrate	Telecommunications	LUMOS NETWORKS	13.49
100-4021300-5230	Magistrate	Telecommunications	VIRGINIA INFORMATION TECH	2.71
			Account 4021300 Total:	16.20
100-4021600-2300	Clerk of Circuit Court	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	5,572.20
100-4021600-5230	Clerk of Circuit Court	Telecommunications	LUMOS NETWORKS	204.49
100-4021600-5230	Clerk of Circuit Court	Telecommunications	VIRGINIA INFORMATION TECH	9.97
100-4021600-5510	Clerk of Circuit Court	Mileage	MOORE, TOMMY	326.60
			Account 4021600 Total:	6,113.26
100-4022100-2300	Commonwealth's Attorney	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	6,500.90
100-4022100-5110	Commonwealth's Attorney	Electrical Services	AMERICAN ELECTRIC PO	108.21
100-4022100-5120	Commonwealth's Attorney	Heating Services	ROANOKE GAS COMPANY	31.65
100-4022100-5230	Commonwealth's Attorney	Telecommunications	LUMOS NETWORKS	149.28
100-4022100-5230	Commonwealth's Attorney	Telecommunications	VIRGINIA INFORMATION TECH	14.59

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
			Account 4022100 Total:	6,804.63
100-4031200-2300	Sheriff	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	40,862.80
100-4031200-5230	Sheriff	Telecommunications	VERIZON WIRELESS	989.59
100-4031200-5230	Sheriff	Telecommunications	LUMOS NETWORKS	432.10
100-4031200-5230	Sheriff	Telecommunications	VIRGINIA INFORMATION TECH	51.47
100-4031200-5230	Sheriff	Telecommunications	LUMOS NETWORKS	43.78
100-4031200-5830	Sheriff	RAID Patrol	VERIZON WIRELESS	82.24
100-4031200-5830	Sheriff	RAID Patrol	VIRGINIA INFORMATION TECH	5.42
100-4031200-5840	Sheriff	Marketing	LUMOS NETWORKS	26.98
100-4031200-5850	Sheriff	Crime Prevention	VERIZON WIRELESS	49.81
100-4031200-5850	Sheriff	Crime Prevention	LUMOS NETWORKS	6.75
100-4031200-5850	Sheriff	Crime Prevention	VIRGINIA INFORMATION TECH	1.36
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	WEBB'S OIL CORPORATION	3,688.87
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	PETROLEUM TRADERS CORPORA	1,637.21
100-4031200-6009	Sheriff	Vehicle & Pwr Equip Supplies	DAVENPORT ENERGY INC	5,771.67
100-4031200-6015	Sheriff	Firing Range Expenses	CRAIG-BOTETOURT ELECTRIC	103.56
100-4031200-8005	Sheriff	Cap Otly - Mtr Veh/Eqp	COLONIAL FORD TRUCK SALES	26,645.15
			Account 4031200 Total:	80,398.76
100-4031700-2300	Dispatch	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	9,287.00
100-4031700-5230	Dispatch	Telecommunications	LUMOS NETWORKS	236.41
100-4031700-5230	Dispatch	Telecommunications	VERIZON WIRELESS	30.34
100-4031700-5230	Dispatch	Telecommunications	VIRGINIA INFORMATION TECH	36.84
			Account 4031700 Total:	9,590.59
100-4032200-5302	Volunteer Fire & Rescue	Fire Insurance	BLUE RIDGE VOLUNTEER FIRE	2,976.90
100-4032200-5302	Volunteer Fire & Rescue	Fire Insurance	TROUTVILLE RESCUE SQUAD	6,087.02
100-4032200-5641	Volunteer Fire & Rescue	County Volunteer FDs	DAVENPORT ENERGY INC	766.23
100-4032200-5651	Volunteer Fire & Rescue	County Vol Resc Squads	CRAIG-BOTETOURT ELECTRIC	29.00
100-4032200-5651	Volunteer Fire & Rescue	County Vol Resc Squads	DAVENPORT ENERGY INC	1,428.51
			Account 4032200 Total:	11,287.66
100-4033100-2300	Correction and Detention	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	45,509.04
100-4033100-5110	Correction and Detention	Electrical Services	AMERICAN ELECTRIC PO	10,333.88
100-4033100-5120	Correction and Detention	Heating Services	ROANOKE GAS COMPANY	972.86
100-4033100-5230	Correction and Detention	Telecommunications	VERIZON WIRELESS	82.24
100-4033100-5230	Correction and Detention	Telecommunications	LUMOS NETWORKS	239.62
100-4033100-5230	Correction and Detention	Telecommunications	VIRGINIA INFORMATION TECH	25.75
100-4033100-6004	Correction and Detention	Medical & Laboratory Supplies	WESTWOOD PHARMACY CLINICA	6,745.61
			Account 4033100 Total:	63,909.00
100-4033300-5230	Probation Office	Telecommunications	LUMOS NETWORKS	109.47
100-4033300-5230	Probation Office	Telecommunications	VIRGINIA INFORMATION TECH	17.51
			Account 4033300 Total:	126.98
100-4034000-2300	Dept of Community Development	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	8,358.30

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4034000-5230	Dept of Community Development	Telecommunications	LUMOS NETWORKS	60.71
100-4034000-5230	Dept of Community Development	Telecommunications	VIRGINIA INFORMATION TECH	12.20
100-4034000-5230	Dept of Community Development	Telecommunications	LUMOS NETWORKS	32.75
100-4034000-5230	Dept of Community Development	Telecommunications	VIRGINIA INFORMATION TECH	2.95
100-4034000-6009	Dept of Community Development	Vehicle & Pwr Equip Supplies	DAVENPORT ENERGY INC	735.98
			Account 4034000 Total:	9,202.89
100-4035100-2300	Animal Control	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	2,786.10
100-4035100-5230	Animal Control	Telecommunications	VERIZON WIRELESS	129.72
100-4035100-5230	Animal Control	Telecommunications	LUMOS NETWORKS	26.98
100-4035100-5230	Animal Control	Telecommunications	VIRGINIA INFORMATION TECH	5.42
100-4035100-6009	Animal Control	Vehicle & Pwr Equip Supplies	DAVENPORT ENERGY INC	844.15
100-4035100-8005	Animal Control	Cap Otly - Mtr Veh/Eqp	COLONIAL FORD TRUCK SALES	28,612.60
			Account 4035100 Total:	32,404.97
100-4035500-2300	Fire & EMS	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	30,647.10
100-4035500-5230	Fire & EMS	Telecommunications	LUMOS NETWORKS	73.28
100-4035500-5230	Fire & EMS	Telecommunications	LUMOS NETWORKS	47.22
100-4035500-5230	Fire & EMS	Telecommunications	VIRGINIA INFORMATION TECH	9.49
100-4035500-5230	Fire & EMS	Telecommunications	LUMOS NETWORKS	49.76
100-4035500-5230	Fire & EMS	Telecommunications	VIRGINIA INFORMATION TECH	8.92
100-4035500-6008	Fire & EMS	Vehicle & Pwr Equip Fuels	DAVENPORT ENERGY INC	2,845.04
			Account 4035500 Total:	33,680.81
100-4035600-5231	Emergency Communications	Wireless E911 Communications	VERIZON	3.25
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	2,664.66
100-4035600-5232	Emergency Communications	E911 Landline Communications	LUMOS NETWORKS	840.96
			Account 4035600 Total:	4,423.87
100-4040000-2300	General Services	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	1,857.40
100-4040000-5230	General Services	Telecommunications	LUMOS NETWORKS	120.47
100-4040000-5230	General Services	Telecommunications	VIRGINIA INFORMATION TECH	9.58
100-4040000-6009	General Services	Vehicle & Pwr Equip Supplies	DAVENPORT ENERGY INC	85.97
			Account 4040000 Total:	2,073.42
100-4042400-2300	Waste Management	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	3,714.80
100-4042400-3191	Waste Management	Refuse Disposal	COUNTY WASTE	1,368.50
100-4042400-5110	Waste Management	Electrical Services	CRAIG-BOTETOURT ELECTRIC	131.67
100-4042400-5110	Waste Management	Electrical Services	CRAIG-BOTETOURT ELECTRIC	111.37
100-4042400-5110	Waste Management	Electrical Services	CRAIG-BOTETOURT ELECTRIC	34.99
100-4042400-5230	Waste Management	Telecommunications	LUMOS NETWORKS	115.07
100-4042400-5230	Waste Management	Telecommunications	VIRGINIA INFORMATION TECH	2.61
100-4042400-6011	Waste Management	Uniforms & Wearing Apparel	HANNAH, GREGORY W	39.75
			Account 4042400 Total:	5,518.76

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4043000-2300	Maint of Gen Bldg & Grounds	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	6,500.90
100-4043000-3191	Maint of Gen Bldg & Grounds	Refuse Disposal	COUNTY WASTE	525.00
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	CRAIG-BOTETOURT ELECTRIC	198.28
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	CRAIG-BOTETOURT ELECTRIC	139.05
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	57.35
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	114.38
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	252.48
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	1,917.68
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	76.77
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	120.09
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	188.32
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	243.91
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	17.18
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	3,310.40
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	163.22
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	105.86
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	106.05
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	AMERICAN ELECTRIC PO	626.13
100-4043000-5110	Maint of Gen Bldg & Grounds	Electrical Services	DOMINION VIRGINIA POWER	239.95
100-4043000-5120	Maint of Gen Bldg & Grounds	Heating Services	ROANOKE GAS COMPANY	28.12
100-4043000-5120	Maint of Gen Bldg & Grounds	Heating Services	ROANOKE GAS COMPANY	67.84
100-4043000-5120	Maint of Gen Bldg & Grounds	Heating Services	ROANOKE GAS COMPANY	594.40
100-4043000-5120	Maint of Gen Bldg & Grounds	Heating Services	ROANOKE GAS COMPANY	125.27
100-4043000-5230	Maint of Gen Bldg & Grounds	Telecommunications	LUMOS NETWORKS	321.84
100-4043000-5230	Maint of Gen Bldg & Grounds	Telecommunications	VIRGINIA INFORMATION TECH	0.24
100-4043000-6008	Maint of Gen Bldg & Grounds	Vehicle & Pwr Equip Fuels	DAVENPORT ENERGY INC	480.22
			Account 4043000 Total:	16,552.06
100-4053500-2300	Children's Services (CSA)	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	928.70
100-4053500-5230	Children's Services (CSA)	Telecommunications	LUMOS NETWORKS	6.75
100-4053500-5230	Children's Services (CSA)	Telecommunications	VIRGINIA INFORMATION TECH	1.36
100-4053500-5230	Children's Services (CSA)	Telecommunications	LUMOS NETWORKS	49.76
100-4053500-5230	Children's Services (CSA)	Telecommunications	VIRGINIA INFORMATION TECH	1.00
			Account 4053500 Total:	987.57
100-4071000-2300	Parks & Recreation	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	7,429.60
100-4071000-3180	Parks & Recreation	Instruction/Training	PAYNE, WANDA	150.00
100-4071000-3800	Parks & Recreation	Prch of Serv frm Othr Gov Entities	STAR CITY OFFICIALS	480.00
100-4071000-3800	Parks & Recreation	Prch of Serv frm Othr Gov Entities	STAR CITY OFFICIALS	3,414.00
100-4071000-3800	Parks & Recreation	Prch of Serv frm Othr Gov Entities	ROANOKE VALLEY SOCCER	9,847.00
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	62.22
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	106.00
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	86.85
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	138.76
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	52.34
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	104.59

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	40.43
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	38.41
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	21.14
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	23.21
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	22.72
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	105.73
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	77.10
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	85.01
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	10.25
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	260.02
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	58.86
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	36.50
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	29.77
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	66.71
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	138.68
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	97.11
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	59.13
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	34.47
100-4071000-5110	Parks & Recreation	Electrical Services	AMERICAN ELECTRIC PO	77.65
100-4071000-5130	Parks & Recreation	Water and Sewer	WESTERN VIRGINIA WATER AU	30.75
100-4071000-5130	Parks & Recreation	Water and Sewer	WESTERN VIRGINIA WATER AU	163.50
100-4071000-5130	Parks & Recreation	Water and Sewer	WESTERN VIRGINIA WATER AU	47.36
100-4071000-5230	Parks & Recreation	Telecommunications	LUMOS NETWORKS	322.01
100-4071000-5230	Parks & Recreation	Telecommunications	VIRGINIA INFORMATION TECH	23.36
100-4071000-5540	Parks & Recreation	Convention & Education	CAMP EAGLE	300.00
100-4071000-6008	Parks & Recreation	Vehicle & Pwr Equip Fuels	DAVENPORT ENERGY INC	2,389.65
100-4071000-6013	Parks & Recreation	Educ & Rec Supplies	MOJO SPORTSWEAR	217.65
			Account 4071000 Total:	26,648.54
100-4071300-2300	Botetourt Sports Complex	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	2,786.10
100-4071300-3191	Botetourt Sports Complex	Refuse Disposal	COUNTY WASTE	105.93
100-4071300-5110	Botetourt Sports Complex	Electrical Services	AMERICAN ELECTRIC PO	874.95
100-4071300-5130	Botetourt Sports Complex	Water and Sewer	WESTERN VIRGINIA WATER AU	171.75
100-4071300-5230	Botetourt Sports Complex	Telecommunications	LUMOS NETWORKS	144.29
100-4071300-5230	Botetourt Sports Complex	Telecommunications	VIRGINIA INFORMATION TECH	7.86
100-4071300-6008	Botetourt Sports Complex	Vehicle & Pwr Equip Fuels	DAVENPORT ENERGY INC	314.72
			Account 4071300 Total:	4,405.60
100-4071500-6009	Van Program	Vehicle & Pwr Equip Supplies	DAVENPORT ENERGY INC	690.00
			Account 4071500 Total:	690.00
100-4073100-2300	Library	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	11,144.40
100-4073100-5110	Library	Electrical Services	AMERICAN ELECTRIC PO	590.45
100-4073100-5110	Library	Electrical Services	AMERICAN ELECTRIC PO	18.05
100-4073100-5110	Library	Electrical Services	AMERICAN ELECTRIC PO	622.44
100-4073100-5120	Library	Heating Services	ROANOKE GAS COMPANY	116.53
100-4073100-5230	Library	Telecommunications	COX COMMUNICATIONS INC.	388.46
100-4073100-5230	Library	Telecommunications	LUMOS NETWORKS	892.95
100-4073100-5230	Library	Telecommunications	VIRGINIA INFORMATION TECH	43.74

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4073100-6009	Library	Vehicle & Pwr Equip Supplies	DAVENPORT ENERGY INC	369.53
			Account 4073100 Total:	14,186.55
100-4081600-2300	Tourism	Hospital/Medical Plan	BOTETOURT COUNTY EMPLOYEE	1,857.40
100-4081600-6008	Tourism	Vehicle & Pwr Equip Fuels	DAVENPORT ENERGY INC	86.54
			Account 4081600 Total:	1,943.94
100-4083000-5230	Cooperative Extension Program	Telecommunications	LUMOS NETWORKS	149.28
100-4083000-5230	Cooperative Extension Program	Telecommunications	VIRGINIA INFORMATION TECH	16.48
			Account 4083000 Total:	165.76
100-4092000-5999	Revenue Refunds	Refunds	GUILDAN REALTY ADVISORS	465.00
100-4092000-5999	Revenue Refunds	Refunds	KINNEY, JEREMY EDMUND	4.33
100-4092000-5999	Revenue Refunds	Refunds	KINNEY, LAURA ROSE	6.37
100-4092000-5999	Revenue Refunds	Refunds	SMITH, DONNA M	11.39
100-4092000-5999	Revenue Refunds	Refunds	WILLIAMS, ANN MARIE	138.28
100-4092000-5999	Revenue Refunds	Refunds	MEADOWS, CHARLES L	245.04
100-4092000-5999	Revenue Refunds	Refunds	WHITENACK, MASON LEE	74.81
100-4092000-5999	Revenue Refunds	Refunds	MAYHUE, GAIL LYNN	18.80
100-4092000-5999	Revenue Refunds	Refunds	RICKMAN, JAMES GARY	45.48
100-4092000-5999	Revenue Refunds	Refunds	HOWARTH, PETER	5.29
100-4092000-5999	Revenue Refunds	Refunds	COX, TONYA	9.27
100-4092000-5999	Revenue Refunds	Refunds	BOYD, ILENE W	191.58
100-4092000-5999	Revenue Refunds	Refunds	BECKNER, KAREN COUNTISS	5.19
100-4092000-5999	Revenue Refunds	Refunds	DANIEL, GLENN	5.92
100-4092000-5999	Revenue Refunds	Refunds	MCCOY, ROBERT PAUL	62.05
100-4092000-5999	Revenue Refunds	Refunds	COLLINS, KAYLA MARIE	62.43
100-4092000-5999	Revenue Refunds	Refunds	REGISTER JR, GEORGE H	83.13
100-4092000-5999	Revenue Refunds	Refunds	SHORTT, JACK L	23.93
100-4092000-5999	Revenue Refunds	Refunds	SLEEPER, LISA K & PAUL D	14.44
100-4092000-5999	Revenue Refunds	Refunds	D L PETERSON TRUST	60.94
100-4092000-5999	Revenue Refunds	Refunds	D L PETERSON TRUST	173.58
100-4092000-5999	Revenue Refunds	Refunds	CRAWFORD, GARY L	22.33
100-4092000-5999	Revenue Refunds	Refunds	TOYOTA MOTOR CREDIT CORPO	625.84
100-4092000-5999	Revenue Refunds	Refunds	PERSINGER, MARVIN BRICK	42.20
100-4092000-5999	Revenue Refunds	Refunds	HART, MICHAEL H & MARGARE	146.46
100-4092000-5999	Revenue Refunds	Refunds	MORRIS, JOSEPH A & LINDA	332.50
100-4092000-5999	Revenue Refunds	Refunds	RIVERA, ESMERALDA MARGARI	109.57
100-4092000-5999	Revenue Refunds	Refunds	ESPOSITO, DANIELLE L	329.86
100-4092000-5999	Revenue Refunds	Refunds	DOWNHOUR, JORDAN CHAMBERS	75.08
100-4092000-5999	Revenue Refunds	Refunds	KEY LIVING OPTIONS, INC	3,048.89
100-4092000-5999	Revenue Refunds	Refunds	BOLT, TONY LYNN &	145.90
100-4092000-5999	Revenue Refunds	Refunds	CHAPLIN JR, BEN G	47.04
100-4092000-5999	Revenue Refunds	Refunds	BOSTIC, TIMOTHY C & SUSAN	11.05
100-4092000-5999	Revenue Refunds	Refunds	WILEY JOHN M & CINTHIA M	5.50
100-4092000-5999	Revenue Refunds	Refunds	DALTON, VICKI TREST	27.09
100-4092000-5999	Revenue Refunds	Refunds	RAY, WAYNE D	45.11
100-4092000-5999	Revenue Refunds	Refunds	KEITH, DENNIS E	55.07
100-4092000-5999	Revenue Refunds	Refunds	HELMKE, DEBRA L	115.80

GL Account	LI Acct Description	LI Object Description	Vendor Sort Name	Total
100-4092000-5999	Revenue Refunds	Refunds	M.A. TURNER CONSTRUCTION,	80.00
			Account 4092000 Total:	6,972.54
100-4092750-5230	Utility Expenses - Post 6/30/1	Telecommunications	VIRGINIA INFORMATION TECH	5.23
			Account 4092750 Total:	5.23
100-4094101-0000-00	Enterprise-Wide Software	0000	ZERRILLA, ANTHONY	1,464.83
100-4094101-0000-00	Enterprise-Wide Software	0000	ARNEY, WILLIAM	1,275.84
			Account 4094101 Total:	2,740.67
			Fund 100 Total:	373,104.74
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:	376,159.74

AGENDA ITEM: Consideration of a $15,000 increase in spending for the 2015-16 Recreation Incentive Fund Program.

Administrator's Comments:

The purpose of the County's Recreation Incentive Fund Program is to offer matching funds to non-profit community service groups, individuals, and businesses wishing to make recreation-related capital improvements to County-owned or leased property.

Funds have been allocated for the program in the amount of $20,000 annually since 2009 and have effectively met the need for funding requests each year. However, a policy change in 2014, allowing for projects located within towns to be eligible for funding, has resulted in a second straight year of grant requests exceeding the $20,000 budget.

With each of the County's three incorporated towns having recently taken on projects to enhance their recreation and tourism product, a funding increase is now warranted to assist in meeting the recreation incentive fund program's objectives.

Upon recommendation of the Recreation Advisory Commission, staff respectfully requests the Board of Supervisors to consider an increase of $15,000 in spending for the Recreation Incentive Fund Program; bringing the total FY16 program cost to $35,000. Staff will seek to cover the additional funding without an appropriation at this time and will look first to potential internal budget savings. If those savings are not realized, then staff will request an appropriation at or near fiscal year-end.

Recommendation:

It is recommended that the Board approve additional FY16 spending in the amount of $15,000 for the Recreation Incentive Fund Program.

KDG
11-18-15

AGENDA ITEM: Consideration of a request from the School Board for funding school bus purchases.

Administrator's Comments:

At their November 12, 2015, meeting, the School Board passed a motion to request additional funding from the County for the purchase of four school buses (see attached letter). This request includes three large school buses and one special needs bus. It is estimated that $350,000 is required to purchase these buses and outfit them with necessary equipment, such as tire chains.

The planned source of funds for these buses is the School Capital Reserve Fund. As per the establishment of this Fund in July 2008, fiscal year-end School budget surpluses were to be distributed whereby two-thirds of any surplus would revert back to the Schools and one-third would be retained by the County. Further, the School Reserve Fund consists of two components--two-thirds of any annual School budget surplus would be distributed to a Major Capital Reserve, and one-third to a School Minor Capital Reserve.

The intended use of the Major Reserve Fund is to act as a savings plan for future school construction, building additions, renovations, and architect and engineering fees associated with major projects. The intended use of the Minor Capital Reserve Fund is to enhance and advance School Board capital improvement projects but is not solely limited to CIP projects. Therefore, the purchase of school buses would fit the intended use of the Minor Capital Reserve Fund.

As of this point in time, the School Minor Capital Reserve Fund has a balance of $138,416, while the Major Capital Reserve Fund has a balance of $496,934. The $350,000 school bus funding requirement leaves a shortage of $211,584 for the Minor Reserve Fund; therefore, staff is recommending that $211,584 be transferred from the Undesignated General Fund balance to the School Capital Reserve Fund's Minor Capital Reserve account.

The total amount that was appropriated in June 2015 for FY16 School Capital Reserve Fund was $740,000. With this transfer, total funds in the Reserve Fund would be $846,934 ($635,350 current plus $211,584); therefore, staff recommends that the Board appropriate $106,934 in order to provide authorized spending for all School Capital Reserve Funds available.

Recommendation:

1. Approve the transfer of $211,584 from the Undesignated General Fund balance to the School Capital Reserve Fund for the purpose of adding funding to the Minor Capital Reserve Fund to purchase four school buses, including the required outfitting.

2. Appropriate $106,934 for School Capital Reserve Fund spending.

Attachment

ROC 11-18-15

Botetourt County Public Schools
143 Poor Farm Road
Fincastle, Virginia 24090
Telephone (540) 473-8263
Fax (540) 473-8298

Office of
Division Superintendent

November 19, 2015

Mrs. Kathleen Guzi
Botetourt County Administrator
1 West Main Street, Number 1
Fincastle, VA 24090

Dear Mrs. Guzi:

Please be advised that the Botetourt County School Board, meeting in regular session on Thursday, November 12, 2015, authorized the Division Superintendent to access the Botetourt County Public Schools Capital Reserve Fund (Minor Portion) during the 2015-2016 fiscal year for the purchase of regular and special needs buses as outlined in the 2015-2016 Capital Improvement Plan.

This access is outside of the approved FY16 School Board Budget and falls within the parameters established by both the County and the School Division for such projects. It is anticipated that the amount needed for the purchase of the buses should not exceed the $350,000 range.

I am requesting your concurrence and approval for BCPS to access the Capital Reserve Fund (Minor Portion) for funding this project and subsequently, notifying the Treasurer of Botetourt County.

Your support of this purchase is greatly appreciated which will benefit both students and citizens alike. Please contact me if you need further information in support of this request.

Sincerely,

John S. Busher III
Division Superintendent

Cc: Members of the Botetourt County School Board
Dr. Brian Austin, Director of Administration & Finance

NOV 19 2015

AGENDA ITEM: Consideration of a Library Incentive Fund Project.

Administrator's Comments:

Buchanan Library staff have determined that certain interior renovations to the library would improve both services to patrons and staffs' ability to manage branch operations. The Friends of the Buchanan Library have endorsed the renovations and pledged financial support for the work. A description of the work with a summary of the benefits and costs is attached.

Finance, maintenance, and administration staff have reviewed the proposed work and agree that it would benefit the public and library operations.

While the Friends of the Library have the resources to fully fund the work, staff requests that the Board consider supporting the work from $5,000 included in the current County budget to fund a new library system incentive fund program, similar to the County's successful Recreation Incentive Fund. Policy guidelines for the library incentive fund program have not been developed; library staff will propose guidelines, in consultation with the Library Board, for your consideration at a future meeting.

Despite the lack of formal guidelines at this time, staff believes the work to be worthy of funding and recommends the Board consider up to a 50% cost sharing with the Friends of the Buchanan Library.

Recommendations:

1. Receive a brief overview of the proposed Buchanan Library improvements.

2. Authorize the funding of up to 50% of the actual cost of improvements to the Buchanan Library, not to exceed $1,111, from monies budgeted for library incentive funds.

Attachment

KMG
11-19-15

Request for Matching Funds for Buchanan Library Project
November 6, 2015

Botetourt County Library is requesting matching funds for a project that will remodel some of the spaces at the Buchanan Library. The amount of the matching funds is $1,111 for a project estimated to cost $2,222. Funds for the project will be provided by the Friends of the Buchanan Library. The project would entail swapping the purpose of two existing spaces in the building. The goal is to move the books in the room for the youngest children into a space that is now used by library staff for processing and storing materials. The vacated space would then become the processing room.

One reason for making this change is that the current children's room is located in an area where it is impossible for the library staff to monitor activity. The room is located adjacent to a set of stairs that leads to the basement which could conceivably be a safety hazard. In addition, the room is completely full with little space to add more books. Some teens have also been using the room as a place to hang out where staff cannot see them. Moving the youngest children's books into the current staff room would greatly expand room for shelving and offer much more visibility to staff.

The work required for this project would include the following:

- Move out all furniture and materials in the existing workroom and install shelving in the two closets.
- Paint workroom
- Install a door between the branch librarian's office and the existing children's room
- Enclose public opening to existing children's room with a wall that includes a door
- Move all shelving and books from children's room to existing workroom space
- Move workroom contents to existing children's room space

A contractor by the name of Ed Cronise has been contacted who says he can do the work. His fees for services would be as follows:

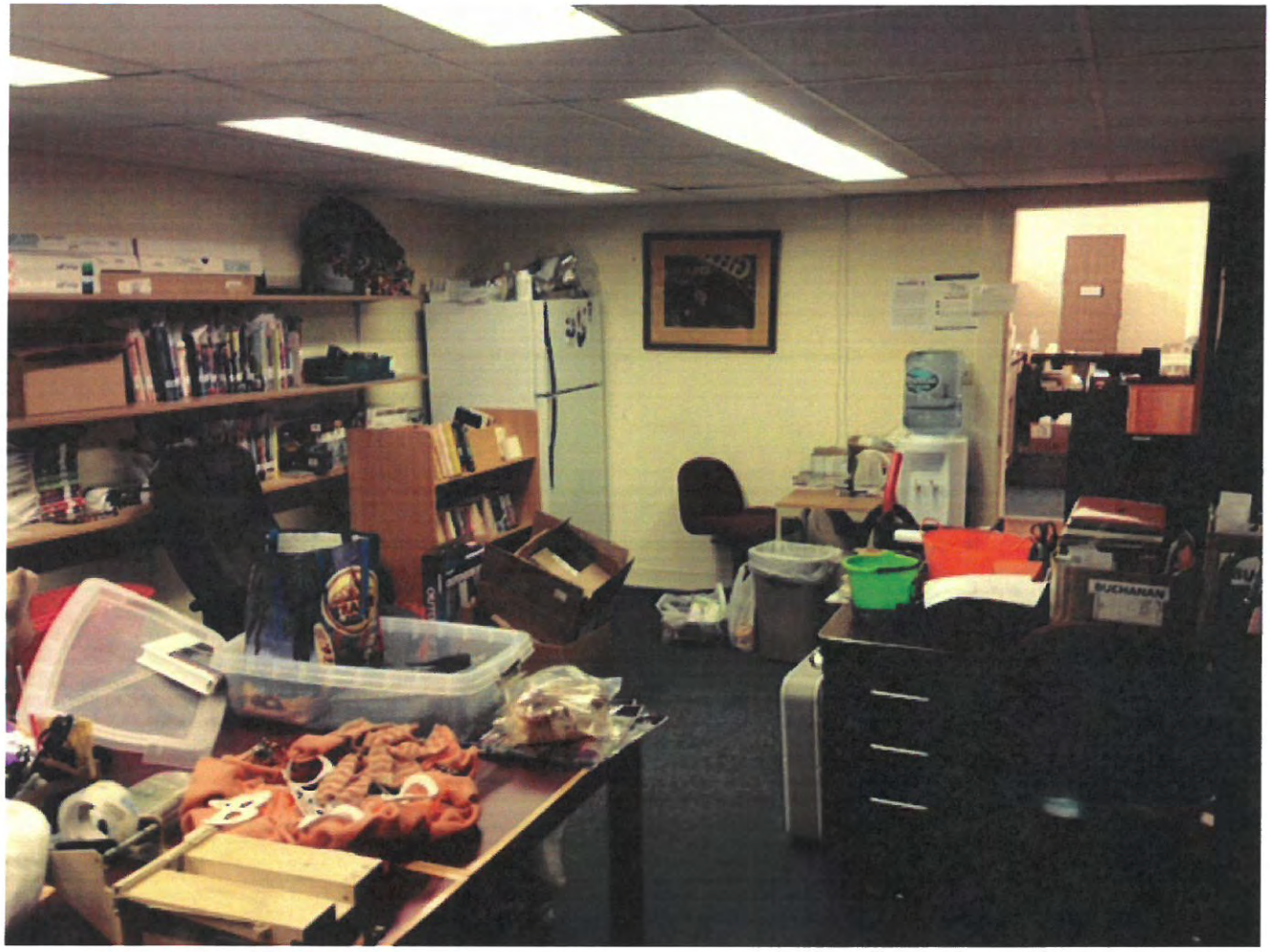
- Install new door in wall between librarian's office and children's room - $510
- Install 24 x 24 window in existing door - $230
- Building new wall with 3068 birch door at children's room - $852
- Install new shelving in librarian's office closet. ¾" plywood with 1" edging - $530
- Paint - $100
- TOTAL estimated Cost - $2,222

If the County should be able to provide matching funds, the amount of $1,111 would represent half the total estimated cost of the project. Friends of the Buchanan Library have said that, if necessary, they will pay all costs as listed above but if matching funds are available the Friends can save money to spend on other projects. In addition, if there are cost overruns they will pay the additional cost. The library does ask if County maintenance staff could paint the existing workroom area to make it look fresh for its new purpose. Also, the library would like for maintenance staff to assist in moving the furniture, books and other materials if possible.

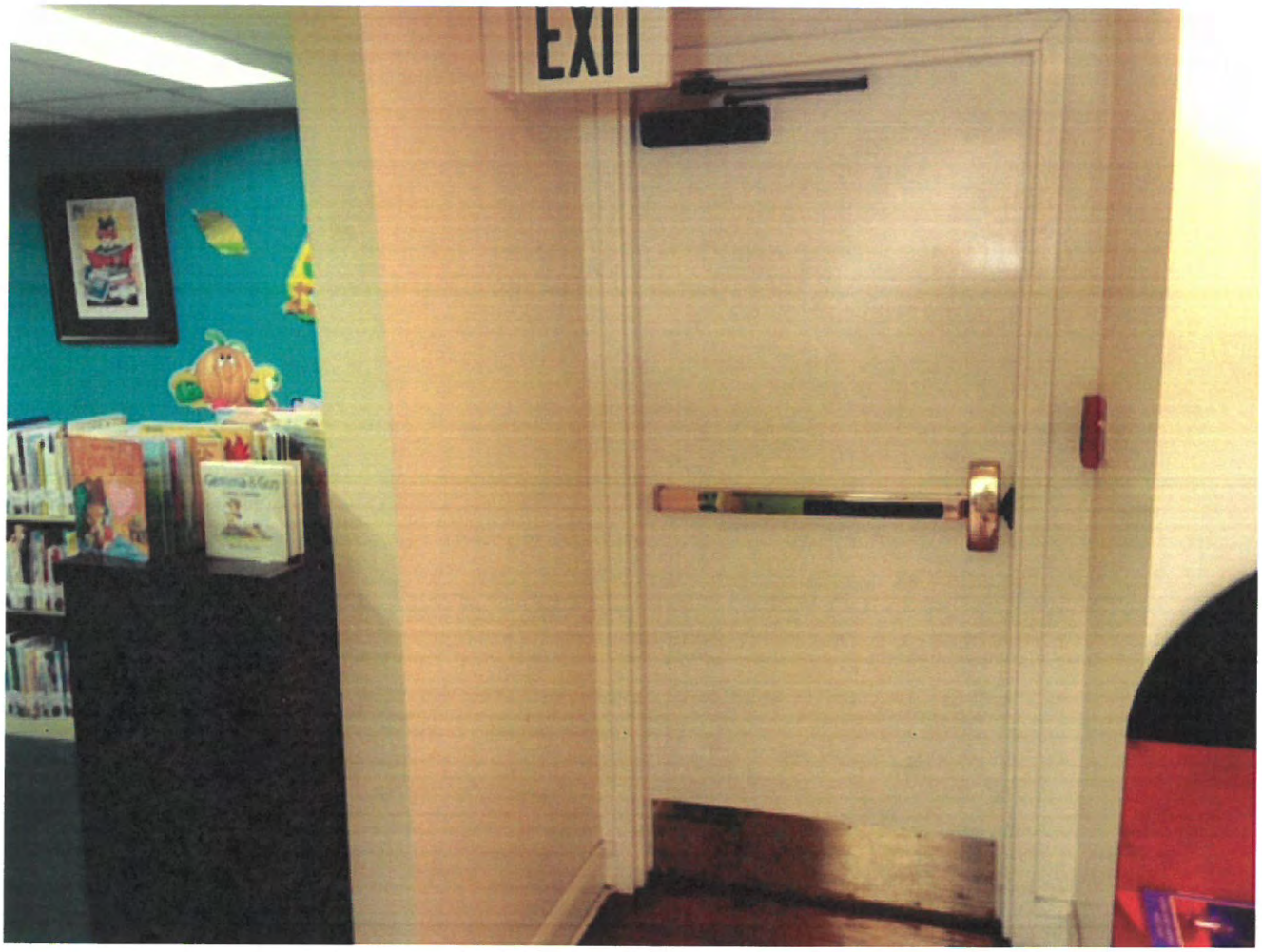
The timetable for the project hinges on the times available to the contractor and other personnel. Moving the material out of the existing workroom can be done in a day. Much of it can be temporarily moved into the library's meeting room. Installing new shelves in the closets can also be done in a day. Painting the workroom should not take more than a day or two. The time required to install the new door and the wall in the existing children's room are unknown but should not take more than a couple of days. Moving the children's books and shelving into the existing workroom can be done in a day. Access to the children's room will need to be shut down for at least 1-2 days. Some of the books in the existing children's room can be put on book carts and rolled into the library for availability while work is in progress. As much work as possible will be carried out on weekends or times when the library is closed. Moving materials around between the two rooms in question plus the meeting room should not affect library access to patrons for very long although there may be periods of a few hours where material will be transported. Some volunteer help can be offered to help move the project forward. Hopefully the whole project can be completed in week to ten days.

Wall in existing children's room in which door will be installed to connect with office

Opening to existing children's room that will be enclosed and have a door installed



Existing staff work space that will be converted to children's room. Library's circulation desk is just outside the doorway. This room will be painted.



Door to library basement that is adjacent to current children's room. Moving the children's room to a different location would help keep children away from this door.

AGENDA ITEM: Consideration of Request for Proposals (RFP) for consultant engineering services for review of potential utility-scale wind energy applications.

Administrator's Comments:

The Department of Community Development initiated a Request for Proposals (RFP) (IFB# 15-22189) from qualified civil engineering, utility engineering, and land use planning services for the purpose of reviewing applications for Special Exception Permits (SEP) to construct utility-scale wind energy systems.

The RFP was issued on October 8, 2015, with proposals due October 21, 2015. Three firms responded: Antares Group, Inc.; Pillar, Inc.; and WES Engineering, Inc. A staff committee consisting of Nicole Pendleton, Amanda McGee, Susan Tincher, and David Moorman reviewed the proposals and interviewed all three firms and determined Antares Group, Incorporated, to be the most qualified. A summary of the staff team's evaluation of proposals is attached.

Antares Group, which has an office in Harrisonburg, Virginia, is a consulting and project development firm focused on renewable energy and efficiency technologies including electricity, heat, and alternative fuels. Their experience includes assisting clients with assessing, demonstrating, and implementing a variety of renewable energy and energy efficiency projects and programs..

In summary, the scope of work to be performed includes:

TASK 1 – SEP Technical Review: Review SEP and issue Preliminary Report to the County advising whether the materials provided in the application are accurate, complete, and provide sufficient information within the meaning of Botetourt County Code Section 25-446 Wind Energy Systems.

TASK 2 – SEP Approval and Conditions Recommendations: Review Preliminary Report with the County's staff, identify additional issues that require investigation, and issue a final Technical Review Report and a Findings Letter recommending whether the project should be approved.

TASK 3 – Staff Administrative and Management Support: Additional project management support for any wind energy project development review effort as required by the County.

Antares has indicated that its work under Tasks 1 and 2 above will be completed within 45 days of the start of work upon receiving application materials from the County.

All fees associated with the review of a SEP for utility scale wind energy projects will be paid by the applicant. Based on the fee schedule supplied by Antares Group, the estimated cost to the applicant would likely range between $11,000 and $23,000, plus

travel and materials. The actual cost will be determined by the work actually required of Antares, which will be determined by the completeness and quality of a SEP application.

Recommendation:

Direct staff to negotiate and, subject to review and approval of the County Attorney, authorize the County Administrator to execute a one-year contract with Antares Group Incorporated, to provide consultant engineering services for review of potential utility-scale wind energy applications, with the option for up to two one-year renewals.

Attachment

RDG
11-18-15

Group Scoring/Averages

RFP#15-22189
Wind Energy Consultant
PROPOSAL EVALUATIONS/RANKINGS
RECEIPT OF OFFERS CLOSED Wednesday October 21, 2015 2:00 pm

		Antares Group		Pillar Engineers		WES Engineering					
Criteria	Evaluation %	1 - 100 Point Rating		1 - 100 Point Rating		1 - 100 Point Rating		1 - 100 Point Rating		1 - 100 Point Rating	
A*	20%	95	19.00	58.75	11.75	65	13.00		0.00		0.00
B*	20%	76.25	15.25	62.5	12.50	71.25	14.25		0.00		0.00
C*	10%	86.25	8.63	30	3.00	42.5	4.25		0.00		0.00
D*	10%	70	7.00	27.5	2.75	70	7.00		0.00		0.00
E*	10%	90	9.00	27.5	2.75	45	4.50		0.00		0.00
F*	20%	92.5	18.50	52.5	10.50	58.75	11.75		0.00		0.00
G*	10%	82.5	8.25	17.5	1.75	42.5	4.25		0.00		0.00
TOTAL	100%		85.63		45.00		59.00		0.00		0.00

A) The ability, capacity, skill, reputation and experience of the firm and assigned personnel to provide the services required and in a manner consistent with all applicable laws and regulations and with established and generally accepted best practices.

B) The ability of the firm and all assigned personnel to demonstrate independence and the absence of any actual or potential conflict of interest with any company, business or individual engaged in the design, construction, operation or decommissioning of commercial wind energy production facilities or equipment systems or structures component thereto.

C) Experience of the firm and assigned personnel working together on similar projects with special emphasis on experience in Virginia.

D) Demonstrated capacity to meet time schedules.

E) References pertaining to similar projects in which proposer has provided like requirements within the last three years including contact person, telephone number, and services provided.

F) Overall strength of proposal submitted by firm in specifically understanding and addressing the County's needs and objectives as expressed in the RFP.

G) Any other relevant information offered or discovered during the evaluation process.

NOTE: Insert "Evaluation %" amounts based on weighted average of the importance of each evaluation factor to total 100%, thus giving each provider

AGENDA ITEM: Consideration of request to seek General Assembly authorization for the County to have the option to increase the Transient Occupancy Tax.

Administrator's Comments:

In recent years, Botetourt County has sought to actively increase its tourism and marketing activities in order to promote the County as a destination for outdoor recreational activities, agritourism, sports, and historical and cultural activities. One of the tools used to bolster these efforts has been the revenue from levying a transient occupancy tax.

§58.1-3819 of the Code of Virginia provides counties with the authority to levy a transient occupancy tax on hotels, motels, boarding houses, travel campgrounds, and other facilities offering guest rooms rented out for continuous occupancy for fewer than 30 consecutive days. Under this section, a county shall not exceed a tax of two percent of the charge for occupancy; however, Botetourt County is currently authorized to levy a transient occupancy tax not to exceed five percent. Any excess over two percent shall be designated for tourism related activities. The General Assembly, as evidenced by additional legislation, has established a precedent of authorizing counties an additional increase in the transient occupancy tax, provided that the revenue from such an increase is dedicated to a specific tourism-related activity or amenity.

Based on past and anticipated future investments in tourism-related activities, the County is requesting that the General Assembly allow the County to increase its transient occupancy tax rate from five percent to seven percent. The revenues generated from the increase above the standard rate of two percent will be dedicated to tourism and tourism-related activities. These additional revenues will allow the County to continue its robust tourism programming, enhance its sports marketing efforts, and develop its visitor amenities that will make Botetourt a destination for the region. Furthermore, the increased revenues will support the work of the Roanoke Valley Convention and Visitors Bureau to promote the region as an overnight tourist destination.

Recommendation:

1. Adopt the attached resolution requesting the General Assembly to give Botetourt County the authority to increase the transient occupancy tax an additional two percent, pending a determination of need by the Board of Supervisors.

KOB
11-19-15

Attachment

RESOLUTION
REQUEST FOR AN INCREASE IN THE TRANSIENT OCCUPANCY TAX RATE

WHEREAS, the Botetourt County Board of Supervisors is committed to promoting tourism and tourism-related activities and amenities in the County, including visitor services, sports and recreational marketing, enhanced lodging opportunities, outdoor recreational activities, agritourism, and historical and cultural resources; and,

WHEREAS, the General Assembly has authorized counties, generally, to levy a transient occupancy tax of two percent; and,

WHEREAS, the General Assembly has previously authorized Botetourt County to levy an additional transient occupancy tax of three percent, provided that those additional revenues be directed toward tourism and tourism-related activities; and,

WHEREAS, the General Assembly, from time to time, upon request, has authorized counties to levy an additional transient occupancy tax dedicated to specific purposes or amenities that will promote and enhance tourism and travel in a given county or region; and,

WHEREAS, Botetourt County seeks to use the additional revenues from a raised transient occupancy tax rate in order to increase its funding for tourism programming, sports marketing, and the destination marketing efforts of the Roanoke Valley Convention and Visitors Bureau; and,

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County Board of Supervisors requests that the General Assembly authorize the County to levy a transient occupancy tax of a rate not to exceed seven percent, provided that any additional revenues generated by the increase above the standard rate of two percent are dedicated to tourism and tourism-related activities, specifically tourism programming, sports marketing, and the destination marketing efforts of the Roanoke Valley Convention and Visitors Bureau.

AGENDA ITEM: Consideration of request to advertise for a public hearing on a proposed ordinance granting a non-exclusive franchise to Comcast to own, operate, and maintain a cable television system in the County.

Administrator's Comments:

Since 1980, Botetourt County has had an ordinance permitting it to negotiate cable television franchise agreements within the framework of State and federal law. A franchise permits a cable TV operator to use public easements and rights-of-way for its network in return for taking on certain quality-of-service requirements, service-area requirements, and paying a franchise fee to the locality. Comcast has had a non-exclusive cable TV franchise in Botetourt County for over 20 years and, in that time, they have built out a system in parts of the County. Comcast has requested that the cable TV franchise be readopted for a further 20-year term.

In accordance with provisions of State and federal law, the franchise agreement as negotiated would be very similar to the existing franchise. The major change is that the franchise fee would increase from 3% to 5% of gross revenues of the franchisee.

Recommendation:

Authorize staff to advertise this franchise agreement for a public hearing and full consideration at the December 17 regular meeting.

KOG
11-18-15

ORDINANCE NUMBER_____

At the regular meeting of the Botetourt County Board of Supervisors held on _____, 2014, in Rooms 226, 227 and 228 in the Greenfield Education and Training Center in Daleville, Virginia

AN ORDINANCE GRANTING A NON-EXCLUSIVE FRANCHISE TO COMCAST OF CONNECTICUT/GEORGIA/MASSACHUSETTS/ NEW HAMPSHIRE/NEW YORK/NORTH CAROLINA/VIRGINIA/ VERMONT, LLC, TO OWN, OPERATE, AND MAINTAIN A CABLE TELEVISION SYSTEM IN BOTETOURT COUNTY, VIRGINIA, SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF FRANCHISE; AND PROVIDING FOR THE REGULATION AND USE OF SAID SYSTEM.

WHEREAS, on October 17, 1995, Botetourt County granted a cable television franchise ("Tele Media Franchise") to Tele Media Corporation pursuant to the Cable TV Franchise Ordinance, also known as the Botetourt Cable Television Ordinance; and

WHEREAS, Comcast of Connecticut/Georgia/Massachusetts/New Hampshire /New York/North Carolina/Virginia/Vermont, LLC ("Franchisee"), acquired the Tele Media Franchise and currently provides cable television services within Botetourt County, Virginia; and

WHEREAS, Franchisee requested that Botetourt County ("Franchise Authority") negotiate a Franchise Agreement with the Franchisee to replace the Tele Media Franchise in accordance with applicable law; and

WHEREAS, Franchisee has represented that it will comply with the terms and conditions of the renegotiated cable franchise agreement as set forth herein as Exhibit A ("Franchise") and comply with the requirements of the Franchise Authority and applicable law; and

WHEREAS, pursuant to sections 7-52(e) and 7-71 of the Botetourt County Code and 47 U.S.C. § 546(h), the public was provided adequate notice of the proposed renewal of the Franchise and an opportunity to comment; and

WHEREAS, the Franchise Authority believes that it is in the best interest of the community to approve the Franchise to be granted to the Franchisee according to the terms and conditions set forth in Exhibit A:

NOW, THEREFORE, BE IT ORDAINED BY THE BOTETOURT COUNTY BOARD OF SUPERVISORS THAT the County Administrator is authorized to execute the Cable Franchise Agreement between Comcast of Connecticut/Georgia/Massachusetts/New Hampshire/New York/North Carolina/Virginia/Vermont, LLC and Botetourt County, Virginia, attached hereto as Exhibit A subject to final approval as to form by the County Attorney, and upon acceptance thereof by Franchisee, such Agreement shall supersede the Tele Media Franchise and be binding on both parties according to its terms.

This Ordinance shall be effective immediately.

DRAFT

EXHIBIT A

CABLE TELEVISION FRANCHISE AGREEMENT

This Franchise Agreement (the "Agreement" or "Franchise Agreement") is made between the Botetourt County, a political subdivision of the Commonwealth of Virginia ("County" or "Franchising Authority") and Comcast of Connecticut/ Georgia/Massachusetts/ New Hampshire/New York/North Carolina/Virginia/Vermont, LLC ("Grantee").

The County, having given the public an opportunity to be heard and determining that the financial, legal, and technical ability of the Grantee is reasonably sufficient to provide the services, facilities, and equipment necessary to meet the future cable-related needs of the community, desires to enter into this Franchise Agreement with the Grantee for the construction, operation, and maintenance of a Cable System on the terms and conditions set forth herein.

SECTION 1 - Definition of Terms

For the purpose of this Franchise Agreement, capitalized terms, phrases, words, and abbreviations shall have the meanings ascribed to them in the Code of Botetourt County, Virginia, Chapter 7, Article I, Division 1, § 7-1, Code of Virginia, Title 15.2, Article 1.2, § 15.2-2108.19, and the Cable Communications Policy Act of 1984, as amended from time to time, 47 U.S.C. §§ 521 et seq. (the "Cable Act"), unless otherwise defined herein.

1.7 "Customer" or "Subscriber" means a Person or user of the Cable System who lawfully receives Cable Service therefrom with the Grantee's express permission.

1.8 "Effective Date" means the date on which this Ordinance Cable Franchise Agreement, with any necessary executed signatures, is enacted into law.

1.9 "FCC" means the Federal Communications Commission or successor governmental entity thereto.

1.12 "Franchise Agreement" or "Agreement" shall mean this Ordinance Cable Franchise Agreement and any amendments or modifications hereto.

1.13 "Franchise Area" means the present legal boundaries of the County as of the Effective Date, and shall also include any additions thereto, by annexation or other legal means.

1.15 "Grantee" shall mean Comcast of Connecticut/Georgia/Massachusetts/ New Hampshire/New York/North Carolina/Virginia/Vermont, LLC.

1.16 "Ordinance" includes a resolution.

1.17 "Person" means any natural person or any association, firm, partnership, joint venture, corporation, or other legally recognized entity, whether for-profit or not-for profit, but shall not mean the Franchising Authority.

1.18 "Public Way" shall mean the surface of, and the space above and below, any public street, highway, freeway, bridge, land path, alley, court, boulevard, sidewalk, way, lane, public way, drive, circle or other public right-of-way, including, but not limited to, public utility easements, dedicated utility strips, or easements dedicated for compatible uses and any temporary or permanent fixtures or improvements located thereon now or hereafter held by the Franchising Authority in the Franchise Area, which shall entitle the Franchising Authority and the Grantee to the use thereof for the purpose of installing, operating, repairing, and maintaining the Cable System. Public Way shall also mean any easement now or hereafter held by the Franchising Authority within the Franchise Area for the purpose of public travel, or for utility or public service use dedicated for compatible uses, and shall include other easements or rights-of-way as shall within their proper use and meaning entitle the Franchising Authority and the Grantee to the use thereof for the purposes of installing, operating, and maintaining the Grantee's Cable System over poles, wires, cables, conductors, ducts, conduits, vaults, manholes, amplifiers, appliances, attachments, and other property as may be ordinarily necessary and pertinent to the Cable System.

1.20 "Transfer" means any transaction in which (i) an ownership or other interest in the Grantee is transferred, directly or indirectly, from one Person or group of Persons to another Person or group of Persons, so that majority control of the Grantee is transferred; or (ii) the rights and obligations held by the Grantee under the Franchise granted under this Franchise Agreement are transferred or assigned to another Person or group of Persons. However, notwithstanding clauses (i) and (ii) of the preceding sentence, a transfer of the Franchise shall not include (a) transfer of an ownership or other interest in the Grantee to the parent of the Grantee or to another Affiliate of the Grantee; (b) transfer of an interest in the Franchise granted under this Franchise Agreement or the rights held by the Grantee under the Franchise granted under this Franchise Agreement to the parent of the Grantee or to another Affiliate of the Grantee; (c) any action that is the result of a merger of the parent of the Grantee; (d) any action that is the result of a merger of another Affiliate of the Grantee; or (e) a transfer in trust, by mortgage, or by assignment of any rights, title, or interest of the Grantee in the Franchise or the System used to provide Cable Service in order to secure indebtedness.

SECTION 2 - Grant of Authority

2.1 The Franchising Authority hereby grants to the Grantee pursuant to Article I of Chapter 7 of the Botetourt County Code, applicable provisions of the Code of Virginia, and the Cable Act, a nonexclusive Franchise authorizing the Grantee to construct and operate a Cable System in the Public Ways within the Franchise Area, and for that purpose to erect, install, construct, repair, replace, reconstruct, maintain, or retain in any Public Way such poles, wires, cables, conductors, ducts, conduits, vaults, manholes, pedestals, amplifiers, appliances, attachments, and other related property or equipment as may be necessary or appurtenant to the Cable System and to provide such services over the Cable System as may be lawfully allowed.

2.2 Term of Franchise. The term of the Franchise granted hereunder shall be 15 years, commencing upon the Effective Date of the Franchise, unless the Franchise is renewed or is lawfully terminated in accordance with the terms of this Franchise Agreement and the Code of Virginia and the Cable Act.

2.3 Renewal. Any renewal of this Franchise shall be governed by and comply with Article I, Chapter 7 of the Botetourt County Code, as amended, the provisions of Article 1.2 of the Code of Virginia, as amended, and Section 626 of the Cable Act, as amended.

2.4 Reservation of Authority. Nothing in this Franchise Agreement shall be construed as a waiver of any codes or ordinances of general applicability promulgated by the Franchising Authority.

2.5 Competitive Equity.

2.5.1 The Grantee acknowledges and agrees that the Franchising Authority reserves the right to grant one or more additional franchises to provide Cable Service within the Franchise Area; provided, however, that no such franchise agreement shall contain terms or conditions more favorable or less burdensome to the competitive entity than the material terms and conditions herein. If any such additional or competitive franchise is granted by the Franchising Authority which, in the reasonable opinion of the Grantee, contains more favorable or less burdensome terms or conditions than this Franchise Agreement, the Franchising Authority agrees that it shall amend this Franchise Agreement to include any more favorable or less burdensome terms or conditions.

2.5.2 In the event an application for a new cable television franchise is filed with the Franchising Authority proposing to serve the Franchising Area, in whole or in part, the Franchising Authority shall provide upon request a copy of such application to the Grantee by registered or certified mail, via nationally recognized overnight courier service to any location in the United States, or by electronic means as specified in the request.

2.5.3 In the event that a multi-channel video programming distributor ("MVPD") provides service to the residents of the County under a federal franchise that is unavailable to the Grantee, the Grantee shall have a right to request amendments to this Franchise Agreement that relieve the Grantee of regulatory burdens that create a competitive disadvantage to the Grantee. In requesting amendments, the Grantee shall file a petition seeking to amend the Franchise Agreement. Such petition shall: (1) indicate the presence of a competitor that has a federal franchise; (2) identify the basis for Grantee's belief that certain provisions of the Franchise Agreement place Grantee at a competitive disadvantage; and (3) identify the regulatory burdens to be amended or repealed in order to eliminate the competitive disadvantage. The Franchising Authority shall not unreasonably withhold consent to the Grantee's petition.

2.6 Franchise Fee

2.6.1 The parties acknowledge that as of the Effective Date of this Agreement, the county is prohibited by state law from imposing a Franchise Fee, as described in 47 U.S.C.

§ 542, as long as cable services are subject to the Virginia Communications Sales and Use Tax (§ 58.1-645 *et seq.*, the "Communications Sales and Use Tax").

2.6.2 Grantee shall comply with the provisions of the Communications Sales and Use Tax in its current form and as it may be amended.

2.6.3 If at any time during the Term of this Agreement state law allows the imposition of a Franchise Fee on cable operators in Virginia, the county may, to the extent allowable under applicable law, upon 60 days' written notice, or as otherwise provided by law, require Grantee to pay to the county, five percent of the annual Gross Subscriber Revenues received by the Grantee for video services rendered within the county for the prior year. At the time of payment, the Grantee shall furnish the Franchising Authority with a report showing the Grantee's annual Gross Subscriber Revenues for video services within the Franchise Area during the preceding year. The annual payment for the preceding calendar year will be made to the Franchising Authority by the _____ day of _____.

SECTION 3 – Construction and Maintenance of the Cable System

3.1 Permits and General Obligations. The Grantee shall be responsible for obtaining, at its own cost and expense, all generally applicable permits, licenses, or other forms of approval or authorization necessary to construct, operate, maintain or repair the Cable System, or any part thereof, prior to the commencement of any such activity. Construction, installation, and maintenance of the Cable System shall be performed in a safe, thorough, and reliable manner using materials of good and durable quality. All transmission and distribution structures, poles, other lines, and equipment installed by the Grantee for use in the Cable System in accordance with the terms and conditions of this Franchise Agreement shall be located so as to minimize the interference with the proper use of the Public Ways and the rights and reasonable convenience of property owners who own property that adjoins any such Public Way.

3.2 Conditions of Street Occupancy.

3.2.1 New Grades or Lines. If the grades or lines of any Public Way within the Franchise Area are lawfully changed at any time during the term of this Franchise Agreement, then the Grantee shall, upon reasonable advance written notice from the Franchising Authority (which shall not be less than 10 business days) and at its own cost and expense, protect or promptly alter or relocate the Cable System, or any part thereof, so as to conform with any such new grades or lines. If public funds are available to any other user of the Public Way for the purpose of defraying the cost of any of the foregoing, the Franchising Authority shall notify the Grantee of the availability of such funding and make such funds available to the Grantee.

3.2.2 Relocation at request of Third Party. The Grantee shall, upon reasonable prior written request of any Person holding a permit issued by the Franchising Authority to move any structure, temporarily move its wires to permit the moving of such structure; provided (i) the Grantee may impose a reasonable charge on any Person for the movement of its wires, and such charge may be required to be paid in advance of the movement of its wires;

and (ii) the Grantee is given not less than 10 business days advance written notice to arrange for such temporary relocation.

3.2.3 Restoration of Public Ways. If in connection with the construction, operation, maintenance, or repair of the Cable System, the Grantee disturbs, alters, or damages any Public Way, the Grantee agrees that it shall at its own cost and expense replace and restore any such Public Way to a condition reasonably comparable to the condition of the Public Way existing immediately prior to the disturbance.

3.2.4 Safety Requirements. The Grantee shall, at its own cost and expense, undertake all necessary and appropriate efforts to maintain its work sites in a safe manner in order to prevent failures and accidents that may cause damage, injuries or nuisances. All work undertaken on the Cable System shall be performed in substantial accordance with applicable FCC or other federal, state, and local regulations. The Cable System shall not unreasonably endanger or interfere with the safety of Persons or property in the Franchise Area.

3.2.5 Trimming of Trees and Shrubbery. The Grantee shall have the authority to trim trees or other natural growth overhanging any of its Cable System in the Franchise Area so as to prevent contact with the Grantee's wires, cables, or other equipment. All such trimming shall be done at the Grantee's sole cost and expense. The Grantee shall be responsible for any damage caused by such trimming.

3.2.6 Aerial and Underground Construction. At the time of Cable System construction, if all of the transmission and distribution facilities of all of the respective public or municipal utilities in any area of the Franchise Area are underground, the Grantee shall place its Cable System's transmission and distribution facilities underground; provided that such underground locations are actually capable of accommodating the Grantee's cable and other equipment without technical degradation of the Cable System's signal quality. In any region(s) of the Franchise Area where the transmission or distribution facilities of the respective public or municipal utilities are both aerial and underground, the Grantee shall have the discretion to construct, operate, and maintain all of its transmission and distribution facilities, or any part thereof, aerially or underground. Nothing in this Section shall be construed to require the Grantee to construct, operate, or maintain underground any ground-mounted appurtenances such as customer taps, line extenders, system passive devices, amplifiers, power supplies, pedestals, or other related equipment.

3.2.7. Undergrounding and Beautification Projects. In the event all users of the Public Way relocate aerial facilities underground as part of an undergrounding or neighborhood beautification project, Grantee shall participate in the planning for relocation of its aerial facilities contemporaneously with other utilities. Grantee's relocation costs shall be included in any computation of necessary project funding by the municipality or private parties. Grantee shall be entitled to reimbursement of its relocation costs from public or private funds raised for the project and made available to other users of the Public Way.

SECTION 4 - Service Obligations

4.1 General Service Obligation.

4.1.1 The Grantee shall make Cable Service available to every residential dwelling unit within the Franchise Area where the minimum density is at least 30 dwelling units per mile and is within one mile as measured in strand footage from the nearest point on the Cable System trunk or feeder line from which a usable cable signal can be obtained. For purposes of this section, a home shall be counted as a "dwelling unit" if, and only if, such home is within 400 feet of the public right of way. Subject to the density requirement, Grantee shall offer Cable Service to all new homes or previously unserved homes located within 125 feet of the Grantee's distribution cable at the standard installation rate. Should, through new construction, an area within the Franchise Area meet the density requirements, Grantee shall provide Cable Service to such area within one year after it confirms that the density requirements have been met, whether by notice from the Franchising Authority that one or more residents has requested service or otherwise.

4.1.2 The Grantee may elect to provide Cable Service to areas not meeting the above density and distance standards. The Grantee may impose an additional charge in excess of its regular installation charge for any service installation requiring a drop in or line extension in excess of the above standards. Such additional charge shall be paid by the developer or landowner or customer requesting Cable Service in an area that does not meet the density and distance standards.

4.2 New Developments. Upon request of the Grantee, the Franchising Authority shall provide the Grantee with information concerning the issuance of building or development permits for planned developments within the Franchise Area requiring undergrounding of cable facilities. The Franchising Authority agrees to require the developer, as a condition of issuing the permit, to give the Grantee access to open trenches for deployment of cable facilities and at least 10 business days' written notice of the date of availability of open trenches. Developer shall be responsible for the digging and backfilling of all trenches.

4.3 Programming. The Grantee shall offer to all Customers a diversity of video programming services.

4.4 No Discrimination. The Grantee shall not discriminate or permit discrimination between or among any Persons in the availability of Cable Services or other services provided in connection with the Cable System in the Franchise Area. It shall be the right of all Persons to receive all available services provided on the Cable System so long as such Person's financial or other obligations to the Grantee are satisfied; provided, however, that the Grantee may deny service for good cause, including but not limited to theft of Grantee's services, vandalism of its property, or abuse or harassment of its representatives. Nothing contained herein shall prohibit the Franchisee from offering bulk discounts, promotional discounts, package discounts, or other such pricing strategies as part of its business practice. Grantee shall assure that access to cable services is not denied to any group of potential residential cable subscribers because of the income of the residents of the local area in which such group resides.

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SECTION 5 - Public, Educational and Governmental Access Channels

5.1 Grantee shall designate capacity for one channel for public, educational and/or governmental access video programming. Programming for the public, educational and governmental ("PEG") access channel shall be provided by the Franchising Authority or its designee, such as a public access organization or educational institution. Use of a channel position for PEG access shall be provided on the most basic tier of service offered by Grantee in accordance with the Cable Act, Section 611, and Article 1.2 of the Code of Virginia, and as further set forth below. "Channel position" means a number designation on the Grantee's channel lineup regardless of the transmission format (analog or digital). Grantee does not relinquish its ownership of or ultimate right of control over a channel by designating it for PEG use. A PEG access user — whether an individual, educational or governmental user — acquires no property or other interest by virtue of the use of a channel so designated, and may not rely on the continued use of a particular channel number, no matter how long the same channel may have been designated for such use. Grantee shall not exercise editorial control over any public, educational, or governmental use of a channel position, except Grantee may refuse to transmit any public access program or portion of a public access program that contains obscenity, indecency, or nudity. The Franchising Authority shall be responsible for developing, implementing, interpreting and enforcing rules for PEG Access Channel use.

5.2 Public Access. A "Public Access Channel" is a channel position designated for noncommercial use by the public on a first-come, first-served, nondiscriminatory basis. A Public Access Channel may not be used to cablecast programs for profit, or for nonpolitical or commercial fundraising in any fashion.

5.3 Educational Access. An "Educational Access Channel" is a channel position designated for noncommercial use by educational institutions such as public or private schools (but not "home schools"), community colleges, and universities.

5.4 Government Access. A "Governmental Access Channel" is a channel position designated for noncommercial use by the Franchising Authority for the purpose of showing the public local government at work.

5.5 Indemnification. To the extent permitted by law, the Franchising Authority shall indemnify Grantee for any liability, loss, or damage it may suffer due to Franchising Authority's violation of the intellectual property rights of third parties or arising out of the content of programming shown on any PEG channel and from claims arising out of the Franchising Authority's rules for or administration of access.

SECTION 6 - Customer Service Standards; Customer Bills; and Privacy Protection

6.1 Customer Service Standards. The Franchising Authority hereby adopts the customer service standards set forth in 47 C.F.R. § 76.309, as amended, and any FCC policies promulgated pursuant thereto. The Grantee shall comply in all respects with the customer service requirements established by the FCC.

6.2 Customer Bills. Customer bills shall be designed in such a way as to present the information contained therein clearly and comprehensibly to Customers, and in a way that (i) is not misleading and (ii) does not omit material information. Notwithstanding anything to the contrary in Section 6.1, above, the Grantee may, in its sole discretion, consolidate costs on Customer bills as may otherwise be permitted by Section 622(c) of the Cable Act (47 U.S.C. §542(c)).

6.3 Privacy Protection. The Grantee shall comply with all applicable federal and state privacy laws, including Section 631 of the Cable Act and regulations adopted pursuant thereto.

SECTION 7 - Oversight and Regulation by Franchising Authority

7.1 Oversight of Franchise. In accordance with applicable law, the Franchising Authority shall have the right to oversee, regulate and, on reasonable prior written notice and in the presence of Grantee's employee, periodically inspect the construction, operation and maintenance of the Cable System in the Franchise Area, and all parts thereof, as necessary to monitor Grantee's compliance with the provisions of this Franchise Agreement.

7.2 Technical Standards. The Grantee shall comply with all applicable technical standards of the FCC as published in subpart K of 47 C.F.R. Part 76. To the extent those standards are altered, modified, or amended during the term of this Franchise, the Grantee shall comply with such altered, modified or amended standards within a reasonable period after such standards become effective. The Franchising Authority shall have, upon written request, the right to obtain a copy of tests and records required to be performed pursuant to the FCC's rules.

7.3 Maintenance of Books, Records, and Files.

7.3.1 Books and Records. Throughout the term of this Franchise Agreement, the Grantee agrees that the Franchising Authority, upon reasonable prior written notice to the Grantee, may review such of the Grantee's books and records regarding the operation of the Cable System and the provision of Cable Service in the Franchise Area which are reasonably necessary to monitor Grantee's compliance with the provisions of this Franchise Agreement at the Grantee's business office, during normal business hours, and without unreasonably interfering with Grantee's business operations. Such books and records shall include any records required to be kept in a public file by the Grantee pursuant to the rules and regulations of the FCC. All such documents pertaining to financial matters that may be the subject of an inspection by the Franchising Authority shall be retained by the Grantee for a minimum period of three years.

7.3.2 File for Public Inspection. Throughout the term of this Franchise Agreement, the Grantee shall maintain at its business office, in a file available for public inspection during normal business hours, those documents required pursuant to the FCC's rules and regulations.

7.3.3 Proprietary Information. Notwithstanding anything to the contrary set forth in this Section, the Grantee shall not be required to disclose information which it reasonably deems to be proprietary or confidential in nature. The Franchising Authority agrees to treat any information disclosed by the Grantee as confidential and only to disclose it to those employees, representatives, and agents of the Franchising Authority that have a need to know in order to enforce this Franchise Agreement and who agree to maintain the confidentiality of all such information. The Grantee shall not be required to provide Customer information in violation of Section 631 of the Cable Act (47 U.S.C. § 551) or any other applicable federal or state privacy law. For purposes of this Section, the terms "proprietary or confidential" include, but are not limited to, information relating to the Cable System design, customer lists, marketing plans, financial information unrelated to the calculation of franchise fees or rates pursuant to FCC rules, or other information that is reasonably determined by the Grantee to competitively sensitive. In the event that the Franchising Authority receives a request under a state "sunshine," public records or similar law for the disclosure of information the Grantee has designated as confidential, trade secret or proprietary, the Franchising Authority shall notify Grantee of such request and cooperate with Grantee in opposing such request.

SECTION 8 — Transfer or Change of Control of Cable System or Franchise

8.1 No transfer of this Franchise shall occur without the prior written consent of the Franchising Authority, which consent shall not be unreasonably withheld, delayed or conditioned. No transfer shall be made to a Person, group of Persons or Affiliate that is not legally, technically and financially qualified to operate the Cable System and satisfy the obligations hereunder.

SECTION 9 - Insurance and Indemnity

9.1 Insurance. Throughout the term of this Franchise Agreement, the Grantee shall, at its own cost and expense, maintain Comprehensive General Liability Insurance and provide the Franchising Authority certificates of insurance designating the Franchising Authority and its officers, boards, commissions, councils, elected officials, agents and employees as additional insureds and demonstrating that the Grantee has obtained the insurance required in this Section. Such policy or policies shall be in the minimum amount of: a) Five Million Dollars ($5,000,000.00) for bodily injury or death to any one person, and Ten Million Dollars ($10,000,000.00) for bodily injury or death of any two or more persons resulting from one occurrence; b) Five Million Dollars ($5,000,000.00) for property damage, including damage to the county's property, resulting from any one accident; c) Five Million Dollars ($5,000,000,00) for all other types of liability resulting from any one occurrence; d) automobile liability insurance with a limit of Five Million Dollars ($5,000,000.00) for each person and Five Million Dollars ($5,000,000.00) for each accident for property damage with respect to owned and non-owned automobiles for the operation of which the Grantee is responsible; and e) coverage for copyright infringement. Such policy or policies shall be non-cancelable except upon 30 days' prior written notice to the Franchising Authority. The Grantee shall provide workers' compensation coverage in accordance with applicable law. The Grantee shall indemnify and hold harmless the Franchising Authority from any workers compensation claims to which the Grantee may become subject during the term of this Franchise Agreement.

9.2 Indemnification. The Grantee shall indemnify, defend and hold harmless the Franchising Authority, its officers, employees, and agents from and against any liability or claims resulting from property damage or bodily injury (including accidental death) that result from the Grantee's construction, operation, maintenance or removal of the Cable System, including, but not limited to, reasonable attorneys' fees and costs, provided that the Franchising Authority shall give the Grantee written notice of its obligation to indemnify and defend the Franchising Authority within ten (10) business days of receipt of a claim or action pursuant to this Section. If the Franchising Authority determines that it is necessary for it to employ separate counsel, the costs for such separate counsel shall be the responsibility of the Franchising

SECTION 10 - System Description and Service

10.1 System Capacity. During the term of this Agreement the Grantee's Cable System shall be capable of providing a minimum of 80 channels of video programming with satisfactory reception available to its customers in the Franchise Area.

10.2 Service to School and Government Buildings. Upon receipt of a written request by an authorized representative of the Franchising Authority, the Grantee shall provide free basic tier Cable Service and free installation and necessary receiving equipment at one outlet to each public school, fire station, police station, library and other local building used for government purposes located in the Franchise Area within 125 feet of the Grantee's distribution cable. The excess cost for extending service to buildings not within 125 feet of the Grantee's distribution cable shall be paid by the entity requesting service.

SECTION 11 - Enforcement of Franchise

11.1 Performance Bond. The Grantee shall obtain and maintain during the entire term of the Franchise, and any renewal or extensions thereof, a performance bond from a financial institution licensed to do business in Virginia in the amount of fifty thousand dollars ($50,000), to ensure the Grantee's faithful performance of its obligations hereunder.

11.2 Non-compliance procedures. Should the Franchising Authority believe that the Grantee has not complied with any of the provisions of this Franchise Agreement, it shall: (i) informally discuss the matter with the Grantee and (ii) notify the Grantee in writing of the exact nature of the alleged noncompliance if the discussions described in the foregoing clause (i) do not lead to resolution of the alleged noncompliance. The Grantee shall have 15 days from receipt of this written notice to: (a) respond to the Franchising Authority, if the Grantee contests, in whole or in part, the assertion of noncompliance; (b) cure such default; or (c) in the event that, by the nature of default, such default cannot be cured within the 15-day period, initiate reasonable steps to remedy such default and notify the Franchising Authority of the steps being taken and the projected date that they will be completed. The Franchising Authority shall schedule a public hearing in the event that the Grantee fails to respond to the written notice pursuant to these procedures or in the event that the alleged default is not remedied within 30 days of the date projected above if the Franchising Authority intends to continue its investigation into the default. The Franchising Authority shall provide the Grantee at least30 business days prior written notice of such hearing, which will specify the time, place, and purpose.

11.3 Technical Violation. The Franchising Authority agrees that it is not its intention to subject the Grantee to penalties, fines, forfeitures or revocation of the Franchise for so-called "technical" breach(es) or violation(s) of the Franchise, which shall include, but not be limited, to the following:

11.3.1 in instances or for matters where a violation or a breach of the Franchise by the Grantee was good faith error that resulted in no or minimal negative impact on the Customers within the Franchise Area; or

11.3.2 where there existed circumstances reasonably beyond the control of the Grantee and which precipitated a violation by the Grantee of the Franchise, or which were deemed to have prevented the Grantee from complying with a term or condition of the Franchise.

SECTION 12 - Miscellaneous Provisions

12.1 Force Majeure. The Grantee shall not be held in default under, or in noncompliance with, the provisions of the Franchise, nor suffer any enforcement or penalty relating to noncompliance or default (including termination, cancellation or revocation of the Franchise), where such noncompliance or alleged defaults occurred or were caused by events which constitute a Force Majeure, as defined in the Agreement.

12.2 Notice. All notices shall be in writing and shall be sufficiently given and served upon the other party by hand delivery, first class mail, registered or certified, return receipt requested, postage prepaid, or by reputable overnight courier service and addressed as follows:

To the Franchising Authority:

Botetourt County
1 West Main Street, #1
Fincastle, VA 24090
Attn: County Administrator

To the Grantee:

Comcast of Connecticut/Georgia/Massachusetts/New Hampshire/New York/North Carolina/Virginia/Vermont, LLC
21 S. Bruffey Street
Salem, VA 24153
Attn: Government Affairs Department

With copies to:

Comcast Cable
1301 McCormick Dr., 4th Floor
Largo, MD 20774
Attn.: Government Affairs Department

And to:

Comcast Cable Northeast Division
676 Island Pond Rd.
Manchester, NH 03109
Attention: Government Affairs Department

12.3 Entire Agreement. This Franchise Agreement, including all Exhibits, embodies the entire understanding and agreement of the Franchising Authority and the Grantee with respect to the subject matter hereof and supersedes all prior understandings, agreements and communications, whether written or oral. All ordinances or parts of ordinances that are in conflict with or otherwise impose obligations different from the provisions of this Franchise Agreement are superseded by this Franchise Agreement.

12.4 Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Franchise Agreement is, for any reason, declared invalid, in whole or in part, by any court, agency, commission, legislative body, or other authority of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent portion. Such declaration shall not affect the validity of the remaining portions hereof, which other portions shall continue in full force and effect.

12.5 Governing Law. This Franchise Agreement shall be deemed to be executed in the Commonwealth of Virginia, and shall be governed in all respects, including validity, interpretation and effect, and construed in accordance with, the laws of the Commonwealth of Virginia, as applicable to contracts entered into and performed entirely within the Commonwealth.

12.6 Modification. No provision of this Franchise Agreement shall be amended or otherwise modified, in whole or in part, except by an instrument, in writing, duly executed by the Franchising Authority and the Grantee, which amendment shall be authorized on behalf of the Franchising Authority through the adoption of an appropriate resolution or order by the Franchising Authority, as required by applicable law.

12.7 No Third-Party Beneficiaries. Nothing in this Franchise Agreement is or was intended to confer third-party beneficiary status on any member of the public to enforce the terms of this Franchise Agreement.

12.8 No Waiver of Rights. Nothing in this Franchise Agreement shall be construed as a waiver of any rights, substantive or procedural, Grantee may have under federal or state law unless such waiver is expressly stated herein.

IN WITNESS WHEREOF, this Franchise Agreement has been executed by the duly authorized representatives of the parties as set forth below, as of the date set forth below:

DRAFT

Attest:

Botetourt County

_____

By: _____
Name: _____
Title: _____
Date: _____

Approved as to form:

_____
Michael W. S. Lockaby, County Attorney

Attest:

Comcast of Connecticut/Georgia/Massachusetts/ New Hampshire/New York/North Carolina/Virginia/Vermont, LLC

_____

By: _____
Name: _____
Title: _____
Date: _____

DRAFT

AGENDA ITEM: Consideration of request to advertise for a public hearing on proposed amendments to Chapter 21 Subdivisions and Chapter 25 Zoning of the Botetourt County Code.

Administrator's Comments:

This is a request to refer changes to the Subdivision Ordinance and the Site Plan and Board of Zoning Appeals procedural sections of the Zoning Ordinance to advertisement for public hearing before the Board of Supervisors in December.

The processes for acceptance and approval of subdivision plats and site plans are identical under the State Code. In its 2015 session, the General Assembly made changes to the State Code provisions relating to subdivision plats and site plans. When staff and the County Attorney began analyzing how to update the County Code to comply with these changes, they also identified other small process changes that needed to be brought into compliance with the State Code.

The process for preliminary plats and final plats and site plans is standardized. Formerly, the Botetourt County Code required a preliminary plat for all subdivisions. The General Assembly prohibited this for subdivisions of less than 50 lots. Some years ago, the General Assembly also established a standardized timeline process for preliminary and final plats and site plans (there are details that differ, but the big picture is the same):

- **10 Days:** Review application for completeness and what County departments or outside agencies might need to review the plat or site plan; this is called the "checklist."
- **45 Days:** If review by a particular County department or outside agency (e.g., VDOT, VDH, WVWA) is necessary, that agency has 45 days to complete review.
- **60 Days:** If no agency review is necessary, the application must be approved or disapproved within 60 days total.
- **35 Days:** If the application requires agency review, it must be approved or disapproved within 35 days of completion of all agency reviews.
- **90 Days:** Maximum length of review if agency review is required.

Currently, total review time for plats and site plans is, on average, 30 to 40 days. Simple plats and plans are faster; more complex ones slower. This is well below the limits set by statute or ordinance, but the time limits are set to be minimums that must be complied with.

Regarding the BZA-related amendments, the General Assembly made changes earlier this year to the State Code relating to boards of zoning appeals. These changes were designed to make small but substantive changes to how variances are handled, as well as to clarify procedural issues and how Community Development staff and applicants interact with the BZA when specific applications are under consideration.

Because Virginia is a Dillon Rule state where localities may only do those things that the General Assembly has specifically authorized them to do, or that are necessarily implied from such grants, we must bring our ordinances into compliance with State law.

Both the BZA and Planning Commission have discussed the amendments in work session and are generally comfortable with the changes. A draft copy of these proposed amendments is attached for your information.

Recommendation:

Authorize staff to advertise for public hearing at the December 17 regular meeting on proposed amendments to Chapter 21 Subdivisions and Chapter 25 Zoning of the Botetourt County Code to bring these ordinances into compliance with the Code of Virginia.

Attachments

RDS
11-19-15

AN ORDINANCE AMENDING AND REENACTING CERTAIN PORTIONS OF BOTETOURT COUNTY CODE CHAPTER 21—SUBDIVISIONS

ARTICLE IV. APPROVAL OF PLATS.

...

Division 1. In General.

...

Sec. 21-66. Preliminary sketch & preapplication meeting.

~~The~~ 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.

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 of more than 50 lots. For any subdivision of 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)~~10 ~~working~~ days to determine whether it ~~is in substantial conformance with the requirements of this chapter~~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 official 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)~~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 10 calendar days after the official date of submission of a preliminary plat, ~~T~~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)~~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 to 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,~~official date of submission for timeline purposes.

~~(c)~~(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 60 days after the official date of submission.

~~(1)~~(2) The agent shall act on the proposed preliminary plat ~~within ninety (90) days of official acceptance~~not later than 35 days after receiving all agency comments, or 90 days 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 ~~by certified mail,~~ in writing 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 is no appeal to the circuit court is pending.~~

~~(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 reinitiate 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 effect as of the date of 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.~~

(3) When the subdivision agent approves ~~the~~a ~~preliminary~~final subdivision plat for all or a portion of the property, the underlying preliminary plat shall remain valid for a period of five years from the date of approval of the latest-recorded final subdivision plat for the property. ~~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.~~

~~(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.~~

~~*Final plat.*~~

Sec. 21-67.1. Final plat.

~~*When required.* No property may be subdivided, except by judicial order, except following application for and approval of a final subdivision plat.~~

~~(a)~~ ~~*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.~~

~~(b)~~(a) ~~Subsequent to approval of the preliminary plat, a~~An 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 plat~~s~~ 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.~~ 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." ~~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 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.

~~(c)~~(b) *Review and action.*

(1) ~~Within~~ If the agent determines that no agency review of a plat is necessary, then within ~~sixty (~~60~~)~~ days after the ~~filing date~~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.

(2) If the agent determines that agency review will be necessary, then within 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 45 days, unless otherwise provided by law. Following receipt of all agency comments, the agent shall act upon the plat within 35 days.

(3) 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.

~~(2)~~(4) Upon resubmission of a disapproved final plat, the agent shall make a determination within 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 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.~~

~~(3) 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.~~

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

~~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.~~

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

When the boundary line~~s 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 may impact the suitability of any lot for individual on-site sewage disposal, the agent may require evidence of either ~~health department~~Virginia Department of Health 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.

~~. 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 BLAboundary line adjustment.~~

~~(3)~~(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.

~~(4)~~(3) The agent shall take action to approve or deny any BLA plat filed hereunder within ~~twenty (20~~60~~)~~ ~~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.~~

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~~ 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.

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.

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.

Division 2. Preliminary Plat Requirementss.

Sec. 21-81. General requirements.

All preliminary plats shall provide all of the facts necessary to show compliance with ~~these~~ this ~~subdivision regulations~~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.

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, 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.

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

~~( ) A preliminary plat accepted for review and accompanied by the correct fee shall be deemed officially submitted to the county.~~

~~( ) 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.~~

~~( ) 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.~~

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.~~

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.~~

(a) Once a preliminary subdivision plat is approved, it shall be valid for a period of five years, provided the subdivider (i) submits a final subdivision plat for all or a portion of the property within one 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.

(b) The agent may grant one six-month extension of the time period to file a final subdivision plat under subsection (a) upon request of the subdivider filed at least 10 days prior to expiration of the one-year period of validity.

~~(a)~~(c) However, no sooner than three years following such preliminary subdivision plat approval, and upon 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.

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.

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~~circuit court, 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.

Division 3. Final Plat Requirementss.

...

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

~~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.~~

Sec. 21-103. Content of final plat.

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 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 agent shall have the authority to waive certain submittal requirements for plats if the agent determines, upon written justification from 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. Unless a waiver is approved as provided for above, ~~T~~the final plat will clearly show the following information:

(1) If no preliminary plat is submitted, all applications for final plat approval shall include or be accompanied by the information required by Sec. 21-82

~~(1)~~(2) Name of the subdivision, county and state.

~~(2)~~(3) Name of owner(s), name, and address of the licensed professional engineer or surveyor who prepared the plat.

~~(3)~~(4) The numerical section number if the plat includes only a portion of a larger tract.

~~(4)~~(5) Date of preparation of the plat and dates of any revisions.

~~(5)~~(6) General vicinity map showing the location of the parcel to be subdivided and its relationship to surrounding roads.

~~(6)~~(7) 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.

~~(7)~~(8) Numerical lot and block numbers.

~~(8)~~(9) Street names, as approved by the Botetourt County E-911 Coordinator.

~~(9)~~(10) Total area within the final plat, to nearest one-one thousandth of an acre.

~~(10)~~(11) Setback and yard requirements.

~~(11)~~(12) All survey monuments, lot corners, block markers and benchmarks, together with their description.

~~(12)~~(13) 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.

~~(13)~~(14) 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.

~~(14)~~(15) A land-disturbing permit for the subdivision in accordance with chapter 10 of the Code.

~~(15)~~(16) A certificate signed by the highway engineer that all proposed public streets or roads within the subdivision meet department of transportation standards.

~~(16)~~(17) Any deed covenants which may affect the type or location of structures, use of properties, or access to public rights-of-way.

~~(17)~~(18) 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)~~(19) 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.

~~(19)~~(20) 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 V.A.C. § 10-20-370) as amended. All ~~single~~ 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.

~~(20)~~(21) 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.

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 compli~~i~~ed 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)~~(2) Provide area for subdivision agent, ~~and health department~~Virginia Department of Health, and, if applicable, Virginia Department of Health, Virginia Department of Transportation and Western Virginia Water Authority approval.

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 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 year after final approval or to such time as may be specified in any valid surety or performance agreement.

~~(a)~~(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.

SITE PLAN ORDINANCE TIMELINE REVISIONS

Section 25-573. Site plan ~~review—~~when required.

(a) ~~*Policy.*~~*Purpose.* Due to the unique rural nature of the county and the proximity of the Roanoke Urban Area, certain review measures are necessary to ensure and encourage the most appropriate development and wise use of land in harmony with the neighborhood, local environment and public infrastructure. Therefore, a site plan shall be required in certain use districts and for certain uses in which the scale and type of development requires local review and concern.

(b) *Site plan required.* No person shall commence any use or erect any structure, including additions to existing structures, parking areas or other required site plan features, without first obtaining the approval of a site plan by the zoning administrator as set forth in this article, and no use shall be carried on, no structure erected or enlarged and no other improvement or construction undertaken except as shown upon an approved site plan.

A site plan shall be required for the following uses in the enumerated districts unless waived by the zoning administrator if the type, scale and/or location of the proposed development does not necessitate such plans:

(1) Duplexes, multi-family dwellings, town houses and mobile home subdivisions and mobile home parks R-1, R-2, R-3

(2) All uses . . . . PUD, TND

(3) All uses . . . . M-1, M-2, M-3, PIP, RAM

(4) All uses . . . . SC

(5) All uses . . . . B-1, B-2, B-3, POP

(6) For all special exceptions.

(c) *Exemptions.* The following are exempt from having to file a site plan:

(1) The lawful construction, alteration and occupancy of a single or two-family dwelling or mobile home, with or without a garage.

~~(1)~~(2) Any lawful use, alteration or construction for agricultural or residential uses in district A-1, RR and district FC. Churches and schools in these districts shall file a site plan in accordance with this chapter.

Exemption from the site plan requirements does not authorize violation of any other provision of this chapter.

Sec. 25-573.1. What site plan to show.

(a) *Site plan requirements.* Every site plan shall be submitted to the zoning administrator in accordance with the applicable standards and regulations for site plans. In all respects, the site plan shall comply with all provisions of this chapter and other provisions of law.

~~(b) *Review and approval.* Upon receipt of any site plan, the zoning administrator shall review it in accordance with the applicable procedures, standards and regulations for site plans in section 25-473(d).~~

~~(c)~~(b) *Form and content.*

(1) Every site plan shall be submitted to the zoning administrator in three ~~(3)~~ identical copies on one ~~(1)~~ or more sheets of paper measuring not more than ~~twenty-four~~ ~~(~~24~~)~~ by ~~thirty-six (~~36~~)~~ inches, drawn to a scale not smaller than ~~forty (~~40~~)~~ feet to the inch, unless an alternative scale is approved by the zoning administrator. Site plans required by the county shall be prepared by a professional engineer, architect, landscape architect or land surveyor who is registered by the Commonwealth of Virginia and is conducting their practice in accordance with Code of Virginia § 54.1-400 et seq., as amended. This requirement may be waived by the zoning administrator if the type, scale and/or location of the proposed development does not necessitate such plans. The site plan shall show the following:

a. The boundary lines of the area included in the site plan, including angles, dimensions and reference to a point in a recorded plat, an arrow pointing north, a scale bar and the lot area of the land included in the site plan.

b. Existing and proposed grades and drainage systems and structures with topographic contours at intervals not exceeding two ~~(2)~~ feet.

c. The shape, size, location, height and floor area of all structures and the finished ground and basement floor grades.

d. Natural features, such as woodlots, streams and lakes or ponds, and man-made features, such as existing roads and structures, with indication as to which are to be retained and which removed or altered. Adjacent properties and their uses shall be identified.

e. Proposed streets, driveways, parking spaces, loading spaces and sidewalks, with indication of direction of travel for one-way streets and drives and inside radii of all curves. The width of streets, driveways and sidewalks and the total number of parking spaces shall be shown.

f. The size and location of all existing and proposed public and private utilities and required landscaping, including terraces, plants, fences, retaining walls, conceptual outdoor lighting and recycling facilities as required or otherwise provided for in the zoning ordinance.

g. A vicinity sketch showing the location of the site in relation to the surrounding street system.

h. A legal description of land included in the site plan and of the lot and the name, address and telephone and facsimile number and a mailing address of the owner, developer and designer.

i. A description of any and all proffered conditions as they apply to the project including any uses that may be excluded by such proffers.

j. Any other information necessary to establish compliances with this chapter and other ordinances or the availability of adequate utility capacity.

(2) All site plans should contain the following features:

a. Parking patterns to be utilized (angular or perpendicular).

b. Avoidance of conflict between customer traffic and truck service traffic.

c. Circulation within the site area to avoid customer automobiles entering public streets, should they shift parking spaces while shopping at the center.

d. Arrangements of store locations to create areas of compatible merchandise, for distribution of their pulling power, tenant mix and for eliminating poor store locations and difficult parking situations.

e. Attractive areas for pedestrian access.

Sec. 25-573.2. Process for approval of site plan.

(a) *Completeness.* An applicant for a site plan shall submit copies of the site plan and other documents as required herein to the zoning administrator for review. The zoning administrator shall determine within 10 days if the site plan and documents comply with the minimum submission requirements of this chapter. If deemed to be complete, the site plan 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 zoning administrator in writing and returned with the documents and site plan to the applicant. Acceptance of the application for processing shall not be deemed a determination that the site plan meets the requirements for approval.

(b) *Review ~~procedures; appeals~~and action*. ~~Upon receipt of any site plan, the zoning administrator shall review it to determine whether it is in proper form, contains all of the required information, shows compliance with this chapter and all other ordinances of the county and demonstrates the adequacy of utility service. Upon demand by the proposer of the site plan, the zoning administrator shall, within twenty (20) days, approve it in writing or deny approval in writing, setting forth in detail his reasons, which shall be limited to any defect in form or required information, any violation of any provision of this chapter or any other ordinance, or the inadequacy of any utility, and any changes which would make the plan acceptable. The proposer may appeal any denial to the board of zoning appeals.~~

(1) If the zoning administrator determines that no agency review of a site plan is necessary, then within 60 days after the official date of submission of the site plan, the zoning administrator shall act on the application. If the zoning administrator approves the application, approval shall be evidenced by the zoning administrator's signature on the final ~~plat~~site plan, thereby indicating that the site

plan is in conformance with the requirements and provisions of this chapter, and that all construction plans and profiles are designed in accordance with all county public facility regulations and requirements.

(2) If the zoning administrator determines that agency review will be necessary, then within 10 days after the official date of submission of the site plan, the zoning administrator shall forward copies of the site plan to all review agencies. Such review agencies shall complete their review and forward comments to the agent within 45 days, unless otherwise provided by law. Following receipt of all agency comments, the zoning administrator shall act upon the site plan within 35 days.

(3) If all requirements and conditions of this chapter are not met, the zoning administrator shall not approve the site plan. 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.

~~(1)~~(4) Upon resubmission of a disapproved final plat, the zoning administrator shall make a determination within 10 days of resubmission of whether the changes are directed to remedying the deficiencies that resulted in rejection or are substantive amendments to the site plan. If the changes are directed to remedying the deficiencies that resulted in rejection, then the zoning administrator shall act within 45 days of the official date of submission of the revised site plan. If the changes are substantive amendments to the site plan, the plan shall be processed as a new original site plan application.

(c) *Revisions to, or deviation from, approved plan.* After a site plan has been approved by the zoning administrator, minor adjustments of the site plan, which comply with the spirit of this article and other provisions of this chapter and which better serve the overall purposes of this section, may be approved by the zoning administrator. Deviation from an approved site plan without the written approval of the zoning administrator shall void the plan and the zoning administrator shall require the applicant to resubmit a new site plan for consideration. Any major revision of an approved site plan shall be made in the same manner as originally approved.

Sec. 25-573.3. Process for approval of site plans subject to the Middle Class Tax Relief and Job Creation Act of 2012.

(a) *When applicable*. This section applies to all site plan applications to which Section 6409 of the Middle Class Tax Relief and Job Creation Act of 2012 (47 U.S.C. § 1455 and 47 C.F.R. § 1.40001, as amended) is applicable and shall supersede any conflicting requirements of this chapter. Site plans shall be required for all uses to which this section is applicable. Notwithstanding any other requirement of this chapter, no special exception shall be required for applications to which this section is applicable.

(b) *Lawful nonconformities*. Any site plan filed pursuant to this process shall not be treated as an expansion of a nonconforming use in violation of this chapter so long as such use was lawfully established.

(c) *Application requirements*. The application requirements for any application under this section shall be the same as for any other site plan. The zoning administrator shall, within 30 days of submission of an application, determine whether such application is complete for reviewing. Supplemental submissions shall be reviewed for completeness within 10 days of receipt. Such determination of completeness shall not be construed to mean that any application complies with all requirements of this chapter. The date on which a complete application is submitted shall be construed to be the official date of submission.

(d) *Timeframe for review*. The zoning administrator shall approve or disapprove a site plan application under this section within 60 days from the official date of submission.

(e) *Deemed complete*. Upon the applicant giving written notice to the zoning administrator that the 60-day time period has elapsed without action of the zoning administrator, the site plan shall be deemed granted. Notwithstanding the deemed approval of any proposed site plan, any deficiency that would, if left uncorrected, violate local, state, or federal law, regulations, or mandatory engineering and safety requirements, shall not be deemed as having been approved by the zoning administrator.

REVISIONS TO BOTETOURT COUNTY BOARD OF ZONING APPEALS PROCEDURES TO COMPLY WITH 2013–15 STATE CODE AMENDMENTS

DIVISION 2. BOARD OF ZONING APPEALS

Sec. 25-531. Jurisdiction and ~~Purpose~~purpose.

Sec. 25-532. Authority and establishment.

Sec. 25-533. Membership.

Sec. 25-534. Officers.

Sec. 25-535. Meetings and hearings.

Sec. 25-536. ~~Powers and duties.~~(Reserved.)

Sec. 25-537. Records.

Sec. 25-538. Periodic reports.

Sec. 25-539. Limitation.

~~Sec. 25-540. Decisions subject to judicial review.~~

Secs. 25-~~541~~540—25-550. Reserved.

Sec. 25-531. Jurisdiction and ~~Purpose~~purpose.

The board of zoning appeals shall hear and decide:

(a) Appeals from any order, requirement, decision or determination made by the zoning administrator or ~~an~~ other administrative officer in the administration or enforcement of this chapter~~.~~, except ;

(b) ~~upon a~~Appeals or original applications in specific cases~~,~~ for ~~such~~ a variance ~~from the terms of this chapter as will not be contrary to the public interest, when, owing to special conditions, a literal enforcement of the provisions of this chapter will result in unnecessary hardship~~as defined in section 25-601~~; provided, that the spirit of this chapter shall be observed and substantial justice done~~.

~~(a)~~(c) Applications for interpretation of the district map where there is any uncertainty as to the location of a district boundary.

(Legislative History: Res. of 1-1-02, § 5-201)

(Statutory Reference: Va. Code § 15.2-2309.)

[Reviser's Note: Subsection (b) is moved and amended from § 25-551(a) and amended in accordance with 2015 Va. Acts c. 597.]

Sec. 25-532. Authority and establishment.

The board of zoning appeals shall adopt such rules and regulations as it may consider necessary for the orderly conduct of its business.

(Legislative History: Res. of 1-1-02, § 5-202)

Sec. 25-533. Membership.

The board of zoning appeals shall consist of five ~~(5)~~ residents of the county appointed by the circuit court.

The term of office of members of the board of zoning appeals shall be five ~~(5)~~ years, except that original appointments shall be made for such terms that the term of one ~~(1)~~ member shall expire each year. ~~One~~ Members of the board of zoning appeals shall hold no other public office in the county, except that one ~~(1)~~ of the appointed members may be a~~n active~~ member of the planning commission.

Appointments to fill vacancies occurring on the board of zoning appeals otherwise than by expiration of term shall, in all cases, be for the remainder of the unexpired term.

Any member of the board of zoning appeals may be removed, for malfeasance, misfeasance or nonfeasance in office, or for other just cause, by the circuit court, after a hearing held after at least ~~fifteen (~~15~~)~~ days' notice.

Any member of the board of zoning appeals shall be disqualified to act upon a matter before the board with respect to property in which the member has an interest, in accordance with section ~~2.1-610~~2.2-3112 of the Code of Virginia.

(Legislative History: Res. of 1-1-02, § 5-203)

(Statutory Reference: Va. Code § 15.2-2308.)

[Reviser's Note: The Virginia Conflicts of Interests Act was recodified from Title 2.1 to Title 2.2 in 2001 without making substantive changes to the former § 2.1-610, which was renumbered as § 2.2-3112. The remaining changes are included for stylistic purposes.]

Sec. 25-534. Officers.

The board of zoning appeals shall choose annually ~~its own~~from among its members a chairman and, and in his absence,~~,~~ an acting chairman~~in his absence, an acting chairman~~.

The ~~zoning administrator may serve as secretary to the~~ board of zoning appeals shall choose annually a secretary who is either one of its members or a qualified individual who is not a member of the board~~, without vote~~. A secretary who is not a member of the board shall not be entitled to vote on matters before the board. ~~He~~ The secretary shall prepare minutes of meetings, keep all records and conduct official correspondence of the board. ~~In the absence of the zoning administrator at any meeting, the board shall appoint some other person, who may or may not be a member of the board, to prepare the minutes thereof.~~

(Legislative History: Res. of 1-1-02, § 5-204)

(Statutory Reference: Va. Code § 15.2-2308.)

[Reviser's Note: The provisions of newly-enacted Va. Code § 2.2-3708.1 prohibiting ex parte contacts between staff and the BZA make it inadvisable to have the zoning administrator be the secretary. Perhaps another person, such as Laura Goad, would be more appropriate.]

Sec. 25-535. Meetings and hearings.

Meetings and hearings of the board of zoning appeals shall be held at the call of the chairman or, in the event of his absence or disqualification, the acting chairman, or at the request of any two ~~(2)~~ members, provided notice thereof has been mailed to each member of the board of zoning appeals at least seven ~~(7)~~ days before the time set or that a waiver of notice is obtained from each member. Three ~~(3)~~ members shall constitute a quorum for the transaction of any official business.

The chairman, or in the event of his absence or disqualification, the acting chairman may administer oaths and compel the attendance of witnesses at meetings of the board of zoning appeals.

(**Legislative History:** Res. of 1-1-02, § 5-205)

(**Statutory Reference:** Va. Code § 15.2-2312.)

[**Reviser's Note:** These changes are chiefly stylistic.]

~~**Sec. 25-536. Powers and duties.**~~

~~The board of zoning appeals shall have the following powers and duties:~~

~~(1) To authorize such variance from the terms of the ordinance as will not be contrary to the public interest when, owing to special conditions a literal enforcement of the ordinance will result in unnecessary hardship. In authorizing such variances, the board shall be guided by § 15.2-2309(2) of the Code of Virginia, and all other applicable law.~~

~~(2) To hear and decide appeals from the decision of the zoning administrator, or from the decision of any other administrative officer relating to the enforcement or administration of this chapter.~~

~~(3) To hear and decide applications for interpretation of the district map where there is any uncertainty as to the location of a district boundary. The board shall not have the power to change substantially the locations of district boundaries as established by ordinance.~~

~~(Res. of 1-1-02, § 5-206)~~

[**Reviser's Note:** This section is redundant.]

Sec. 25-537. Records.

The board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact. It shall keep full records of its examinations and other official actions, all of which shall be immediately filed in the office of the zoning administrator and shall be a public record.

(**Legislative History:** Res. of 1-1-02, § 5-207)

(**Statutory Reference:** Va. Code §§ 2.2-3707, 15.2-2312.)

Sec. 25-538. Periodic reports.

The board shall submit a report of its activities to the board of supervisors at least once each year.

(Legislative History: Res. of 1-1-02, § 5-208)

Sec. 25-539. Limitation.

All provisions of this chapter relating to the BZA shall be strictly construed. The BZA, as a body of limited jurisdiction, shall act in full conformity with all provisions and definitions in this chapter and the Code of Virginia and in strict compliance with all limitations contained therein.

(Legislative History: Res. of 1-1-02, § 5-209)

~~**Sec. 25-540. Decisions subject to judicial review.**~~

~~All decisions and findings of the BZA shall be final decisions, and shall, in all decisions and findings of the instances, be subject to judicial review in the following manner:~~

~~(1) Any person or persons jointly or severally aggrieved by any decision of the board of zoning appeals, or any taxpayer or any officer, department, board or bureau of the county, may present to the Circuit Court of Botetourt County a petition specifying the grounds on which aggrieved within thirty (30) days after the filing of the decision in the office of the BZA.~~

~~(2) Upon the presentation of such petition, the court shall allow a writ of certiorari to review the decision of the BZA and shall prescribe therein the time within which a return thereto must be made and served upon the petitioner's attorney, which shall not be less than ten (10) days and may be extended by the court. The allowance of the writ shall not stay proceedings upon the decision appealed from, but the court may, on application, on notice to the BZA and on due cause shown, grant a restraining order.~~

~~(3) The BZA shall not be required to return the original papers acted upon by it but it shall be sufficient to return certified or sworn copies thereof or of such portions thereof as may be called for by such writ. The return shall concisely set forth such other facts as may be pertinent and material to show the grounds of the decision appealed from and shall be verified.~~

~~(4) If, upon the hearing, it shall appear to the court that testimony is necessary for the proper disposition of the matter, it may take evidence or appoint a commissioner to take such evidence as it may direct and report the same to the court with the commissioner's findings of fact and conclusions of law, which shall constitute a part of the proceedings upon which a determination of the court shall be made. The court may reverse or affirm, wholly or partly, or may modify the decision brought up for review.~~

~~(5) Costs shall not be allowed against the BZA, unless it shall appear to the court that the BZA acted in bad faith or with malice in making the decision appealed from. In the event the decision of the BZA is affirmed and the court finds that the appeal was frivolous, the court may order the person or persons who requested the issuance of the writ of certiorari to pay the costs incurred in making a return of the record pursuant to the writ of certiorari.~~

~~(Res. of 1-1-02, § 5-210)~~

Secs. 25-~~541~~540—25-550. Reserved.

DIVISION 3. PROCEDURES BEFORE THE BOARD OF ZONING APPEALS

Sec. 25-551. Variance procedures.

Sec. 25-552. Appeals of administrative officers.

Sec. 25-553. Ex parte communications and proceedings.

Sec. 25-554. Judicial review; writ of certiorari.

Secs. 25-~~553~~555—25-560. Reserved.

Sec. 25-551. Variance procedure.

(a) ~~Jurisdiction and authority. The board of zoning appeals may authorize, upon appeal in specific cases, such variance from the terms of this chapter as will not be contrary to the public interest, when, owing to special conditions, a literal enforcement of the provisions of this chapter will result in unnecessary hardship; provided, that the spirit of this chapter shall be observed and substantial justice done.~~ *Who may apply; procedure.* Any property owner, tenant, government official, department, board, or bureau may apply for a variance. Such application shall be made to the zoning administrator in accordance with rules adopted by the board of zoning appeals, including therewith satisfactory evidence that any delinquent real estate taxes owed to the county which have been properly assessed against the subject property have been paid. The application shall be transmitted promptly to the secretary of the board of zoning appeals, who shall place the matter on the docket to be acted upon by the board.

(b) *Burden of proof.* The burden of proof shall be upon the applicant for a variance to prove by a preponderance of the evidence that his application meets the standard for a variance set forth in § 25-601 and the criteria set forth in this section.

(c) *Criteria to be considered.* A variance shall be granted if the evidence shows that the strict application of the terms of this chapter would unreasonably restrict the utilization of the property or that the granting of the variance would alleviate a hardship due to a physical condition relating to the property or improvements thereon at the time of the effective date of the ordinance, and:

(1) The property interest for which the variance is being requested was acquired in good faith and any hardship was not created by the applicant for the variance;

(2) The granting of the variance would not be of substantial detriment to adjacent property and nearby properties in the proximity of that geographical area;

(3) The condition or situation of the property concerned is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to the ordinance;

(4) The granting of the variance does not result in a use that is not otherwise permitted on such property or a change in the zoning classification of the property; and

(5) The relief or remedy sought by the variance application is not available through a special exception permit.

~~(b) Authorized variances. Such variance may be authorized when in conformance with Code of Virginia § 15.2-2201 and when a property owner can show that his property was acquired in good faith and that, by reason of the exceptional narrowness, shallowness, size or shape of a specific piece of property, or by reason of exceptional topographic conditions or other extraordinary situation or condition of such piece of property, or of the use or development of property immediately adjacent thereto, the strict application of the terms of this chapter would effectively prohibit or unreasonably restrict the use of the property, or where the board is satisfied, upon the evidence heard by it, that the granting of such variance will alleviate a clearly demonstrable hardship approaching confiscation, as distinguished from a special privilege or convenience sought by the applicant; provided, that all variances shall be in harmony with the intended spirit and purpose of this chapter and shall not allow a use not otherwise allowed by district regulations.~~

~~(c) Unauthorized variances. No such variance shall be authorized except after notice and hearing as required by this chapter.~~

~~(d) Application for variances. Any person seeking a variance from the strict application of certain regulations of this chapter, pursuant to provisions of this article and § 15.2-2309 of the Code of Virginia, unless otherwise provided in this chapter.~~

~~In the case of an application for a variance, the applicant shall first submit his proposal to the zoning administrator on a form to be provided by the zoning administrator, and all plans and information relating to the application required by the board of zoning appeals pursuant to § 15.2-2310 of the Code of Virginia. The application shall be transmitted promptly to the secretary of the board of zoning appeals, who shall place the matter on the docket to be acted upon by the board.~~

~~(f) Decision on variance application. Upon receipt of an application or appeal, the board of zoning appeals shall fix a reasonable time for a hearing of such application or appeal in conformance with §§ 15.2-2204 and 15.2-2205 of the Code of Virginia.~~

~~The proposal shall then be advertised pursuant to provisions of §§ 15.2-2204 and 15.2-2205 of the Code of Virginia prior to public hearing by the board of zoning appeals. The zoning administrator shall also transmit a copy of the application to the planning commission, which may send a recommendation to the board or appear as a party at the hearing.~~

~~The board of zoning appeals shall render a decision on any application submitted to it within sixty (60) days after the date of the hearing thereon.~~

~~(i) Standards for variance. No variance referred to in this section shall be authorized by the board of zoning appeals unless it finds:~~

~~(0) That the strict application of this chapter would produce undue hardship.~~

~~(0) That such hardship is not shared generally by other properties in the same vicinity.~~

~~(0) That the authorization of such variance will not be of substantial detriment to adjacent property and that the character of the district will not be changed by the granting of the variance.~~

~~(0) That the condition or situation of the property concerned or the intended use of the property is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to this chapter.~~

~~(n) Burden of applicant. The applicant for a variance shall bear the burden of producing evidence to support the required findings and to establish that the requested variance satisfies the standards for a variance.~~

~~(o)~~(d) *Conditions and restrictions*. In authorizing a variance, the board of zoning appeals may impose such conditions regarding the location, character and other features of the proposed structure or use as it may deem necessary in the public interest, and may require a guarantee or bond to ensure that the conditions imposed are being and will continue to be complied with.

~~(p)~~(e) *Withdrawal of application*. An application or appeal to the board of zoning appeals may be withdrawn by the applicant or appellant at any time prior to the deadline for cancellation of the newspaper advertisement provided for in ~~this article~~Va. Code § 15.2-2204. After such deadline, an application or appeal may be withdrawn only with the permission of the board of zoning appeals. An application or appeal which is not withdrawn pursuant to this subsection shall be either granted or denied on the merits, by the board of zoning appeals, either in whole or in part.

~~(q)~~(f) *Reapplication*. If any application is denied by the board of zoning appeals on the merits, no application requesting the same relief with respect to all or part of the same property shall be considered by the board within ~~twelve (~~12~~)~~ months after the date of such denial.

(Legislative History: Res. of 1-1-02, § 5-301; Res. No. 13-02-11, 2-26-13)

(Statutory Reference: Va. Code § 15.2-2309.)

[Reviser's Note: Amendments made to conform variance provisions to 2015 amendments.]

Sec. 25-552. Appeals of administrative officers.

(a) *Applications*. Applications to the board of zoning appeals may be made by~~: A~~ any person aggrieved, or any officer, department or agency of the county affected, by an order, requirement, decision or determination made by an administrative officer in the administration or enforcement of the provisions of this chapter.

(b) *Appeals from administrative ruling.* The board of zoning appeals shall hear and decide appeals from any order, requirement, decision or determination made by an administrative officer in the administration or enforcement of this chapter.

In case of an appeal from decisions by the zoning administrator to the board of zoning appeals, procedures to be followed shall be in strict accordance with section 15.2-2310 et seq. of the Code of Virginia.

(c) *When appeals may be taken.* Appeals to the BZA may be taken by any person aggrieved by an officer, department, board or agency of the county or affected by a decision of the zoning administrator. Appeals shall be taken within thirty (30) days after the decision has been rendered by filing with the zoning administrator from whom the appeal is taken and with the chair of the BZA a notice of appeal specifying the grounds of the appeal. The zoning administrator shall forthwith forward to the chair of the BZA all the papers constituting the record upon which the action appealed from was taken.

(d) *When appeals to stay proceedings.* A notice of appeal properly filed as herein provided shall stay all proceedings in furtherance of the action appealed from, unless the zoning administrator certifies to the BZA that by reason of facts stated in the certificate a stay would, in the zoning administrator's opinion, cause imminent peril to life or property. In such case, proceedings shall not be stayed except by a restraining order which may be granted by the BZA or by a proper court order on notice to the zoning administrator and for good cause shown

(e) *Decision on appeals.* Upon receipt of an application or appeal, the board of zoning appeals shall fix a reasonable time for a hearing of such application or appeal in conformance with section 15.2-2204 and 15.2-2205 of the Code of Virginia.

The board of zoning appeals shall render a decision on any application submitted to it within sixty (60) days after the date of the hearing thereon.

(f) *Withdrawal of application.* An application or appeal to the board of zoning appeals may be withdrawn by the applicant or appellant at any time prior to the deadline for cancellation of the newspaper advertisement provided for in this article. After such deadline, an application or appeal may be withdrawn only with the permission of the board of zoning appeals. An application or appeal which is not withdrawn pursuant to this subsection shall be either granted or denied on the merits, by the board of zoning appeals, either in whole or in part.

(g) *Proceedings to prevent construction of a building.* Where a building permit has been issued and the construction of the building for which such permit was issued is subsequently sought to be prevented, restrained, corrected or abated as a violation of the zoning ordinance, by suit filed within ~~fifteen (~~15~~)~~ days after the start of construction by a person who had no actual notice of the issuance of the permit, the court may hear and determine the issues raised in the litigation even though no appeal was taken from the decision of the zoning administrator to the board of zoning appeals.

(**Legislative History:** Res. of 1-1-02, § 5-302)

Sec. 25-553. Ex parte communications and proceedings.

(a) The non-legal staff of the governing body may have *ex parte* communications with a member of the board prior to the hearing but may not discuss the facts or law relative to a particular case. The applicant, landowner, or his agent or attorney may have *ex parte* communications with a member of the board prior to the hearing but may not discuss the facts or law relative to a particular case. If any *ex parte* discussion of facts or law in fact occurs, the party engaging in such communication shall inform the other party as soon as practicable and advise the other party of the substance of such communication. For the purposes of this section, regardless of whether all parties participate, *ex parte* communications shall not include (i) discussions as part of a public meeting or (ii) discussions prior to a public meeting to which staff of the governing body, the applicant, landowner or his agent are all invited.

(b) Any materials relating to a particular case, including a staff recommendation or report furnished to a member of the board, shall be made available without cost to the applicant, appellant or other person aggrieved, as soon as practicable thereafter, but in no event more than three business days after providing such materials to a member of the board. If the applicant, appellant, or other person aggrieved requests additional documents or materials be provided by the locality other than those materials provided to the board, such request shall be made pursuant to the provisions of section 2.2-3704 of the Code of Virginia, as amended. Any such materials furnished to a member of the board shall also be made available for public inspection pursuant to subsection F of section 2.2-3707 of the Code of Virginia, as amended.

~~(a)~~(c) For the purposes of this section, "non-legal staff of the governing body" means any staff who is not in the office of the attorney for the locality, or for the board, or who is appointed by special law or pursuant to Section 15.2-1542 of the Code of Virginia, as amended. Nothing in this section shall preclude the board from having *ex parte* communications with any attorney or the staff of any attorney where such communication is protected by the attorney-client privilege or other similar privilege or protection of confidentiality.

(**Statutory Reference:** Va. Code § 15.2-2308.1.)

[**Reviser's Note:** This is to implement a new state law section effective beginning July 1, 2015.]

Sec. 25-554. Judicial review; writ of certiorari.

(a) *Appeal to circuit court.* Any person or persons jointly or severally aggrieved by any decision of the board of zoning appeals, or any aggrieved taxpayer or any officer, department, board or bureau of the locality, may file with the clerk of the circuit court for Botetourt County a petition that shall be styled "In re: [date] Decision of the Board of Zoning Appeals of Botetourt County" specifying the grounds on which aggrieved within 30 days after the final decision of the board.

(b) *Circuit court to allow writ of certiorari.* Upon the presentation of such petition, the court shall allow a writ of certiorari to review the decision of the board of zoning appeals and shall prescribe therein the time within which a return thereto must be made and served

upon the secretary of the board of zoning appeals or, if not secretary exists, the chair of the board of zoning appeals, which shall not be less than 10 days and may be extended by the court. The allowance of the writ shall not stay proceedings upon the decision appealed from, but the court may, on application, on notice to the board and on due cause shown, grant a restraining order.

(c) *Parties to proceedings*. Any review of a decision of the board shall not be considered an action against the board and the board shall not be a party to the proceedings; however, the board shall participate in the proceedings to the extent required by this section. The board of supervisors of Botetourt County, the landowner, and the applicant before the board of zoning appeals shall be necessary parties to the proceedings in the circuit court. The court may permit intervention by any other person or persons jointly or severally aggrieved by any decision of the board of zoning appeals.

(d) *Return of record*. The board of zoning appeals shall not be required to return the original papers acted upon by it but it shall be sufficient to return certified or sworn copies thereof or of the portions thereof as may be called for by the writ of certiorari. The return shall concisely set forth such other facts as may be pertinent and material to show the grounds of the decision appealed from and shall be verified.

(e) *Review of decision on appeal of administrative order*. In the case of an appeal from the board of zoning appeals to the circuit court of an order, requirement, decision, or determination of a zoning administrator or other administrative officer in the administration or enforcement of this chapter, the findings and conclusions of the board of zoning appeals on questions of fact shall be presumed to be correct. The appealing party may rebut that presumption by proving by a preponderance of the evidence, including the record before the board of zoning appeals, that the board of zoning appeals erred in its decision. Any party may introduce evidence in the proceedings in the court. The court shall hear any arguments on questions of law *de novo*.

(f) *Review of grant or denial of a variance*. In case of an appeal by a person of any decision of the board of zoning appeals that denied or granted an application for a variance, the decision of the board of zoning appeals shall de presumed to be correct. The petitioner may rebut the presumption by proving by a preponderance of the evidence, including the record before the board of zoning appeals, that the board of zoning appeals erred in its decision.

(g) *Evidence to be admitted*. In the case of an appeal from the board of zoning appeals to the circuit court of a decision of the board, any party may introduce evidence in the proceedings in the court in accordance with the Rules of Evidence of the Supreme Court of Virginia.

(h) *Powers of the court*. The court may reverse or affirm, wholly or partly, or may modify the decision brought up for review.

(i) *Costs to be allowed*. Costs shall not be allowed against Botetourt County or its board of supervisors, unless it shall appear to the court that it acted in bad faith or with malice. In

the event the decision of the board of zoning appeals is affirmed and the court finds that the appeal was frivolous, the court may order the person or persons who requested the issuance of the writ of certiorari to pay the costs incurred in making the return of the record pursuant to the writ of certiorari. If the petition is withdrawn subsequent to the filing of the return, Botetourt County or its board of supervisors may request that the court hear the matter on the question of whether the appeal was frivolous.

(**Statutory Reference:** Va. Code § 15.2-2314.)

[**Reviser's Note:** This is added in accordance with 2015 state statutory amendments.]

Secs. 25-553—25-560. Reserved

Sec. 25-601. Definitions.

...

Variance means, in the application of this chapter, a reasonable deviation from those provisions regulating the shape, size, or area of a lot or parcel of land or the size, height, area, bulk, or location of a building or structure when the strict application of the ordinance would unreasonably restrict the utilization of the property, and such need for a variance would not be shared generally by other properties, and provided such variance is not contrary to the purpose of the ordinance. It shall not include a change in use, which change shall be accomplished by a rezoning or a conditional zoning.

[**Reviser's Note:** This is not currently defined in the Botetourt County Code. This definition is added in accordance with 2015 Va. Acts c. 597.]

AGENDA ITEM: Consideration of Phase 1 Historic Preservation Activities in Botetourt Center at Greenfield.

Administrator's Comments:

In light of commitments made between the County and the Botetourt County Historical Society on November 17, 2015, to partner to relocate two historic structures in Greenfield from the Business Park to the Preservation Area (and, subsequently, to partner in the continued development of the Greenfield Preservation Area), staff requests authorization to procure services from qualified contractors to: 1) move the structures intact from the Business Park to the Preservation Area, and 2) conduct environmental investigations of the "new" and "old" building sites in consultation with the Virginia Department of Historic Resources (VDHR).

Based on referrals from VDHR, staff requests authorization to solicit quotes, interview, and hire qualified contractors to perform the work to facilitate fulfillment of the County's obligations under a proposed agreement with the Greater Roanoke Valley Development Foundation to construct a speculative shell building in the Business Park. Both construction of the shell building and relocation of the historic structures are consistent with the master development plan for Greenfield. The cost for the relocation and archeological work described is estimated to range between $225,000 and $300,000.

Staff recommends that the Board authorize the immediate procurement of building relocation and archaeological evaluation services in consultation with VDHR at a cost not to exceed $300,000, and that the Board appropriates from the County's General Fund Undesignated Fund Balance funds sufficient for the work not to exceed $300,000.

Recommendations:

1. Authorize staff to procure building relocation and archaeological evaluation services as described in this agenda item and authorize staff to negotiate and execute agreements for such services upon the review and approval of the County Attorney for a total cost not to exceed $300,000; and

2. Appropriate from the County's General Fund Undesignated Fund Balance to Capital Projects – Greenfield Historic Resources, 100-4094733, an amount not to exceed $300,000.

KPG
11-19-15

AGENDA ITEM: Appointment of interim County Administrator.

Administrator's Comments:

The County will need to designate an interim County Administrator for the period December 1, 2015 through January 14, 2016. It is recommended that the Board appoint David Moorman, Deputy County Administrator, to this position.

Recommendation:

Appoint Mr. David V. Moorman as interim Botetourt County Administrator from December 1, 2015 through January 14, 2016, as authorized by Virginia Code §15.2-1540, to be responsible for all duties of the County Administrator during this period, including all duties set forth in Virginia Code § 15.2-1541, resolution of the Board, or other provision of law.

KOG
11-12-15

Code of Virginia
Title 15.2. Counties, Cities and Towns
Chapter 15. Local Government Personnel, Qualification for Office, Bonds, Dual Office Holding and Certain Local Government Officers

§ 15.2-1540. Chief administrative officer.

The governing body of any locality may appoint a chief administrative officer, who shall be designated county, city or town administrator or manager or executive, as the case may be.

1997, c. 587.

§ 15.2-1541. Administrative head of government.

Every chief administrative officer shall be the administrative head of the local government in which he is employed. He shall be responsible to the governing body for the proper management of all the affairs of the locality which the governing body has authority to control.

He shall, unless it is otherwise provided by general law, charter or by ordinance or resolution of the governing body:

1. See that all ordinances, resolutions, directives and orders of the governing body and all laws of the Commonwealth required to be enforced through the governing body or officers subject to the control of the governing body are faithfully executed;

2. Make reports to the governing body from time to time as required or deemed advisable upon the affairs of the locality under his control and supervision;

3. Receive reports from, and give directions to, all heads of offices, departments and boards of the locality under his control and supervision;

4. Submit to the governing body a proposed annual budget, in accordance with general law, with his recommendations;

5. Execute the budget as finally adopted by the governing body;

6. Keep the governing body fully advised on the locality's financial condition and its future financial needs;

7. Appoint all officers and employees of the locality, except as he may authorize the head of an office, department and board responsible to him to appoint subordinates in such office, department and board;

8. Perform such other duties as may be prescribed by the governing body.

1997, c. 587.

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

Administrator's Comments:

Attached please find the November 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

RDG
11-18-15

VDOT Virginia Department of Transportation

Salem Residency

Botetourt County Board of Supervisor's Meeting

November 24, 2015

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
  - Continue preparation for the new box culvert under Lemons Run.
  - Blasting operations are underway to clear rock for new culvert under Lemons Run.
  - Grading operations at Parcel 001 (TA) are ongoing.
  - Continue work on box culvert extension under Rt. 11
  - Test boring for new signal @ Gateway Crossing and Rt. 220A
  - This project will continue until summer 2018.

- **I-81 Latex Concrete Deck Overlays (6 Bridges) – Botetourt County**
  - Includes work on bridges over Routes 648, 779 & 676
  - The deck overlays have been completed on all bridges.
  - Contractor will continuing substructure repairs to the bridges over Routes 648, 779 & 676.
  - Estimated completion of this project is November 2015.

- **Route 779 (Catawba Road) & Etzler Intersection Improvements & Bridge over Amsterdam Creek:**
  - Contractor continues working on constructing bridge for phase I.
  - Continue work constructing mainline 779. Work includes demolition of pavement, complete constructing sub-grade, stone and asphalt placement.
  - Estimated completion summer 2016.

- **Box Culvert Replacements BR02-962 127**
  - **Contractor – Burleigh Construction Co.**
  - **Amount of Contract – $1.6 Million**
  - Rte. 615 Craig Creek Rd. – Culvert replacement over a branch of Craig Creek. Estimated completion of late November.
  - 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

Concurrence Requested for the following projects:

- Scheduled for March 2016 Advertisement
  - **SR 666 (White Church Road) (UPC 105350)**
    - Superstructure Replacement
    - Detour – 72 hours
    - Prestressed Concrete Voided Slabs

  - **Culvert Replacements (Phase Construction) (UPC 105346)**
    - SR779 (Catawba Road)
    - SR817 (Old Rail Road)
    - SR1537 (Oaklawn Drive)

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

Botetourt County Board of Supervisor's Meeting

November 24, 2015

Land Development Projects & Land Use Permits:

- **Projects:**
  - Botetourt Assisted Living Facility – Commons Parkway, Route 1044 – 2nd review received on Sept. 15th and approval issued on October 2nd.

- **Permits Issued:**
  Permits issued between 10/16/15 and 11/15/15:
  - 3 Private Entrance Permits
  - 1 Commercial Permit
  - 5 Utility Permits

Area Headquarter Projects:

- **Asphalt Patching**
  - Brugh's Mill Rd.
  - Blue Ridge Tpk.
  - Breckinridge Mill Road

- **Cartmill Gap Drainage**
  - Armor stream at 2 locations where water is coming out of the channel in large storm events, and washing out the road.
  - Establish ditch line behind houses to assist with carrying water back to channel from spring
  - Work continues; approximate completion late November

- **Lithia Rd Water Channel Issue**
  - Awaiting environmental recommendations
  - Contacted landowner about donating R/W for realignment and raising, but there are 2 properties involved. In the process of locating second property owner (no local address available).

Botetourt County Board of Supervisor's Meeting

November 24, 2015

Traffic Engineering Study Requests:

- **Rte. 220 Speed Limit Reduction Request from Fincastle to Daleville.**
  - Submitted and in progress

- **Country Club Road Center Lane Painting**
  - Request sent to Traffic Engineering for review

- **Alt. 220 Speed Limit Study**
  - Request sent to Traffic Engineering for review

- **Rte. 652 Mountain Pass Rd. Truck Restriction**
  - Submitted to VDOT's Central Office in Richmond for a Full Truck Restriction
  - Completion estimated at 30-60 days (mid-December 2015/mid-January 2016)

- **Trevey Road Site Issue**
  - Study completed on 11/3/15
    - 0.6 mile gravel roadway
    - AADT of 54 vehicles per day
    - Crash history from 7/1/2012 through 6/30/15 reveals 0 crashes.
    - Unposted and statutory 35mph speed limit, thought the geometry and nature of the gravel road should limit vehicle speed.
    - Sight distance is limited due to terrain in some locations and very good in others.
    - If Trevey Rd were to be converted into a one lane road from south to north, the alternate route would involve a motorist continuing down Wheatland Rd, turning on to Rte. 11, turning onto Old Hollow Rd and finally turning onto Trevey Rd. This alternate route would be 4.7 miles at a minimum. (4.1 miles more than the total road length)
    - Although the roadway is only 13 ft. wide, vehicles should be able to pass around each other.
    - Due to the exceedingly low AADT, lack of crashes, extremely rural nature, and low speed limit, we are not recommending any changes at this time.

Botetourt County Board of Supervisor's Meeting

November 24, 2015

- **Request to move Tractor Trailer Restriction on Rte. 460 near Webster Heights**
  - The Advanced Warning Sign on Rte. 460 is in plain view, so drivers should not be missing this sign prior to turning onto Webster Heights Rd. Once they are on the side road, they will not be able to back out into 460, so moving the sign on Webster Heights would not be beneficial.
  - We recommend contacting Webster Brick for them to alert their drivers, or report the drivers to law enforcement for enforcement of the truck restriction. The drivers should be using either end of Webster Brick Rd.

- **Rte. 652 Mountain Pass Rd. request for Guardrail in S-Curves**
  - Request sent to Traffic Engineering on 11/17/15 for review.

- **I-81 Directional Signage on Rte. 11 from Exit 150 through Troutville**
  - We have received several complaints at different areas where tractor trailers are traveling north on Rte.11 and turning in areas to get back to the Exit 150 area to access I-81.
  - Additional New Signage Recommended showing to continue through for I-81
    - 0.03 miles north of Holiday Inn Express Entrance
    - 2.04 miles north of Holiday Inn Express Entrance
    - 3.99 miles north of Holiday Inn Express Entrance
    - 5.67 miles north of Holiday Inn Express Entrance
  - Signs were ordered mid-November and estimated installation is late December 2015.

- **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

Botetourt County Board of Supervisor's Meeting

November 24, 2015

Additional Surface Treatment and Paving Routes for Summer 2016

- **Surface Treatment Additions totaling $247,893.77**
  - Updike Lane
  - 1st Ave
  - 2nd Ave
  - Cloverdale Ave
  - Snider Drive
  - Bryant Rd.
  - McFarland Rd.
  - Autumnwood
  - Four Seasons Drive
  - Gibson Lane
  - Tinker Mountain Drive
  - Cedar Ridge Drive
  - Pinehurst Drive
  - Aspen Drive Rte. 1073
  - Aspen Drive Rte. 1074
  - Glen Wilton Rd from 220 to 622
  - McKinney Hollow from 220 to Alleghany Line
  - Wesley Rd
  - College Drive
  - Tinker Mill Rd.
  - Zion's Hill Rd
  - Lapsley Run Rd
  - Wiley Dr.
  - Deerfield Rd
  - Wendover Rd
  - Orchard Drive
  - Tinker Mountain Rd
  - Dudley Lane
- **Plant Mix Asphalt Additions totaling $235,519.31**
  - Springwood Rd. from 43 to River Rd.
  - Industrial Drive
  - North Commerce St.

AGENDA ITEM: 3:00 P. M. - Staff briefing on single-stream recycling program.

Administrators' Comments:

The Board was previously informed that an adjacent locality had implemented single-stream recycling and had requested that implementation of this program be evaluated by staff and, if feasible, implemented in the County.

By definition, single stream recycling is the combined raw stream of co-mingled recyclable goods. All recyclable products--paper, plastic (all grades 1 through 7), glass, and metal--can be placed in a single container for recycling. Normal, non-recyclable materials, including trash, food products and non-permitable items, are not to be placed with recyclable materials.

Staff is very pleased to report that our recycling contractor, RDS, Inc., has built and placed in operation a new Roanoke recycling center which is capable of receiving and processing single-stream recycled goods. Staff recently toured their multi-million dollar facility and was very impressed with the efficiency and size of the operation.

Currently, three of the five County trash haulers (Kessler's Garbage Service, Kelley's Garbage Collection Service, and Community Sanitation Services) offer curbside recyclable material pick-up to their solid waste collection customers at no cost.

We are pleased to report that, in meetings and discussions with these three firms, they have welcomed the concept of single-stream recycling for their current curbside pickup operations. They anticipate that this work can be performed more economically for their pick-up and delivery to RDS with no necessary increase in operations. As a result, staff has worked with these three companies to help advertise these new services for their customers. We have prepared new informational flyers (see attached) with lists of single-stream procedures and the haulers' 2016 calendar of pick-up dates. These flyers will be delivered to the haulers for inclusion in their 2016 payment coupon book mailings.

Recommendation:

This is an informational update.

RDK
11-18-15

Attachments

2016 CURBSIDE SINGLE STREAM RECYCLING CALENDAR

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

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21	22	23	24	25	26	27
28	29					

March

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April

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24	25	26	27	28	29	30

May

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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August

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28	29	30	31			

September

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25	26	27	28	29	30	

October

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23	24	25	26	27	28	29
30	31					

November

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December

S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

What is Single Stream Recycling?

Single stream recycling allows you to place mixed paper, cardboard, tin/aluminum can, plastic and glass bottles all into one container for recycling pick-up. Collection of single stream recycling will occur every other week on the same day as your regularly scheduled trash pick -up. Recycling weeks are colored in green on the calendar on the back of this brochure.

- Have trash and recycling stored separately.
- Place recyclables into **clear plastic bags**. This allows the collector to quickly inspect the recyclables for contamination before placing in the recycling truck.
- Set your recycling out every other week on the same day that your garbage is collected.
- All trash and recycling needs to be placed at the curbside by 7 A.M in order to ensure that it is picked up.
- Take care to not include any items with food contamination. Food residue may interfere with the recycling process, and lead to the contamination of an entire batch. This includes used paper towels, pizza boxes, and un-rinsed tin cans.

Do's and Don'ts of Single Stream Recycling

What to include....

- All plastics # 1-7 of any color **with the exception of plastic bags, film, or Styrofoam.**
- Aluminum drink cans
- Flattened boxes and cardboard - remove any Styrofoam packing materials
- Envelopes
- Glass bottles and jars of any color
- Junk mail
- Magazines/Brochures
- Milk/Juice cartons
- Paper - Computer, office, writing, bags, gift wrap, newspaper
- Phonebooks
- Tin cans

What not to include...

Place these items in your regular trash

- Aluminum foil
- **Any type of paper with food waste, including paper towels.**
- Bubble wrap
- Ceramic or porcelain
- Crystal
- Lawn chairs
- Mirrors
- Plexiglas/Acrylic sheets
- Ribbons and bows
- Styrofoam
- Vinyl
- Windows or Plate Glass

Tips for Single Stream Recycling

- Look at the number inside of the recycling emblem to determine the type of plastic.
- Rinse bottles and cans to avoid attracting pests and to avoid contamination in the recycling process.
- Crush plastic bottles and remove caps.
- Remove lids from all glass bottles and jars.
- Store mixed paper in a dry area. Extra moisture will make it heavy, making it harder to carry to the curb.
- Breakdown small boxes, such as cereal and pasta boxes and place into a clear plastic bag.
- For larger boxes that won't fit into your clear plastic bag, break them down so that they lay flat. Place them on the ground under the bagged recyclables so that they don't blow away.

AGENDA ITEM: 3:15 P. M. - Update by AEP on the Cloverdale substation project.

Administrator's Comments:

Mr. David Wright with AEP will be present at the Board meeting to give an update on the construction progress of the Cloverdale substation site.

Recommendation:

Allow Mr. Wright to give his presentation and ask any questions as necessary.

KOG
11-18-15

AGENDA ITEM: 3:30 P. M. - Presentation on the Agriculture Strategic Plan.

Administrator's Comments:

Dr. Terry Rephann with the University of Virginia's Weldon Cooper Center was contracted to draft an Agriculture Strategic Plan for the County. Dr. Rephann will be present at the Board meeting to give a presentation on the results of this study.

Recommendation:

1. Receive a presentation by Dr. Rephann of his findings and recommendations pertaining to the Agriculture Strategic Plan.

2. Following questions for Dr. Rephann and County staff from Board members, consider endorsement of the suggested action steps in principle and directing staff to develop detailed plans for future consideration by the Board to implement the action steps.

RDG
11-19-15

AGENDA ITEM: Consideration of the 2015-16 Recreation Incentive Fund requests.

Administrator's Comments:

The purpose of the County's Recreation Incentive Fund Program is to offer matching funds to non-profit community service groups, individuals, and businesses wishing to make recreation-related capital improvements to County-owned or leased property. This award-winning program has contributed more than $1.5 million worth of improvements to County or School-owned property since its inception, with less than half of the total comprised of budgeted County funds.

A project summary containing the sponsoring organization, project descriptions, locations, pictures, and recommended funding amounts is attached. All projects listed and amounts proposed have been reviewed by Recreation Department staff and have been endorsed by the Parks and Recreation Advisory Commission. Each sponsoring organization will have 18 months in which to complete their projects. It is also important to note that the County's funds will be provided to the applicants on a reimbursement basis only.

By transmittal of this information, the Recreation Advisory Commission is requesting Board approval of the Incentive Fund applications in the amount of $35,000.

Recommendation:

It is recommended that the Board approve the attached listing of 2015-16 Recreation Incentive Fund projects as presented and authorize the County Administrator to issue a notice to proceed to each applicant.

Attachments

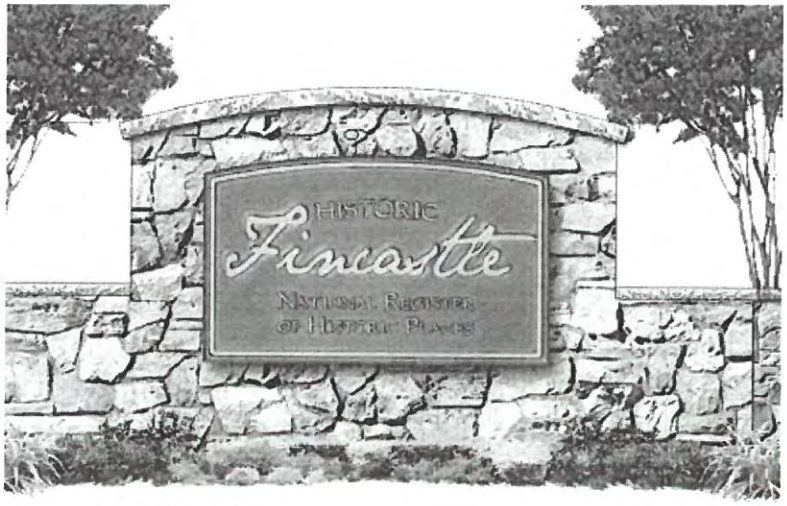
KOG
11-12-15

2016 Recreation Incentive Fund Program
Summary and Recreation Commission Recommendations

Sponsoring Organization	Contact Person	Project Location	Total Project Cost	Funds Requested ($10,000 max)	Description	Recreation Advisory Commission Comments	Amount Recommended
Historic Fincastle Inc Town of Finc	David Tickner	Rte 220/Main St	$16,500.00	$3,500	Gateway Sign for Town of Fincastle	Fully Fund	$3,500
James River HS	Mike Ketron	James River HS	$22,700.00	$10,000	Irrigation Upgrades and Installation of Bermuda Turf for Practice Field	Partially Fund	$9,200
BSA Troop 211	Nicholas Francis	Grnfld Business Park Preservation Area	$600.00	$300	Install Information Kiosk for the bee sanctuary	Fully Fund	$300
Town of Troutville	David Horton	Trvl Town Park	$24,000.00	$10,000	Replace existing chain link fence with wrought iron fencing	Partially Fund	$9,200
Colonial Elm School	Tammi Riggs	Colonial School	$6,560.00	$3,280	Pave gravel access walkway to track Install 40 x 30 blacktop play area	Fully Fund	$3,280
Troutville Elm School	Karen Crush	Troutville School	$4,045	$2,022	Remove old climbing ladder on on playground and replace with new molded plastic equipment	Fully Fund	$2,022
Town of Buchanan	Harry Gleason	Town Park	$16,427	$8,214	Info Kiosk and Interpretive signs	Partially Fund	$7,498
			$90,832	$37,316		$35,000 Available (Proposed)	$35,000

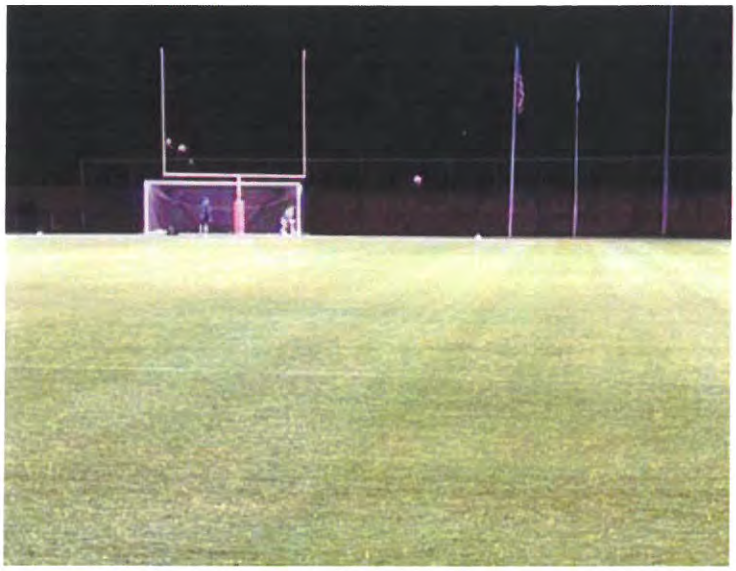
Historic Finc Inc/Town of Finc

-Gateway Sign



James River High School

-Upgrade Irrigation and Install Bermuda Turf



Greenfield Bee Habitat

-Install Bee Habitat Kiosk

Troutville Town Park

-Install New Fencing

Colonial Elm School

-Pave Walking Track Access

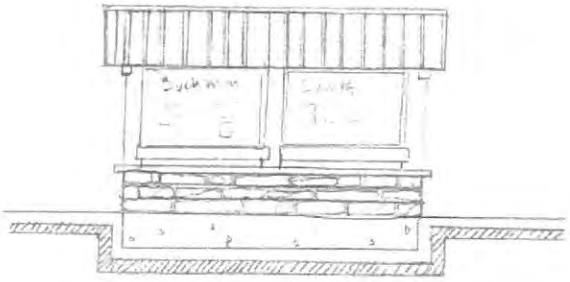
Troutville Elm School

-Replace Playground Equipment

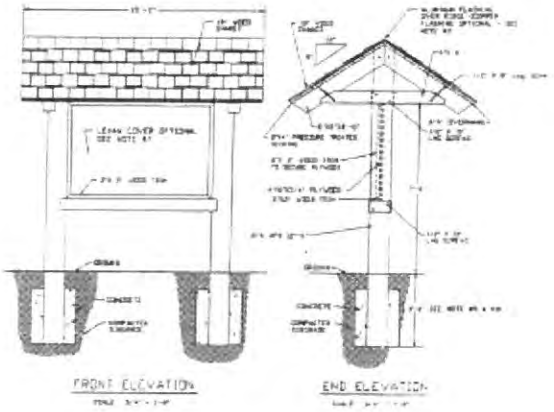
Buchanan Town Park

-Install Info Kiosks

Signs:
Welcome Kiosk – Restrooms at the Main Park Entrance



Section Elevation



AGENDA ITEM: 4:15 P. M. - Presentation by RKG Consulting regarding the Exit 150/ Gateway Center Study.

Administrator's Comments:

RKG Associates has completed its Exit 150 Market Study and Conceptual Master Plan in consultation with the study steering committee appointed by the Board. RKG representatives will overview its work and present a report of its findings and recommendations relative to the economic development potential of the Exit 150 area including conceptual land uses. The findings and recommendations are designed to assist the County as it promotes development of the Gateway Center in a manner that is consistent with the Board's strategic vision, is informed by sound data and analysis, and that is guided by intelligent, thoughtful land use planning. RKG's full report will be posted on the County's website for public access.

Following RKG's presentation and questions from Board members, staff will overview the attached suggested action steps to begin implementing recommendations from the study. The action steps are intended to begin the work of creating the relationships, structures, processes and resources needed to achieve the County's goals for Gateway Center. They are a starting point for discussion and are presented in no particular order. If the action steps meet the general approval of the Board, the Board may endorse them in principle and direct staff to prepare and bring back to the Board at a future time detailed action plans for Board consideration and authorization.

One of the recommendations made by RKG and suggested by staff is to create an Economic Development Authority (EDA) to promote and assist with the development of Gateway Center. Staff recommends utilizing the County's Industrial Development Authority (IDA) for this purpose. In Virginia, both entities may be created and are governed by the same statutes and enjoy the same authorities by law. The Botetourt County IDA, meeting on November 17, 2015, unanimously passed a resolution supporting its renaming to the Botetourt County Economic Development Authority. Members strongly endorsed this change to not only reflect the Authority's anticipated role relative to Gateway Center development, but to also reflect its existing broader mission to promote all types of economic development, including but not limited to industrial development.

In light of the IDA's action, the County Attorney has prepared and attached a draft ordinance amendment to Chapter 2. Administration of the Botetourt County Code that would change the IDA's name. The amendment would not alter the Authority's powers or authority or its standing or relationship to the Board of Supervisors or any other entity in any way. The amendment only changes the Authority's name. If the Board desires, the draft amendment may be advertised for a public hearing and adoption by the Board at its regular December meeting.

Recommendations:

1. Receive a presentation by RKG Associates of its findings and recommendations pertaining to the Exit 150 area.

2. Following questions to RKG and County staff from Board members, consider endorsement of the suggested action steps in principle and directing staff to develop detailed plans for future consideration by the Board to implement the action steps.

3. If desired, authorize the advertisement of a public hearing at the Board's December meeting on ordinance amendments to Chapter 2. Administration of the Botetourt County Code to change the name of the Botetourt County Industrial Development Authority to the Botetourt County Economic Development Authority.

Attachments (2)

RKG
11-19-15

From Potential to Real:

Suggested Action Steps to Promote Development of Gateway Center

Based on

Findings and Recommendations Outlined in RKG Associates'

"Exit 150 Market Study and Conceptual Master Plan"

August 2015

A report to the Botetourt County Board of Supervisors

November 24, 2015

Following are suggested action steps in response to RKS Associates' "Exit 150 Market Study and Conceptual Master Plan" dated August 2015. They are presented for consideration by the Botetourt County Board of Supervisors as a starting point for discussion towards implementing study recommendations. They are presented in no particular order.

Action 1: Create a Gateway Center Development Steering Committee

Building off the experience and momentum created by the Exit 150 Study steering committee, a Gateway Center Development Steering Committee will be created to:

1. Advise County officials;
2. Advocate and promote cooperation and collaboration with and between regional, state and federal government entities, agencies and officials;
3. Promote and aid public awareness and education; and
4. Actively support and assist with the accomplishment of specific initiatives, programs and projects consistent with the findings and recommendations of the ___ 2015 Exit 150 Market Study and Conceptual Master Plan.

The steering committee will be appointed by the Botetourt County Board of Supervisors and be composed of county officials, senior representatives of the Virginia Department of Transportation and the Appalachian Trail Conservancy/National Park Service, Gateway Center area property owners, regional and/or state economic development professionals, commercial real estate developers and regional financial executives with experience in similar complex regional commercial and residential development projects, and local/regional business executives with relevant experience and/or strategic relationships.

Action 2: Develop, adopt and implement planning and zoning measures to encourage and facilitate Gateway Center development as envisioned in the Exit 150 Market Study and Conceptual Master Plan

Gateway Center represents not only a new economic development opportunity for Botetourt County, it offers (in fact, requires) new land use planning and zoning regulations. The conceptual master plan reflects urban development patterns that do not currently exist in the County.

Action 2A: Update the County's Comprehensive Plan to reflect the conceptual master plan and various policy goals (economic development, transportation, land use, utilities and infrastructure, housing, etc.) reflecting the County's vision of Gateway Center.

Action 2B: Review and amend County subdivision, zoning and other relevant ordinances to not only facilitate but encourage desired land uses and development standards throughout the Gateway Center area.

Action 3: Provide Skilled and Experienced Staffing

Dedicated and experienced staff is needed for both Gateway Center development and general economic development throughout the County. The economic development director will market Gateway Center and the County's other economic development products and will administer its various economic development programs and services. A skilled talent pool will be necessary to pursue and achieve the County's economic development goals.

Action 4: Establish a reliable and dedicated source of County funding for Gateway Center development

While various models exist and are used to fund public economic development, it is suggested that the County seek to fund Gateway Center development in a manner that maximizes the flexibility and control available to the Board of Supervisors and that avoids the creation of additional governmental structures or the levying of new or additional taxes. A primary example of this type of funding is Tax Increment Financing by Agreement. County staff will research and recommend to the Board of Supervisors a funding plan that provides a reliable and dedicated source(s) of funding and which, if practicable, does not create new or increase existing taxes either generally or by special district.

Action 5: Develop a Gateway Center development program budget

A Gateway Center development program budget, independent of the general County economic development budget, will be recommended by staff upon consultation with the Gateway Center Development Steering Committee, and adopted by the Board of Supervisors sufficient to fund planned Gateway Center development initiatives, programs and projects. The budget will be funded by a combination of County revenues and investments solicited from the private sector, ideally in equal proportions.

Action 6: Define performance measures

Staff will develop, in consultation with the Gateway Center Development Steering Committee, performance measures to determine and track the effectiveness and impact of Gateway Center development initiatives, programs and projects.

Action 7: Develop and report progress against an annual Gateway Center Development Plan

In consultation with the Gateway Center Development Steering Committee, staff will create and annually review, update and report to the Board of Supervisors progress against a written Gateway Center Development Plan, established performance measures, and measures of economic activity and performance within the Gateway Center area for the previous year. The annual Plan will incorporate recommendations of the Exit 150 Market Study and Conceptual Master Plan. To the extent correlations may be made between development actions and economic performance, they will be identified.

Action 8: Reorganize the County's Industrial Development Authority

The County's industrial development authority should be re-established as an economic development authority with broad responsibility and authority to encourage and facilitate Gateway Center development as well as the general expansion of industrial and commercial activity in the County and the continual improvement of the County's quality of life. County staff will research and present to the Board of Supervisors specific recommendations to accomplish this task.

Action 9: Develop and execute a targeted marketing plan

Development and execution of a marketing plan for Gateway Center is needed. The marketing plan will target multiple audiences including County residents and existing businesses as well as prospective new businesses, investors and developers. It will utilize a wide variety of methods and platforms including websites and social media. The plan will educate audiences about the community's development goals for Gateway Center, development plans and on-going progress. Visual communications will be emphasized.

AN ORDINANCE AMENDING AND REENACTING ARTICLE VI OF CHAPTER 2 OF THE BOTETOURT COUNTY CODE

CHAPTER 2. ADMINISTRATION

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Article VI. ~~Industrial~~ Economic Development Authority

Sec. 2-96. Created; name.

There is hereby created a political subdivision of the commonwealth, the name of which shall be the ~~Industrial~~ Economic Development Authority of Botetourt County, Virginia.

Sec. 2-97. Board of directors.

The ~~industrial~~ economic development authority shall be governed by a board of directors appointed pursuant to the Code of Virginia, § 15.2-4904.

Sec. 2-98. Powers.

The ~~industrial~~ economic development authority shall have such public and corporate powers as are set forth in the Industrial Development and Revenue Bond Act, Code of Virginia, § 15.2-4900 et seq.~~)~~, including such powers as may hereafter be set forth from time to time in such act.