1. Agenda Summary

Documents:

JULY 2016 CC AGENDA SUMMARY.PDF

1.I. Bunting Lane Traffic Improvements

Documents:

BUNTING LANE.PDF

1.I.i. Brewery CUP

Documents:

CUP HARCUM-STRAIGHT.PDF

1.I.i.1. June 27, 2016 Regular Minutes

Documents:

6-27-16 CC REG MINUTES.PDF

1.I.i.1.1. 6-27-16 Work Session Minutes

Documents:

6-27-16 WK SES MINUTES.PDF

1.I.i.1.2. Brick Kiln CUP

Documents:

BRICK KILN CUP.PDF

1.I.i.2. Library & School Bd. Appmts

Documents:

SPPMTS LIBRARY-SCHOOL BD.PDF

1.I.i.2.1. Colonial Behavioral Health

Documents:

COL BEHAVIORAL HEALTH CONTRACT.PDF

1.I.i.2.2. VPRJ Agreement Amendment

Documents:

VPRJA AGRMT AMENDMENT.PDF

1.I.i.2.3. Wetlands Bd Appmt

Documents:

WETLANDS BD REAPPMTS.PDF

1.I.ii. FY 2016 Appropriation

Documents:

FY 2016 APPROPRIATION.PDF

POQUOSON CITY COUNCIL
MEETING OF
MONDAY, JULY 25, 2016
7:00 P.M.
REGULAR SESSION

6:00 P.M. Work Session

- **Bunting Lane**
- **Conditional Use Permit Request by Harcum & Straight**

A. MEETING CALLED TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATIONS

- **Delegate Helsel – Presentation to Elizabeth Tai and General Assembly Actions**
- **Mayor Hunt – Certificates of Appreciation**
- **Megan Tierney – VPI Extension Agent Introduction**
- **City Manager – Introduction of New Employees**

D. AUDIENCE FOR VISITORS

E. APPROVAL OF THE MINUTES

1. **Regular Session – June 27, 2016**
2. **Work Session – June 27, 2016**

F. PUBLIC HEARING

1. **Request of Mr. Frank Crandol on Behalf of Brick Kiln, LLC for a Conditional Use Permit to Establish and Operate a Mini-Storage Warehouse Facility in a Residential District**

   (a) Public Hearing
   (b) Consideration by Council

G. NEW BUSINESS

1. **Resolution Making Appointments to the Library Advisory Board and School Board**

2. **Resolution Approving the Performance Contract for Colonial Behavioral Health**

3. **Resolution Approving the First Amendment to the Restated Cooperative Agreement With the Peninsula Regional Jail**

4. **Resolution Changing the Appointments of Two Members of the Wetlands Board**

5. **Ordinance Making Additional Appropriations and Transfers for FY 2016**

H. COMMENTS OF THE CITY MANAGER

I. COUNCIL DIRECTIVES

J. ADJOURNMENT

CITY OF POQUOSON

500 City Hall Avenue, Poquoson, Virginia 23662-1996

City Manager's Office (757)868-3000 Fax (757)868-3101

July 25, 2016

TO: City Council

FROM: City Manager

SUBJECT: Bunting Lane

As part of the May 23, 2016 City Council meeting Council discussed traffic concerns, particularly speeding on Bunting Lane. Council also received significant public comments regarding this issue at the same meeting. Following the discussion and comment period, Council members expressed a desire to continue the discussion in a summer work session. During the work session Council indicated that it would like to discuss additional traffic calming options and review additional traffic data collected prior to and after the initial Council discussion. Subsequent to the May meeting, the Poquoson Police Department provided increased speed enforcement in the area and the City installed two *Children at Play* signs on Bunting Lane. The July 25, 2016 work session is intended to be a continuation of the discussion of traffic concerns on Bunting Lane and traffic calming measures in general. No final decisions are anticipated at the work session.

Traffic Calming is a formal program established by VDOT for residential roads that provide direct access to homes and is intended to slow speeding traffic without restricting access to the street itself. The program guidelines have been developed for counties and towns within the Commonwealth of Virginia that have primary road responsibilities; however, the State program serves as a general guide for cities. The Engineering Department has confirmed with the VDOT residency that State approval is not required, but rather the City Council is the approval authority for traffic calming measures in Poquoson.

The VDOT guidelines outline physical measures that may be appropriate for traffic calming, depending upon the specific nature of the concerns and the characteristics of the subject roadway. These physical measures include speed humps, chokers to narrow the travel lane, traffic circles, raised crosswalks and raised median islands, crosswalk refuges and chicanes which are alternating curbside constrictions which channel traffic in a snake-like fashion. City Council received a staff briefing and viewed a VDOT presentation on traffic calming at its October 27, 2014 work session.

The VDOT program states that increasing community awareness and stepping up traffic enforcement should be implemented prior to any traffic calming measures being installed. Finally, the VDOT

guidelines indicate that the community should also consider less expensive non-physical measures such as signs and pavement markings prior to deciding to implement more costly physical control measures.

In addition to the physical and non-physical measures outlined above, the Council may wish to consider additional options. The first is the establishment of a Residence District special speed enforcement zone to establish a maximum fine of up to $200 for exceeding the posted speed limit, pursuant to State Code Section 46.2-878.2. To enact this designation the City Council would need to 1) identify the neighborhood and specific roadway where signs would be placed, 2) confirm that the roadway meets the definition of local residential, collector or minor arterial streets and 3) make a formal finding that a speeding problem exists and that the increased penalty has community support. Council will recall that when considering a previous request to consider lowering the speed limit on Rens Road a community petition in support of the proposed change was presented to Council which indicated the support from over 2/3 of the homeowners in the proximity of Rens Road.

An additional measure the Council may wish to consider, either as a standalone enhancement or as part of a larger solution, is the installation of one or more speed limit display signs. These permanently mounted signs function similar to the radar trailer in that they display the actual speed of ongoing vehicles, but unlike the radar trailer they do not collect traffic data.

The Poquoson Police Department utilized its radar trailer during the period of May 19, 2016 to June 2, 2016 as part of the City's public awareness efforts. The data is broken into two data sets including the five days prior to the May Council discussion and the period from May 22, 2016 to June 2, 2016. As a follow-up the City has also deployed its new StealthStat radar unit in the period immediately preceding the scheduled work session. This unit is a discrete traffic control device and its deployment is intended to provide information concerning changes in traffic conditions following the increased public awareness efforts, increased law enforcement presence and additional signage. Traffic data from the StealthStat will be retrieved by the Poquoson Police Department the afternoon of the work session. Chief Bowen will attend the work session to present and summarize the StealthStat data as well as data collected by the radar trailer and answer questions regarding the increased Police Enforcement efforts subsequent to the May Council discussion.

Traffic Information
511 offers real-time traffic info. Anytime you need it, anywhere you are.
(http://www.511virginia.org)

Virginia Roads
Your one-stop source for VDOT maps, data and project info.
(http://www.virginiaroads.org)
(http://www.virginiaroads.org)

Popular Links
- High Occupancy Vehicle (HOV) Systems (/travel/hov-novasched.asp)
- Business Center (/business/default.asp)
- Jamestown-Scotland Ferry (/travel/ferry-jamestown.asp)
- High Occupancy Vehicle (HOV) Lanes - Rules and FAQs (/travel/hov-rulesfaq.asp)
- Current Opportunities (/jobs/AllJobs.asp)
- Hampton Roads Tunnels and Bridges (/travel/hro-tunnel-default.asp)
- Virginia Official State Transportation Map (/travel/maps-state.asp)
- Consider a Career at VDOT (/jobs/default.asp)

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Visit Our Social Media Pages » (/newsroom/social_media.asp)

.@VaDOTNOVA (http://twitter.com/intent/user?screen_name=VaDOTNOVA)'s Nicholas Roper spoke to U.S. Army Engineer School grads, & his son was in the graduating class. Read: https://t.co/qBFGGawitf (https://t.co/qBFGGawitf)

Traffic Calming

More and more communities are seeking solutions to combat the increased traffic and speeding on their neighborhood streets.

The Virginia Department of Transportation (VDOT) can help your neighborhood and county officials manage the traffic in your area in several ways - traffic calming is one of them.

Frequently Asked Questions

What is traffic calming?

Traffic calming slows speeding traffic on residential streets without restricting access to them.

Is any road a candidate for traffic calming?

VDOT's traffic calming program is designed only for those residential streets that provide direct access to homes.

It applies only to existing streets. It does not apply to future roads or subdivision streets under construction. It also does not apply to high-speed, high-volume roads.

How does my community request traffic calming?

First, contact your local county supervisor. The board of supervisors initiates the process by forwarding a resolution for traffic calming on a specific street to VDOT, along with the following support data:

- The street's functional classification
- Average daily traffic volume
- Average speed
- A description of the study area
- A petition with signatures

@ace_titans (http://twitter.com/intent/user?screen_name=ace_titans) Was this on I-77 yesterday?

Other Links

VirginiaRoads.org Portal (http://VirginiaRoads.org)

Open to the Public (/projects/publicinvolvement.asp)

Highway Safety Challenge (http://safevahighways.org/)

Six-Year Improvement Program database (http://syip.virginiadot.org/Pages/allProjects.aspx)

Organizational Chart (/about/resources/vdotchartwnames.pdf)

E-Z Pass Virginia (https://www.ezpassva.com/)

Transparency in Procurement (/eVA/logi.epro.cgipdc.com/Public/rdPage.aspx?rdReport=Public.PublicLandingPage&rdRnd=40901)

Who decides on the traffic-calming plan?

Representatives from the study area, the homeowners association, the board of supervisors, local transportation staff, police, fire and rescue services and VDOT should develop the plan.

Once the plan is developed, it should be presented to citizens, typically at a public meeting. If there is community support for the plan, the board of supervisors and VDOT must approve the final plan and determine how it will be funded.

What types of physical measures can be used?

Depending on the situation, speed humps, chokers, traffic circles, raised crosswalks, raised median islands, crosswalk refuges or chicanes could be used.

Speed hump - A narrow, slightly raised area crossing travel lanes. *Drawbacks:* Slows emergency vehicles, drainage problems, increased noise and maintenance cost. *Cost:* $2,000-$3,000

Choker - A physical curbside constriction that narrows a travel lane. *Drawbacks:* Drainage problems, increased maintenance cost. *Cost:* $7,000-$10,000 per pair

Traffic circle - An elevated area in the middle of an intersection; provides counterclockwise traffic flow. *Advantage:* Reduces left-turn accidents. *Drawbacks:* May reduce parking spaces and require additional right of way. *Cost:* $3,500-$15,000

Raised Crosswalk - A raised hump with a 10-foot-wide flat top. *Drawbacks:* Slows emergency vehicles, potential drainage problems, increased noise and maintenance cost. *Cost:* $2,500-$8,000

Raised Median Island - An elevated area in the middle of a roadway. *Drawbacks:* Drainage problems, increased maintenance cost. *Cost:* $5,000-$15,000

Crosswalk Refuge - A raised median in the middle of a roadway, with a cut for the crosswalk. *Advantage:* Pedestrian safety. *Drawback:* Increased maintenance cost. *Cost:* $5,000-$15,000

Chicane - Alternating curbside constrictions channel travel in a snake-like fashion. *Drawbacks:* For divided roadways only, drainage problems, increased maintenance cost. *Cost:* $5,000-$15,000 per set

Who pays for these measures?

The county and VDOT share the responsibility for the funding.

Are there less expensive options than physical measures?

Increasing community awareness about the problem is an important first step. VDOT staff is available to speak to homeowners associations about traffic-calming measures and to help raise awareness about advantages, disadvantages, approximate costs and funding options.

In addition, local police can assist the community with stepped-up enforcement efforts before any traffic-calming measures are implemented.

Finally, less expensive non-physical measures often can be used, such as signs and pavement markings. For example, pavement markings can delineate a parking or a bicycle lane, or simply stripe out an area of pavement, all of which effectively narrow the travel lane.

How do I get more information on traffic calming?

VDOT's Traffic Calming Guide for Local Residential Streets (/programs/resources/TrafficCalmingGuideOct2002.pdf) (238 KB)

Page last modified: Oct. 14, 2012

Additional Links

Employee Outlook Access (https://webmail.vita.virginia.gov/OWA/auth/logon.aspx)

VDOT Dashboard (http://dashboard.virginiadot.org/default.aspx)

Freedom of Information Act (http://www.virginiadot.org/info/foia.asp)

Adobe Reader (http://get.adobe.com/reader/)

Flash Player (http://get.adobe.com/flashplayer/)

Microsoft Office (http://www.microsoft.com/en-us/download/details.aspx?id=4)

Connect With Us

Twitter (/newsroom/vdot_twitter_feeds.asp)

YouTube (http://www.youtube.com/user/vdotweb)

Flickr (http://www.flickr.com/photos/vadot)

Facebook (http://www.facebook.com/VirginiaDOT)

RSS Feed (/newsroom/subscribe_to_rss.asp)

511 Virginia (http://www.511virginia.org)

Need Help? 800-FOR-ROAD

VDOT Central Office
1401 E. Broad St.
Richmond, VA 23219

800-367-7623 (toll-free)
711 (hearing impaired)
Report a Road Problem (/travel/citizen.asp)

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Additional $200 Fine Sign Program

§ 46.2-878.2 of the Code of Virginia was revised in 1999 to provide for additional fines up to a maximum of $200 for exceeding the speed limit in a residence district of a county, city or town, where indicated by the appropriately placed signs.

The modified code section further stipulated that the Commonwealth Transportation Board (CTB) or any local governing body having jurisdiction over highways develop criteria for the overall applicability for the installation of signs.

The Commonwealth Transportation Board developed a policy which was adopted on June 17, 1999 that established eligibility criteria for streets and procedures for requesting the signs and outlining the responsibilities of the locality and VDOT.

To qualify for sign installation, a highway must meet the definition of local residential, collector, or minor arterial street as defined in the policy and have a posted speed limit of 35 miles per hour or lower.

It is the responsibility of the county or town to initiate these procedures by requesting, through a resolution of the local governing body, that VDOT install the appropriate signs.

This request shall be submitted to VDOT through the local VDOT Residency Administrator along with the following support data.

1. Identification of the neighborhood and specific highway(s) where the signs are to be installed.
2. Confirmation that the highway(s) meet the definitions of local residential, collector or minor arterial streets.
3. Notification that a speeding problem exists and that the increased penalty has community support.

Upon receipt of the adopted resolution and supporting data, VDOT staff will review the assembly and approve or deny the request as appropriate. If approved, VDOT will install the requested signs within 60 days, as specified by CTB policy of the date the request is approved.

Signs installed in accordance with this program are fully funded from countywide traffic services in the secondary or primary road allocations to the respective counties.

The full CTB policy for the additional fine sign program can be found here.

For further information see frequently asked questions.

ADOPTED BY THE COMMONWEALTH TRANSPORTATION BOARD JUNE 17, 1999

POLICY AND PROCEDURES

APPLICABILITY OF §46.2-878.2 OF THE CODE OF VIRGINIA

INSTALLATION OF SIGNS ADVISING OF MAXIMUM PENALTY FOR EXCEEDING POSTED MAXIMUM SPEED LIMIT IN CERTAIN RESIDENCE DISTRICTS

PURPOSE

The purpose of this policy and attendant procedures is to provide guidelines for addressing the issue of exceeding the maximum speed limit on local residential streets, collector streets, and minor arterial streets with residential characteristics in certain residence districts and installing signs as prescribed in §46.2-878.2 of the Code of Virginia.

POLICY ON INSTALLATION OF SIGNS IN CERTAIN RESIDENCE DISTRICTS

It is the Commonwealth Transportation Board's policy that the Virginia Department of Transportation (VDOT), upon a formal request from the local governing body, will install signs on local residential streets, collector streets, and minor arterial streets with a posted speed limit of 35 miles per hour or lower advising motorists of a maximum punishment of $200, in addition to other penalties provided by law, for exceeding the speed limit in certain residence districts.

INTRODUCTION

This policy and attendant procedures identify the specific responsibilities and requirements of VDOT and that of the affected counties and towns in addressing concerns relating to motorists exceeding the speed limit in certain residence districts.

VDOT and the counties and towns are partners in the administration of these processes and procedures. A good working relationship between VDOT and the counties and towns is important for this partnership to function effectively.

DEFINITIONS

"Residence district" as defined in §46.2-100 means the territory contiguous to a highway, not comprising a business district, where seventy-five percent or more of the property abutting such highway, on either side of the highway, for a distance of 300 feet or more along the highway consists of land improved for dwelling purposes, or is occupied by dwellings, or consists of land or buildings in use for business purposes.

"Highway as defined in §46.2-100 means the entire width between the boundary lines of every way or place open to the use of the public for purposes of vehicular travel in the Commonwealth, including the streets and alleys, and, for law-enforcement purposes, the entire width between the boundary lines of all private roads or private streets which have been specifically designated "highways" by an ordinance adopted by the governing body of the county, city, or town in which such private roads or streets are located.

For purposes of this policy a Local Residential Street is a highway built as part of a residential development or a highway where residential development has taken place resulting in a neighborhood or community resembling a residential development. Further, a local residential street must have the residential units facing the street and provide driveway connections or curbside parking for a majority of the residential units.

For purposes of this policy Collector Streets and Roads are highways exhibiting the residential characteristics listed above for local residential streets as well as serving traffic movements between residential areas and major roadways.

For purposes of this policy Minor Arterial Streets and Roads are highways exhibiting the residential characteristics listed above for local residential streets. These roads and streets also serve trips of moderate lengths at a somewhat lower level of travel mobility than principal arterials, provide access to geographic areas smaller than those served by the higher system, and provide intracommunity continuity.

Note: The definitions of local residential streets, collector streets, and minor arterial streets shown above are for administration of this policy only and do not necessarily apply to any other VDOT policies and programs.

CRITERIA

To qualify for sign installation, a highway shall meet the following criteria:

1. Meet the definition of local residential, collector, or minor arterial street as indicated above.

2. Have a posted speed limit of 35 miles per hour or lower.

COUNTY/TOWN RESPONSIBILITIES

To initiate these procedures, the county or town shall request, by resolution of the local governing body, that VDOT install the appropriate signs as stipulated in §46.2-878.2 of the Code of Virginia. This request shall be submitted to the local VDOT resident engineer in the form of a resolution, along with the following support data.

Support Data Requirements:

1. Identification of the neighborhood and specific highway(s) where the signs are requested to be installed.

2. Confirmation that the highway(s) meet the definitions of local residential, collector, or minor arterial streets as described above.

3. Notification that a speeding problem exists and that the increased penalty has community support.

VDOT RESPONSIBILITIES

It is the responsibility of VDOT to provide, install, and maintain the signs. The following procedures will be observed:

1. The VDOT resident engineer, upon receipt of the adopted resolution and support data, will review the assembly and submit it to the VDOT district administrator.

2. The district administrator will have the signs installed.

3. Sign installation under §46.2-878.2 will take place within 60 days of the date the request is approved.

Note: These procedures assign certain action items to the district administrator. A district administrator has the prerogative to assign any or all of these action items to be handled by the district traffic engineer.

FUNDING

Signs installed in accordance with this policy will be fully funded from countywide traffic services in the secondary or primary road allocations to the respective counties.

Additional $200 Fine Sign Program

How does a county or town request the signs?

A formal resolution is required from the county or town. The resolution must include the following:

1. Identification of the neighborhood and specific highway(s) where the signs are to be installed.
2. Confirmation that the highway(s) meet the definitions of local residential, collector or minor arterial streets.
3. Notification that a speeding problem exists and that the increased penalty has community support.

VDOT staff then review field locations and have the signs installed.

Where can these signs be installed?

The sign must be installed on a local residential street, a collector street, or a minor arterial street with residential characteristics. The posted speed limit must be 35 mph or less.

How are these signs funded?

Signs installed in accordance with this program are fully funded from countywide traffic services in the secondary or primary road allocations to the respective counties.

Place Currently Not Set
Traffic Survey Summary

Location: Bunting Lane
Start Date: 05-22-15
End Date: 06-02-15

Zone: Residential
Start Time: 14:47:25
End Time: 13:09:42
Travel Direction: S

Speed	1 - 19	20 - 21	22 - 23	24 - 25	26 - 27	28 - 29	30 - 31	32 - 33	34 - 35	36 - 37	38 - 39	40 - 999
Volume	4472	877	1177	1648	1765	1286	709	291	103	44	22	14
% of Total	36.04%	7.06%	9.48%	13.28%	14.22%	10.36%	5.71%	2.34%	0.83%	0.35%	0.17%	0.11%
									Total Vehicles: 12408			

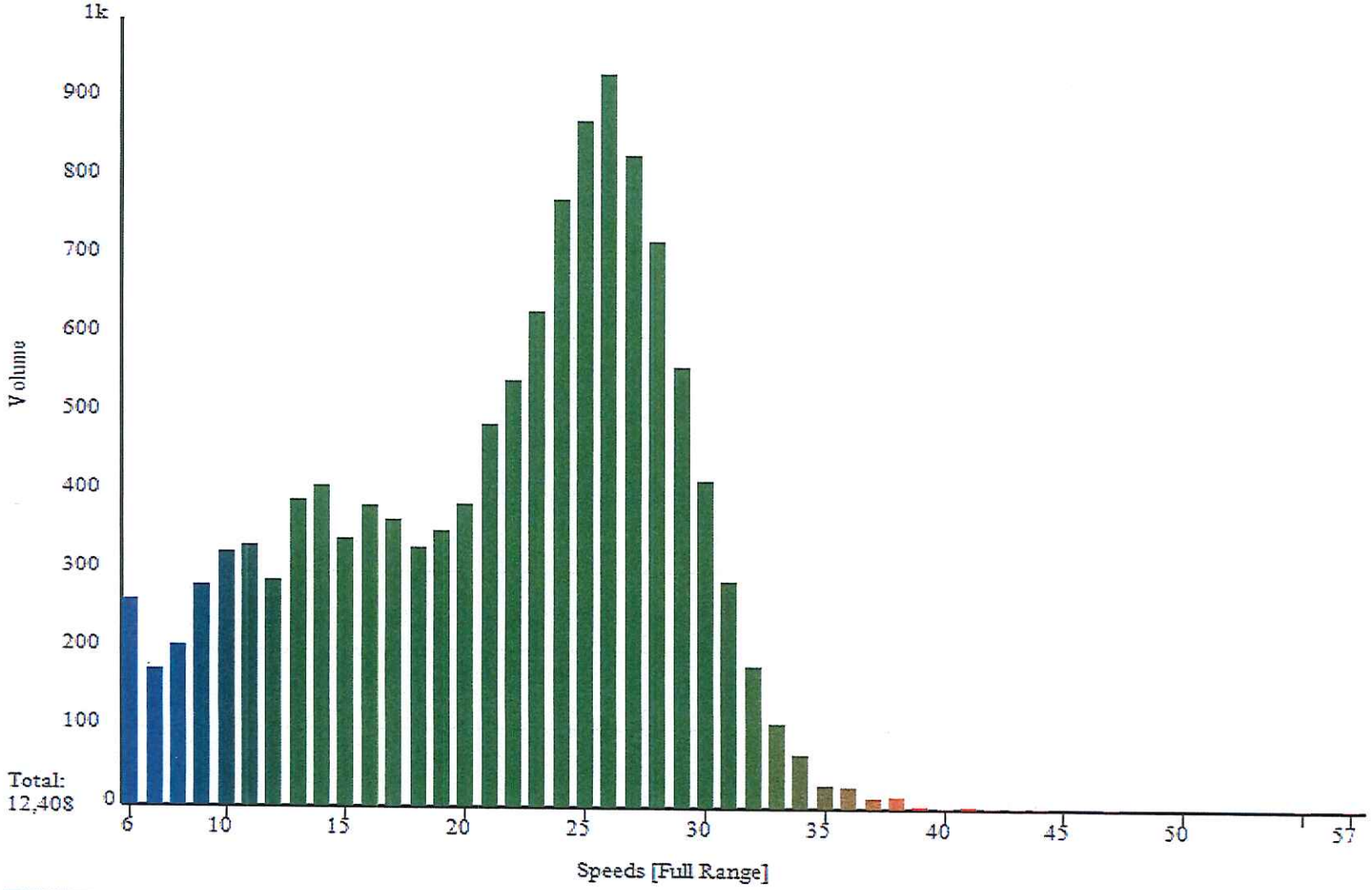
Speed Statistics		10 MPH Pace		Number Exceeding Limit				
Posted	25	Pace Speed	21 to 30	Speed	25+	35+	45+	Total
#At/Under Limit	8174	# in Pace	6784	Number	4154	76	4	4234
# Over Limit	4234	% in Pace	54.67%	Percent	33.47%	0.61%	0.03%	34.12%
Average Speed	21.31	85% Percentile	28					

Place Currently Not Set
Speed/Volume Graph

Location: Bunting Lane
Dates: 05-22-15 to 06-02-15

Zone: Residential
Speed Limit: 25 MPH

Travel Direction: S



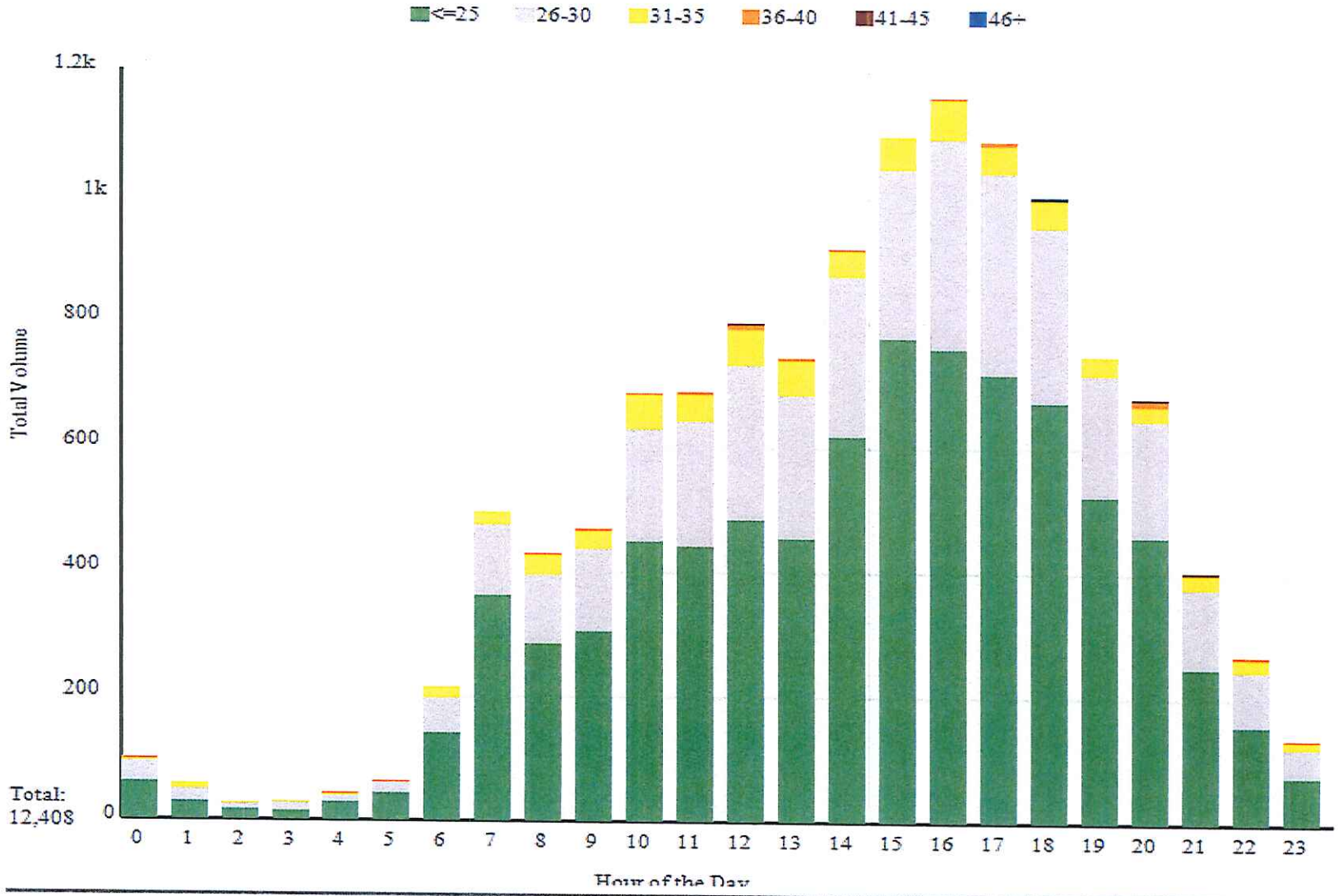
05-31-2016, 11:10:23

Place Currently Not Set
Speed/Time/Volume Graph

Location: Bunting Lane
Dates: 05-22-15 to 06-02-15

Zone: Residential
Speed Limit: 25 MPH

Travel Direction: S



05-31-2016, 11:10:50

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Friday, 05-22-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	0		12:00 to 12:15	0	
00:15 to 00:30	0		12:15 to 12:30	0	
00:30 to 00:45	0		12:30 to 12:45	0	
00:45 to 01:00	0	0	12:45 to 13:00	0	0
01:00 to 01:15	0		13:00 to 13:15	0	
01:15 to 01:30	0		13:15 to 13:30	0	
01:30 to 01:45	0		13:30 to 13:45	0	
01:45 to 02:00	0	0	13:45 to 14:00	0	0
02:00 to 02:15	0		14:00 to 14:15	0	
02:15 to 02:30	0		14:15 to 14:30	0	
02:30 to 02:45	0		14:30 to 14:45	0	
02:45 to 03:00	0	0	14:45 to 15:00	13	13
03:00 to 03:15	0		15:00 to 15:15	22	
03:15 to 03:30	0		15:15 to 15:30	32	
03:30 to 03:45	0		15:30 to 15:45	25	
03:45 to 04:00	0	0	15:45 to 16:00	27	106
04:00 to 04:15	0		16:00 to 16:15	43	
04:15 to 04:30	0		16:15 to 16:30	35	
04:30 to 04:45	0		16:30 to 16:45	41	
04:45 to 05:00	0	0	16:45 to 17:00	30	149
05:00 to 05:15	0		17:00 to 17:15	41	
05:15 to 05:30	0		17:15 to 17:30	42	
05:30 to 05:45	0		17:30 to 17:45	30	
05:45 to 06:00	0	0	17:45 to 18:00	27	140
06:00 to 06:15	0		18:00 to 18:15	27	
06:15 to 06:30	0		18:15 to 18:30	19	
06:30 to 06:45	0		18:30 to 18:45	15	
06:45 to 07:00	0	0	18:45 to 19:00	28	89
07:00 to 07:15	0		19:00 to 19:15	16	
07:15 to 07:30	0		19:15 to 19:30	20	
07:30 to 07:45	0		19:30 to 19:45	7	
07:45 to 08:00	0	0	19:45 to 20:00	22	65
08:00 to 08:15	0		20:00 to 20:15	19	
08:15 to 08:30	0		20:15 to 20:30	23	
08:30 to 08:45	0		20:30 to 20:45	26	
08:45 to 09:00	0	0	20:45 to 21:00	9	77
09:00 to 09:15	0		21:00 to 21:15	11	
09:15 to 09:30	0		21:15 to 21:30	11	
09:30 to 09:45	0		21:30 to 21:45	3	
09:45 to 10:00	0	0	21:45 to 22:00	8	33
10:00 to 10:15	0		22:00 to 22:15	9	
10:15 to 10:30	0		22:15 to 22:30	20	
10:30 to 10:45	0		22:30 to 22:45	6	
10:45 to 11:00	0	0	22:45 to 23:00	11	46
11:00 to 11:15	0		23:00 to 23:15	4	
11:15 to 11:30	0		23:15 to 23:30	9	

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Saturday, 05-23-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	2		12:00 to 12:15	15	
00:15 to 00:30	3		12:15 to 12:30	30	
00:30 to 00:45	11		12:30 to 12:45	24	
00:45 to 01:00	4	20	12:45 to 13:00	15	84
01:00 to 01:15	1		13:00 to 13:15	26	
01:15 to 01:30	2		13:15 to 13:30	27	
01:30 to 01:45	6		13:30 to 13:45	23	
01:45 to 02:00	0	9	13:45 to 14:00	25	101
02:00 to 02:15	0		14:00 to 14:15	33	
02:15 to 02:30	0		14:15 to 14:30	35	
02:30 to 02:45	1		14:30 to 14:45	13	
02:45 to 03:00	1	2	14:45 to 15:00	19	100
03:00 to 03:15	5		15:00 to 15:15	40	
03:15 to 03:30	0		15:15 to 15:30	28	
03:30 to 03:45	1		15:30 to 15:45	25	
03:45 to 04:00	0	6	15:45 to 16:00	22	115
04:00 to 04:15	3		16:00 to 16:15	18	
04:15 to 04:30	1		16:15 to 16:30	29	
04:30 to 04:45	0		16:30 to 16:45	37	
04:45 to 05:00	1	5	16:45 to 17:00	17	101
05:00 to 05:15	7		17:00 to 17:15	14	
05:15 to 05:30	3		17:15 to 17:30	29	
05:30 to 05:45	1		17:30 to 17:45	26	
05:45 to 06:00	0	11	17:45 to 18:00	20	89
06:00 to 06:15	2		18:00 to 18:15	26	
06:15 to 06:30	1		18:15 to 18:30	20	
06:30 to 06:45	4		18:30 to 18:45	31	
06:45 to 07:00	3	10	18:45 to 19:00	17	94
07:00 to 07:15	8		19:00 to 19:15	24	
07:15 to 07:30	9		19:15 to 19:30	20	
07:30 to 07:45	15		19:30 to 19:45	13	
07:45 to 08:00	10	42	19:45 to 20:00	19	76
08:00 to 08:15	10		20:00 to 20:15	23	
08:15 to 08:30	14		20:15 to 20:30	13	
08:30 to 08:45	5		20:30 to 20:45	17	
08:45 to 09:00	12	41	20:45 to 21:00	16	69
09:00 to 09:15	4		21:00 to 21:15	7	
09:15 to 09:30	23		21:15 to 21:30	10	
09:30 to 09:45	11		21:30 to 21:45	2	
09:45 to 10:00	10	48	21:45 to 22:00	10	29
10:00 to 10:15	21		22:00 to 22:15	14	
10:15 to 10:30	21		22:15 to 22:30	5	
10:30 to 10:45	27		22:30 to 22:45	5	
10:45 to 11:00	16	85	22:45 to 23:00	5	29
11:00 to 11:15	34		23:00 to 23:15	3	
11:15 to 11:30	27		23:15 to 23:30	1	

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Saturday, 05-23-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	2		12:00 to 12:15	15	
00:15 to 00:30	3		12:15 to 12:30	30	
00:30 to 00:45	11		12:30 to 12:45	24	
00:45 to 01:00	4	20	12:45 to 13:00	15	84
01:00 to 01:15	1		13:00 to 13:15	26	
01:15 to 01:30	2		13:15 to 13:30	27	
01:30 to 01:45	6		13:30 to 13:45	23	
01:45 to 02:00	0	9	13:45 to 14:00	25	101
02:00 to 02:15	0		14:00 to 14:15	33	
02:15 to 02:30	0		14:15 to 14:30	35	
02:30 to 02:45	1		14:30 to 14:45	13	
02:45 to 03:00	1	2	14:45 to 15:00	19	100
03:00 to 03:15	5		15:00 to 15:15	40	
03:15 to 03:30	0		15:15 to 15:30	28	
03:30 to 03:45	1		15:30 to 15:45	25	
03:45 to 04:00	0	6	15:45 to 16:00	22	115
04:00 to 04:15	3		16:00 to 16:15	18	
04:15 to 04:30	1		16:15 to 16:30	29	
04:30 to 04:45	0		16:30 to 16:45	37	
04:45 to 05:00	1	5	16:45 to 17:00	17	101
05:00 to 05:15	7		17:00 to 17:15	14	
05:15 to 05:30	3		17:15 to 17:30	29	
05:30 to 05:45	1		17:30 to 17:45	26	
05:45 to 06:00	0	11	17:45 to 18:00	20	89
06:00 to 06:15	2		18:00 to 18:15	26	
06:15 to 06:30	1		18:15 to 18:30	20	
06:30 to 06:45	4		18:30 to 18:45	31	
06:45 to 07:00	3	10	18:45 to 19:00	17	94
07:00 to 07:15	8		19:00 to 19:15	24	
07:15 to 07:30	9		19:15 to 19:30	20	
07:30 to 07:45	15		19:30 to 19:45	13	
07:45 to 08:00	10	42	19:45 to 20:00	19	76
08:00 to 08:15	10		20:00 to 20:15	23	
08:15 to 08:30	14		20:15 to 20:30	13	
08:30 to 08:45	5		20:30 to 20:45	17	
08:45 to 09:00	12	41	20:45 to 21:00	16	69
09:00 to 09:15	4		21:00 to 21:15	7	
09:15 to 09:30	23		21:15 to 21:30	10	
09:30 to 09:45	11		21:30 to 21:45	2	
09:45 to 10:00	10	48	21:45 to 22:00	10	29
10:00 to 10:15	21		22:00 to 22:15	14	
10:15 to 10:30	21		22:15 to 22:30	5	
10:30 to 10:45	27		22:30 to 22:45	5	
10:45 to 11:00	16	85	22:45 to 23:00	5	29
11:00 to 11:15	34		23:00 to 23:15	3	
11:15 to 11:30	27		23:15 to 23:30	1	

05-31-2016, 11:11:53

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Sunday, 05-24-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	1		12:00 to 12:15	8	
00:15 to 00:30	2		12:15 to 12:30	22	
00:30 to 00:45	4		12:30 to 12:45	17	
00:45 to 01:00	3	10	12:45 to 13:00	15	62
01:00 to 01:15	5		13:00 to 13:15	16	
01:15 to 01:30	0		13:15 to 13:30	21	
01:30 to 01:45	1		13:30 to 13:45	15	
01:45 to 02:00	0	6	13:45 to 14:00	10	62
02:00 to 02:15	2		14:00 to 14:15	25	
02:15 to 02:30	4		14:15 to 14:30	21	
02:30 to 02:45	2		14:30 to 14:45	16	
02:45 to 03:00	2	10	14:45 to 15:00	26	88
03:00 to 03:15	0		15:00 to 15:15	17	
03:15 to 03:30	0		15:15 to 15:30	8	
03:30 to 03:45	0		15:30 to 15:45	18	
03:45 to 04:00	2	2	15:45 to 16:00	22	65
04:00 to 04:15	0		16:00 to 16:15	13	
04:15 to 04:30	0		16:15 to 16:30	14	
04:30 to 04:45	0		16:30 to 16:45	9	
04:45 to 05:00	0	0	16:45 to 17:00	6	42
05:00 to 05:15	1		17:00 to 17:15	28	
05:15 to 05:30	2		17:15 to 17:30	16	
05:30 to 05:45	3		17:30 to 17:45	17	
05:45 to 06:00	1	7	17:45 to 18:00	17	78
06:00 to 06:15	0		18:00 to 18:15	22	
06:15 to 06:30	0		18:15 to 18:30	22	
06:30 to 06:45	3		18:30 to 18:45	25	
06:45 to 07:00	2	5	18:45 to 19:00	27	96
07:00 to 07:15	1		19:00 to 19:15	9	
07:15 to 07:30	5		19:15 to 19:30	13	
07:30 to 07:45	9		19:30 to 19:45	17	
07:45 to 08:00	2	17	19:45 to 20:00	14	53
08:00 to 08:15	6		20:00 to 20:15	14	
08:15 to 08:30	7		20:15 to 20:30	16	
08:30 to 08:45	4		20:30 to 20:45	10	
08:45 to 09:00	5	22	20:45 to 21:00	27	67
09:00 to 09:15	9		21:00 to 21:15	17	
09:15 to 09:30	8		21:15 to 21:30	8	
09:30 to 09:45	12		21:30 to 21:45	7	
09:45 to 10:00	12	41	21:45 to 22:00	9	41
10:00 to 10:15	12		22:00 to 22:15	9	
10:15 to 10:30	16		22:15 to 22:30	16	
10:30 to 10:45	22		22:30 to 22:45	7	
10:45 to 11:00	13	63	22:45 to 23:00	3	35
11:00 to 11:15	25		23:00 to 23:15	3	
11:15 to 11:30	12		23:15 to 23:30	3	

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Monday, 05-25-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	4		12:00 to 12:15	18	
00:15 to 00:30	0		12:15 to 12:30	11	
00:30 to 00:45	0		12:30 to 12:45	23	
00:45 to 01:00	1	5	12:45 to 13:00	14	66
01:00 to 01:15	6		13:00 to 13:15	37	
01:15 to 01:30	2		13:15 to 13:30	26	
01:30 to 01:45	1		13:30 to 13:45	18	
01:45 to 02:00	4	13	13:45 to 14:00	21	102
02:00 to 02:15	0		14:00 to 14:15	22	
02:15 to 02:30	2		14:15 to 14:30	21	
02:30 to 02:45	0		14:30 to 14:45	14	
02:45 to 03:00	0	2	14:45 to 15:00	13	70
03:00 to 03:15	2		15:00 to 15:15	18	
03:15 to 03:30	0		15:15 to 15:30	26	
03:30 to 03:45	0		15:30 to 15:45	14	
03:45 to 04:00	0	2	15:45 to 16:00	12	70
04:00 to 04:15	1		16:00 to 16:15	13	
04:15 to 04:30	0		16:15 to 16:30	26	
04:30 to 04:45	0		16:30 to 16:45	11	
04:45 to 05:00	3	4	16:45 to 17:00	16	66
05:00 to 05:15	2		17:00 to 17:15	24	
05:15 to 05:30	1		17:15 to 17:30	17	
05:30 to 05:45	0		17:30 to 17:45	23	
05:45 to 06:00	1	4	17:45 to 18:00	25	89
06:00 to 06:15	5		18:00 to 18:15	40	
06:15 to 06:30	0		18:15 to 18:30	14	
06:30 to 06:45	1		18:30 to 18:45	26	
06:45 to 07:00	0	6	18:45 to 19:00	21	101
07:00 to 07:15	3		19:00 to 19:15	28	
07:15 to 07:30	8		19:15 to 19:30	27	
07:30 to 07:45	8		19:30 to 19:45	10	
07:45 to 08:00	2	21	19:45 to 20:00	9	74
08:00 to 08:15	10		20:00 to 20:15	25	
08:15 to 08:30	2		20:15 to 20:30	16	
08:30 to 08:45	6		20:30 to 20:45	5	
08:45 to 09:00	9	27	20:45 to 21:00	24	70
09:00 to 09:15	11		21:00 to 21:15	11	
09:15 to 09:30	10		21:15 to 21:30	10	
09:30 to 09:45	12		21:30 to 21:45	10	
09:45 to 10:00	6	39	21:45 to 22:00	5	36
10:00 to 10:15	6		22:00 to 22:15	3	
10:15 to 10:30	20		22:15 to 22:30	4	
10:30 to 10:45	8		22:30 to 22:45	3	
10:45 to 11:00	12	46	22:45 to 23:00	8	18
11:00 to 11:15	19		23:00 to 23:15	3	
11:15 to 11:30	18		23:15 to 23:30	1	

05-31-2016, 11:12:23

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Tuesday, 05-26-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	8		12:00 to 12:15	19	
00:15 to 00:30	1		12:15 to 12:30	26	
00:30 to 00:45	1		12:30 to 12:45	15	
00:45 to 01:00	8	18	12:45 to 13:00	17	77
01:00 to 01:15	0		13:00 to 13:15	14	
01:15 to 01:30	0		13:15 to 13:30	9	
01:30 to 01:45	0		13:30 to 13:45	17	
01:45 to 02:00	1	1	13:45 to 14:00	15	55
02:00 to 02:15	0		14:00 to 14:15	20	
02:15 to 02:30	2		14:15 to 14:30	25	
02:30 to 02:45	0		14:30 to 14:45	21	
02:45 to 03:00	3	5	14:45 to 15:00	18	84
03:00 to 03:15	3		15:00 to 15:15	43	
03:15 to 03:30	0		15:15 to 15:30	24	
03:30 to 03:45	1		15:30 to 15:45	22	
03:45 to 04:00	0	4	15:45 to 16:00	37	126
04:00 to 04:15	0		16:00 to 16:15	39	
04:15 to 04:30	1		16:15 to 16:30	33	
04:30 to 04:45	1		16:30 to 16:45	21	
04:45 to 05:00	8	10	16:45 to 17:00	22	115
05:00 to 05:15	0		17:00 to 17:15	32	
05:15 to 05:30	1		17:15 to 17:30	32	
05:30 to 05:45	0		17:30 to 17:45	22	
05:45 to 06:00	0	1	17:45 to 18:00	26	112
06:00 to 06:15	1		18:00 to 18:15	34	
06:15 to 06:30	11		18:15 to 18:30	28	
06:30 to 06:45	7		18:30 to 18:45	20	
06:45 to 07:00	11	30	18:45 to 19:00	23	105
07:00 to 07:15	14		19:00 to 19:15	24	
07:15 to 07:30	19		19:15 to 19:30	25	
07:30 to 07:45	17		19:30 to 19:45	19	
07:45 to 08:00	11	61	19:45 to 20:00	8	76
08:00 to 08:15	14		20:00 to 20:15	12	
08:15 to 08:30	6		20:15 to 20:30	15	
08:30 to 08:45	4		20:30 to 20:45	14	
08:45 to 09:00	14	38	20:45 to 21:00	11	52
09:00 to 09:15	13		21:00 to 21:15	8	
09:15 to 09:30	12		21:15 to 21:30	7	
09:30 to 09:45	7		21:30 to 21:45	9	
09:45 to 10:00	10	42	21:45 to 22:00	10	34
10:00 to 10:15	14		22:00 to 22:15	6	
10:15 to 10:30	17		22:15 to 22:30	2	
10:30 to 10:45	19		22:30 to 22:45	1	
10:45 to 11:00	11	61	22:45 to 23:00	6	15
11:00 to 11:15	13		23:00 to 23:15	3	
11:15 to 11:30	10		23:15 to 23:30	1	

05-31-2016, 11:12:41

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Wednesday, 05-27-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	2		12:00 to 12:15	19	
00:15 to 00:30	0		12:15 to 12:30	14	
00:30 to 00:45	1		12:30 to 12:45	9	
00:45 to 01:00	1	4	12:45 to 13:00	19	61
01:00 to 01:15	0		13:00 to 13:15	20	
01:15 to 01:30	7		13:15 to 13:30	11	
01:30 to 01:45	0		13:30 to 13:45	25	
01:45 to 02:00	0	7	13:45 to 14:00	19	75
02:00 to 02:15	0		14:00 to 14:15	34	
02:15 to 02:30	0		14:15 to 14:30	8	
02:30 to 02:45	0		14:30 to 14:45	27	
02:45 to 03:00	0	0	14:45 to 15:00	26	95
03:00 to 03:15	1		15:00 to 15:15	30	
03:15 to 03:30	0		15:15 to 15:30	23	
03:30 to 03:45	0		15:30 to 15:45	30	
03:45 to 04:00	0	1	15:45 to 16:00	27	110
04:00 to 04:15	0		16:00 to 16:15	36	
04:15 to 04:30	1		16:15 to 16:30	41	
04:30 to 04:45	0		16:30 to 16:45	17	
04:45 to 05:00	1	2	16:45 to 17:00	30	124
05:00 to 05:15	2		17:00 to 17:15	27	
05:15 to 05:30	1		17:15 to 17:30	31	
05:30 to 05:45	0		17:30 to 17:45	27	
05:45 to 06:00	7	10	17:45 to 18:00	29	114
06:00 to 06:15	4		18:00 to 18:15	29	
06:15 to 06:30	11		18:15 to 18:30	32	
06:30 to 06:45	6		18:30 to 18:45	9	
06:45 to 07:00	10	31	18:45 to 19:00	14	84
07:00 to 07:15	19		19:00 to 19:15	23	
07:15 to 07:30	25		19:15 to 19:30	15	
07:30 to 07:45	19		19:30 to 19:45	17	
07:45 to 08:00	21	84	19:45 to 20:00	27	82
08:00 to 08:15	16		20:00 to 20:15	17	
08:15 to 08:30	14		20:15 to 20:30	16	
08:30 to 08:45	9		20:30 to 20:45	19	
08:45 to 09:00	6	45	20:45 to 21:00	15	67
09:00 to 09:15	8		21:00 to 21:15	14	
09:15 to 09:30	9		21:15 to 21:30	14	
09:30 to 09:45	8		21:30 to 21:45	10	
09:45 to 10:00	5	30	21:45 to 22:00	6	44
10:00 to 10:15	18		22:00 to 22:15	10	
10:15 to 10:30	29		22:15 to 22:30	1	
10:30 to 10:45	14		22:30 to 22:45	3	
10:45 to 11:00	18	79	22:45 to 23:00	6	20
11:00 to 11:15	14		23:00 to 23:15	4	
11:15 to 11:30	24		23:15 to 23:30	0	

05-31-2016, 11:12:53

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Thursday, 05-28-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	3		12:00 to 12:15	14	
00:15 to 00:30	3		12:15 to 12:30	31	
00:30 to 00:45	2		12:30 to 12:45	17	
00:45 to 01:00	2	10	12:45 to 13:00	15	77
01:00 to 01:15	0		13:00 to 13:15	20	
01:15 to 01:30	0		13:15 to 13:30	25	
01:30 to 01:45	2		13:30 to 13:45	17	
01:45 to 02:00	0	2	13:45 to 14:00	14	76
02:00 to 02:15	0		14:00 to 14:15	28	
02:15 to 02:30	1		14:15 to 14:30	22	
02:30 to 02:45	0		14:30 to 14:45	29	
02:45 to 03:00	0	1	14:45 to 15:00	26	105
03:00 to 03:15	0		15:00 to 15:15	30	
03:15 to 03:30	0		15:15 to 15:30	26	
03:30 to 03:45	0		15:30 to 15:45	34	
03:45 to 04:00	0	0	15:45 to 16:00	33	123
04:00 to 04:15	2		16:00 to 16:15	29	
04:15 to 04:30	0		16:15 to 16:30	29	
04:30 to 04:45	1		16:30 to 16:45	33	
04:45 to 05:00	4	7	16:45 to 17:00	34	125
05:00 to 05:15	1		17:00 to 17:15	17	
05:15 to 05:30	4		17:15 to 17:30	23	
05:30 to 05:45	0		17:30 to 17:45	24	
05:45 to 06:00	0	5	17:45 to 18:00	42	106
06:00 to 06:15	4		18:00 to 18:15	19	
06:15 to 06:30	14		18:15 to 18:30	23	
06:30 to 06:45	4		18:30 to 18:45	29	
06:45 to 07:00	15	37	18:45 to 19:00	13	84
07:00 to 07:15	22		19:00 to 19:15	20	
07:15 to 07:30	14		19:15 to 19:30	18	
07:30 to 07:45	23		19:30 to 19:45	17	
07:45 to 08:00	14	73	19:45 to 20:00	22	77
08:00 to 08:15	29		20:00 to 20:15	22	
08:15 to 08:30	12		20:15 to 20:30	18	
08:30 to 08:45	12		20:30 to 20:45	13	
08:45 to 09:00	4	57	20:45 to 21:00	11	64
09:00 to 09:15	8		21:00 to 21:15	9	
09:15 to 09:30	10		21:15 to 21:30	8	
09:30 to 09:45	8		21:30 to 21:45	4	
09:45 to 10:00	10	36	21:45 to 22:00	4	25
10:00 to 10:15	16		22:00 to 22:15	2	
10:15 to 10:30	15		22:15 to 22:30	5	
10:30 to 10:45	5		22:30 to 22:45	1	
10:45 to 11:00	12	48	22:45 to 23:00	7	15
11:00 to 11:15	10		23:00 to 23:15	5	
11:15 to 11:30	9		23:15 to 23:30	1	

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Friday, 05-29-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	0		12:00 to 12:15	22	
00:15 to 00:30	2		12:15 to 12:30	12	
00:30 to 00:45	4		12:30 to 12:45	15	
00:45 to 01:00	1	7	12:45 to 13:00	30	79
01:00 to 01:15	2		13:00 to 13:15	24	
01:15 to 01:30	2		13:15 to 13:30	19	
01:30 to 01:45	0		13:30 to 13:45	16	
01:45 to 02:00	1	5	13:45 to 14:00	16	75
02:00 to 02:15	0		14:00 to 14:15	42	
02:15 to 02:30	0		14:15 to 14:30	28	
02:30 to 02:45	0		14:30 to 14:45	32	
02:45 to 03:00	0	0	14:45 to 15:00	26	128
03:00 to 03:15	0		15:00 to 15:15	26	
03:15 to 03:30	1		15:15 to 15:30	38	
03:30 to 03:45	1		15:30 to 15:45	36	
03:45 to 04:00	0	2	15:45 to 16:00	29	129
04:00 to 04:15	1		16:00 to 16:15	31	
04:15 to 04:30	0		16:15 to 16:30	25	
04:30 to 04:45	0		16:30 to 16:45	38	
04:45 to 05:00	2	3	16:45 to 17:00	35	129
05:00 to 05:15	1		17:00 to 17:15	31	
05:15 to 05:30	3		17:15 to 17:30	37	
05:30 to 05:45	0		17:30 to 17:45	16	
05:45 to 06:00	7	11	17:45 to 18:00	27	111
06:00 to 06:15	1		18:00 to 18:15	29	
06:15 to 06:30	20		18:15 to 18:30	25	
06:30 to 06:45	16		18:30 to 18:45	25	
06:45 to 07:00	7	44	18:45 to 19:00	24	103
07:00 to 07:15	14		19:00 to 19:15	14	
07:15 to 07:30	13		19:15 to 19:30	19	
07:30 to 07:45	27		19:30 to 19:45	16	
07:45 to 08:00	11	65	19:45 to 20:00	23	72
08:00 to 08:15	22		20:00 to 20:15	20	
08:15 to 08:30	20		20:15 to 20:30	8	
08:30 to 08:45	6		20:30 to 20:45	16	
08:45 to 09:00	8	56	20:45 to 21:00	9	53
09:00 to 09:15	21		21:00 to 21:15	12	
09:15 to 09:30	13		21:15 to 21:30	9	
09:30 to 09:45	16		21:30 to 21:45	10	
09:45 to 10:00	9	59	21:45 to 22:00	11	42
10:00 to 10:15	7		22:00 to 22:15	7	
10:15 to 10:30	12		22:15 to 22:30	10	
10:30 to 10:45	20		22:30 to 22:45	5	
10:45 to 11:00	15	54	22:45 to 23:00	6	28
11:00 to 11:15	17		23:00 to 23:15	13	
11:15 to 11:30	11		23:15 to 23:30	4	

05-31-2016, 11:13:17

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Saturday, 05-30-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	4		12:00 to 12:15	16	
00:15 to 00:30	2		12:15 to 12:30	22	
00:30 to 00:45	4		12:30 to 12:45	28	
00:45 to 01:00	4	14	12:45 to 13:00	24	90
01:00 to 01:15	0		13:00 to 13:15	23	
01:15 to 01:30	1		13:15 to 13:30	14	
01:30 to 01:45	1		13:30 to 13:45	12	
01:45 to 02:00	0	2	13:45 to 14:00	15	64
02:00 to 02:15	1		14:00 to 14:15	23	
02:15 to 02:30	2		14:15 to 14:30	11	
02:30 to 02:45	0		14:30 to 14:45	21	
02:45 to 03:00	1	4	14:45 to 15:00	16	71
03:00 to 03:15	0		15:00 to 15:15	17	
03:15 to 03:30	1		15:15 to 15:30	17	
03:30 to 03:45	2		15:30 to 15:45	27	
03:45 to 04:00	2	5	15:45 to 16:00	23	84
04:00 to 04:15	1		16:00 to 16:15	10	
04:15 to 04:30	0		16:15 to 16:30	24	
04:30 to 04:45	4		16:30 to 16:45	19	
04:45 to 05:00	0	5	16:45 to 17:00	34	87
05:00 to 05:15	1		17:00 to 17:15	18	
05:15 to 05:30	1		17:15 to 17:30	28	
05:30 to 05:45	1		17:30 to 17:45	23	
05:45 to 06:00	1	4	17:45 to 18:00	13	82
06:00 to 06:15	4		18:00 to 18:15	23	
06:15 to 06:30	2		18:15 to 18:30	17	
06:30 to 06:45	3		18:30 to 18:45	20	
06:45 to 07:00	4	13	18:45 to 19:00	27	87
07:00 to 07:15	10		19:00 to 19:15	13	
07:15 to 07:30	3		19:15 to 19:30	17	
07:30 to 07:45	16		19:30 to 19:45	15	
07:45 to 08:00	8	37	19:45 to 20:00	15	60
08:00 to 08:15	9		20:00 to 20:15	16	
08:15 to 08:30	8		20:15 to 20:30	16	
08:30 to 08:45	12		20:30 to 20:45	12	
08:45 to 09:00	15	44	20:45 to 21:00	20	64
09:00 to 09:15	19		21:00 to 21:15	16	
09:15 to 09:30	11		21:15 to 21:30	12	
09:30 to 09:45	11		21:30 to 21:45	10	
09:45 to 10:00	15	56	21:45 to 22:00	17	55
10:00 to 10:15	20		22:00 to 22:15	15	
10:15 to 10:30	15		22:15 to 22:30	8	
10:30 to 10:45	17		22:30 to 22:45	6	
10:45 to 11:00	17	69	22:45 to 23:00	4	33
11:00 to 11:15	29		23:00 to 23:15	4	
11:15 to 11:30	21		23:15 to 23:30	4	

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Sunday, 05-31-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	2		12:00 to 12:15	15	
00:15 to 00:30	1		12:15 to 12:30	18	
00:30 to 00:45	2		12:30 to 12:45	12	
00:45 to 01:00	3	8	12:45 to 13:00	15	60
01:00 to 01:15	4		13:00 to 13:15	17	
01:15 to 01:30	6		13:15 to 13:30	19	
01:30 to 01:45	2		13:30 to 13:45	14	
01:45 to 02:00	2	14	13:45 to 14:00	25	75
02:00 to 02:15	1		14:00 to 14:15	25	
02:15 to 02:30	1		14:15 to 14:30	10	
02:30 to 02:45	2		14:30 to 14:45	24	
02:45 to 03:00	0	4	14:45 to 15:00	21	80
03:00 to 03:15	5		15:00 to 15:15	14	
03:15 to 03:30	0		15:15 to 15:30	19	
03:30 to 03:45	2		15:30 to 15:45	15	
03:45 to 04:00	0	7	15:45 to 16:00	10	58
04:00 to 04:15	1		16:00 to 16:15	20	
04:15 to 04:30	0		16:15 to 16:30	13	
04:30 to 04:45	1		16:30 to 16:45	26	
04:45 to 05:00	0	2	16:45 to 17:00	20	79
05:00 to 05:15	0		17:00 to 17:15	21	
05:15 to 05:30	1		17:15 to 17:30	23	
05:30 to 05:45	6		17:30 to 17:45	14	
05:45 to 06:00	0	7	17:45 to 18:00	11	69
06:00 to 06:15	0		18:00 to 18:15	24	
06:15 to 06:30	1		18:15 to 18:30	17	
06:30 to 06:45	1		18:30 to 18:45	18	
06:45 to 07:00	4	6	18:45 to 19:00	14	73
07:00 to 07:15	5		19:00 to 19:15	3	
07:15 to 07:30	4		19:15 to 19:30	15	
07:30 to 07:45	1		19:30 to 19:45	18	
07:45 to 08:00	13	23	19:45 to 20:00	13	49
08:00 to 08:15	5		20:00 to 20:15	9	
08:15 to 08:30	16		20:15 to 20:30	6	
08:30 to 08:45	9		20:30 to 20:45	12	
08:45 to 09:00	9	39	20:45 to 21:00	7	34
09:00 to 09:15	7		21:00 to 21:15	6	
09:15 to 09:30	14		21:15 to 21:30	5	
09:30 to 09:45	5		21:30 to 21:45	11	
09:45 to 10:00	8	34	21:45 to 22:00	7	29
10:00 to 10:15	11		22:00 to 22:15	8	
10:15 to 10:30	31		22:15 to 22:30	2	
10:30 to 10:45	25		22:30 to 22:45	3	
10:45 to 11:00	17	84	22:45 to 23:00	6	19
11:00 to 11:15	17		23:00 to 23:15	3	
11:15 to 11:30	13		23:15 to 23:30	2	

05-31-2016, 11:13:52

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Monday, 06-01-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	1		12:00 to 12:15	14	
00:15 to 00:30	0		12:15 to 12:30	19	
00:30 to 00:45	1		12:30 to 12:45	14	
00:45 to 01:00	2	4	12:45 to 13:00	29	76
01:00 to 01:15	0		13:00 to 13:15	9	
01:15 to 01:30	0		13:15 to 13:30	10	
01:30 to 01:45	1		13:30 to 13:45	14	
01:45 to 02:00	1	2	13:45 to 14:00	15	48
02:00 to 02:15	1		14:00 to 14:15	24	
02:15 to 02:30	0		14:15 to 14:30	16	
02:30 to 02:45	0		14:30 to 14:45	24	
02:45 to 03:00	0	1	14:45 to 15:00	24	88
03:00 to 03:15	0		15:00 to 15:15	27	
03:15 to 03:30	0		15:15 to 15:30	22	
03:30 to 03:45	1		15:30 to 15:45	39	
03:45 to 04:00	0	1	15:45 to 16:00	27	115
04:00 to 04:15	1		16:00 to 16:15	43	
04:15 to 04:30	1		16:15 to 16:30	31	
04:30 to 04:45	5		16:30 to 16:45	30	
04:45 to 05:00	1	8	16:45 to 17:00	43	147
05:00 to 05:15	0		17:00 to 17:15	28	
05:15 to 05:30	2		17:15 to 17:30	23	
05:30 to 05:45	2		17:30 to 17:45	20	
05:45 to 06:00	1	5	17:45 to 18:00	33	104
06:00 to 06:15	9		18:00 to 18:15	23	
06:15 to 06:30	6		18:15 to 18:30	28	
06:30 to 06:45	5		18:30 to 18:45	23	
06:45 to 07:00	15	35	18:45 to 19:00	15	89
07:00 to 07:15	20		19:00 to 19:15	24	
07:15 to 07:30	24		19:15 to 19:30	13	
07:30 to 07:45	16		19:30 to 19:45	13	
07:45 to 08:00	14	74	19:45 to 20:00	18	68
08:00 to 08:15	22		20:00 to 20:15	20	
08:15 to 08:30	12		20:15 to 20:30	15	
08:30 to 08:45	1		20:30 to 20:45	22	
08:45 to 09:00	10	45	20:45 to 21:00	9	66
09:00 to 09:15	7		21:00 to 21:15	10	
09:15 to 09:30	13		21:15 to 21:30	10	
09:30 to 09:45	13		21:30 to 21:45	6	
09:45 to 10:00	22	55	21:45 to 22:00	12	38
10:00 to 10:15	20		22:00 to 22:15	4	
10:15 to 10:30	16		22:15 to 22:30	6	
10:30 to 10:45	10		22:30 to 22:45	4	
10:45 to 11:00	9	55	22:45 to 23:00	0	14
11:00 to 11:15	5		23:00 to 23:15	0	
11:15 to 11:30	9		23:15 to 23:30	0	

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: S

Tuesday, 06-02-2015					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	0		12:00 to 12:15	21	
00:15 to 00:30	0		12:15 to 12:30	17	
00:30 to 00:45	0		12:30 to 12:45	15	
00:45 to 01:00	0	0	12:45 to 13:00	15	68
01:00 to 01:15	0		13:00 to 13:15	13	
01:15 to 01:30	0		13:15 to 13:30	0	
01:30 to 01:45	0		13:30 to 13:45	0	
01:45 to 02:00	0	0	13:45 to 14:00	0	13
02:00 to 02:15	0		14:00 to 14:15	0	
02:15 to 02:30	0		14:15 to 14:30	0	
02:30 to 02:45	0		14:30 to 14:45	0	
02:45 to 03:00	0	0	14:45 to 15:00	0	0
03:00 to 03:15	0		15:00 to 15:15	0	
03:15 to 03:30	0		15:15 to 15:30	0	
03:30 to 03:45	0		15:30 to 15:45	0	
03:45 to 04:00	0	0	15:45 to 16:00	0	0
04:00 to 04:15	0		16:00 to 16:15	0	
04:15 to 04:30	0		16:15 to 16:30	0	
04:30 to 04:45	0		16:30 to 16:45	0	
04:45 to 05:00	0	0	16:45 to 17:00	0	0
05:00 to 05:15	0		17:00 to 17:15	0	
05:15 to 05:30	0		17:15 to 17:30	0	
05:30 to 05:45	0		17:30 to 17:45	0	
05:45 to 06:00	0	0	17:45 to 18:00	0	0
06:00 to 06:15	0		18:00 to 18:15	0	
06:15 to 06:30	0		18:15 to 18:30	0	
06:30 to 06:45	0		18:30 to 18:45	0	
06:45 to 07:00	0	0	18:45 to 19:00	0	0
07:00 to 07:15	0		19:00 to 19:15	0	
07:15 to 07:30	0		19:15 to 19:30	0	
07:30 to 07:45	0		19:30 to 19:45	0	
07:45 to 08:00	0	0	19:45 to 20:00	0	0
08:00 to 08:15	0		20:00 to 20:15	0	
08:15 to 08:30	0		20:15 to 20:30	0	
08:30 to 08:45	7		20:30 to 20:45	0	
08:45 to 09:00	10	17	20:45 to 21:00	0	0
09:00 to 09:15	8		21:00 to 21:15	0	
09:15 to 09:30	12		21:15 to 21:30	0	
09:30 to 09:45	6		21:30 to 21:45	0	
09:45 to 10:00	4	30	21:45 to 22:00	0	0
10:00 to 10:15	7		22:00 to 22:15	0	
10:15 to 10:30	10		22:15 to 22:30	0	
10:30 to 10:45	19		22:30 to 22:45	0	
10:45 to 11:00	8	44	22:45 to 23:00	0	0
11:00 to 11:15	9		23:00 to 23:15	0	
11:15 to 11:30	13		23:15 to 23:30	0	

05-31-2016, 11:14:17

Place Currently Not Set
Traffic Summary Week

Location: Bunting Lane
05-22-2015 to 05-28-2015

Zone: Residential
Travel Direction: S

	Fri 05-22	Sat 05-23	Sun 05-24	Mon 05-25	Tue 05-26	Wed 05-27	Thu 05-28	Weekday Average	Weekend Average
Midnight	0	20	10	5	18	4	10	7	15
1:00	0	9	6	13	1	7	2	4	7
2:00	0	2	10	2	5	0	1	1	6
3:00	0	6	2	2	4	1	0	1	4
4:00	0	5	0	4	10	2	7	4	2
5:00	0	11	7	4	1	10	5	4	9
6:00	0	10	5	6	30	31	37	20	7
7:00	0	42	17	21	61	84	73	47	29
8:00	0	41	22	27	38	45	57	33	31
9:00	0	48	41	39	42	30	36	29	44
10:00	0	85	63	46	61	79	48	46	74
11:00	0	104	69	80	65	67	40	50	86
12:00	0	84	62	66	77	61	77	56	73
13:00	0	101	62	102	55	75	76	61	81
14:00	13	100	88	70	84	95	105	73	94
15:00	106	115	65	70	126	110	123	107	90
16:00	149	101	42	66	115	124	125	115	71
17:00	140	89	78	89	112	114	106	112	83
18:00	89	94	96	101	105	84	84	92	95
19:00	65	76	53	74	76	82	77	74	64
20:00	77	69	67	70	52	67	64	66	68
21:00	33	29	41	36	34	44	25	34	35
22:00	46	29	35	18	15	20	15	22	32
23:00	24	8	11	6	8	12	9	11	9
Totals	742	1278	952	1017	1195	1248	1202	1080	1115

Totals	**742**	**1278**	**952**	**1017**	**1195**	**1248**	**1202**	**1080**	**1115**

Place Currently Not Set
Traffic Summary Week

Location: Bunting Lane
05-27-2015 to 06-02-2015

Zone: Residential
Travel Direction: S

	Wed 05-27	Thu 05-28	Fri 05-29	Sat 05-30	Sun 05-31	Mon 06-01	Tue 06-02	Weekday Average	Weekend Average
Midnight	4	10	7	14	8	4	0	5	11
1:00	7	2	5	2	14	2	0	3	8
2:00	0	1	0	4	4	1	0	0	4
3:00	1	0	2	5	7	1	0	0	6
4:00	2	7	3	5	2	8	0	4	3
5:00	10	5	11	4	7	5	0	6	5
6:00	31	37	44	13	6	35	0	29	9
7:00	84	73	65	37	23	74	0	59	30
8:00	45	57	56	44	39	45	17	44	41
9:00	30	36	59	56	34	55	30	42	45
10:00	79	48	54	69	84	55	44	56	76
11:00	67	40	57	76	50	43	40	49	63
12:00	61	77	79	90	60	76	68	72	75
13:00	75	76	75	64	75	48	13	57	69
14:00	95	105	128	71	80	88	0	83	75
15:00	110	123	129	84	58	115	0	95	71
16:00	124	125	129	87	79	147	0	105	83
17:00	114	106	111	82	69	104	0	87	75
18:00	84	84	103	87	73	89	0	72	80
19:00	82	77	72	60	49	68	0	59	54
20:00	67	64	53	64	34	66	0	50	49
21:00	44	25	42	55	29	38	0	29	42
22:00	20	15	28	33	19	14	0	15	26
23:00	12	9	26	24	10	0	0	9	17
Totals	1248	1202	1338	1130	913	1181	212	1036	1021

Totals	**1248**	**1202**	**1338**	**1130**	**913**	**1181**	**212**	**1036**	**1021**

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-22-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00-05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
07:00-07:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
08:00-08:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
09:00-09:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:00-10:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00-11:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:00-12:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:00-13:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00-14:59	13	0	1	4	2	3	3	0	0	0	0	0	0	0	0	0	0	0
15:00-15:59	106	0	9	17	21	26	28	5	0	0	0	0	0	0	0	0	0	0
16:00-16:59	149	0	14	30	28	27	40	10	0	0	0	0	0	0	0	0	0	0
17:00-17:59	140	0	22	25	23	29	33	8	0	0	0	0	0	0	0	0	0	0
18:00-18:59	89	0	8	13	17	23	23	5	0	0	0	0	0	0	0	0	0	0
19:00-19:59	65	0	10	11	10	19	14	1	0	0	0	0	0	0	0	0	0	0
20:00-20:59	77	0	8	9	11	30	16	3	0	0	0	0	0	0	0	0	0	0
21:00-21:59	33	0	0	5	7	7	10	3	1	0	0	0	0	0	0	0	0	0
22:00-22:59	46	0	5	7	9	9	13	3	0	0	0	0	0	0	0	0	0	0
23:00-23:59	24	0	2	4	4	3	9	2	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-23-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	20	0	1	4	1	6	8	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	9	0	0	0	0	2	4	2	1	0	0	0	0	0	0	0	0	0
02:00-02:59	2	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0
03:00-03:59	6	0	0	1	1	0	3	1	0	0	0	0	0	0	0	0	0	0
04:00-04:59	5	0	1	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0
05:00-05:59	11	0	6	2	2	0	1	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	10	0	1	2	0	4	3	0	0	0	0	0	0	0	0	0	0	0
07:00-07:59	42	0	3	6	9	7	14	3	0	0	0	0	0	0	0	0	0	0
08:00-08:59	41	0	4	5	4	8	15	5	0	0	0	0	0	0	0	0	0	0
09:00-09:59	48	0	6	5	10	12	13	2	0	0	0	0	0	0	0	0	0	0
10:00-10:59	85	0	11	14	14	13	26	6	1	0	0	0	0	0	0	0	0	0
11:00-11:59	104	0	9	12	23	27	28	5	0	0	0	0	0	0	0	0	0	0
12:00-12:59	84	0	4	12	14	12	34	8	0	0	0	0	0	0	0	0	0	0
13:00-13:59	101	0	12	14	11	26	30	7	1	0	0	0	0	0	0	0	0	0
14:00-14:59	100	0	8	12	17	21	32	8	2	0	0	0	0	0	0	0	0	0
15:00-15:59	115	0	13	19	20	25	30	8	0	0	0	0	0	0	0	0	0	0
16:00-16:59	101	0	10	16	19	19	30	6	1	0	0	0	0	0	0	0	0	0
17:00-17:59	89	0	11	15	10	19	28	6	0	0	0	0	0	0	0	0	0	0
18:00-18:59	94	0	11	14	13	20	32	3	1	0	0	0	0	0	0	0	0	0
19:00-19:59	76	0	6	8	10	26	23	3	0	0	0	0	0	0	0	0	0	0
20:00-20:59	69	0	4	12	10	19	21	3	0	0	0	0	0	0	0	0	0	0
21:00-21:59	29	0	1	3	5	8	12	0	0	0	0	0	0	0	0	0	0	0
22:00-22:59	29	0	5	2	7	5	10	0	0	0	0	0	0	0	0	0	0	0
23:00-23:59	8	0	0	2	0	1	3	2	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-24-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	10	0	3	1	1	3	2	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	6	0	0	1	0	3	2	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	10	0	1	2	2	2	3	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	2	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0
04:00-04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00-05:59	7	0	4	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	5	0	0	0	2	1	0	2	0	0	0	0	0	0	0	0	0	0
07:00-07:59	17	0	1	1	2	7	2	4	0	0	0	0	0	0	0	0	0	0
08:00-08:59	22	0	0	2	2	5	10	3	0	0	0	0	0	0	0	0	0	0
09:00-09:59	41	0	6	7	5	9	12	2	0	0	0	0	0	0	0	0	0	0
10:00-10:59	63	0	1	10	9	17	20	6	0	0	0	0	0	0	0	0	0	0
11:00-11:59	69	0	9	12	1	18	23	6	0	0	0	0	0	0	0	0	0	0
12:00-12:59	62	0	5	10	9	18	13	7	0	0	0	0	0	0	0	0	0	0
13:00-13:59	62	0	4	8	14	14	14	7	1	0	0	0	0	0	0	0	0	0
14:00-14:59	88	0	16	15	14	15	24	4	0	0	0	0	0	0	0	0	0	0
15:00-15:59	65	0	4	11	11	19	13	7	0	0	0	0	0	0	0	0	0	0
16:00-16:59	42	0	5	5	3	13	13	3	0	0	0	0	0	0	0	0	0	0
17:00-17:59	78	0	8	14	12	19	24	0	1	0	0	0	0	0	0	0	0	0
18:00-18:59	96	0	8	19	14	27	23	5	0	0	0	0	0	0	0	0	0	0
19:00-19:59	53	0	6	10	9	12	15	1	0	0	0	0	0	0	0	0	0	0
20:00-20:59	67	0	6	9	7	21	17	4	2	1	0	0	0	0	0	0	0	0
21:00-21:59	41	0	3	4	9	11	11	2	0	1	0	0	0	0	0	0	0	0
22:00-22:59	35	0	1	6	7	8	6	6	1	0	0	0	0	0	0	0	0	0
23:00-23:59	11	0	1	1	4	1	2	2	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-25-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	5	0	1	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	13	0	0	2	1	4	4	2	0	0	0	0	0	0	0	0	0	0
02:00-02:59	2	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	4	0	0	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0
05:00-05:59	4	0	0	1	0	0	3	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	6	0	0	1	1	2	1	1	0	0	0	0	0	0	0	0	0	0
07:00-07:59	21	0	1	1	3	4	11	1	0	0	0	0	0	0	0	0	0	0
08:00-08:59	27	0	0	3	3	6	11	4	0	0	0	0	0	0	0	0	0	0
09:00-09:59	39	0	1	8	8	7	8	6	1	0	0	0	0	0	0	0	0	0
10:00-10:59	46	0	3	5	5	12	17	4	0	0	0	0	0	0	0	0	0	0
11:00-11:59	80	0	10	16	16	10	23	5	0	0	0	0	0	0	0	0	0	0
12:00-12:59	66	0	7	8	11	12	20	6	1	1	0	0	0	0	0	0	0	0
13:00-13:59	102	0	8	17	21	18	34	3	1	0	0	0	0	0	0	0	0	0
14:00-14:59	70	0	7	12	5	17	27	2	0	0	0	0	0	0	0	0	0	0
15:00-15:59	70	0	7	8	10	22	14	9	0	0	0	0	0	0	0	0	0	0
16:00-16:59	66	0	4	10	11	15	22	4	0	0	0	0	0	0	0	0	0	0
17:00-17:59	89	0	6	16	9	25	27	6	0	0	0	0	0	0	0	0	0	0
18:00-18:59	101	0	17	20	14	25	22	3	0	0	0	0	0	0	0	0	0	0
19:00-19:59	74	0	12	12	14	18	13	4	1	0	0	0	0	0	0	0	0	0
20:00-20:59	70	0	9	12	15	22	10	2	0	0	0	0	0	0	0	0	0	0
21:00-21:59	36	0	3	2	2	12	16	0	0	1	0	0	0	0	0	0	0	0
22:00-22:59	18	0	2	1	1	3	8	3	0	0	0	0	0	0	0	0	0	0
23:00-23:59	6	0	0	0	0	2	3	1	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-26-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	18	0	1	3	1	6	6	0	1	0	0	0	0	0	0	0	0	0
01:00-01:59	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	5	0	1	1	0	0	2	1	0	0	0	0	0	0	0	0	0	0
03:00-03:59	4	0	0	0	1	3	0	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	10	0	1	2	2	3	1	1	0	0	0	0	0	0	0	0	0	0
05:00-05:59	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	30	0	2	2	7	9	7	3	0	0	0	0	0	0	0	0	0	0
07:00-07:59	61	0	8	8	10	22	12	1	0	0	0	0	0	0	0	0	0	0
08:00-08:59	38	0	6	5	4	14	7	2	0	0	0	0	0	0	0	0	0	0
09:00-09:59	42	0	7	3	6	9	11	5	1	0	0	0	0	0	0	0	0	0
10:00-10:59	61	0	6	7	10	16	14	7	1	0	0	0	0	0	0	0	0	0
11:00-11:59	65	0	6	8	10	15	19	4	2	1	0	0	0	0	0	0	0	0
12:00-12:59	77	0	5	15	9	20	25	3	0	0	0	0	0	0	0	0	0	0
13:00-13:59	55	0	4	7	6	16	17	5	0	0	0	0	0	0	0	0	0	0
14:00-14:59	84	0	10	8	9	29	21	7	0	0	0	0	0	0	0	0	0	0
15:00-15:59	126	0	9	18	25	42	29	3	0	0	0	0	0	0	0	0	0	0
16:00-16:59	115	0	9	13	24	29	35	5	0	0	0	0	0	0	0	0	0	0
17:00-17:59	112	0	19	19	15	23	36	0	0	0	0	0	0	0	0	0	0	0
18:00-18:59	105	0	11	14	15	36	27	2	0	0	0	0	0	0	0	0	0	0
19:00-19:59	76	0	9	7	14	22	20	4	0	0	0	0	0	0	0	0	0	0
20:00-20:59	52	0	3	9	6	13	21	0	0	0	0	0	0	0	0	0	0	0
21:00-21:59	34	0	1	9	2	8	12	2	0	0	0	0	0	0	0	0	0	0
22:00-22:59	15	0	0	4	1	2	7	1	0	0	0	0	0	0	0	0	0	0
23:00-23:59	8	0	0	1	1	2	2	2	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-27-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	4	0	0	0	0	1	3	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	7	0	2	2	1	2	0	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	2	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0
05:00-05:59	10	0	0	1	2	2	5	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	31	0	4	7	3	7	6	4	0	0	0	0	0	0	0	0	0	0
07:00-07:59	84	0	11	15	19	19	19	1	0	0	0	0	0	0	0	0	0	0
08:00-08:59	45	0	4	8	9	18	5	1	0	0	0	0	0	0	0	0	0	0
09:00-09:59	30	0	3	3	1	10	11	2	0	0	0	0	0	0	0	0	0	0
10:00-10:59	79	0	12	12	16	13	21	5	0	0	0	0	0	0	0	0	0	0
11:00-11:59	67	0	9	9	10	19	18	2	0	0	0	0	0	0	0	0	0	0
12:00-12:59	61	0	6	12	5	15	19	3	1	0	0	0	0	0	0	0	0	0
13:00-13:59	75	0	9	13	7	17	28	1	0	0	0	0	0	0	0	0	0	0
14:00-14:59	95	0	18	13	11	29	23	1	0	0	0	0	0	0	0	0	0	0
15:00-15:59	110	0	19	13	21	33	24	0	0	0	0	0	0	0	0	0	0	0
16:00-16:59	124	0	13	18	16	31	38	8	0	0	0	0	0	0	0	0	0	0
17:00-17:59	114	0	16	16	14	28	34	6	0	0	0	0	0	0	0	0	0	0
18:00-18:59	84	0	6	13	8	25	27	5	0	0	0	0	0	0	0	0	0	0
19:00-19:59	82	0	5	10	16	22	24	4	1	0	0	0	0	0	0	0	0	0
20:00-20:59	67	0	4	4	8	28	19	1	2	1	0	0	0	0	0	0	0	0
21:00-21:59	44	0	3	5	1	16	16	2	1	0	0	0	0	0	0	0	0	0
22:00-22:59	20	0	2	0	3	5	9	1	0	0	0	0	0	0	0	0	0	0
23:00-23:59	12	0	1	2	2	2	4	0	1	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-28-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	10	0	0	2	1	1	5	1	0	0	0	0	0	0	0	0	0	0
01:00-01:59	2	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
02:00-02:59	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	7	0	0	2	1	2	1	1	0	0	0	0	0	0	0	0	0	0
05:00-05:59	5	0	0	2	0	1	2	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	37	0	5	6	3	9	11	3	0	0	0	0	0	0	0	0	0	0
07:00-07:59	73	0	10	11	11	26	13	2	0	0	0	0	0	0	0	0	0	0
08:00-08:59	57	0	8	12	16	11	9	0	1	0	0	0	0	0	0	0	0	0
09:00-09:59	36	0	8	5	3	7	12	1	0	0	0	0	0	0	0	0	0	0
10:00-10:59	48	0	6	8	6	8	17	3	0	0	0	0	0	0	0	0	0	0
11:00-11:59	40	0	1	7	7	12	12	1	0	0	0	0	0	0	0	0	0	0
12:00-12:59	77	0	4	11	6	26	19	8	2	1	0	0	0	0	0	0	0	0
13:00-13:59	76	0	3	7	12	24	21	8	1	0	0	0	0	0	0	0	0	0
14:00-14:59	105	0	13	18	14	28	28	4	0	0	0	0	0	0	0	0	0	0
15:00-15:59	123	0	16	20	16	36	26	9	0	0	0	0	0	0	0	0	0	0
16:00-16:59	125	0	5	20	23	31	34	11	1	0	0	0	0	0	0	0	0	0
17:00-17:59	106	0	6	21	17	29	25	7	1	0	0	0	0	0	0	0	0	0
18:00-18:59	84	0	4	16	13	20	27	4	0	0	0	0	0	0	0	0	0	0
19:00-19:59	77	0	7	12	12	27	16	3	0	0	0	0	0	0	0	0	0	0
20:00-20:59	64	0	8	5	6	30	14	1	0	0	0	0	0	0	0	0	0	0
21:00-21:59	25	0	0	1	2	11	7	4	0	0	0	0	0	0	0	0	0	0
22:00-22:59	15	0	3	1	1	7	3	0	0	0	0	0	0	0	0	0	0	0
23:00-23:59	9	0	0	0	1	5	3	0	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-29-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	7	0	0	2	0	3	2	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	5	0	1	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	3	0	0	0	0	1	1	0	1	0	0	0	0	0	0	0	0	0
05:00-05:59	11	0	0	1	4	4	1	1	0	0	0	0	0	0	0	0	0	0
06:00-06:59	44	0	3	5	9	12	15	0	0	0	0	0	0	0	0	0	0	0
07:00-07:59	65	0	8	7	13	23	12	2	0	0	0	0	0	0	0	0	0	0
08:00-08:59	56	0	8	6	7	17	16	2	0	0	0	0	0	0	0	0	0	0
09:00-09:59	59	0	6	10	11	16	12	4	0	0	0	0	0	0	0	0	0	0
10:00-10:59	54	0	5	10	6	15	12	6	0	0	0	0	0	0	0	0	0	0
11:00-11:59	57	0	11	6	7	18	10	4	1	0	0	0	0	0	0	0	0	0
12:00-12:59	79	0	5	12	17	20	23	2	0	0	0	0	0	0	0	0	0	0
13:00-13:59	75	0	7	12	8	18	24	5	1	0	0	0	0	0	0	0	0	0
14:00-14:59	128	0	19	13	23	38	30	5	0	0	0	0	0	0	0	0	0	0
15:00-15:59	129	0	8	19	38	35	27	2	0	0	0	0	0	0	0	0	0	0
16:00-16:59	129	0	11	20	22	41	31	4	0	0	0	0	0	0	0	0	0	0
17:00-17:59	111	0	14	12	20	29	32	2	2	0	0	0	0	0	0	0	0	0
18:00-18:59	103	0	8	18	14	33	30	0	0	0	0	0	0	0	0	0	0	0
19:00-19:59	72	0	6	6	8	31	21	0	0	0	0	0	0	0	0	0	0	0
20:00-20:59	53	0	1	5	5	23	14	3	1	1	0	0	0	0	0	0	0	0
21:00-21:59	42	0	3	5	4	17	11	2	0	0	0	0	0	0	0	0	0	0
22:00-22:59	28	0	0	4	3	11	9	1	0	0	0	0	0	0	0	0	0	0
23:00-23:59	26	0	2	3	4	11	6	0	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-30-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	14	0	1	1	3	4	3	2	0	0	0	0	0	0	0	0	0	0
01:00-01:59	2	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0
02:00-02:59	4	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	5	0	1	1	0	1	2	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	5	0	0	3	0	1	1	0	0	0	0	0	0	0	0	0	0	0
05:00-05:59	4	0	0	1	0	1	1	0	1	0	0	0	0	0	0	0	0	0
06:00-06:59	13	0	2	2	1	2	3	3	0	0	0	0	0	0	0	0	0	0
07:00-07:59	37	0	4	5	2	13	11	1	0	0	1	0	0	0	0	0	0	0
08:00-08:59	44	0	5	6	7	9	13	4	0	0	0	0	0	0	0	0	0	0
09:00-09:59	56	0	7	4	12	20	11	2	0	0	0	0	0	0	0	0	0	0
10:00-10:59	69	0	5	5	8	21	24	5	1	0	0	0	0	0	0	0	0	0
11:00-11:59	76	0	6	8	9	22	23	6	2	0	0	0	0	0	0	0	0	0
12:00-12:59	90	0	15	10	10	21	26	7	1	0	0	0	0	0	0	0	0	0
13:00-13:59	64	0	5	8	8	16	17	10	0	0	0	0	0	0	0	0	0	0
14:00-14:59	71	0	5	11	12	12	27	3	1	0	0	0	0	0	0	0	0	0
15:00-15:59	84	0	7	9	9	25	32	2	0	0	0	0	0	0	0	0	0	0
16:00-16:59	87	0	14	12	10	20	31	0	0	0	0	0	0	0	0	0	0	0
17:00-17:59	82	0	13	9	13	19	24	2	1	0	0	1	0	0	0	0	0	0
18:00-18:59	87	0	10	9	12	26	21	5	1	1	1	0	1	0	0	0	0	0
19:00-19:59	60	0	9	6	13	15	15	2	0	0	0	0	0	0	0	0	0	0
20:00-20:59	64	0	4	8	11	22	18	1	0	0	0	0	0	0	0	0	0	0
21:00-21:59	55	0	8	6	6	16	15	3	1	0	0	0	0	0	0	0	0	0
22:00-22:59	33	0	0	2	3	8	12	4	4	0	0	0	0	0	0	0	0	0
23:00-23:59	24	0	0	1	2	8	9	3	1	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-31-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	8	0	0	2	2	1	2	1	0	0	0	0	0	0	0	0	0	0
01:00-01:59	14	0	1	0	3	3	5	2	0	0	0	0	0	0	0	0	0	0
02:00-02:59	4	0	0	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	7	0	2	2	1	0	2	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	2	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0
05:00-05:59	7	0	2	3	0	1	1	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	6	0	2	0	1	2	1	0	0	0	0	0	0	0	0	0	0	0
07:00-07:59	23	0	2	3	3	7	6	2	0	0	0	0	0	0	0	0	0	0
08:00-08:59	39	0	3	8	2	8	9	8	1	0	0	0	0	0	0	0	0	0
09:00-09:59	34	0	2	2	4	9	14	3	0	0	0	0	0	0	0	0	0	0
10:00-10:59	84	0	25	15	10	13	16	5	0	0	0	0	0	0	0	0	0	0
11:00-11:59	50	0	2	4	8	8	25	3	0	0	0	0	0	0	0	0	0	0
12:00-12:59	60	0	7	10	7	10	22	4	0	0	0	0	0	0	0	0	0	0
13:00-13:59	75	0	12	8	9	16	26	4	0	0	0	0	0	0	0	0	0	0
14:00-14:59	80	0	10	14	5	25	22	4	0	0	0	0	0	0	0	0	0	0
15:00-15:59	58	0	4	8	7	17	19	3	0	0	0	0	0	0	0	0	0	0
16:00-16:59	79	0	6	10	10	20	25	8	0	0	0	0	0	0	0	0	0	0
17:00-17:59	69	0	4	7	6	24	25	3	0	0	0	0	0	0	0	0	0	0
18:00-18:59	73	0	9	6	7	21	23	7	0	0	0	0	0	0	0	0	0	0
19:00-19:59	49	0	3	4	5	23	11	3	0	0	0	0	0	0	0	0	0	0
20:00-20:59	34	0	0	5	4	5	18	2	0	0	0	0	0	0	0	0	0	0
21:00-21:59	29	0	3	1	2	13	8	2	0	0	0	0	0	0	0	0	0	0
22:00-22:59	19	0	2	3	3	3	5	3	0	0	0	0	0	0	0	0	0	0
23:00-23:59	10	0	0	1	0	4	5	0	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 06-01-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	4	0	0	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	8	0	2	2	0	2	2	0	0	0	0	0	0	0	0	0	0	0
05:00-05:59	5	0	0	1	1	2	1	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	35	0	3	6	7	8	8	2	1	0	0	0	0	0	0	0	0	0
07:00-07:59	74	0	8	15	17	19	13	2	0	0	0	0	0	0	0	0	0	0
08:00-08:59	45	0	5	8	8	10	10	3	1	0	0	0	0	0	0	0	0	0
09:00-09:59	55	0	4	8	7	18	15	2	1	0	0	0	0	0	0	0	0	0
10:00-10:59	55	0	9	14	8	13	5	6	0	0	0	0	0	0	0	0	0	0
11:00-11:59	43	0	5	9	6	7	12	4	0	0	0	0	0	0	0	0	0	0
12:00-12:59	76	0	8	10	13	13	25	5	2	0	0	0	0	0	0	0	0	0
13:00-13:59	48	0	6	4	4	16	15	2	1	0	0	0	0	0	0	0	0	0
14:00-14:59	88	0	6	12	17	29	20	4	0	0	0	0	0	0	0	0	0	0
15:00-15:59	115	0	12	24	13	33	28	5	0	0	0	0	0	0	0	0	0	0
16:00-16:59	147	0	10	29	26	38	37	7	0	0	0	0	0	0	0	0	0	0
17:00-17:59	104	0	14	15	10	26	34	4	1	0	0	0	0	0	0	0	0	0
18:00-18:59	89	0	8	11	20	21	23	6	0	0	0	0	0	0	0	0	0	0
19:00-19:59	68	0	5	10	8	19	22	4	0	0	0	0	0	0	0	0	0	0
20:00-20:59	66	0	5	5	5	25	20	3	3	0	0	0	0	0	0	0	0	0
21:00-21:59	38	0	2	2	9	14	8	3	0	0	0	0	0	0	0	0	0	0
22:00-22:59	14	0	3	2	0	5	4	0	0	0	0	0	0	0	0	0	0	0
23:00-23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 06-02-2015
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: S

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00-05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
07:00-07:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
08:00-08:59	17	0	2	2	4	3	6	0	0	0	0	0	0	0	0	0	0	0
09:00-09:59	30	0	5	0	5	7	13	0	0	0	0	0	0	0	0	0	0	0
10:00-10:59	44	0	4	7	9	15	7	2	0	0	0	0	0	0	0	0	0	0
11:00-11:59	40	0	7	7	6	11	8	1	0	0	0	0	0	0	0	0	0	0
12:00-12:59	68	0	8	12	7	16	20	4	1	0	0	0	0	0	0	0	0	0
13:00-13:59	13	0	0	1	2	4	4	2	0	0	0	0	0	0	0	0	0	0
14:00-14:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00-15:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
16:00-16:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
17:00-17:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18:00-18:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
19:00-19:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
20:00-20:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
21:00-21:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22:00-22:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23:00-23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Traffic Survey Summary

Location: Bunting Lane
Start Date: 05-19-16
End Date: 05-23-16

Zone: Residential
Start Time: 13:59:24
End Time: 15:57:21
Travel Direction: N

Speed	1 - 19	20 - 21	22 - 23	24 - 25	26 - 27	28 - 29	30 - 31	32 - 33	34 - 35	36 - 37	38 - 39	40 - 999
Volume	904	383	644	725	589	364	169	86	23	7	4	2
% of Total	23.17%	9.82%	16.51%	18.58%	15.1%	9.33%	4.33%	2.2%	0.58%	0.17%	0.1%	0.05%
									Total Vehicles: 3900			

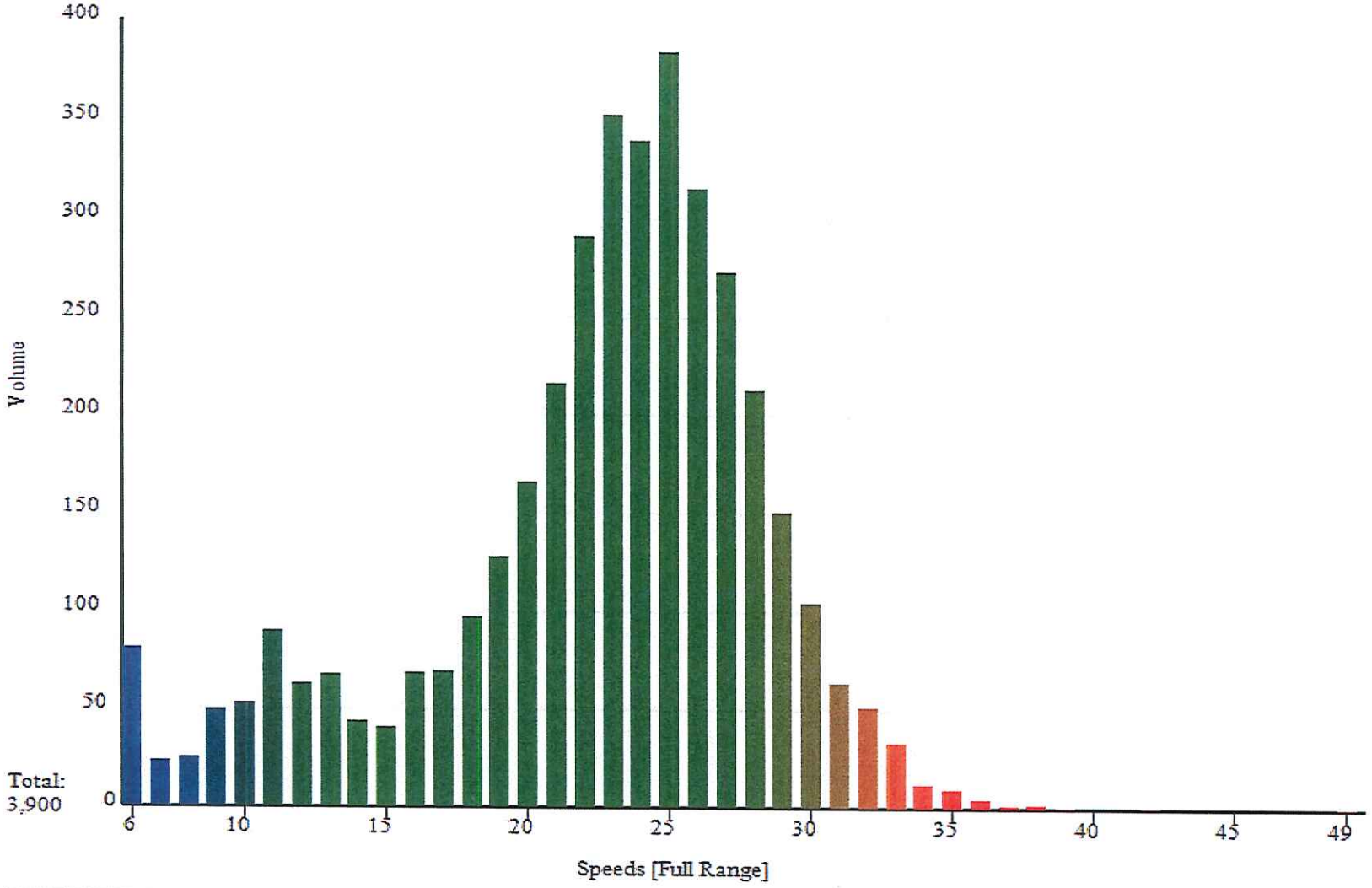
Speed Statistics		10 MPH Pace		Number Exceeding Limit				
Posted	25	Pace Speed	20 to 29	Speed	25+	35+	45+	Total
#At/Under Limit	2656	# in Pace	2705	Number	1231	12	1	1244
# Over Limit	1244	% in Pace	69.35%	Percent	31.56%	0.3%	0.02%	31.89%
Average Speed	22.43	85% Percentile	28					

Place Currently Not Set
Speed/Volume Graph

Location: Bunting Lane
Dates: 05-19-16 to 05-23-16

Zone: Residential
Speed Limit: 25 MPH

Travel Direction: N



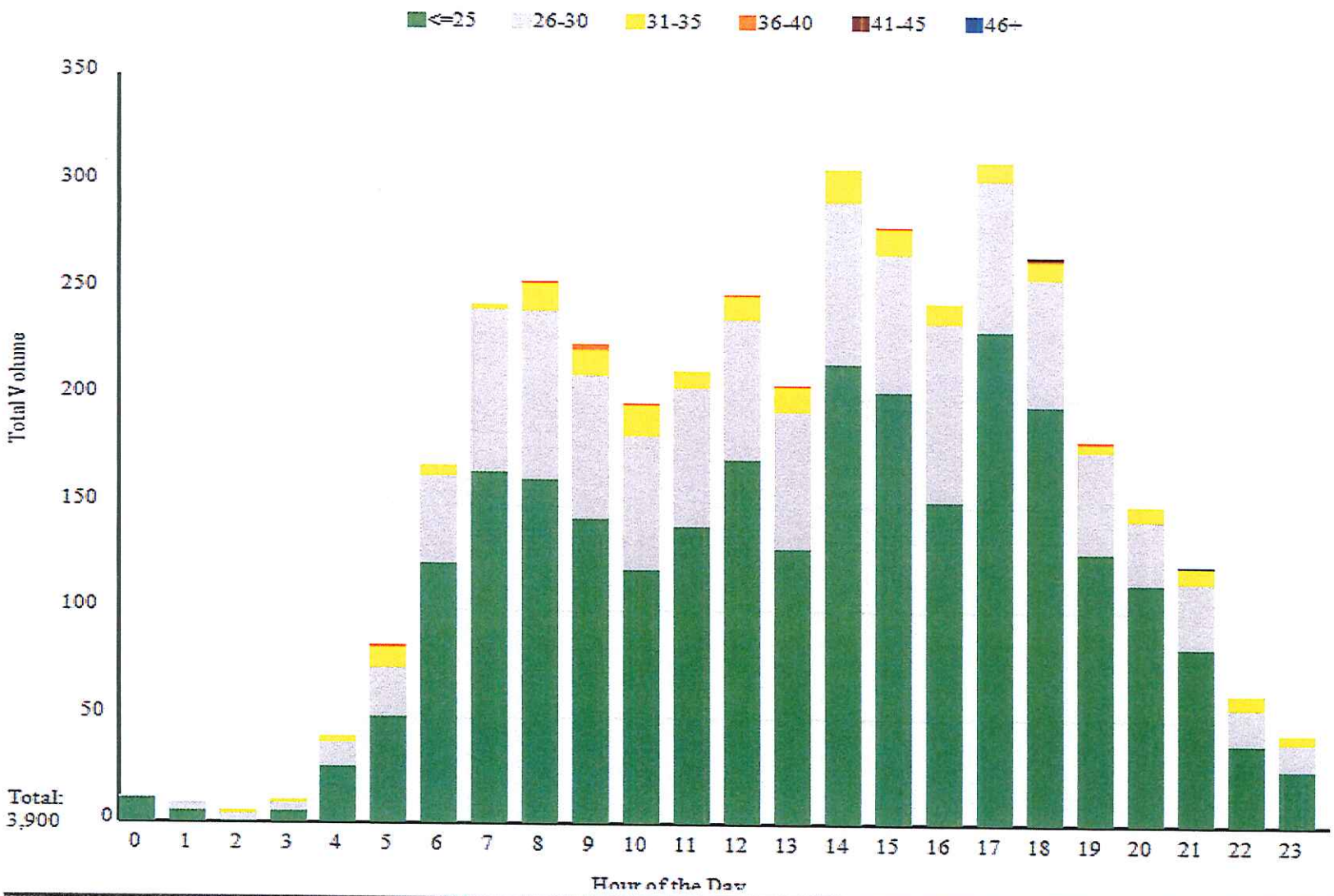
05-31-2016, 11:25:05

Place Currently Not Set
Speed/Time/Volume Graph

Location: Bunting Lane
Dates: 05-19-16 to 05-23-16

Zone: Residential
Speed Limit: 25 MPH

Travel Direction: N



05-31-2016, 11:25:21

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: N

Thursday, 05-19-2016					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	0		12:00 to 12:15	0	
00:15 to 00:30	0		12:15 to 12:30	0	
00:30 to 00:45	0		12:30 to 12:45	0	
00:45 to 01:00	0	0	12:45 to 13:00	0	0
01:00 to 01:15	0		13:00 to 13:15	0	
01:15 to 01:30	0		13:15 to 13:30	0	
01:30 to 01:45	0		13:30 to 13:45	0	
01:45 to 02:00	0	0	13:45 to 14:00	3	3
02:00 to 02:15	0		14:00 to 14:15	22	
02:15 to 02:30	0		14:15 to 14:30	17	
02:30 to 02:45	0		14:30 to 14:45	18	
02:45 to 03:00	0	0	14:45 to 15:00	8	65
03:00 to 03:15	0		15:00 to 15:15	15	
03:15 to 03:30	0		15:15 to 15:30	14	
03:30 to 03:45	0		15:30 to 15:45	19	
03:45 to 04:00	0	0	15:45 to 16:00	15	63
04:00 to 04:15	0		16:00 to 16:15	11	
04:15 to 04:30	0		16:15 to 16:30	18	
04:30 to 04:45	0		16:30 to 16:45	14	
04:45 to 05:00	0	0	16:45 to 17:00	23	66
05:00 to 05:15	0		17:00 to 17:15	21	
05:15 to 05:30	0		17:15 to 17:30	24	
05:30 to 05:45	0		17:30 to 17:45	18	
05:45 to 06:00	0	0	17:45 to 18:00	37	100
06:00 to 06:15	0		18:00 to 18:15	19	
06:15 to 06:30	0		18:15 to 18:30	20	
06:30 to 06:45	0		18:30 to 18:45	20	
06:45 to 07:00	0	0	18:45 to 19:00	11	70
07:00 to 07:15	0		19:00 to 19:15	9	
07:15 to 07:30	0		19:15 to 19:30	12	
07:30 to 07:45	0		19:30 to 19:45	11	
07:45 to 08:00	0	0	19:45 to 20:00	10	42
08:00 to 08:15	0		20:00 to 20:15	20	
08:15 to 08:30	0		20:15 to 20:30	15	
08:30 to 08:45	0		20:30 to 20:45	5	
08:45 to 09:00	0	0	20:45 to 21:00	8	48
09:00 to 09:15	0		21:00 to 21:15	10	
09:15 to 09:30	0		21:15 to 21:30	13	
09:30 to 09:45	0		21:30 to 21:45	18	
09:45 to 10:00	0	0	21:45 to 22:00	17	58
10:00 to 10:15	0		22:00 to 22:15	12	
10:15 to 10:30	0		22:15 to 22:30	2	
10:30 to 10:45	0		22:30 to 22:45	5	
10:45 to 11:00	0	0	22:45 to 23:00	6	25
11:00 to 11:15	0		23:00 to 23:15	6	
11:15 to 11:30	0		23:15 to 23:30	0	

05-31-2016, 11:25:43

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: N

Friday, 05-20-2016					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	1		12:00 to 12:15	12	
00:15 to 00:30	2		12:15 to 12:30	12	
00:30 to 00:45	1		12:30 to 12:45	20	
00:45 to 01:00	0	4	12:45 to 13:00	14	58
01:00 to 01:15	1		13:00 to 13:15	13	
01:15 to 01:30	0		13:15 to 13:30	9	
01:30 to 01:45	1		13:30 to 13:45	12	
01:45 to 02:00	0	2	13:45 to 14:00	13	47
02:00 to 02:15	1		14:00 to 14:15	17	
02:15 to 02:30	0		14:15 to 14:30	19	
02:30 to 02:45	0		14:30 to 14:45	25	
02:45 to 03:00	0	1	14:45 to 15:00	18	79
03:00 to 03:15	0		15:00 to 15:15	14	
03:15 to 03:30	0		15:15 to 15:30	20	
03:30 to 03:45	1		15:30 to 15:45	12	
03:45 to 04:00	0	1	15:45 to 16:00	16	62
04:00 to 04:15	4		16:00 to 16:15	16	
04:15 to 04:30	4		16:15 to 16:30	16	
04:30 to 04:45	3		16:30 to 16:45	21	
04:45 to 05:00	6	17	16:45 to 17:00	13	66
05:00 to 05:15	8		17:00 to 17:15	12	
05:15 to 05:30	5		17:15 to 17:30	18	
05:30 to 05:45	5		17:30 to 17:45	31	
05:45 to 06:00	8	26	17:45 to 18:00	37	98
06:00 to 06:15	19		18:00 to 18:15	29	
06:15 to 06:30	13		18:15 to 18:30	24	
06:30 to 06:45	8		18:30 to 18:45	26	
06:45 to 07:00	27	67	18:45 to 19:00	12	91
07:00 to 07:15	31		19:00 to 19:15	16	
07:15 to 07:30	27		19:15 to 19:30	16	
07:30 to 07:45	30		19:30 to 19:45	15	
07:45 to 08:00	15	103	19:45 to 20:00	18	65
08:00 to 08:15	15		20:00 to 20:15	6	
08:15 to 08:30	20		20:15 to 20:30	11	
08:30 to 08:45	20		20:30 to 20:45	9	
08:45 to 09:00	19	74	20:45 to 21:00	11	37
09:00 to 09:15	17		21:00 to 21:15	7	
09:15 to 09:30	10		21:15 to 21:30	6	
09:30 to 09:45	16		21:30 to 21:45	10	
09:45 to 10:00	22	65	21:45 to 22:00	5	28
10:00 to 10:15	22		22:00 to 22:15	6	
10:15 to 10:30	12		22:15 to 22:30	4	
10:30 to 10:45	12		22:30 to 22:45	3	
10:45 to 11:00	12	58	22:45 to 23:00	2	15
11:00 to 11:15	14		23:00 to 23:15	1	
11:15 to 11:30	19		23:15 to 23:30	1	

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: N

Saturday, 05-21-2016					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	1		12:00 to 12:15	10	
00:15 to 00:30	0		12:15 to 12:30	14	
00:30 to 00:45	1		12:30 to 12:45	17	
00:45 to 01:00	2	4	12:45 to 13:00	17	58
01:00 to 01:15	0		13:00 to 13:15	20	
01:15 to 01:30	0		13:15 to 13:30	20	
01:30 to 01:45	0		13:30 to 13:45	16	
01:45 to 02:00	3	3	13:45 to 14:00	13	69
02:00 to 02:15	1		14:00 to 14:15	16	
02:15 to 02:30	0		14:15 to 14:30	13	
02:30 to 02:45	1		14:30 to 14:45	19	
02:45 to 03:00	0	2	14:45 to 15:00	10	58
03:00 to 03:15	1		15:00 to 15:15	9	
03:15 to 03:30	1		15:15 to 15:30	21	
03:30 to 03:45	1		15:30 to 15:45	10	
03:45 to 04:00	1	4	15:45 to 16:00	13	53
04:00 to 04:15	6		16:00 to 16:15	13	
04:15 to 04:30	0		16:15 to 16:30	15	
04:30 to 04:45	0		16:30 to 16:45	16	
04:45 to 05:00	1	7	16:45 to 17:00	14	58
05:00 to 05:15	2		17:00 to 17:15	12	
05:15 to 05:30	3		17:15 to 17:30	14	
05:30 to 05:45	2		17:30 to 17:45	18	
05:45 to 06:00	3	10	17:45 to 18:00	10	54
06:00 to 06:15	9		18:00 to 18:15	18	
06:15 to 06:30	6		18:15 to 18:30	16	
06:30 to 06:45	9		18:30 to 18:45	15	
06:45 to 07:00	5	29	18:45 to 19:00	11	60
07:00 to 07:15	3		19:00 to 19:15	12	
07:15 to 07:30	4		19:15 to 19:30	7	
07:30 to 07:45	8		19:30 to 19:45	10	
07:45 to 08:00	10	25	19:45 to 20:00	12	41
08:00 to 08:15	11		20:00 to 20:15	7	
08:15 to 08:30	10		20:15 to 20:30	22	
08:30 to 08:45	22		20:30 to 20:45	9	
08:45 to 09:00	11	54	20:45 to 21:00	7	45
09:00 to 09:15	20		21:00 to 21:15	7	
09:15 to 09:30	23		21:15 to 21:30	3	
09:30 to 09:45	18		21:30 to 21:45	5	
09:45 to 10:00	16	77	21:45 to 22:00	8	23
10:00 to 10:15	11		22:00 to 22:15	4	
10:15 to 10:30	26		22:15 to 22:30	4	
10:30 to 10:45	8		22:30 to 22:45	3	
10:45 to 11:00	13	58	22:45 to 23:00	4	15
11:00 to 11:15	14		23:00 to 23:15	5	
11:15 to 11:30	20		23:15 to 23:30	4	

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: N

Sunday, 05-22-2016					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	1		12:00 to 12:15	21	
00:15 to 00:30	2		12:15 to 12:30	19	
00:30 to 00:45	1		12:30 to 12:45	18	
00:45 to 01:00	1	5	12:45 to 13:00	17	75
01:00 to 01:15	0		13:00 to 13:15	20	
01:15 to 01:30	1		13:15 to 13:30	9	
01:30 to 01:45	0		13:30 to 13:45	13	
01:45 to 02:00	2	3	13:45 to 14:00	9	51
02:00 to 02:15	0		14:00 to 14:15	15	
02:15 to 02:30	1		14:15 to 14:30	15	
02:30 to 02:45	1		14:30 to 14:45	9	
02:45 to 03:00	0	2	14:45 to 15:00	13	52
03:00 to 03:15	2		15:00 to 15:15	12	
03:15 to 03:30	0		15:15 to 15:30	7	
03:30 to 03:45	1		15:30 to 15:45	8	
03:45 to 04:00	0	3	15:45 to 16:00	16	43
04:00 to 04:15	4		16:00 to 16:15	14	
04:15 to 04:30	4		16:15 to 16:30	16	
04:30 to 04:45	0		16:30 to 16:45	8	
04:45 to 05:00	0	8	16:45 to 17:00	17	55
05:00 to 05:15	3		17:00 to 17:15	19	
05:15 to 05:30	4		17:15 to 17:30	12	
05:30 to 05:45	3		17:30 to 17:45	12	
05:45 to 06:00	4	14	17:45 to 18:00	17	60
06:00 to 06:15	1		18:00 to 18:15	15	
06:15 to 06:30	4		18:15 to 18:30	9	
06:30 to 06:45	5		18:30 to 18:45	12	
06:45 to 07:00	2	12	18:45 to 19:00	10	46
07:00 to 07:15	3		19:00 to 19:15	7	
07:15 to 07:30	5		19:15 to 19:30	11	
07:30 to 07:45	5		19:30 to 19:45	9	
07:45 to 08:00	6	19	19:45 to 20:00	6	33
08:00 to 08:15	11		20:00 to 20:15	6	
08:15 to 08:30	17		20:15 to 20:30	4	
08:30 to 08:45	13		20:30 to 20:45	7	
08:45 to 09:00	14	55	20:45 to 21:00	4	21
09:00 to 09:15	13		21:00 to 21:15	5	
09:15 to 09:30	8		21:15 to 21:30	4	
09:30 to 09:45	13		21:30 to 21:45	3	
09:45 to 10:00	12	46	21:45 to 22:00	2	14
10:00 to 10:15	9		22:00 to 22:15	2	
10:15 to 10:30	14		22:15 to 22:30	3	
10:30 to 10:45	15		22:30 to 22:45	1	
10:45 to 11:00	14	52	22:45 to 23:00	1	7
11:00 to 11:15	16		23:00 to 23:15	0	
11:15 to 11:30	7		23:15 to 23:30	0	

Place Currently Not Set
Daily Traffic Flow - 15 minute interval

Location: Bunting Lane

Zone: Residential
Travel Direction: N

Monday, 05-23-2016					
Time AM	Vehicle Count	Hour Total	Time PM	Vehicle Count	Hour Total
00:00 to 00:15	0		12:00 to 12:15	16	
00:15 to 00:30	0		12:15 to 12:30	11	
00:30 to 00:45	0		12:30 to 12:45	10	
00:45 to 01:00	0	0	12:45 to 13:00	21	58
01:00 to 01:15	1		13:00 to 13:15	9	
01:15 to 01:30	0		13:15 to 13:30	8	
01:30 to 01:45	0		13:30 to 13:45	9	
01:45 to 02:00	1	2	13:45 to 14:00	11	37
02:00 to 02:15	1		14:00 to 14:15	14	
02:15 to 02:30	0		14:15 to 14:30	15	
02:30 to 02:45	0		14:30 to 14:45	9	
02:45 to 03:00	0	1	14:45 to 15:00	16	54
03:00 to 03:15	0		15:00 to 15:15	14	
03:15 to 03:30	0		15:15 to 15:30	11	
03:30 to 03:45	1		15:30 to 15:45	18	
03:45 to 04:00	2	3	15:45 to 16:00	17	60
04:00 to 04:15	5		16:00 to 16:15	0	
04:15 to 04:30	3		16:15 to 16:30	0	
04:30 to 04:45	0		16:30 to 16:45	0	
04:45 to 05:00	1	9	16:45 to 17:00	0	0
05:00 to 05:15	8		17:00 to 17:15	0	
05:15 to 05:30	15		17:15 to 17:30	0	
05:30 to 05:45	5		17:30 to 17:45	0	
05:45 to 06:00	6	34	17:45 to 18:00	0	0
06:00 to 06:15	17		18:00 to 18:15	0	
06:15 to 06:30	12		18:15 to 18:30	0	
06:30 to 06:45	13		18:30 to 18:45	0	
06:45 to 07:00	19	61	18:45 to 19:00	0	0
07:00 to 07:15	28		19:00 to 19:15	0	
07:15 to 07:30	23		19:15 to 19:30	0	
07:30 to 07:45	28		19:30 to 19:45	0	
07:45 to 08:00	18	97	19:45 to 20:00	0	0
08:00 to 08:15	22		20:00 to 20:15	0	
08:15 to 08:30	18		20:15 to 20:30	0	
08:30 to 08:45	16		20:30 to 20:45	0	
08:45 to 09:00	16	72	20:45 to 21:00	0	0
09:00 to 09:15	11		21:00 to 21:15	0	
09:15 to 09:30	9		21:15 to 21:30	0	
09:30 to 09:45	11		21:30 to 21:45	0	
09:45 to 10:00	7	38	21:45 to 22:00	0	0
10:00 to 10:15	7		22:00 to 22:15	0	
10:15 to 10:30	10		22:15 to 22:30	0	
10:30 to 10:45	7		22:30 to 22:45	0	
10:45 to 11:00	6	30	22:45 to 23:00	0	0
11:00 to 11:15	10		23:00 to 23:15	0	
11:15 to 11:30	7		23:15 to 23:30	0	

05-31-2016, 11:26:26

Place Currently Not Set
Traffic Summary Week

Location: Bunting Lane
05-19-2016 to 05-25-2016

Zone: Residential
Travel Direction: N

	Thu 05-19	Fri 05-20	Sat 05-21	Sun 05-22	Mon 05-23	Tue 05-24	Wed 05-25	Weekday Average	Weekend Average
Midnight	0	4	4	5	0	0	0	0	4
1:00	0	2	3	3	2	0	0	0	3
2:00	0	1	2	2	1	0	0	0	2
3:00	0	1	4	3	3	0	0	0	3
4:00	0	17	7	8	9	0	0	5	7
5:00	0	26	10	14	34	0	0	12	12
6:00	0	67	29	12	61	0	0	25	20
7:00	0	103	25	19	97	0	0	40	22
8:00	0	74	54	55	72	0	0	29	54
9:00	0	65	77	46	38	0	0	20	61
10:00	0	58	58	52	30	0	0	17	55
11:00	0	56	59	60	38	0	0	18	59
12:00	0	58	58	75	58	0	0	23	66
13:00	3	47	69	51	37	0	0	17	60
14:00	65	79	58	52	54	0	0	39	55
15:00	63	62	53	43	60	0	0	37	48
16:00	66	66	58	55	0	0	0	26	56
17:00	100	98	54	60	0	0	0	39	57
18:00	70	91	60	46	0	0	0	32	53
19:00	42	65	41	33	0	0	0	21	37
20:00	48	37	45	21	0	0	0	17	33
21:00	58	28	23	14	0	0	0	17	18
22:00	25	15	15	7	0	0	0	8	11
23:00	8	8	27	1	0	0	0	3	14
Totals	548	1128	893	737	594	0	0	454	815

Totals	548	1128	893	737	594	0	0	454	815

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-19-2016
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: N

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00-05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00-06:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
07:00-07:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
08:00-08:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
09:00-09:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:00-10:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00-11:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:00-12:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:00-13:59	3	0	0	0	1	1	0	1	0	0	0	0	0	0	0	0	0	0
14:00-14:59	65	0	6	13	8	25	13	0	0	0	0	0	0	0	0	0	0	0
15:00-15:59	63	0	6	7	9	28	13	0	0	0	0	0	0	0	0	0	0	0
16:00-16:59	66	0	3	4	11	24	22	2	0	0	0	0	0	0	0	0	0	0
17:00-17:59	100	0	9	12	27	36	16	0	0	0	0	0	0	0	0	0	0	0
18:00-18:59	70	0	8	11	22	21	6	1	0	1	0	0	0	0	0	0	0	0
19:00-19:59	42	0	5	5	11	12	9	0	0	0	0	0	0	0	0	0	0	0
20:00-20:59	48	0	6	3	5	24	7	3	0	0	0	0	0	0	0	0	0	0
21:00-21:59	58	0	2	3	10	26	14	3	0	0	0	0	0	0	0	0	0	0
22:00-22:59	25	0	2	1	0	12	6	4	0	0	0	0	0	0	0	0	0	0
23:00-23:59	8	0	0	1	2	2	1	2	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-20-2016
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: N

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	4	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	2	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	17	0	1	3	5	4	3	1	0	0	0	0	0	0	0	0	0	0
05:00-05:59	26	0	0	1	6	8	7	4	0	0	0	0	0	0	0	0	0	0
06:00-06:59	67	0	0	5	14	31	16	1	0	0	0	0	0	0	0	0	0	0
07:00-07:59	103	0	6	9	13	40	33	2	0	0	0	0	0	0	0	0	0	0
08:00-08:59	74	0	8	3	9	29	22	3	0	0	0	0	0	0	0	0	0	0
09:00-09:59	65	0	5	7	8	30	14	1	0	0	0	0	0	0	0	0	0	0
10:00-10:59	58	0	5	6	3	26	14	4	0	0	0	0	0	0	0	0	0	0
11:00-11:59	56	0	7	4	5	23	16	1	0	0	0	0	0	0	0	0	0	0
12:00-12:59	58	0	2	5	9	21	20	1	0	0	0	0	0	0	0	0	0	0
13:00-13:59	47	0	2	2	4	20	16	3	0	0	0	0	0	0	0	0	0	0
14:00-14:59	79	0	8	4	17	26	19	5	0	0	0	0	0	0	0	0	0	0
15:00-15:59	62	0	3	10	5	28	13	3	0	0	0	0	0	0	0	0	0	0
16:00-16:59	66	0	3	5	10	23	23	2	0	0	0	0	0	0	0	0	0	0
17:00-17:59	98	0	6	13	18	31	27	3	0	0	0	0	0	0	0	0	0	0
18:00-18:59	91	0	10	8	10	35	24	4	0	0	0	0	0	0	0	0	0	0
19:00-19:59	65	0	3	5	13	22	21	1	0	0	0	0	0	0	0	0	0	0
20:00-20:59	37	0	2	1	6	22	5	1	0	0	0	0	0	0	0	0	0	0
21:00-21:59	28	0	1	1	2	15	9	0	0	0	0	0	0	0	0	0	0	0
22:00-22:59	15	0	0	2	4	3	6	0	0	0	0	0	0	0	0	0	0	0
23:00-23:59	8	0	0	0	0	4	3	1	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-21-2016
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: N

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	4	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	3	0	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	2	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	4	0	0	1	0	1	1	1	0	0	0	0	0	0	0	0	0	0
04:00-04:59	7	0	0	1	1	1	4	0	0	0	0	0	0	0	0	0	0	0
05:00-05:59	10	0	0	0	1	5	3	1	0	0	0	0	0	0	0	0	0	0
06:00-06:59	29	0	1	1	4	16	5	2	0	0	0	0	0	0	0	0	0	0
07:00-07:59	25	0	0	0	2	15	8	0	0	0	0	0	0	0	0	0	0	0
08:00-08:59	54	0	3	5	7	16	16	6	1	0	0	0	0	0	0	0	0	0
09:00-09:59	77	0	3	6	9	30	23	6	0	0	0	0	0	0	0	0	0	0
10:00-10:59	58	0	3	4	9	22	18	2	0	0	0	0	0	0	0	0	0	0
11:00-11:59	59	0	4	4	6	23	19	3	0	0	0	0	0	0	0	0	0	0
12:00-12:59	58	0	4	3	5	25	16	4	1	0	0	0	0	0	0	0	0	0
13:00-13:59	69	0	9	4	9	24	20	2	1	0	0	0	0	0	0	0	0	0
14:00-14:59	58	0	3	3	5	22	23	2	0	0	0	0	0	0	0	0	0	0
15:00-15:59	53	0	2	0	10	26	11	3	1	0	0	0	0	0	0	0	0	0
16:00-16:59	58	0	8	5	6	23	15	1	0	0	0	0	0	0	0	0	0	0
17:00-17:59	54	0	2	4	9	27	11	1	0	0	0	0	0	0	0	0	0	0
18:00-18:59	60	0	5	2	8	24	19	1	1	0	0	0	0	0	0	0	0	0
19:00-19:59	41	0	2	5	9	15	9	1	0	0	0	0	0	0	0	0	0	0
20:00-20:59	45	0	1	4	5	24	10	1	0	0	0	0	0	0	0	0	0	0
21:00-21:59	23	0	1	2	6	8	2	4	0	0	0	0	0	0	0	0	0	0
22:00-22:59	15	0	0	1	1	7	4	2	0	0	0	0	0	0	0	0	0	0
23:00-23:59	27	0	2	3	3	10	8	1	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-22-2016
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: N

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	5	0	0	0	1	3	1	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	3	0	0	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	2	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0
03:00-03:59	3	0	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	8	0	2	1	2	0	2	1	0	0	0	0	0	0	0	0	0	0
05:00-05:59	14	0	0	1	0	8	2	2	1	0	0	0	0	0	0	0	0	0
06:00-06:59	12	0	1	0	1	5	4	1	0	0	0	0	0	0	0	0	0	0
07:00-07:59	19	0	1	1	6	9	2	0	0	0	0	0	0	0	0	0	0	0
08:00-08:59	55	0	3	5	5	20	21	1	0	0	0	0	0	0	0	0	0	0
09:00-09:59	46	0	0	2	6	18	16	2	2	0	0	0	0	0	0	0	0	0
10:00-10:59	52	0	0	2	4	19	20	6	1	0	0	0	0	0	0	0	0	0
11:00-11:59	60	0	5	4	4	28	15	4	0	0	0	0	0	0	0	0	0	0
12:00-12:59	75	0	2	4	8	35	21	5	0	0	0	0	0	0	0	0	0	0
13:00-13:59	51	0	2	2	0	26	17	4	0	0	0	0	0	0	0	0	0	0
14:00-14:59	52	0	3	5	6	26	7	5	0	0	0	0	0	0	0	0	0	0
15:00-15:59	43	0	2	3	9	10	17	2	0	0	0	0	0	0	0	0	0	0
16:00-16:59	55	0	2	5	2	19	23	4	0	0	0	0	0	0	0	0	0	0
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21:00-21:59	14	0	0	0	2	5	6	0	0	0	1	0	0	0	0	0	0	0
22:00-22:59	7	0	1	1	2	2	1	0	0	0	0	0	0	0	0	0	0	0
23:00-23:59	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

Place Currently Not Set
Time vs Speed

Location: Bunting Lane
Date: 05-23-2016
Posted Speed Limit: 25 MPH

Zone: Residential
Travel Direction: N

		--- Speed Ranges ---																
Time Span	Total	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81+
00:00-00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00-01:59	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
02:00-02:59	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
03:00-03:59	3	0	0	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0
04:00-04:59	9	0	2	0	1	3	2	1	0	0	0	0	0	0	0	0	0	0
05:00-05:59	34	0	3	2	3	13	10	3	0	0	0	0	0	0	0	0	0	0
06:00-06:59	61	0	0	6	7	31	16	1	0	0	0	0	0	0	0	0	0	0
07:00-07:59	97	0	3	6	13	42	33	0	0	0	0	0	0	0	0	0	0	0
08:00-08:59	72	0	2	4	10	33	20	3	0	0	0	0	0	0	0	0	0	0
09:00-09:59	38	0	0	1	3	16	14	3	1	0	0	0	0	0	0	0	0	0
10:00-10:59	30	0	3	3	1	10	11	2	0	0	0	0	0	0	0	0	0	0
11:00-11:59	38	0	0	4	3	16	15	0	0	0	0	0	0	0	0	0	0	0
12:00-12:59	58	0	6	4	11	28	8	1	0	0	0	0	0	0	0	0	0	0
13:00-13:59	37	0	5	0	3	16	11	2	0	0	0	0	0	0	0	0	0	0
14:00-14:59	54	0	2	5	8	22	14	3	0	0	0	0	0	0	0	0	0	0
15:00-15:59	60	0	7	8	12	19	10	4	0	0	0	0	0	0	0	0	0	0
16:00-16:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
17:00-17:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18:00-18:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
19:00-19:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
20:00-20:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
21:00-21:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22:00-22:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23:00-23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

CITY OF POQUOSON

PLANNING DEPARTMENT

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996
(757) 868-3040 TELEPHONE (757) 868-3105 FAX

July 25, 2016

To: The Honorable City Council

Through: City Manager

From: Kevin M. Wyne, AICP, Planner

Subject: **Conditional Use Permit for a Brewery with a Tap Room (Bar) and Outdoor Beer Garden in the Village Commercial District- Tax Parcel No. 27-1-92**

Presented for your work session discussion is a request from Mr. E Rae and Phoebe M. Harcum, property owners, and Mr. Samuel Straight, applicant, for a Conditional Use Permit to allow for the construction and operation of a small, independent craft brewery to include a tap room (bar) and outdoor beer garden on a 2.42 acre parcel located on the south side of Victory Boulevard, east of City Hall Avenue, specifically identified as Tax Map Parcel No. 27-01-00-0092, zoned VC (Village Commercial). The Conditional Use Permit request is solely for the allowance of the brewery, as the tap room and beer garden use are permitted by-right in the Village Commercial district.

The Planning Commission held a public hearing on this item at their Monday, July 18, 2016 meeting and have recommended its approval unanimously, by a vote of 4-0.

A public hearing on this item is scheduled for your Monday, August 22, 2016 meeting.

This application was advertised for public hearing by legal notice appearing in the Daily Press on July 1 and July 8, 2016. Adjacent property owners were notified by letters mailed on July 5, 2016.

KMW

Poquoson City Council Work Session

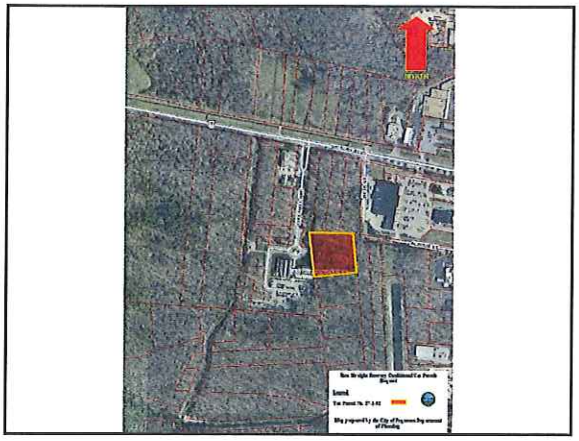
July 25, 2016

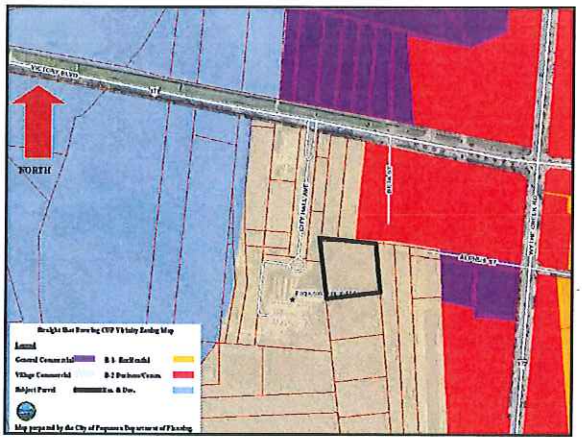
Kevin M. Wyne, AICP

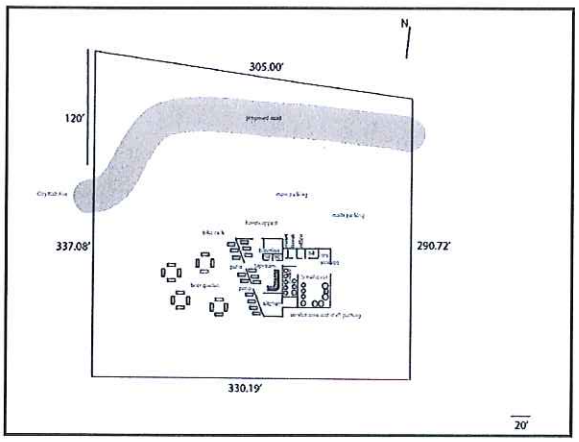
Sam Straight Request for a Brewery in the VC District

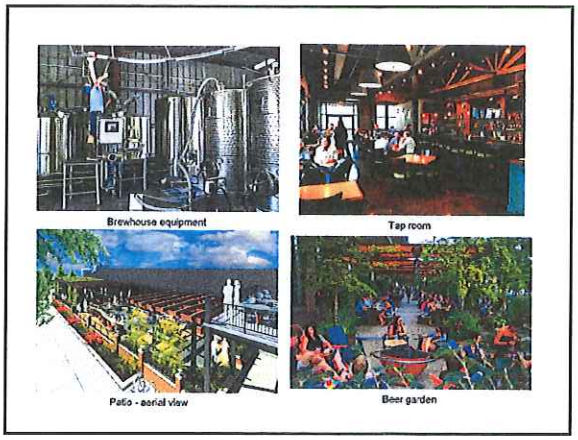
Request

- To construct a brewery with supporting tap room and outdoor beer garden.
- Combined seating capacity for up to 200 patrons.
- Total square footage will be 6,000.
- Zoned VC
- Brewery use is not specifically permitted within the VC district (Article I. Section 1-8)






N
305.00'
120'
337.08'
290.72'
330.19'
20'


Brewhouse equipment
Tap room
Patio - aerial view
Beer garden

Considerations

- This CUP would be only for the brewery operation, the additional components are permitted by right.
- These types of uses function much more like restaurant uses than bottle manufacturing uses.
- The applicant has expressed a willingness to work with the City pertaining to right-of-way dedication.

Considerations

- Traffic generation is not expected to be highly impactful.
- ARB review and approval will be required.
- The VC district regulations for permitted uses were created in 1996 and may be antiquated as it relates to these types of hybrid uses.

Planning Commission

- On Monday, July 25, 2016, the Planning Commission considered the request and held a public hearing.
- During the public hearing, three citizens spoke in favor of the use.
- The PC unanimously, by a vote of 4-0, voted to recommend approval of the use, citing that it would be a unique use for the City and that as proposed, would be compatible with permitted uses in the VC District.

Proposed Conditions

- If recommended for approval, staff is proposing the following conditions:
  1. The operation shall maintain all required local, state and federal permits.
  2. This use permit is for the allowance of a beverage brewery with supporting tap room and shall not be construed for approval of any use that cannot be identified as such.

Conditions

3. At no point shall the square footage proposed for beverage manufacturing (brewing) and storage exceed fifty (50) percent of the overall square footage of the use.
4. Upon the discontinuance of such use for a contiguous period of two (2) years or more, the Conditional Use Permit shall become null and void.

Conditions

5. If at any time the operation is in violation of any local, state or federal regulations, including the conditions set forth in this use permit, the City reserves the right to revoke the permit.
6. If construction on the project has not begun within five (5) years of the issuance of this permit, the City Council reserves the right to reconsider its approval.

Conditions

7. Prior to any approval of development plans, the developer must agree to dedicate a fifty foot (50') right-of-way, acceptable to the City and compatible with the Virginia Department of Transportation roadway standards to allow for future connection to Alphus Street extended and/or Beta Street.
8. All trash receptacles shall be screened from adjacent property owners and shall not be visible from any public right-of-way.

Questions

MINUTES OF THE CITY COUNCIL MEETING
JUNE 27, 2016, 7:00 P.M.
REGULAR SESSION

PRESENT: The Honorable W. Eugene Hunt, Jr., Mayor
The Honorable Carey L. Freeman, Vice Mayor
The Honorable Traci-Dale Crawford
The Honorable Charles M. Southall III
The Honorable Herbert R. Green, Jr.
The Honorable Raymond D. Vernall
The Honorable Henry W. Ayer III

J. Randall Wheeler, City Manager
Judy F. Wiggins, Assistant City Manager/City Clerk
D. Wayne Moore, City Attorney

MEETING CALLED TO ORDER:

Mayor Hunt called the meeting to order at approximately 7:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Mayor Hunt rendered the invocation and led the audience in the Pledge of Allegiance.

SPECIAL PRESENTATIONS:

Bay Star Home

Mayor Hunt presented a Bay Star Home flag to Ms. Amanda Philbeck and commended her for making positive adjustments to her home and yard to improve the environment and help clean our waterways.

Introduction of Interns

The City Manager, J. Randall Wheeler, introduced the City's summer interns, William Ziglar, who works in the Economic Development office and Kyle Cherry, who works in various administrative capacities. On behalf of Council, Mayor Hunt welcomed them to the City.

Davenport & Company – Bond Rating & Refunding Results

Mr. James Sanderson of Davenport & Company, the City's Financial Advisor, made a brief presentation on the results of the 2016 General Obligation (GO) Bonds competitive sale during which he highlighted the following information:

- That over the past few months it was determined that the City could save money, due to lower interest rates, by refinancing the City's 2010 General Obligation Bonds and the 2011B General Obligation Bond, and borrow a modest amount of New Money to fund miscellaneous City capital projects;
- That, subsequent to Council approval, Davenport & Company and City staff took the necessary actions to successfully issue the City's 2016 General Obligation and Refunding Bonds;
- That the City recently met with Moody's, which resulted in the City's credit rating being upgraded from Aa3 to Aa2, and Standard & Poor's, which affirmed the City's current AAA rating;
- That Moody's credit upgrade was based upon the City's ability to maintain structurally balanced operations, to increase its fiscal reserves and utilize conservative management practices, and to continue improvements in the utility fund performance by eliminating the need for General Fund support;
- That the interest rate of the Callable Refunding Candidates was 4.36%;
- That 9 firms submitted a bid to buy the bonds; however, the bid with the lowest true interest cost, that of Janney Montgomery Scott LLC, was awarded the sale of the 2016 bonds;
- That through refinancing the 2010 and 2011B GO Bonds, the City saved over $1.4 million in cash-flow debt service;
- That the average interest rate of the Refunding Candidates was reduced to a new aggregate all-in True Interest Cost of approximately 1.80%; and
- That the savings achieved on the Refunding Candidates allowed the City to issue $60,000 in funding for New Money Projects while still decreasing the overall tax-supported debt service.

City Marketing Update

Ms. Charity Gavaza, Economic Development Coordinator, briefly updated City Council on business growth and development in the City for FY 2016 which included the following:

- An overview of the ribbon cutting ceremonies that had been held for new businesses since July 1, 2015.
- Information on the Virginia Tourism Corporation Loveworks grant for which the City may apply.
- An update on the EnjoyVA.com mobile phone app.
- An explanation of how the City's ED student intern, Will Ziglar, had assisted with the most recent marketing initiatives.

AUDIENCE FOR VISITORS:

There were no speakers.

APPROVAL OF THE MINUTES:

Councilman Green moved, seconded by Councilman Ayer, to adopt the minutes of the regular session held May 23, 2016 as submitted. Recorded vote on the motion:

YES: Councilmembers Crawford, Ayer, Southall, Freeman, Vernall, Green and Mayor Hunt.

NO: None.

PUBLIC HEARING:

1. **FOUNTAINS OF POQUOSON MODIFICATION OF CONDITIONAL USE PERMIT**

The Planner, Kevin Wyne, stated that the Fountains of Poquoson, LLC was requesting an amendment to its existing Conditional Use Permit, issued on May 14, 2012, for an extension to allow for additional construction time in which to complete its mixed-use development on property located at 200 Fountains Lane. Specifically, he pointed out that the applicant had not specified how much additional time would be needed to complete the project; however, the Planning Commission at its June 20, 2016 meeting recommended approval of the request, by a vote of 7-0, to extend the completion date to June 27, 2019.

Mayor Hunt opened the public hearing; however, since no one spoke the public hearing was closed.

A resolution approving the requested Conditional Use Permit amendment with the completion date extended to June 27, 2019 was presented for Council's consideration and Councilman Green moved, seconded by Councilman Vernall, that it be adopted. Recorded vote on the motion:

YES: Councilmembers Green, Vernall, Ayer, Southall, Crawford, Freeman and Mayor Hunt.

NO: None.

NEW BUSINESS:

1. **RESOLUTION MAKING APPOINTMENTS TO THE WORKFORCE DEVELOPMENT CONSORTIUM AND LIBRARY ADVISORY BOARD**

A resolution making appointments to the Workforce Development Consortium and the Library Advisory Board was presented for Council's consideration. Councilman Vernall moved, seconded by Councilman Southall, to reappoint Councilman Green to the

Workforce Development Consortium and to insert his name in the resolution, and to postpone the appointment to the Library Advisory Board. Recorded vote on the motion:

YES: Councilmembers Southall, Freeman, Vernall, Green, Ayer, Crawford and Mayor Hunt.

NO: None.

2. RESOLUTION ADOPTING THE PURCHASING MANUAL AND APPENDIX

The Finance Director, Theresa Owens, stated that the City's Purchasing Manual was adopted in May 1999; however, it had been revised four times since that date. She pointed out that due to various changes made to the Virginia Public Procurement Act and the need to revise and/or expand the City's standard operating procedures, the City's Purchasing Manual had been revised accordingly. She stated that most noteworthy of the proposed changes is the limits of authority for purchasing goods and services.

A resolution adopting revisions to the City's Purchasing Procedures Manual was presented for Council's consideration and Councilman Green moved, seconded by Vice Mayor Freeman, that it be adopted. Recorded vote on the motion:

YES: Councilmembers Ayer, Crawford, Green, Freeman, Southall, Vernall and Mayor Hunt.

NO: None.

3. RESOLUTION APPROVING THE ADDITION OF A STUDENT REPRESENTATIVE TO THE PARKS & RECREATION ADVISORY BOARD

Mr. William Ziglar, Parks & Recreation Advisory Board member, stated that the Board was seeking approval of Council for the appointment of a student representative. He stated that the Board, after much consideration, was requesting that Poquoson High School student, Martha Chiappazzi be appointed.

In response to Council queries, the Assistant City Manager/City Clerk, Judy F. Wiggins explained that the Parks & Recreation Advisory Board Bylaws state that the Board may recommend a representative(s); however, all appointments require City Council approval. In conclusion, Mayor Hunt suggested that the Parks & Recreation Advisory Board amend its Bylaws to allow the Board to make this appointment without Council approval.

A resolution appointing a student representative to the Parks & Recreation Advisory Board was presented for consideration and Councilman Green moved, seconded by Vice Mayor Freeman, to appoint Martha Chiappazzi to the Board and to adopt the resolution with her name inserted. Recorded vote on the motion:

YES: Councilmembers Crawford, Ayer, Southall, Freeman, Vernall, Green and Mayor Hunt.

NO: None.

4. RESOLUTION DESIGNATING FOIA OFFICER(S)

The City Manager stated that legislation passed during the 2016 General Assembly session requires all cities, towns and counties with a population of more than 250 to designate and identify a local FOIA (Freedom of Information Act) officer(s). He explained that this officer(s) would be responsible for appropriately responding to the FOIA requests received by the City.

A resolution designating FOIA Officer(s) was presented for Council's consideration and Councilman Green moved, seconded by Councilman Ayer, that Judy F. Wiggins (City Clerk), Victoria H. Diggs (Deputy City Clerk) and Clifford Bowen (Police Chief) be appointed as the City's FOIA Officers and to adopt the resolution with their names inserted. Recorded vote on the motion:

YES: Councilmembers Green, Vernall, Ayer, Southall, Crawford, Freeman and Mayor Hunt.

NO: None.

COMMENTS OF THE CITY MANAGER:

The City Manager stated that the City anticipates a new business moving into the former Briar Patch Tea Room, west of the Wells Fargo Bank. He clarified that the Commissioner of the Revenue and the City Treasurer remain responsible for fulfilling their respective FOIA requests.

COUNCIL DIRECTIVES:

Councilman Vernall requested that the weekly Fire Department calls for service be added to Council's Weekly Report.

Councilman Green reminded everyone that the City's local Foodbank distribution would be held on Tuesday, June 28th from 10 a.m. to 1 p.m. at which time the Poquoson Lions Club members would be assisting.

Councilman Ayer thanked all who had spoken at the meeting and welcomed interns, Kyle Cherry and Will Ziglar.

Councilman Southall congratulated Ms. Amanda Philbeck on receiving the Bay Star Home flag and welcomed the City's interns. He pointed out that the resident who had requested an oyster aquaculture permit to locate cages in the Poquoson River had requested a new permit location and he encouraged residents who had concerns regarding this matter to contact Virginia Marine Resources Commission (VMRC).

In response to a Council query, the City Manager stated that we would contact VMRC to find out if the new permit location would be advertised.

Councilwoman Crawford thanked everyone who was in attendance. She stated that the City has a strong partnership with Davenport & Company and that they and City staff have worked hard to make our City fiscally strong. She welcomed Martha Chiappazzi to the Parks & Recreation Advisory Board.

Mayor Hunt commended NASA on its upcoming 40th Anniversary Celebration of the Viking project and its 100th year of being in existence, and encouraged citizens to join in this celebration. He stated that several Councilmembers had received phone calls relative to health benefits for retiring City employees and that the City is taking a calculated approach on this issue to ensure that the right decision(s) is made for the City and its staff.

CLOSED SESSION:

Councilman Green moved, seconded by Councilman Ayer, to go into Closed Session pursuant to Section 2.2-3711(A)(1) of the Code of Virginia (1950), as amended to discuss personnel matters; i.e. School Board Candidate Interviews. Recorded vote on the motion:

YES: Councilmembers Ayer, Crawford, Green, Freeman, Southall, Vernall and Mayor Hunt.

NO: None.

RECONVENEMENT:

Upon reconvening from Closed Session, Councilman Green moved, seconded by Councilman Ayer, to adopt a resolution certifying that only School Board interviews were held and discussed during the Closed Session. Recorded vote on the motion:

YES: Councilmembers Southall, Freeman, Vernall, Green, Ayer, Crawford and Mayor Hunt.

NO: None.

ADJOURNMENT:

There being no further business, Councilman Green moved, seconded by Vice Mayor Freeman, to adjourn the meeting. Recorded vote on the motion:

YES: Councilmembers Green, Vernall, Ayer, Southall, Crawford, Freeman and Mayor Hunt.

NO: None.

The meeting was adjourned at approximately 8:55 p.m.

MINUTES OF THE CITY COUNCIL MEETING
JUNE 27, 2016, 6:00 P.M.
WORK SESSION
Council Chambers

PRESENT: The Honorable W. Eugene Hunt, Jr., Mayor
The Honorable Carey L. Freeman, Vice Mayor
The Honorable Traci-Dale Crawford
The Honorable Charles "Bud" M. Southall III
The Honorable Herbert R. Green, Jr.
The Honorable Raymond E. Vernall
The Honorable Henry W. Ayer III

J. Randall Wheeler, City Manager
Judy F. Wiggins, Assistant City Manager/City Clerk
D. Wayne Moore, City Attorney

The meeting was called to order by Mayor Hunt at approximately 6:00 p.m. in Council Chambers.

Health Department Presentation on Zika Virus:

Mayor Hunt introduced Cynthia Rieken, District Epidemiologist for the Peninsula Health District, who presented information on the Mosquito-Borne Disease Prevention Campaign.

Ms. Rieken highlighted the following information during her presentation:

- That mosquito-borne diseases are preventable by cleaning up around your home and wearing mosquito repellent and protective clothing;
- That the Zika virus spreads from a pregnant woman to her fetus and has been linked to serious birth defects of the brain called microcephaly;
- That lack of knowledge of mosquito bite consequences; travel warnings where the Zika outbreak is occurring; the use of repellent and protective clothing; and how to eliminate mosquito breeding areas are the greatest barriers to preventing mosquito-borne diseases;
- That media campaigns to raise awareness of mosquito-borne illnesses and preventative measures are crucial to the campaign;
- That the Health Department is distributing mosquito prevention flyers and/or door hangers to Peninsula localities, the WIC clinic and OB practices; and making presentations to PTA/PTOs, youth camps, YMCA, etc.; and
- That door hangers provided by the Peninsula Health Department on mosquito prevention will be hand-delivered by City staff to each Poquoson residence within the next few days.

In response to Council queries, Ms. Rieken stated that all known cases of Zika have been found in people who have traveled outside of Virginia and that the virus lasts two to seven days.

Mayor Hunt, on behalf of Council, thanked Ms. Rieken for her informative presentation.

Mr. Jerry Cagle, the City's Mosquito & Drainage Supervisor, provided a brief overview of the City's efforts to prevent and reduce mosquito propagation. He stated that the Public Works Department personnel clean ditches/storm drains twice a year to ensure that water doesn't stand and provide a mosquito breeding habitat. He reiterated Ms. Rieken's earlier statement that door hangers containing information on mosquito prevention from the Health Department and the City would be imminently delivered to every household. He reminded Council that Public Works treats the City's rights-of-way for mosquitoes, but not private property and that the City sprays with trucks when the mosquito population reaches a specific threshold. Mr. Cagle reminded Council that in years past, the City had an agreement with the Air Force for aerial spraying when warranted by the mosquito population; however, due to a new requirement of a costly Environmental Assessment (EA), this no longer occurs. Lastly, he pointed out that spraying, aerially or by truck, is prohibited on Federal property.

The City Manager, J. Randall Wheeler, pointed out that the Air Force has only two planes designated for aerial spraying and with the potential spread of the Zika virus, they are much in demand. He explained that some of the neighboring localities are using private contractors to perform aerial spraying and that the City is investigating the possibility of joining in this contract. Lastly, Mr. Wheeler stated that the most effective, least costly method to eliminate/prevent mosquito breeding is through source reduction.

In response to a Council query, Mr. Cagle stated that the mosquito larvae eating fish are used by York County; however, special facilities are required in which to keep these fish and that minnows perform the same function.

Brick Kiln Development:

Kevin Wyne, Planner, stated that Brick Kiln, LLC is requesting a Conditional Use Permit to construct and operate a mini-storage warehouse/office space on property located on the west side of Wythe Creek Road, north of Wood Haven Drive in the R-1 (Single-Family Residential) District. He presented the following information on the request:

- That the applicant plans to erect in phases 800 storage units on the site;
- That there are approximately 23 existing residential dwellings within 300 feet of the property;
- That traffic generation is not expected to be highly impactful;
- That the City's highest impact commercial district is located 2,000 feet to the north of the site;
- That if the Conditional Use Permit is approved, an Architectural Review Board review and approval will be required;
- That based upon the large number of residential homes in the vicinity, the Planning Commission, at its June 20, 2016 meeting, recommended denial of the request by a vote of 6-1; and

- That should City Council decide to approve the request, staff is suggesting inclusion of twelve specific conditions.

In response to Council queries, Mr. Wyne stated that the proposed storage units and offices would be single-story buildings and that prior to the July 25th Council meeting he would provide:

- The number of storage units currently under lease at Storage World Poquoson and at the Poquoson Auto Repair Storage facility inclusive of their respective total number of units and overall square footage;
- A comparison of the traffic that would be generated by the requested uses compared to the traffic generated by a single-family development; and
- City revenue that would result from the requested uses as well as that which would be generated by a single-family residential development.

Mayor Hunt stated that a condition should be added relative to the allowable maximum height of the proposed development should Council approve the Use Permit.

During Council's discussion, concern was expressed that approval of the request would equate to a spot zoning.

ADJOURNMENT:

There being no further business, the work session was adjourned at approximately 6:59 p.m.

CITY OF POQUOSON

PLANNING DEPARTMENT

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996
(757) 868-3040 TELEPHONE (757) 868-3105 FAX

July 25, 2016

To: The Honorable City Council

Through: City Manager

From: Kevin M. Wyne, Planner

Subject: **Conditional Use Permit For A Mini-Storage Warehouse Facility In A Residential District- Tax Parcel No. 27-1-18**

Presented for your consideration and public hearing is a request from Mr. Frank Crandol, on behalf of Brick Kiln, LLC, property owner, to establish and operate a mini-storage warehouse facility with a separate professional office building on approximately 5.9 acres located on Wythe Creek Road near Woodhaven Drive, further identified as Tax Parcel No. 27-1-18. The property is zoned R-1, Single Family Residential and commercial operations within residential districts are not permitted as by-right uses.

The Planning Commission held a public hearing on this item at their Monday, June 20, 2016 meeting and have recommended denial by a vote of 6-1.

Previous discussion of this item took place at your June 27, 2016 work session and as a result, staff was asked to research several items pertaining to the proposal. Below, you will find the questions posed during your work session and responses, if available.

1. **What is the capacity of the current storage facilities in Poquoson and what is the occupancy of each?** Storage World Poquoson has 345 units and Poquoson Self Storage has approximately 113 units. Storage World Poquoson is at 99.1% occupancy. Poquoson Self Storage would not share their current occupancy.
2. **What would the traffic difference be between a single family residential use of the property versus the proposed storage unit use with office and retail space?** As mentioned in the staff report prepared for the Planning Commission, the proposed use is anticipated to generate approximately 39 vehicular trips at the PM Peak Hour (4:45-5:45PM) as conceptually proposed in the applicant's materials. The parcel consists of 5.9 acres and could yield approximately 10 residential units under the City's open space subdivision regulations. During the PM Peak Hour a single family residence is anticipated to generate one (1) vehicular trip for house. As such, a single family residential use designed in conformance with the City's open space subdivision regulations could be anticipated to generate 10 vehicular trips during the same PM Peak Hour.

3. **What revenue streams are anticipated from storage unit uses versus a single family residential development?** Storage unit uses would only generate real estate tax revenue, as no other business related taxes are generated. A single family subdivision would also generate real estate taxes and any applicable personal property taxes. In order to determine any other revenue impacts directly or indirectly generated by storage unit facilities, a community impact assessment would need to be provided.
4. **Height Restrictions?** Height restrictions were discussed at your work session. Within the R-1, Single Family Residential zoning district buildings may be erected up to 35 feet. However, the City Council may impose a condition that would limit the height of the proposed structure below what is allowed by-right within the district.

KMW

RESOLUTION

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO CONSTRUCT AND OPERATE A STORAGE FACILITY/RETAIL SHOPS/PROFESSIONAL OFFICES ON PROPERTY LOCATED ON THE WEST SIDE OF WYTHE CREEK ROAD, NORTH OF WOODHAVEN DRIVE, POQUOSON TAX MAP PARCEL NO. 27-01-00-0018

WHEREAS, a request was submitted by Brick Kiln, LLC, applicant and property owner, for a Conditional Use Permit to construct/operate a storage facility/retail shops/professional offices on property located on the west side of Wythe Creek Road, north of Woodhaven Drive, Tax Map Parcel No. 27-01-00-0018, Zoned R-1 (Single-Family Residential); and

WHEREAS, public hearings to receive public comments and review the request were held before the Planning Commission on June 20, 2016 and City Council on July 25, 2016; and

WHEREAS, careful and thorough consideration was given the request.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Poquoson, Virginia:

Section 1: That the request of Brick Kiln, LLC, applicant and property owner, for a Conditional Use Permit to construct and operate a storage facility/retail shops/professional offices on property located on the west side of Wythe Creek Road, north of Woodhaven Drive, Tax Map Parcel No. 27-01-00-0018 is hereby approved with the following conditions:

1. Hours of operation shall be limited to 7:00am-8:00pm.
2. In accordance with the City's Site Plan Ordinance, all on-site lighting shall be shielded in a manner that minimizes the impact on adjacent properties.
3. All existing vegetation on the northern and southern boundaries of the property shall remain undisturbed and/or replaced with similar vegetation if removed for any reason.
4. A 25' landscape buffer shall be required the full length of the developed area on the southern and northern boundaries. The existing vegetation shall be utilized and all gaps in the existing vegetation shall be filled using evergreen vegetation, of at least six (6) feet in height at the time of planting. This buffer shall be maintained in perpetuity in good condition.
5. As a part of the site plan submittal process, the developer shall depict a fence, the full length of the developed area on the southern and northern boundaries of the property. The fence must stand at least six (6) feet in height and consist of a solid material so that the development is adequately shielded from neighboring properties. Additionally, a fence

meeting these conditions must be reviewed and approved by the Architectural Review Board prior to construction. The fence must be constructed prior to the issuance of any Certificate of Occupancy for the development and must be maintained in good condition.

6. In addition to the required buffer area, the use shall meet all required setbacks of the underlying Zoning District.
7. The façade of all structures facing Wythe Creek Road shall consist of brick or like masonry construction materials.
8. The operation shall obtain all required local, state and federal permits.
9. Upon the discontinuance of such use for a contiguous period of two (2) years or more, the Conditional Use Permit shall become null and void.
10. If at any time the operation is in violation of any local, state or federal regulations, including the conditions set forth in this use permit, the City reserves the right to revoke the permit.
11. If construction on the project has not begun within five (5) years of the issuance of this permit, the Conditional Use Permit shall become null and void.
12. Registered and licensed recreational vehicles and non-commercial trailers may be stored on the property, provided they are located behind the professional office structure.
13. All trash receptacles shall be screened from adjacent property owners and shall not be visible from Wythe Creek Road. Receptacles shall not be placed in any required landscape buffers or required setbacks.

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk

RESOLUTION

A RESOLUTION DENYING A CONDITIONAL USE PERMIT TO CONSTRUCT AND OPERATE A STORAGE FACILITY/RETAIL SHOPS/PROFESSIONAL OFFICES ON PROPERTY LOCATED ON THE WEST SIDE OF WYTHE CREEK ROAD, NORTH OF WOODHAVEN DRIVE, POQUOSON TAX MAP PARCEL NO. 27-01-00-0018

WHEREAS, a request was submitted by Brick Kiln, LLC, applicant and property owner, for a Conditional Use Permit to construct/operate a storage facility/retail shops/professional offices on property located on the west side of Wythe Creek Road, north of Woodhaven Drive, Tax Map Parcel No. 27-01-00-0018, Zoned R-1 (Single-Family Residential); and

WHEREAS, public hearings to receive public comments and review the request were held before the Planning Commission on June 20, 2016 and City Council on July 25, 2016; and

WHEREAS, careful and thorough consideration was given the request.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Poquoson, Virginia:

Section 1: That the request of Brick Kiln, LLC, applicant and property owner, for a Conditional Use Permit to construct and operate a storage facility/retail shops/professional offices on property located on the west side of Wythe Creek Road, north of Woodhaven Drive, Tax Map Parcel No. 27-01-00-0018 is hereby denied.

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk

BRICK KILN LLC DEVELOPMENT

Brick Kiln LLC has been in the process of developing its property located on the west side of Wythe Creek Road, to the north of Woodhaven Drive and to the south of Poquoson Baptist Church. The first phase of Engineering work (raising elevation of property) should be complete by the spring or early summer of 2016.

The current Zoning for this property is R-1, single family housing. Brick Kiln LLC has been asked to consider the future development of this property into a Professional facility. This will require applying to the City of Poquoson for the proper permitting while retaining the current R-1 zoning.

As we all know Wythe Creek Road is in the process of being improved by widening in the very near future. With the ongoing widening, an R-1 single family development will add a significant amount of traffic entering Wythe Creek Road in a fairly congested area.

With the current ongoing development within the City of Poquoson, there is a shortage of storage facilities. Storage World located to the north which is about 10 years old, is filled to capacity and has a waiting list. Brick Kiln LLC is considering building a storage facility similar to Storage World as depicted on the attached sheets. Storage Facilities of this type develop very low traffic flow and low noise. The facility is secure, and does not allow any afterhours accessibility. With the design layout of Storage World, large trucks cannot access the storage area. As to storage spaces, most are rented on long term basis and are very seldom accessed monthly and large percentage are only accessed twice, once to store and once to remove. The Wythe Creek Road business frontage of this property, will have a building containing various professional businesses such as insurance, physicians, lawyer, etc. and of course the office to the storage facility similar to elevation study 1, 2 or 3 as depicted on attached sheet.

Brick Kiln LLC has always considered the development of this property as to what would be best for the City. We will be applying for a permit change in the near future. We hope that you will take a strong look at Storage World with its business frontage. This facility will not be a group of storage buildings on the side of Wythe Creek Road.

After Brick Kiln LLC has applied for the permitting change, there will be public hearings as to the approval. As neighbors I encourage each of you to consider the advantage of this development. Letters from adjacent property owners are greatly appreciated by the City staff, boards and council. Letters seem to have more impact with the city than casual or emotional conversations at city meetings.

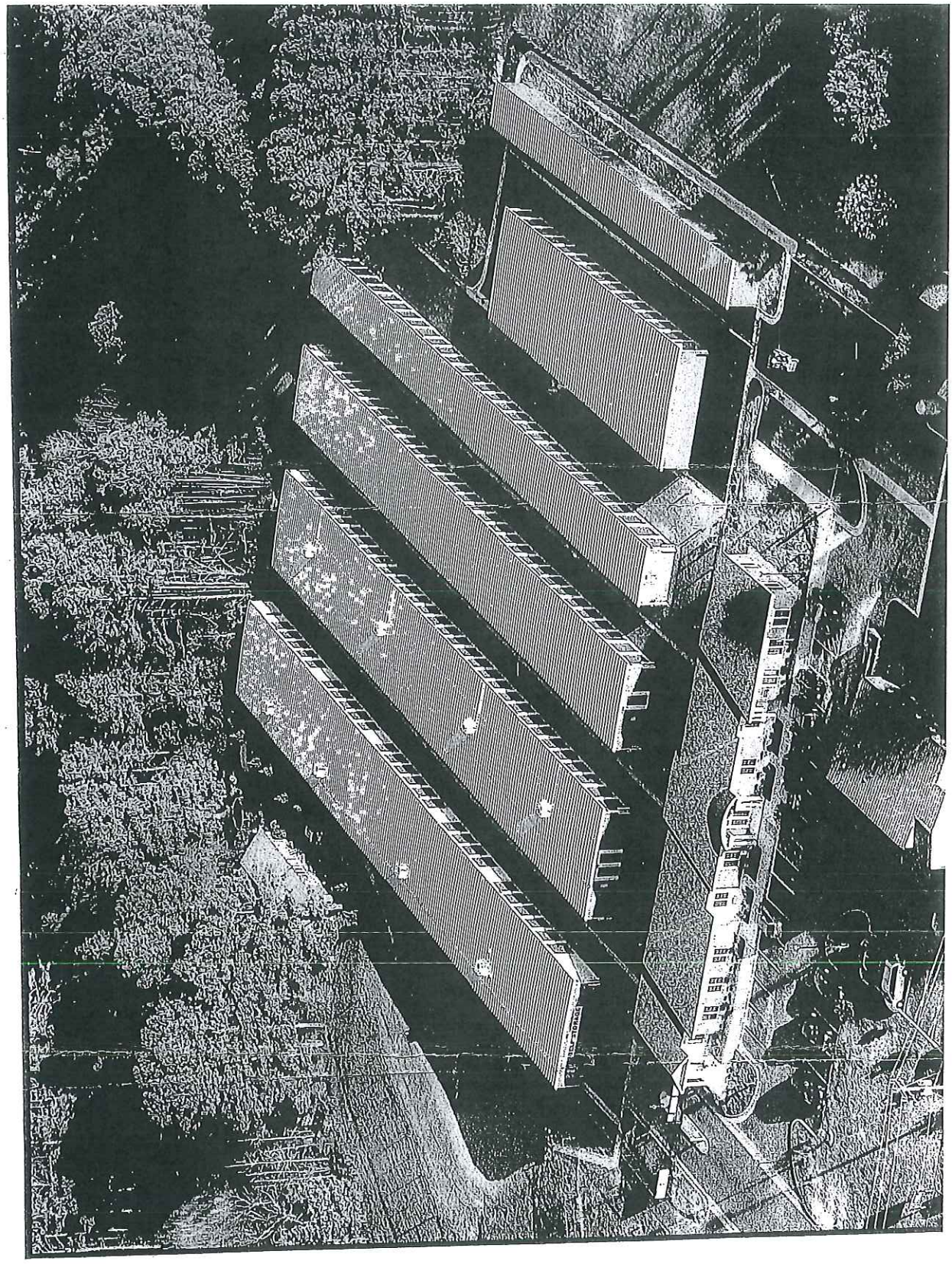
I hope that this is a favorable change for each of you to consider. Brick Kiln LLC has always kept the value of its neighbors as an important factor while developing this property.

Very Respectfully,

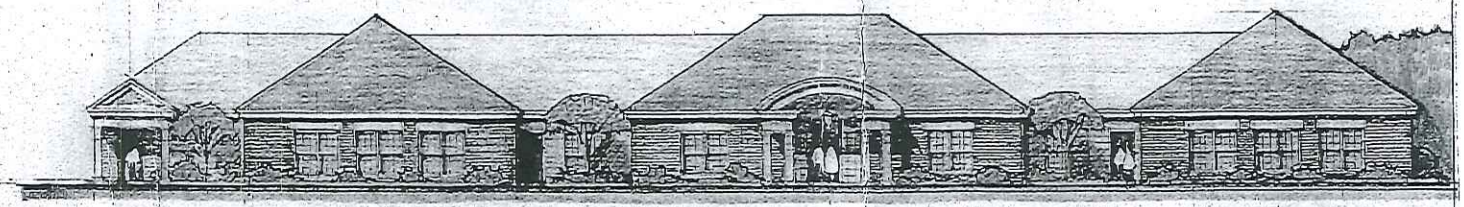
Frank T. Crandol

Frank T. Crandol

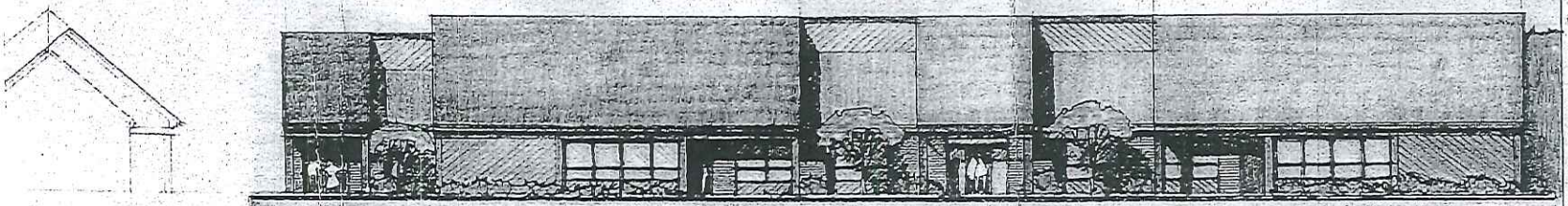
Brick Kiln LLC.



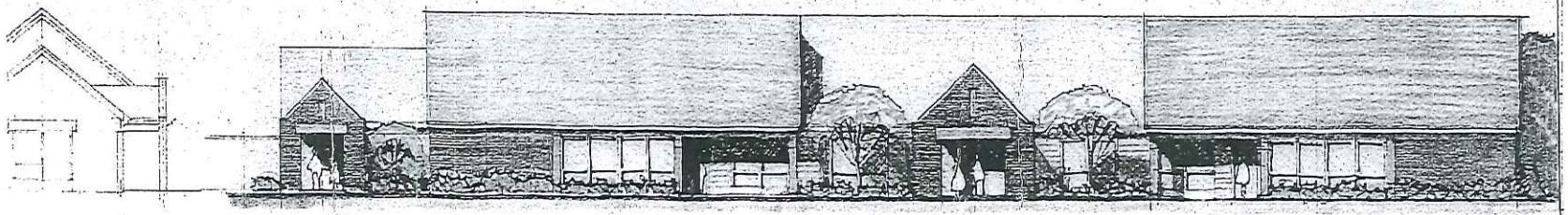
2 3 4 5 6 7 8 9 10 11 12 13 14



ELEVATION STUDY #1



ELEVATION STUDY #2



ELEVATION STUDY #3

CITY OF POQUOSON
PLANNING DEPARTMENT
500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996
(757) 868-3040 TELEPHONE (757) 868-3105 FAX

MEMORANDUM

Date: June 20, 2016

To: The Honorable Chairwoman and Members of the Planning Commission

From: Kevin M. Wyne, Planner

Subject: **Conditional Use Permit For A Mini-Storage Warehouse Facility In A Residential District- Tax Parcel No. 27-1-18**

Introduction

The City has received a request from Mr. Frank Crandol, on behalf of Brick Kiln, LLC, property owner, to establish and operate a mini-storage warehouse facility with a separate professional office building on approximately 5.9 acres located on Wythe Creek Road near Woodhaven Drive, further identified as Tax Parcel No. 27-1-18. The property is zoned R-1, Single Family Residential and commercial operations within residential districts are not permitted as by-right uses.

Public Notice

This application was advertised for public hearing by legal notice appearing in the Daily Press on June 3 and June 10, 2016. Adjacent property owners were notified by letters mailed on June 1, 2016.

Applicant's Proposal

The applicant is proposing to use the property for the purpose of constructing up to 800 storage units (as outlined in discussions with the applicant), similar to the existing facility on Wythe Creek Road (Storage World Poquoson). The property has been cleared over the years and is not developed. According to the plans provided by the developer/property owner, the development will consist of six (6) separate buildings containing a variable number of storage units with miscellaneous office space at the front of the property. It is important to note that the applicant has provided elevations and pictures of the existing Poquoson Storage World complex as an example of his proposal, which he intends to use in guiding the development of site specific plans for his proposal. The applicant anticipates approximately 3.95 acres of the 5.9 acre site being developed. In conversations with the applicant it has been indicated that initial plans call for approximately 200 storage units with plans to eventually reach approximately 800 units.

Site Character

The site consists of one (1) parcel owned by Brick Kiln, LLC, identified as Tax Parcel No. 27-1-18. The property is served by Wythe Creek Road, where the lot has 415' of frontage. The lot is largely rectangular, aside from an area at its west which juts out into a triangular shape. The parcel consists of 5.9 acres and measures approximately 415' wide and 855' in length at its longest, 610' at its shortest. The property has been cleared over the last several years and elevated to approximately 9' above sea level. The densest remaining vegetation lay at the property's northern and western boundaries. Additionally, some dense vegetation is located at the property's southern boundary; however, it is sparse in certain locations. The use will clearly be visible from Wythe Creek Road. A stream is located near the western boundary of the property and, as a result, some tidal wetland areas and a Chesapeake Bay Resource Protection Area buffer are present on the property.

Surrounding Land Uses

The property is surrounded by the R-1, Single Family Residential district in all directions. Within approximately 300' of the perimeter of the property lay approximately 23 single family dwellings. To the property's immediate south lay the small, 10 lot New Bridge subdivision on Woodhaven Drive. The property, while surrounded by the R-1 district, is located near several other zoning districts due to its Wythe Creek Road location. Specifically, the property is approximately 225' north of the B-1, Office/Professional district, approximately 1,200' feet south of the R-3, Multi-Family Residential district (The Villas) and approximately 2,000 feet south of the B-2, Business/Commercial district (Storage World Poquoson). In addition to the uses described above, a portion of the parcel is located adjacent (to the south) to the Poquoson Baptist Church property.

Zoning

The property is zoned R-1, Single Family Residential. Uses permitted in this district without a conditional use permit include single family residential structures and accessory buildings used in conjunction with those structures, playgrounds and parks of a non-commercial nature as well as public utilities. Schools and churches are permitted within this district with a Conditional Use Permit. Commercial uses such as the mini-storage warehouse in question that generate activities inconsistent with the purpose of the City's single family residential districts are not specifically permitted in this district.

Land use requests of this nature generally necessitate the need for a developer to apply for a rezoning. In this case a request to rezone the property from R-1, Single Family Residential district to B-2, Business/Commercial district would allow for the developer to then petition City Council for a Conditional Use Permit to operate a mini-storage warehouse facility in the B-2 district. However, as our Zoning Ordinance is structured, it allows a property owner to request a Conditional Use Permit from City Council, with a recommendation from the Planning Commission, for any use that is not specifically permitted for within the parcel's specified zoning district. As is the case, mini-storage warehouse facilities are not a specifically permitted use within the R-1 district, thus the property owner is requesting a use permit to allow for the construction of such facility.

Conditional Use Permits allow for a very specific use to occur on a property, while a rezoning to B-2 would allow for any commercial use permitted within the B-2 district by-right to operate on the property. In a pre-application meeting, the applicant was presented with two (2) avenues for his proposal which included the rezoning route and the Conditional Use Permit option. During that discussion with the applicant it was noted that he has no desire to operate any additional commercial uses on the property and wishes to solely

operate a self-service storage facility, thus he is only requesting a Conditional Use Permit application for a mini-storage warehouse with a professional office structure, not a rezoning.

Traffic

The development would have direct access off of Wythe Creek Road, and as such, all City and Virginia Department of Transportation (VDOT) ingress/egress standards must be adhered to. Uses of this nature do not generate large amounts of traffic. In accordance with the Institute of Transportation Engineers (ITE) Trip Generation Manual, 9th Edition, mini-warehouses are anticipated to generate .26 vehicular trips during PM Peak Hour per 1,000 square feet of space. Using Storage World Poquoson as an example (57,000 square feet of storage space), at full build out (approximately 800 units), the storage unit use could be expected to generate approximately 15 trips during the PM Peak Hour (4:45pm to 5:45pm). Additionally, utilizing the ITE Manual and using the existing office space at Storage World Poquoson (7,000 square feet) the professional office space could be expected to generated roughly 3.49 PM Peak Hour (the hour in which the highest amount of trips are anticipated) trips per 1,000 square feet, or approximately 24 PM Peak Hour trips overall. With an estimated combined 39 PM Peak Hour trips the use is not expected to reduce the level of service in the area on Wythe Creek Road.

A widening of Wythe Creek Road, from its current two (2) lanes to a proposed three (3) lane configuration has been approved for the area the property fronts. The widening project is still in the planning and engineering phases, however, construction is imminent. As a result any ingress/egress constructed by the developer may need to be replaced as a result of the widening project. The applicant is aware of this and any definitive impacts have yet to be determined.

Environmental

The developer's submitted survey of the property indicates the presence of some tidal wetlands at the rear of the property due to the location of a tidal stream that abuts the property at its western boundary. The plans do not call for disturbance of these wetlands; however, if the plans change and require disturbance of these areas the developer would be required to submit a request for a wetlands permit to the City's Wetlands Board. They would review and hold a public hearing to consider the proposed impacts and render a decision as to whether or not the impact is justifiable and can be sufficiently mitigated.

In addition to the wetlands located on the property, due to presence of the tidal stream detailed above, the property is subject to the Chesapeake Bay Preservation Act's 100' Resource Protection Area (RPA) buffer. Specifically, any development within 100' of the stream would require review and consideration by the City's Environmental Development Plan Review Committee and/or the City's Board of Zoning Appeals to determine whether the proposal is consistent with the requirements outlined in the Commonwealth's Chesapeake Bay Preservation Act. The submitted plan does not indicate any development within the RPA at this time.

Architectural Review Board

The proposed commercial development would be located within 300' of Wythe Creek Road between Yorktown Road and the Hampton City limits, making it a part of the City's Architectural Review District. As such, any proposed commercial development to be located on the site must be reviewed by the City's Architectural Review Board. The purpose of the Architectural Review Board is to determine the aesthetic appropriateness of commercial development within the limits of the review district by reviewing the exterior

appearance of development proposals. During their review, close attention will be paid to proposed materials, colors, signage, building scale and mass, site lighting and landscape features.

Relationship to the Comprehensive Plan/Staff Findings

The property is designated for use as Low Density Residential as defined in the City's Comprehensive Plan. A detailed description of the purpose and intent of the Low Density Residential land use designation is outlined as follows:

> *This category is for single-family residential areas in Poquoson that are intended to have a maximum of one and a half (1.5) to two (2) dwelling units per acre, as prescribed by the three current land use zoning districts: R-S, R-1, and R-2. Low Density Residential is the base layer of zoning for the City and is proposed for all parts of the City not designated for commercial, conservation, public use or medium to high density residential development.*

As stated in the "Zoning" section above, the applicant does not wish to utilize the property for any other commercial use other than a mini-storage warehouse and professional office space and thus is not requesting a rezoning of the property from R-1 to B-2. A review of a rezoning application would allow the City's legislative (City Council) and quasi-legislative (Planning Commission) bodies to consider and determine whether the property is appropriate for a variety of commercial uses, to include mini-storage warehouse facilities. Prior to the review of a rezoning application, the applicant would make an application to the City requesting that its land use designation be amended to reflect its proposed rezoning request. This process would allow the City Council to determine, with a recommendation from the Planning Commission, the suitability of commercial use on the property and establish the parcel for commercial use in the City's Comprehensive Plan Land Use Map. As is the case, approval of the applicant's request for a Conditional Use Permit to specifically establish a mini-storage warehouse within a low density residential land use district would be inconsistent with the City's Comprehensive Plan Land Use Map.

Historically, Conditional Use Permits within the City are requested primarily for three (3) reasons: (1) To allow legislative review of previously established legal non-conforming (grandfathered) commercial uses to continue to operate in residentially zoned areas; (2) To allow for legislative review of more intense, potentially highly impactful or unique uses not clearly permitted for within existing commercial districts; or (3) To allow legislative review over unique and potentially impactful uses that are anticipated to operate on a property temporarily. This proposal is unique in that it does not fit into one (1) of the traditional categories above. The issuance of this use permit would allow for the construction and maintenance of a commercial facility within a low density residential district. While traffic impacts are anticipated to be minimal, the lack of a consistent existing natural vegetated buffer would allow for potential noise and light trespass that may negatively impact the neighboring properties, specifically those immediately located within the New Bridge subdivision on Woodhaven Drive. Additionally, mini-storage warehouse facilities notoriously utilize metal siding for construction which is not as aesthetically pleasing as other, preferred construction materials. These are impacts that could be mitigated or lessened with the appropriate conditions; however, it is important to note that the issuance of this use permit would allow for the permanent development and operation of a commercial use on undeveloped land designated for use as low density residential within the City's Comprehensive Plan Land Use Map which is a consistent development pattern within the immediate area. If the Planning Commission recommends approval of the request to City Council, staff recommends that approval be subject to the following conditions:

1. Hours of operation shall be limited to 7:00am-8:00pm.
2. In accordance with the City's Site Plan Ordinance, all on-site lighting shall be shielded in a manner that minimizes the impact on adjacent properties.

3. All existing vegetation on the northern and southern boundaries of the property shall remain undisturbed and/or replaced with similar vegetation if removed for any reason.
4. A 25' landscape buffer shall be required the full length of the developed area on the southern and northern boundaries. The existing vegetation shall be utilized and all gaps in the existing vegetation shall be filled using evergreen vegetation, of at least six (6) feet in height at the time of planting. This buffer shall be maintained in perpetuity in good condition.
5. As a part of the site plan submittal process, the developer shall depict a fence, the full length of the developed area on the southern and northern boundaries of the property. The fence must stand at least six (6) feet in height and consist of a solid material so that the development is adequately shielded from neighboring properties. Additionally, a fence meeting these conditions must be reviewed and approved by the Architectural Review Board prior to construction. The fence must be constructed prior to the issuance of any Certificate of Occupancy for the development and must be maintained in good condition.
6. In addition to the required buffer area, the use shall meet all required setbacks of the underlying Zoning District.
7. The façade of all structures facing Wythe Creek Road shall consist of brick or like masonry construction materials.
8. The operation shall obtain all required local, state and federal permits.
9. Upon the discontinuance of such use for a contiguous period of two (2) years or more, the Conditional Use Permit shall become null and void.
10. If at any time the operation is in violation of any local, state or federal regulations, including the conditions set forth in this use permit, the City reserves the right to revoke the permit.
11. If construction on the project has not begun within five (5) years of the issuance of this permit, the Conditional Use Permit shall become null and void.
12. Registered and licensed recreational vehicles and non-commercial trailers may be stored on the property, provided they are located behind the professional office structure.
13. All trash receptacles shall be screened from adjacent property owners and shall not be visible from Wythe Creek Road. Receptacles shall not be placed in any required landscape buffers or required setbacks.

Attachments

City Poquoson
500 City Hall Avenue
Poquoson, Virginia 23662
(757) 868-3040

APPLICATION FOR A CONDITIONAL USE PERMIT

To the Planning Commission/City Council
of the City of Poquoson:

I/We, BRICK KILN LLC,

the undersigned owner(s) of the described property:
5.8778 ACRES LOCATED WEST OF WYTHE CREEK ROAD, SOUTH BY WOODHAVEN DRIVE, WEST BY YORK COUNTY AND NORTH BY POQUOSON BAPTIST CHURCH AND JAYNES

hereby apply for a conditional use permit for the following reasons:
TO CONSTRUCT A STORAGE FACILITY AS DISCRIBED AND DEPICTED ON THE FOLLOWING PAGES

27-01-00-0018

(CONTINUED)

I HEREBY AUTHORIZE CITY REPRESENTATIVES TO HAVE ACCESS TO THE PROPERTY DURING REASONABLE HOURS.

SIGNATURE OF PROPERTY OWNER(S):

X Frank T. Crandol

X _____

NAME: FRANK T. CRANDOL

ADDRESS: 41 WOODLAND ROAD
POQUOSON, VA. 23662

TELEPHONE: (757) 846-7347

SIGNATURE OF PERSON REPRESENTING APPLICATION:
(IF OTHER THAN OWNER)

X _____

NAME: _____

ADDRESS: _____

_____

TELEPHONE: _____

INCLUDE WITH THIS APPLICATION:

1. A $500 FEE TO COVER ADVERTISING COST. MAKE CHECK PAYABLE TO "CITY OF POQUOSON".
2. A SURVEYED PLAT OF THE PROPERTY.

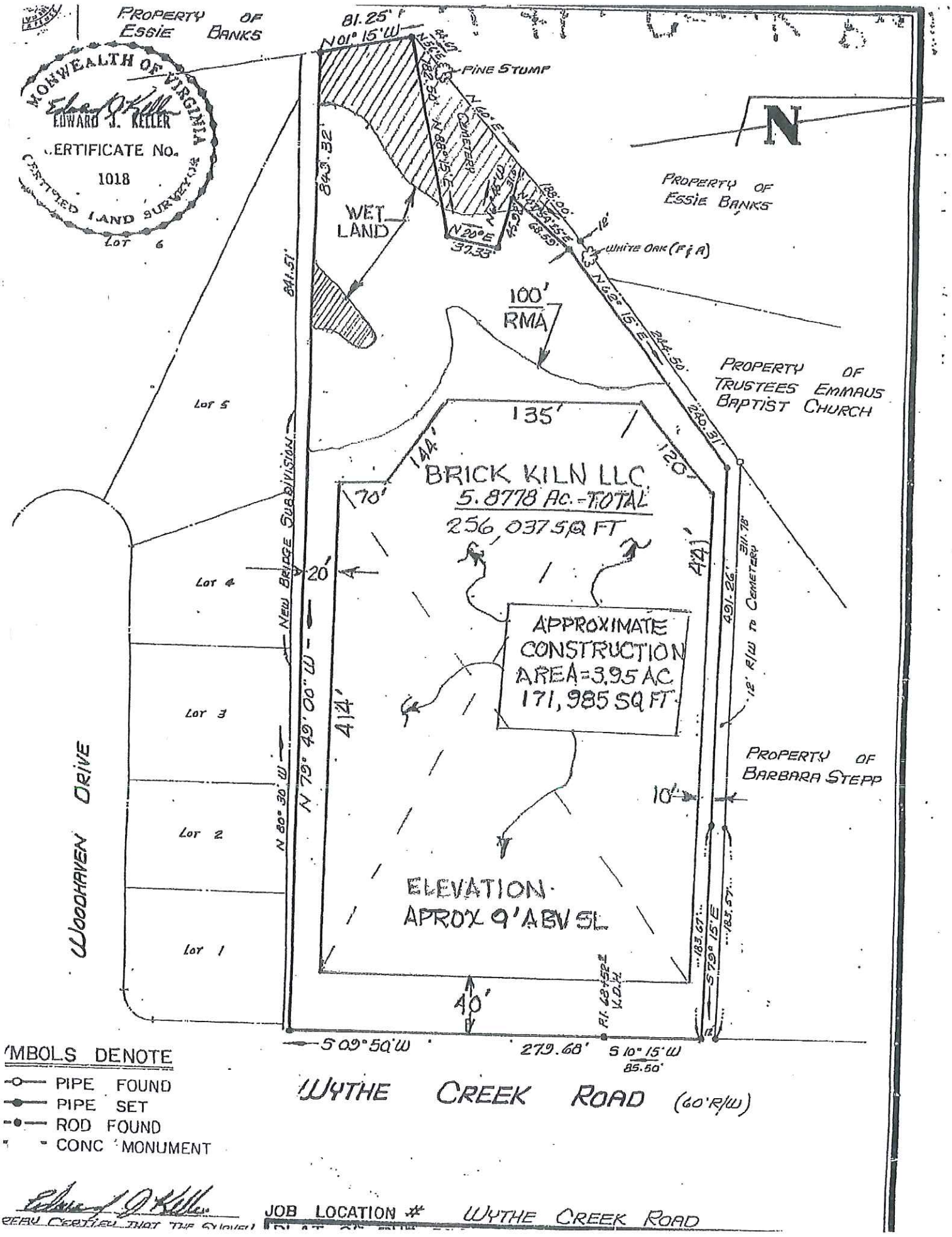
CITY OF POQUOSON
PAID
MAR 31 2016

Revised 1/11/10
TREASURER #3

BRICK KILN LLC Storage Facility Development

Wythe Creek Road is in the process of being improved by widening in the very near future. With the ongoing widening, an R-1 single family development will add a significant amount of traffic entering Wythe Creek Road in a fairly congested area.

With the current single and multi-family ongoing development within the City of Poquoson, there is a shortage of storage facilities. Storage World located to the north which is about 10 years old, is filled to capacity and has a waiting list. Brick Kiln LLC is considering building a storage facility similar to Storage World as depicted on the attached sheets. Storage facilities of this type develop very low traffic flow and low noise. The facility is secure, and does not allow any afterhours accessibility. With the design layout of Storage World, large trucks cannot access the storage area. As to storage spaces, most are rented on long term basis and are very seldom accessed monthly and a large percentage are only accessed twice, once to store and once to remove. The Wythe Creek Road business frontage of this property, will have a building containing various professional businesses such as insurance, physicians, lawyers, etc. and of course the office to the storage facility similar to the elevation study and aerial view as depicted on the attached sheets.



COMMONWEALTH OF VIRGINIA
EDWARD J. KELLER
CERTIFICATE No. 1018
CERTIFIED LAND SURVEYOR

LOT 6

SYMBOLS DENOTE

- PIPE FOUND
- PIPE SET
- ROD FOUND
- CONC MONUMENT

I HEREBY CERTIFY THAT THE SURVEY PLAT AS SHOWN

JOB LOCATION # WYTHE CREEK ROAD

CITY OF POQUOSON
Office of the City Manager **500 City Hall Avenue, Poquoson, Virginia 23662-1996**
J. Randall Wheeler **(757)868-3000 Fax (757)868-3101**

July 25, 2016

To: City Council

From: City Manager

Subject: **Resolution Making Appointments To The Library Advisory Board And The School Board**

Mr. George Curtis recently submitted his resignation from the Library Advisory Board. A resolution appointing a replacement to fill Mr. Curtis' unexpired term is therefore presented for your consideration. For some unknown reason the expiration date for this appointee only is in August. All others are in January. It is recommended that the date of expiration be extended to January 31, 2017.

In addition, Mr. Garry W. Carter, Jr. submitted his resignation from the School Board effective July 1, 2016 which is prior to the expiration of his term. Pursuant to the State Code when a vacancy occurs on the School Board prior to the expiration of term City Council can make the appointment for the remainder of the term with no public hearing required.

A resolution making these appointments is presented for your consideration.

JFW:ei

RESOLUTION NO. ____

RESOLUTION MAKING APPOINTMENTS TO THE LIBRARY ADVISORY BOARD AND THE SCHOOL BOARD

BE IT RESOLVED by the Council of the City of Poquoson, Virginia:

Section 1: That the resignation of George F. Curtis from the Library Advisory Board is hereby accepted with regret and the following person is hereby appointed to fill his unexpired term which shall be extended to January 31, 2017 to coincide with all other appointments to the Board.

Name		**Term Expires**
	Central	January 31, 2017

Section 2: That the resignation of Garry W. Carter, Jr. from the Poquoson School Board is hereby accepted with regret and the following person be and the same hereby is appointed to fill his unexpired the term.

Name		**Term Expires**
	Central	June 30, 2017

Section 3: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk

CITY OF POQUOSON
Office of the City Manager
J. Randall Wheeler
500 City Hall Avenue, Poquoson, Virginia 23662-1996
(757)868-3000 Fax (757)868-3101

July 25, 2016

To: City Council

From: City Manager

Subject: **Resolution Approving the Performance Contract for Colonial Behavioral Health for FY 2017-2018**

Presented for consideration is a resolution approving the FY 2017-2018 Performance Contract for Colonial Behavioral Health. Section 37.1-198 of the State Code requires the governing body of each city or county served by its Community Services Board to approve the Performance Contract.

A copy of the contract is included in your packet for review. David Coe, Executive Director of Colonial Behavioral Health will be present to give a report on the activities of the agency and to answer any questions you may have.

JRW/ei

RESOLUTION NO. _____

A RESOLUTION APPROVING THE FY 2017-2018 PERFORMANCE CONTRACT FOR COLONIAL BEHAVIORAL HEALTH

WHEREAS, Section 37.1-198 of the Code of Virginia (1950), as amended requires the governing body of each city or county to approve the Performance Contract for its Community Services Board.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Poquoson, Virginia:

Section 1: That the Performance Contract of the Colonial Behavioral Health for FY 2017-2018 has been carefully reviewed and is hereby approved.

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk

FY 2017 AND FY 2018 COMMUNITY SERVICES PERFORMANCE CONTRACT

1. **Contract Purpose**

   a. Title 37.2 of the Code of Virginia establishes the Virginia Department of Behavioral Health and Developmental Services, hereafter referred to as the Department, to support delivery of publicly funded community mental health, developmental, and substance abuse services and supports and authorizes the Department to fund those services.

   b. Sections 37.2-500 through 37.2-512 of the Code of Virginia require cities and counties to establish community services boards for the purpose of providing local public mental health, developmental, and substance abuse services; §§ 37.2-600 through 37.2-615 authorize certain cities or counties to establish behavioral health authorities that plan and provide those same local public services. In this contract, the community services board, local government department with a policy-advisory community services board, or behavioral health authority named in section 10 is referred to as the CSB. Section 37.2-500 or 37.2-601 of the Code of Virginia requires the CSB to function as the single point of entry into publicly funded mental health, developmental, and substance abuse services. The CSB fulfills this function for any person who is located in the CSB's service area and needs mental health, developmental, or substance abuse services.

   c. Sections 37.2-508 and 37.2-608 of the Code of Virginia and State Board Policy 4018 establish this contract as the primary accountability and funding mechanism between the Department and the CSB, and the CSB is applying for the assistance provided under Chapter 5 or 6 of Title 37.2 by submitting this contract to the Department.

   d. The CSB Administrative Requirements document is incorporated into and made a part of this contract by reference and includes or incorporates by reference ongoing statutory, regulatory, policy, and other requirements that are not contained in this contract. The CSB shall comply with all provisions and requirements in that document. If there is a conflict between provisions in that document and this contract, the language in this contract shall prevail. That document is available at http://www.dbhds.virginia.gov/professionals-and-service-providers/csb-community-contracting, the community contracting web page.

   e. The Department and the CSB enter into this contract for the purpose of funding services provided directly or contractually by the CSB in a manner that ensures accountability to the Department and quality of care for individuals receiving services and implements the mission of supporting individuals by promoting recovery, self-determination, and wellness in all aspects of life. The CSB and the Department agree as follows.

2. **Relationship:** The Department functions as the state authority for the public mental health, developmental, and substance abuse services system, and the CSB functions as the local authority for that system. The relationship between and the roles and responsibilities of the Department and the CSB are described in the Partnership Agreement between the parties, which is incorporated into and made a part of this contract by reference. The Agreement is available on the community contracting web page. This contract shall not be construed to establish any employer-employee or principal-agent relationship between employees of the CSB or its board of directors and the Department.

3. **Contract Term:** This contract shall be in effect for a term of two years, commencing on July 1, 2016 and ending on June 30, 2018 if, by mutual agreement of both parties pursuant to the provisions of § 37.2-508 of the Code of Virginia, it is renewed for an additional fiscal year with the insertion of revised Exhibits A, E, F, and G for FY 2018.

4. **Scope of Services**

   a. **Services:** Exhibit A of this contract includes all mental health, developmental, and substance abuse services provided or contracted by the CSB that are supported by the resources described in section 5 of this contract. Services and certain terms used in this contract are defined in the current Core Services Taxonomy, which is incorporated into and made a part of this contract by reference and is on the community contracting web page.

      1.) The CSB shall notify the Department before it begins providing a new category or subcategory or stops providing an existing category or subcategory of core services if the service is funded with more than 30 percent of state or federal funds or both. The CSB shall provide sufficient information to the Office of Support Services (OSS) in the Department for its review and approval of the change, and the CSB shall receive the Department's approval before implementing the new service or stopping the existing service. Pursuant to 12VAC35-105-60 of the *Rules and Regulations for Licensing Providers by the Department of Behavioral Health and Developmental Services*, the CSB shall not modify a licensed service without submitting a modification notice to the Office of Licensing in the Department at least 45 days in advance of the proposed modification.

      2.) The CSB operating a residential crisis stabilization program shall not increase or decrease the licensed number of beds in the program or close the program temporarily or permanently without informing the Office of Licensing and the OSS and receiving the Department's approval prior to implementing the change. The CSB shall ensure that, once it is fully operational, the program achieves an annual average utilization rate of at least 75 percent of available bed days as measured by data from CCS 3 service records and Community Automated Reporting System (CARS) service capacity reports. A residential crisis stabilization program shall accept any appropriate individuals under temporary detention orders (TDOs) and establish clinical criteria specifying the types of individuals under TDOs that it will accept. The CSB shall attach a copy of the criteria to this contract for the Department's review and approval.

   b. **Expenses for Services:** The CSB shall provide those services funded within the funds and for the expenses set forth in Exhibit A and documented in the CSB's financial management system. The CSB shall distribute its administrative and management expenses across the three program areas (mental health, developmental, and substance abuse services), emergency services, and ancillary services on a basis that is auditable and satisfies Generally Accepted Accounting Principles. CSB administrative and management expenses shall be reasonable and subject to review by the Department.

   c. **Continuity of Care:** The CSB shall follow the Continuity of Care Procedures in Appendix A of the CSB Administrative Requirements. The CSB shall comply with regional emergency services protocols.

      1.) **Coordination of Developmental Disability Waiver Services:** The CSB shall provide case management services directly or through contracts to all individuals who are receiving services under Medicaid Developmental Disability Home and Community-Based Waivers (DD Waivers). In its capacity as the case manager for these individuals and in order to receive payment for services from the Department of Medical Assistance Services (DMAS), the CSB shall coordinate the development of service authorization requests for DD Waiver services and submit them to the Department for authorization, pursuant to the current DMAS/Department Interagency Agreement, under which the

Department authorizes waiver services as a delegated function from the DMAS. As part of its specific case management responsibilities for individuals receiving DD Waiver services, the CSB shall coordinate and monitor the delivery of all services to individuals it serves, including monitoring the receipt of services in an individual's individual support plan (ISP) that are delivered by independent providers who are reimbursed directly by the DMAS, to the extent that the CSB is not prohibited from doing so by such providers (refer to the DMAS policy manuals for the DD Waivers). The CSB shall raise issues regarding its efforts to coordinate and monitor services provided by independent vendors to the applicable funding or licensing authority, such as the Department, DMAS, or Virginia Department of Social Services. In fulfilling this service coordination responsibility, the CSB shall not restrict or seek to influence an individual's choice among qualified service providers. This section does not, nor shall it be construed to, make the CSB legally liable for the actions of independent providers of DD Waiver services.

2.) **Linkages with Health Care:** When it arranges for the care and treatment of individuals in hospitals, inpatient psychiatric facilities, or psychiatric units of hospitals, the CSB shall assure its staff's cooperation with those hospitals, inpatient psychiatric facilities, or psychiatric units of hospitals, especially emergency rooms and emergency room physicians, in order to promote continuity of care for those individuals. Pursuant to subdivision A.4 of § 37.2-505, the CSB shall provide information using a template provided by the Department about its substance abuse services for minors to all hospitals in its service area that are licensed pursuant to Article 1 of Chapter 5 of Title 32.1.

3.) **Medical Screening and Medical Assessment:** When it arranges for the treatment of individuals in state hospitals or local inpatient psychiatric facilities or psychiatric units of hospitals, the CSB shall assure that its staff follows the most current *Medical Screening and Medical Assessment Guidance Materials.* The CSB staff shall coordinate care with emergency rooms, emergency room physicians, and other health and behavioral health providers to ensure the provision of timely and effective medical screening and medical assessment to promote the health and safety of and continuity of care for individuals receiving services.

4.) **Coordination with Local Psychiatric Hospitals:** When the CSB performed the preadmission screening and when referral to the CSB is likely upon the discharge of an individual admitted involuntarily, the CSB shall coordinate or, if it pays for the service, approve an individual's admission to and continued stay in a psychiatric unit or hospital and collaborate with that unit or hospital to assure appropriate treatment and discharge planning to the least restrictive setting and to avoid the use of these facilities when the service is no longer needed.

5.) **Targeted Case Management Services:** In accordance with the Community Mental Health Rehabilitative Services manual and the policy manuals for the DD Waivers issued by the DMAS, the CSB shall be the only provider of rehabilitative mental health case management services and shall have sole responsibility for targeted DD case management services, whether the CSB provides them directly or subcontracts them from another provider.

6.) **Choice of Case Managers:** Individuals receiving case management services shall be offered a choice of case managers to the extent possible, and this shall be documented by a procedure to address requests for changing a case manager or for receiving case management services at another CSB or from a contracted case management services

provider. The CSB shall provide a copy of this procedure to the Department upon request. During its inspections, the Department's Licensing Office may verify this as it reviews services records and examines the procedure.

7.) **Access to Services:** The CSB shall not require an individual to receive case management services in order to receive other services that it provides, directly or contractually, unless it is permitted to do so by applicable regulations or the person is an adult with a serious mental illness, a child with or at risk of serious emotional disturbance, or an individual with a developmental disability or a substance use disorder, the person is receiving more than one other service from the CSB, or a licensed clinician employed or contracted by the CSB determines that case management services are clinically necessary for that individual. Federal Medicaid targeted case management regulations forbid using case management to restrict access to other services by Medicaid recipients or compelling Medicaid recipients to receive case management if they are receiving another service. The CSB shall not establish or implement policies that deny or limit access to services funded in part by state or local matching funds or federal block grant funds only because an individual: a.) is not able to pay for services, b.) is not enrolled in Medicaid, or c.) is involved in the criminal justice system.

8.) **PACT Criteria:** If the CSB receives state or federal funds for a Program of Assertive Community Treatment (PACT), it shall:

a.) Prioritize providing services to individuals with serious mental illnesses who are frequent recipients of inpatient services or are homeless;

b.) Achieve and maintain a caseload of 80 individuals receiving services after two years from the date of initial funding by the Department; and

c.) Participate in technical assistance recommended by the Department.

9.) **Virginia Psychiatric Bed Registry**: The CSB shall participate in and utilize the Virginia Psychiatric Bed Registry required by § 37.2-308.1 of the Code of Virginia to access local or state hospital psychiatric beds or residential crisis stabilization beds whenever necessary to comply with requirements in § 37.2-809 of the Code that govern the temporary detention process. If the CSB operates residential crisis stabilization services, it shall update information about bed availability included in the registry whenever there is a change in bed availability for the facility or, if no change in bed availability has occurred, at least daily.

10.) **Preadmission Screening:** The CSB shall provide preadmission screening services pursuant to § 37.2-505 or § 37.2-606, § 37.2-805, § 37.2-809 through § 37.2-813, § 37.2-814, and § 16.1-335 et seq. of the Code of Virginia and in accordance with the Continuity of Care Procedures in Appendix A of the CSB Administrative Requirements for any person who is located in the CSB's service area and may need admission for involuntary psychiatric treatment. The CSB shall ensure that persons it designates as preadmission screening clinicians meet the qualifications established by the Department per section 4.h and have received required training provided by the Department.

11.) **Discharge Planning:** The CSB shall provide discharge planning pursuant to § 37.2-505 or § 37.2-606 of the Code of Virginia and in accordance with State Board Policies 1035 and 1036, the Continuity of Care Procedures, and the current *Collaborative Discharge Protocols for Community Services Boards and State Hospitals - Adult & Geriatric or Child & Adolescent* and the *Training Center - Community Services Board Admission and Discharge Protocols for Individuals with Intellectual Disabilities* issued

by the Department that are incorporated into and made a part of this contract by reference. The protocols are available on the Department's web site. The CSB shall monitor the state hospital extraordinary barriers to discharge list and strive to achieve community placements for individuals on the list for whom it is the case management CSB as soon as possible.

d. **Populations Served:** The CSB shall provide needed services to adults with serious mental illnesses, children with or at risk of serious emotional disturbance, individuals with intellectual disability, individuals with other developmental disabilities who are receiving services through the DD Waivers or are priority I or priority II on the DD Waiver waiting list, or individuals with substance use disorders to the greatest extent possible within the resources available to it for this purpose. These populations are defined in the current Core Services Taxonomy.

e. **Department of Justice Settlement Agreement Requirements:** The CSB agrees to comply with the following requirements in the Settlement Agreement for Civil Action No: 3:12cv00059-JAG between the U.S. Department of Justice and the Commonwealth of Virginia, entered in the U. S. District Court for the Eastern District of Virginia on August 23, 2012 [section IX.A, p. 36]. Sections identified in text or brackets refer to sections in the Agreement. Requirements apply to the target population in section III.B: individuals with intellectual or developmental disabilities who currently (i) reside in training centers, (ii) meet criteria for the DD Waiver waiting list, (iii) reside in a nursing home or an ICF, or (iv) receive Medicaid Home and Community-Based DD Waiver services.

1.) Case management services, defined in section III.C.5.b, shall be provided to all individuals receiving Medicaid Home and Community-Based Waiver services under the Agreement by case managers who are not directly providing or supervising the provision of Waiver services to those individuals [section III.C.5.c, p. 8].

2.) For individuals receiving case management services pursuant to the Agreement, the individual's case manager shall meet with the individual face-to-face on a regular basis and shall conduct regular visits to the individual's residence, as dictated by the individual's needs [section V.F.1, page 26]. At these face-to-face meetings, the case manager shall: observe the individual and the individual's environment to assess for previously unidentified risks, injuries, needs, or other changes in status; assess the status of previously identified risks, injuries, needs, or other changes in status; assess whether the individual's individual support plan (ISP) is being implemented appropriately and remains appropriate for the individual; and ascertain whether supports and services are being implemented consistent with the individual's strengths and preferences and in the most integrated setting appropriate to the individual's needs. The case manager shall document in the ISP the performance of these observations and assessments and any findings, including any changes in status or significant events that have occurred since the last face-to-face meeting. If any of these observations or assessments identifies an unidentified or inadequately addressed risk, injury, need, or change in status, a deficiency in the individual's support plan or its implementation, or a discrepancy between the implementation of supports and services and the individual's strengths and preferences, then the case manager shall document the issue, convene the individual's service planning team to address it, and document its resolution.

3.) Using a process developed jointly by the Department and VACSB Data Management Committee, the CSB shall report the number, type, and frequency of case manager contacts with individuals receiving case management services [section V.F.4, p. 27].

4.) The CSB shall report key indicators, selected from relevant domains in section V.D.3 on page 24, from the case manager's face-to-face visits and observations and assessments [section V.F.5, p 27].

5.) The individual's case manager shall meet with the individual face-to-face at least every 30 days, and at least one such visit every two months must be in the individual's place of residence, for any individuals who [section V.F.3, pages 26 and 27]:

   a.) Receive services from providers having conditional or provisional licenses;

   b.) Have more intensive behavioral or medical needs as defined by the Supports Intensity Scale category representing the highest level of risk to individuals;

   c.) Have an interruption of service greater than 30 days;

   d.) Encounter the crisis system for a serious crisis or for multiple less serious crises within a three-month period;

   e.) Have transitioned from a training center within the previous 12 months; or

   f.) Reside in congregate settings of five or more individuals.

   Refer to Enhanced Case Management Criteria Instructions and Guidance available at http://www.dbhds.virginia.gov/settlement/Guidance%20Enhanced%20Case%20Management%20Criteria%2004252014.pdf for additional information.

6.) Case managers shall give individuals a choice of service providers from which the individual may receive approved Waiver services, present all options of service providers based on the preferences of the individual, including CSB and non-CSB providers, and document this using the Virginia Informed Choice Form available at http://www.dbhds.virginia.gov/library/developmental%20services/dds%20bulletin%2011.pdf. [section III.C.5.c, p. 8].

7.) Case managers shall offer education about integrated community options to any individuals living outside of their own or their families' homes and, if relevant, to their authorized representatives or guardians [sec. III.D.7, p. 14]. Case managers shall offer this education at least annually and at the following times:

   a.) at enrollment in a DD Waiver,

   b.) when there is a request for a change in Waiver service provider(s),

   c.) when an individual is dissatisfied with a current Waiver service provider,

   d.) when a new service is requested,

   e.) when an individual wants to move to a new location, or

   f.) when a regional support team referral is made as required by the Virginia Informed Choice Form.

8.) CSB emergency services shall be available 24 hours per day and seven days per week, staffed with clinical professionals who shall be able to assess crises by phone and assist callers in identifying and connecting with local services, and, where necessary, to dispatch at least one mobile crisis team member adequately trained to address the crisis [section III.C.6.b.i.A, p. 9]. This requirement shall be met through the regional REACH program that is staffed 24 hours per day and seven days per week by qualified persons able to assess and assist individuals and their families during crisis situations and has mobile crisis teams to address crisis situations and offer services and support on site to individuals and their families within one hour in urban areas and two hours in rural areas as measured by the average annual response time [section III.C.6.b.ii, pages 9 and 10].

Emergency services staff shall receive consistent training from the Department on the REACH crisis response system.

9.) Comply with State Board Policy 1044 (SYS) 12-1 Employment First [section III.C.7.b, p. 11]. This policy supports identifying community-based employment in integrated work settings as the first and priority service option offered by case managers and support coordinators to individuals receiving day support or employment services.

10.) CSB case managers shall liaison with the Department's regional community resource consultants in their regions [section III.E.1, p. 14].

11.) Case managers shall participate in discharge planning with individuals' personal support teams (PSTs) for individuals in training centers for whom the CSB is the case management CSB, pursuant to § 37.2-505 and § 37.2-837 of the Code of Virginia that requires the CSB to develop discharge plans in collaboration with training centers [section IV.B.6, p. 16].

12.) In developing discharge plans, CSB case managers, in collaboration with PSTs, shall provide to individuals and, where applicable, their authorized representatives, specific options for types of community placements, services, and supports based on the discharge plan and the opportunity to discuss and meaningfully consider these options [section IV.B.9, p. 17].

13.) CSB case managers and PSTs shall coordinate with specific types of community providers identified in discharge plans as providing appropriate community-based services for individuals to provide individuals, their families, and, where applicable, their authorized representatives with opportunities to speak with those providers, visit community placements (including, where feasible, for overnight visits) and programs, and facilitate conversations and meetings with individuals currently living in the community and their families before being asked to make choices regarding options [section IV.B.9.b, p. 17].

14.) CSB case managers and PSTs shall assist individuals and, where applicable, their authorized representatives in choosing providers after providing the opportunities described in subsection 13 above and ensure that providers are timely identified and engaged in preparing for individuals' transitions [section IV.B.9.c, p.17].

15.) Case managers shall provide information to the Department about barriers to discharge for aggregation and analysis by the Department for ongoing quality improvement, discharge planning, and development of community-based services [IV.B.14, p. 19].

16.) In coordination with the Department's Post Move Monitor, the CSB shall conduct post-move monitoring visits within 30, 60, and 90 days following an individual's movement from a training center to a community setting [section IV.C.3, p.19]. The CSB shall provide information obtained in these post move monitoring visits to the Department within seven business days after the visit.

17.) If it provides day support or residential services to individuals in the target population, the CSB shall implement risk management and quality improvement processes, including establishment of uniform risk triggers and thresholds that enable it to adequately address harms and risks of harms, including any physical injury, whether caused by abuse, neglect, or accidental causes [section V.C.1, p. 22].

18.) Using the protocol and real-time, web-based incident reporting system implemented by the Department, the CSB shall report any suspected or alleged incidents of abuse or

neglect as defined in § 37.2-100 of the Code of Virginia, serious injuries as defined in 12 VAC 35-115-30, or deaths to the Department within 24 hours of becoming aware of them [section V.C.2, p. 22].

19.) Participate with the Department to collect and analyze reliable data about individuals receiving services under this Agreement from each of the following areas:

a.) safety and freedom from harm,
b.) physical, mental, and behavioral health and well being,
c.) avoiding crises,
d.) stability,
e.) choice and self-determination,
f.) community inclusion,
g.) access to services,
h.) provider capacity

[section V.D.3, pgs. 24 & 25].

20.) Participate in the regional quality council established by the Department that is responsible for assessing relevant data, identifying trends, and recommending responsive actions in its region [section V.D.5.a, p. 25].

21.) Provide access to and assist the Independent Reviewer to assess compliance with this Agreement. The Independent Reviewer shall exercise his access in a manner that is reasonable and not unduly burdensome to the operation of the CSB and that has minimal impact on programs or services being provided to individuals receiving services under the Agreement [section VI.H, p. 30 and 31].

22.) Participate with the Department and its third party vendors in the implementation of the National Core Indicators (NCI) Surveys and Quality Service Reviews (QSRs) for selected individuals receiving services under the Agreement. This includes informing individuals and authorized representatives about their selection for participation in the NCI individual surveys or QSRs; providing the access and information requested by the vendor, including health records, in a timely manner; assisting with any individual specific follow up activities; and completing the web-based annual NCI provider survey [section V.I, p. 28].

23.) The CSB shall notify the community resource consultant (CRC) and regional support team (RST) in the following circumstances to enable the RST to monitor, track, and trend community integration and challenges that require further system development:

a.) within five calendar days of an individual being presented with any of the following residential options: an intermediate care facility, a nursing facility, a training center, or a group home with a licensed capacity of five beds or more;
b.) if the CSB is having difficulty finding services within 30 calendar days after the individual's enrollment in the waiver; or
c.) immediately when an individual is displaced from his or her residential placement for a second time

[sections III.D.6 and III.E, p. 14].

24.) Case managers shall collaborate with the CRC to ensure that person-centered planning and placement in the most integrated setting appropriate to the individual's needs and consistent with his or her informed choice occur [section III.E.1-3, p. 14].

The Department encourages the CSB to provide the Independent Reviewer with access to its services and records and to individuals receiving services from the CSB; however, access shall be at the sole discretion of the CSB [section VI.G, p. 31].

f. Emergency Services Availability: The CSB shall have at least one local telephone number, and where appropriate one toll-free number, for emergency services telephone calls that is available to the public 24 hours per day and seven days per week throughout its service area. The number(s) shall provide immediate access to a qualified emergency services staff member. Immediate access means as soon as possible and within no more than 15 minutes. If the CSB uses an answering service to fulfill this requirement, the service must be able to contact a qualified CSB emergency services staff immediately to alert the staff member that a crisis call has been received. Using (1) an answering service with no immediate transfer to a qualified CSB emergency services staff, (2) the CSB's main telephone number that routes callers to a voice mail menu, (3) 911, or (4) the local sheriff's or police department's phone number does not satisfy this requirement. The phone number(s) shall be disseminated widely throughout the service area, including local telephone books and appropriate local government and public service web sites, and shall be displayed prominently on the main page of the CSB's web site. The CSB shall implement procedures for handling emergency services telephone calls that ensure adequate emergency services staff coverage, particularly after business hours, so that qualified staff responds immediately to calls for emergency services, and the procedures shall include coordination and referral to REACH for individuals with developmental disabilities. The CSB shall provide the procedures for handling emergency services calls to the Department upon request.

g. Preadmission Screening Evaluations

1.) The purpose of preadmission screening evaluations is to determine whether the person meets the criteria for temporary detention pursuant to Article 16 of Chapter 11 of Title 16.1, Chapters 11 and 11.1 of Title 19.2, and Chapter 8 of Title 37.2 in the Code of Virginia and to assess the need for hospitalization or treatment. The evaluations shall be performed by certified preadmission screening clinicians. Preadmission screening evaluations are highly variable and individualized crisis assessments with clinical requirements that will vary based on the nature of the clinical presentation. However, the CSB shall ensure that all preadmission screening evaluations conducted by its staff include at a minimum:

a.) A review of past clinical and treatment information if available;

b.) Pertinent information from the clinical interview and collateral contacts or documentation of why this information was unavailable at the time of the evaluation;

c.) A documented risk assessment that includes an evaluation of the likelihood that, as a result of mental illness, the person will, in the near future, cause serious physical harm to himself or others as evidenced by recent behavior causing, attempting, or threatening harm and other relevant information, if any;

d.) Thorough and detailed documentation of the clinical disposition and rationale for it;

e.) Documentation of all hospitals contacted, including state hospitals;

f.) Documentation of contact with the staff's supervisor and CSB leadership about the evaluation when necessary and documentation of mandatory notification of CSB and Department leadership within 60 minutes once an ECO has expired without locating an appropriate bed; and

g.) Documentation of contact with REACH for all individuals presenting with a developmental disabilities (DD) diagnosis or a co-occurring DD diagnosis.

2.) Preadmission screening reports required by § 37.2-816 of the Code of Virginia shall comply with requirements in that section and shall state:

a.) whether the person has a mental illness, and whether there exists a substantial likelihood that, as a result of mental illness, the person will, in the near future,

(i) cause serious physical harm to himself or others as evidenced by recent behavior causing, attempting, or threatening harm and other relevant information, if any, or

(ii) suffer serious harm due to his lack of capacity to protect himself from harm or provide for his basic human needs;

b.) whether the person is in need of involuntary inpatient treatment;

c.) whether there is no less restrictive alternative to inpatient treatment; and

d.) the recommendations for that person's placement, care, and treatment including, where appropriate, recommendations for mandatory outpatient treatment.

h. Certification of Preadmission Screening Clinicians: The CSB and Department prioritize having emergency custody order or preadmission screening evaluations performed pursuant to Article 16 of Chapter 11 of Title 16.1, Chapters 11 and 11.1 of Title 19.2, and Chapter 8 of Title 37.2 in the Code of Virginia provided by the most qualified, knowledgeable, and experienced CSB staff. These evaluations are face-to-face clinical evaluations performed by designated CSB staff of persons in crisis who may be in emergency custody or who may need involuntary temporary detention or other emergency treatment. The CSB shall comply with the requirements in the current *Certification of Preadmission Screening Clinicians*, a document developed jointly by the Department and CSB representatives and made a part of this contract by reference, to enhance the qualifications, training, and oversight of CSB preadmission screening clinicians and increase the quality, accountability, and standardization of preadmission screening evaluations.

i. Developmental Case Management Services

1.) Case managers employed or contracted by the CSB shall meet the knowledge, skills and abilities qualifications in the Case Management Licensing Regulations, 12 VAC 35-105-1250. During its inspections, the Department's Licensing Office may verify this affirmation as it reviews personnel records.

2.) Reviews of the individual support plan (ISP), including necessary assessment updates, shall be conducted with the individual quarterly or every 90 days and include modifications in the ISP when the individual's status or needs and desires change. During its inspections, the Department's Licensing Office may verify this as it reviews ISPs including those from a sample identified by the CSB of individuals who discontinued case management services.

3.) Case managers shall ensure that all information about each individual in the electronic waiver management system is updated annually or whenever changes occur, including information about the individual's:

a.) full name,
b.) current address,
c.) CSB unique identifier,
d.) level of care information,
e.) living situation,
f.) terminations,
g.) transfers, and
h.) waiting list information.

5.) Case managers and other CSB staff shall comply with the SIS® Administration Process and any changes in the process within 30 calendar days of notification of the changes.

6.) Case managers shall notify the designated Department staff that an individual has been terminated from all DD waiver services within 10 business days of termination.

7.) Case managers shall submit the Request to Retain a Slot form to the appropriate Department staff to hold a slot open within 10 business days of it becoming available.

8.) Case managers shall complete the level of care tool for individuals requesting DD Waiver services within 60 calendar days of application for individuals expected to present for services within one year.

9.) Case managers shall comply with the DD waitlist process and slot assignment process and implement any changes in the processes within 30 calendar days of written notice.

5. **Resources:** Exhibit A of this contract includes the following resources: state funds and federal funds appropriated by the General Assembly and allocated by the Department to the CSB; balances of unexpended or unencumbered state and federal funds retained by the CSB and used in this contract to support services; local matching funds required by § 37.2-509 or § 37.2-611 of the Code of Virginia to receive allocations of state funds; Medicaid Clinic, Targeted Case Management, Rehabilitative Services, and DD Home and Community-Based Waiver payments and any other fees, as required by § 37.2-504 or § 37.2-605 of the Code of Virginia; and any other funds associated with or generated by the services shown in Exhibit A. The CSB shall maximize billing and collecting Medicaid payments and other fees in all covered services to enable more efficient and effective use of the state and federal funds allocated to it.

   a. **Allocations of State General and Federal Funds**: The Department shall inform the CSB of its state and federal fund allocations in a letter of notification. The Department may adjust allocation amounts during the term of this contract. The Department may reduce restricted or earmarked state or federal funds during the contract term if the CSB reduces significantly or stops providing services supported by those funds as documented in Community Consumer Submission (CCS) or CARS reports. These reductions shall not be subject to provisions in sections 9.c or 9.f of this contract. The Commissioner or his designee shall communicate all adjustments to the CSB in writing. Allocations of state and federal funds shall be based on state and federal statutory and regulatory requirements, provisions of the Appropriation Act, State Board policies, and previous allocation amounts.

   b. **Disbursement of State or Federal Funds:** Continued disbursement of semi-monthly payments of restricted or earmarked state or federal funds by the Department to the CSB may be contingent on documentation in the CSB's CCS and CARS reports that it is providing the services supported by these funds.

   c. **Conditions on the Use of Resources:** The Department can attach specific conditions or requirements for use of funds, separate from those established by other authorities, only to the state and federal funds that it allocates to the CSB and the 10 percent local matching funds that are required to obtain the CSB's state fund allocations.

6. **CSB Responsibilities**

   a. **State Hospital Bed Utilization:** In accordance with § 37.2-508 or § 37.2-608 of the Code of Virginia, the CSB shall develop jointly with the Department and with input from private providers involved with the public mental health, developmental, and substance abuse services system mechanisms, such as the Discharge Protocols, Extraordinary Barriers to Discharge lists, and regional utilization management procedures and practices, and employ these mechanisms collaboratively with state hospitals that serve it to manage the utilization of state hospital beds. Utilization will be measured by bed days received by individuals for whom the CSB is the case management CSB.

The CSB shall implement procedures or utilize existing local or regional protocols to ensure appropriate management of each admission to a state hospital under a civil temporary detention order recommended by the CSB's preadmission screening clinicians to identify the cause of the admission and the actions the CSB may take in the future to identify alternative facilities. The CSB shall provide copies of the procedures and analyses to the Department upon request.

b. Quality of Care

1.) **Department CSB Performance Measures:** CSB staff shall monitor the CSB's outcome and performance measures in Exhibit B, identify and implement actions to improve its ranking on any measure on which it is below the benchmark, and present reports on the measures and actions at least quarterly during scheduled meetings of the CSB board of directors.

2.) **Quality Improvement and Risk Management:** The CSB shall develop, implement, and maintain a quality improvement plan, itself or in affiliation with other CSBs, to improve services, ensure that services are provided in accordance with current acceptable professional practices, and address areas of risk and perceived risks. The quality improvement plan shall be reviewed and updated at least every four years. The CSB shall develop, implement, and maintain, itself or in affiliation with other CSBs, a risk management plan or participate in a local government's risk management plan. The CSB shall work with the Department to identify how the CSB will address quality improvement activities.

The CSB shall implement, in collaboration with other CSBs in its region, the state hospitals and training centers serving its region, and private providers involved with the public mental health, developmental, and substance abuse services system, regional utilization management procedures and practices that reflect the Regional Utilization Management Guidance document that is incorporated into and made a part of this contract by reference and is available on the community contracting web page.

3.) **Critical Incidents:** The CSB shall implement procedures to insure that the executive director is informed of any deaths, serious injuries, or allegations of abuse or neglect when they are reported to the Department. The CSB shall provide a copy of its procedures to the Department upon request.

4.) **Individual Outcome and CSB Provider Performance Measures**

a.) **Measures:** Pursuant to § 37.2-508 or § 37.2-608 of the Code of Virginia, the CSB shall report the individual outcome and CSB provider performance measures in Exhibit B of this contract to the Department.

b.) **Individual CSB Performance Measures:** The Department may negotiate specific, time-limited measures with the CSB to address identified performance concerns or issues. The measures shall be included as Exhibit D of this contract.

c.) **Individual Satisfaction Survey:** Pursuant to § 37.2-508 or § 37.2-608 of the Code of Virginia, the CSB shall participate in the Annual Survey of Individuals Receiving MH and SA Outpatient Services, the Annual Youth Services Survey for Families (i.e., Child MH survey), and the annual Quality Services Reviews and the National Core Indicators Survey for individuals receiving DD Waiver services.

d.) **Strategic Prevention Framework (SPF):** The CSB, in partnership with local community coalitions, shall use the evidenced-based Strategic Prevention

Framework (SPF) planning model to: complete a needs assessment using community, regional, and state data; build capacity to successfully implement prevention services; develop logic models and a strategic plan with measurable goals, objectives, and strategies; implement evidenced-based programs, practices, and strategies that are linked to data and target populations; evaluate program management and decision making for enabling the ability to reach outcomes; plan for the sustainability of prevention outcomes; and produce evidence of cultural competence throughout all aspects of the SPF process.

e.) **Logic Models:** The logic models shall identify individual- (i.e., youth, families, and parents), community-, and population-level strategies (e.g. environmental approaches). One logic model shall outline CSB federal substance abuse block grant (SABG) prevention set aside-funded services. The other model(s) shall be the CSB partnership coalition's logic model(s) reflecting the collaborative relationship of the CSB with the coalition in the implementation of community-level and environmental approaches. The CSB shall use the Institute of Medicine model to identify target populations based on levels of risk – universal, selective, and indicated. Substance abuse prevention services may not be delivered to persons who have substance use disorders in an effort to prevent continued substance use. The CSB shall utilize the six CSAP evidenced-based strategies: information dissemination, education and skill building, alternatives, problem identification and referral, community-based process, and environmental approaches. Community-based process and coalitions and environmental approaches are keys to achieving successful outcomes and are Department priorities. CSBs shall use evidence-based prevention programs, practices, and strategies. Seventy-five percent of SABG prevention set aside-funded services shall be programs, practices, or strategies included in a federal list of evidence-based interventions. A minimum of 25 percent of SABG prevention set aside-funded services shall be the community-based process and coalition strategy and 25 percent shall be environmental strategies.

f.) **Prevention Services Evaluations:** The CSB shall work with OMNI Institute, the Department's evaluation contractor, to develop an evaluation plan for its SABG prevention set aside-funded prevention services.

g.) **SYNAR Activities and Merchant Education:** In July 1992, Congress enacted P.L. 102-321 section 1926, the SYNAR Amendment, to decrease youth access to tobacco. To stay in compliance with the SABG, states must meet and sustain the merchant retail violation rate (RVR) under 20 percent or face penalties to the entire SABG, including funds for treatment. Merchant education involves educating local merchants about the consequences of selling tobacco products to youth. This strategy has been effective in keeping state RVR rates under the required 20 percent. The CSB shall conduct merchant education activities with all merchants deemed by the Alcoholic Beverage Control Board to be in violation of selling tobacco products to youth in the CSB's service area. Other merchants shall be added if deemed to be at higher risk due to factors such as being in proximity to schools. The CSB, itself or in collaboration with the local coalition, shall continuously update the verified list of tobacco retailers, including all retailers selling vapor products, by conducting store audits. The CSB shall conduct store audits of and merchant education with 100 percent of tobacco retailers in its service area over a two year period. Beginning in FY 2003, the Department allocated $10,000 annually to the CSB to complete SYNAR-related tasks. All store audit and merchant education activities shall be

documented in the Counter Tools system and recorded in the Social Solutions Efforts to Outcomes – (ETO) Prevention Data System. Tobacco education programs for youth with the goal of reducing prevalence or use are not to be identified as SYNAR activities.

h.) **Recovery Orientation:** The CSB shall implement a plan for assessing and increasing its recovery orientation over time in accordance with Section 5: Advancing the Vision of the Partnership Agreement and shall administer the Recovery Oriented Systems Indicators (ROSI) Consumer Survey (42 items) with a statistically valid sample of five percent or a minimum of 70, whichever is larger, of individuals with serious mental illness receiving mental health services from the CSB and the ROSI Provider Survey (23 item Administrative Profile) biennially and report on its recovery orientation to the Department by the last business day of March in odd-numbered years.

5.) **Case Management Services Training:** The CSB shall ensure that all direct and contract staff that provide case management services have completed the case management curriculum developed by the Department and that all new staff complete it within 30 days of employment. The CSB shall ensure that developmental case managers complete the ISP training modules developed by the Department within 60 days of their availability on the Department's web site.

6.) **Developmental Case Management Services Organization:** The CSB shall structure its developmental case management services so that it does not provide case management and DD Waiver services to the same individual to ensure the independence of services from case management and avoid perceptions of undue case management influence on service choices by individuals.

7.) **Program and Service Reviews:** The Department may conduct or contract for reviews of programs or services provided or contracted by the CSB under this contract to examine their quality or performance at any time as part of its monitoring and review responsibilities or in response to concerns or issues that come to its attention, as permitted under 45 CFR § 164.512 (a), (d), and (k) (6) (ii) and as part of its health oversight functions under § 32.1-127.1:03 (D) (6) and § 37.2-508 or § 37.2-608 of the Code of Virginia or with a valid authorization by the individual receiving services or his authorized representative that complies with the Human Rights Regulations and the HIPAA Privacy Rule. The CSB shall provide ready access to any records or other information necessary for the Department to conduct program or service reviews or investigations of critical incidents.

8.) **Response to Complaints:** Pursuant to § 37.2-504 or § 37.2-605 of the Code of Virginia, the CSB shall implement procedures to satisfy the requirements for a local dispute resolution mechanism for individuals receiving services and to respond to complaints from individuals receiving services, family members, advocates, or other stakeholders as expeditiously as possible in a manner that seeks to achieve a satisfactory resolution and advises the complainant of any decision and the reason for it. The CSB shall acknowledge complaints that the Department refers to it within five business days of receipt and provide follow up commentary on them to the Department within 10 business days of receipt. The CSB shall post copies of its procedures in its public spaces and on its web site and provide copies to all individuals when they are admitted for services and provide a copy to the Department upon request.

9.) **Access to Substance Abuse Treatment for Opioid Abuse:** The CSB shall ensure that individuals requesting treatment for opioid drug abuse, including prescription pain medications, regardless of the route of administration, receive rapid access to appropriate treatment services within 14 days of making the request for treatment or 120 days after making the request if the CSB has no capacity to admit the individual on the date of the request and within 48 hours of the request it makes interim services, as defined in 45 CFR § 96.126, available until the individual is admitted.

c. Reporting Requirements

1.) **CSB Responsibilities:** For purposes of reporting to the Department, the CSB shall comply with State Board Policy 1037 and shall:

a.) provide monthly Community Consumer Submission (CCS) extracts that report individual characteristic and service data to the Department, as required by § 37.2-508 or § 37.2-608 of the Code of Virginia, the federal Substance Abuse and Mental Health Services Administration, and Part C of Title XIX of the Public Health Services Act - Block Grants, § 1943 (a) (3) and § 1971 and § 1949, as amended by Public Law 106-310, and as permitted under 45 CFR §§ 164.506 (c) (1) and (3) and 164.512 (a) (1) and (d) of the HIPAA regulations and §32.1-127.1:03.D (6) of the Code of Virginia, and as defined in the current CCS Extract Specifications and Design Specifications, including the current Business Rules, that are available on the community contracting web page and are incorporated into and made a part of this contract by reference;

b.) follow the current Core Services Taxonomy and CCS Extract Specifications and Design Specifications, including the current Business Rules, when responding to reporting requirements established by the Department;

c.) complete the National Survey of Substance Abuse Treatment Services (N-SSATS) annually that is used to compile and update the National Directory of Drug and Alcohol Abuse Treatment Programs and the on-line Substance Abuse Treatment Facility Locator;

d.) follow the user acceptance testing process described in Appendix D of the CSB Administrative Requirements for new CCS 3 releases and participate in the user acceptance testing process when requested to do so by the Department;

e.) report service data on substance abuse prevention services provided by the CSB that are supported wholly or in part by the SABG set aside for prevention services through the ETO Prevention Data System, as outlined in approved data matrices and reporting deadlines, including quarterly reporting; report service data on state-funded mental health first aid and suicide prevention services through ETO, but report funding, expenditure, and cost data on these services through CARS per section 2.a.); and report service, funding, expenditure, and cost data on any other mental health prevention services through CCS 3 and CARS;

f.) supply information to the Department's Forensics Information Management System for individuals adjudicated not guilty by reason of insanity (NGRI), as required under § 37.2-508 or § 37.2-608 of the Code of Virginia and as permitted under 45 CFR §§ 164.506 (c) (1) and (3), 164.512 (d), and 164.512 (k) (6) (ii);

g.) report data and information required by the current Appropriation Act; and

h.) report data identified collaboratively by the Department and the CSB working through the Virginia Association of Community Services Boards Data Management Committee on the regional REACH program if the CSB is the fiscal agent for this program.

2.) **Routine Reporting Requirements:** The CSB shall account for all services, funds, expenses, and costs accurately and submit reports to the Department in a timely manner using current CARS, CCS, or other software provided by the Department. All reports shall be provided in the form and format prescribed by the Department. The CSB shall provide the following information and meet the following reporting requirements:

a.) types and service capacities of services provided, costs for services provided, and funds received by source and amount and expenses paid by program area and for emergency and ancillary services semi-annually in CARS, and state and federal block grant funds expended by core service with the end-of-the-fiscal year CARS report;

b.) demographic characteristics of individuals receiving services and types and amounts of services provided to each individual monthly through the current CCS;

c.) community waiting list information for the Comprehensive State Plan that is required by § 37.2-315 of the Code of Virginia, as permitted under § 32.1-127.1:03 (D) (6) of the Code of Virginia and 45 CFR § 164.512 (d) and (k) (6) (ii) (when required);

d.) State Facility Discharge Waiting List Data Base reports using ACCESS software supplied by the Department;

e.) Federal Balance Report (October 15);

f.) PATH reports (mid-year and at the end of the fiscal year);

g.) Report amounts of state, local, federal, Medicaid, other fees, other funds used to pay for services by core service in each program area and emergency and ancillary services in the end of the fiscal year CARS report; and

h.) other reporting requirements in the current CCS Extract or Design Specifications.

3.) **Subsequent Reporting Requirements:** In accordance with State Board Policy 1037, the CSB shall work with the Department through the Virginia Association of Community Services Boards Data Management Committee (DMC) to ensure that current data and reporting requirements are consistent with each other and the current Core Services Taxonomy, the current CCS, and the Treatment Episode Data Set (TEDS) and other federal reporting requirements. The CSB also shall work with the Department through the DMC in planning and developing any additional reporting or documentation requirements beyond those identified in this contract to ensure that the requirements are consistent with the current taxonomy, the current CCS, and the TEDS and other federal reporting requirements.

4.) **Data Elements:** The CSB shall work with the Department through the DMC to standardize data definitions, periodically review existing required data elements to eliminate elements that are no longer needed, minimize the addition of new data elements to minimum necessary ones, review CSB business processes so that information is collected in a systematic manner, and support efficient extraction of required data from CSB electronic health record systems whenever this is possible.

5.) **Streamlining Reporting Requirements:** The CSB shall work with the Department through the DMC to review existing reporting requirements including the current CCS to determine if they are still necessary and, if they are, to streamline and reduce the number of portals through which those reporting requirements are submitted as much as possible; to ensure reporting requirements are consistent with the current CCS Extract Specifications and Core Services Taxonomy; and to maximize the interoperability between Department and CSB data bases to support the electronic exchange of information and comprehensive data analysis.

d. **Providing Information:** The CSB shall provide any information requested by the Department that is related to the services, funds, or expenditures in this contract or the performance of or compliance with this contract in a timely manner, considering the type, amount, and availability of information requested. Provision of information shall comply with applicable laws and regulations governing confidentiality, privacy, and security of information regarding individuals receiving services from the CSB.

e. **Compliance Requirements:** The CSB shall comply with all applicable federal, state, and local laws and regulations, including those contained or referenced in the CSB Administrative Requirements and Exhibits F and J of this contract, as they affect the operation of this contract. Any substantive change in the CSB Administrative Requirements, except changes in statutory, regulatory, policy, or other requirements or in other documents incorporated by reference in it, which changes are made in accordance with processes or procedures associated with those statutes, regulations, policies, or other requirements or documents, shall constitute an amendment of this contract, made in accordance with applicable provisions of the Partnership Agreement, that requires a new contract signature page signed by both parties. If any laws or regulations that become effective after the execution date of this contract substantially change the nature and conditions of this contract, they shall be binding upon the parties, but the parties retain the right to exercise any remedies available to them by law or other provisions of this contract.

The CSB shall comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the regulations promulgated thereunder by their compliance dates, except where the HIPAA requirements and applicable state law or regulations are contrary and state statutes or regulations are more stringent, as defined in 45 CFR § 160.202, than the related HIPAA requirements. The CSB shall ensure sensitive data, including HIPAA-protected health information, personally identifiable information, and other confidential data, exchanged electronically with the Department, its state hospitals and training centers, other CSBs, other providers, or persons meets the requirements in the FIPS 140-2 standard and is encrypted using a method supported by the Department. The Department will accept 256 bit encryption methods that are FIPS 140-2 compliant.

The CSB shall follow the procedures and satisfy the requirements in the Performance Contract Process and the Administrative Performance Standards in Exhibits E and I of this contract. The CSB shall document compliance with § 37.2-501 or § 37.2-602 of the Code of Virginia in Exhibit H of this contract.

f. **Regional Programs:** The CSB shall manage or participate in the management of, account for, and report on regional programs in accordance with the Regional Program Operating Principles and the Regional Program Procedures in Appendices E and F of the Core Services Taxonomy. The CSB agrees to participate in any utilization review or management activities conducted by the Department involving services provided through a regional

program. Protected health information, personally identifiable information, or other information may be disclosed as permitted under 45 CFR §§ 164.506 (c) (1) and (3) and 164.512 (k) (6) (ii) of the HIPAA regulations and under §32.1-127.1:03.D (6) of the Code.

g. Intensive Care Coordination for the Comprehensive Services Act

1.) As the single point of entry into publicly funded mental health, developmental, and substance abuse services pursuant to § 37.2-500 of the Code of Virginia and as the exclusive provider of Medicaid rehabilitative mental health case management services and with sole responsibility for targeted DD case management services, the CSB is the most appropriate provider of intensive care coordination (ICC) services through the Comprehensive Services Act for At-Risk Youth and Families (CSA). The CSB and the local community policy and management team (CPMT) in its service area shall determine collaboratively the most appropriate and cost-effective provider of ICC services for children who are placed in or are at risk of being placed in residential care through the CSA program in accordance with guidelines developed by the State Executive Council and shall develop a local plan for ICC services that best meets the needs of those children and their families. If there is more than one CPMT in the CSB's service area, the CPMTs and the CSB may work together as a region to develop a plan for ICC services.

2.) If the CSB is identified as the provider of ICC services, it shall work in close collaboration with its CPMT(s) and family assessment and planning team(s) to implement ICC services, to assure adequate support for these services through local CSA funds, and to assure that all children receive appropriate assessment and care planning services. Examples of ICC activities include: efforts at diversion from more restrictive levels of care, discharge planning to expedite return from residential or facility care, and community placement monitoring and care coordination work with family members and other significant stakeholders. If it contracts with another entity to provide ICC services, the CSB shall remain fully responsible for ICC services, including monitoring the services provided under the contract.

h. Electronic Health Record: The CSB shall implement and maintain an electronic health record that has been fully certified and is listed by the Office of the National Coordinator for Health Information Technology - Authorized Testing and Certification Body to improve the quality and accessibility of services, streamline and reduce duplicate reporting and documentation requirements, obtain reimbursement for services, and exchange data with the Department and its state hospitals and training centers and other CSBs.

i. Reviews: The CSB shall participate in the periodic, comprehensive administrative and programmatic review of the CSB conducted by the Department to evaluate the CSB's compliance with requirements in the contract and CSB Administrative Requirements and the CSB's performance. The CSB shall address recommendations in the review report by the dates specified in the report or those recommendations may be incorporated in an Exhibit D.

j. Consideration of Department Comments or Recommendations: The executive director and CSB board members shall consider significant issues or concerns raised by the Commissioner of the Department at any time about the operations or performance of the CSB and shall respond formally to the Department, collaborating with it as appropriate, about these issues or concerns.

7. **Department Responsibilities**

   a. **Funding:** The Department shall disburse state funds displayed in Exhibit A prospectively on a semi-monthly basis to the CSB, subject to the CSB's compliance with the provisions of this contract. Payments may be revised to reflect funding adjustments. The Department shall disburse federal grant funds that it receives to the CSB in accordance with the requirements of the applicable federal grant and, wherever possible, prospectively on a semi-monthly basis. The Department shall make these payments in accordance with Exhibit E of this contract.

   b. **State Facility Services**

      1.) **Availability:** The Department shall make state facility services available, if appropriate, through its state hospitals and training centers when individuals located in the CSB's service area meet the admission criteria for these services.

      2.) **Bed Utilization:** The Department shall track, monitor, and report on the CSB's utilization of state hospital and training center beds and provide data to the CSB about individuals receiving services from its service area who are served in state hospitals and training centers as permitted under 45 CFR §§ 164.506 (c) (1), (2), and (4) and 164.512 (k) (6) (ii). The Department shall post state hospital and training center bed utilization by the CSB for all types of beds (adult, geriatric, child and adolescent, and forensic) and for TDO admissions and bed day utilization on its web site.

      3.) **Continuity of Care:** The Department shall manage its state hospitals and training centers in accordance with State Board Policy 1035 to support service linkages with the CSB, including adherence to the applicable provisions of the Continuity of Care Procedures, attached to the CSB Administrative Requirements as Appendix A, and the current *Collaborative Discharge Protocols for Community Services Boards and State Hospitals – Adult & Geriatric or Child & Adolescent* and the current *Training Center - Community Services Board Admission and Discharge Protocols for Individuals with Intellectual Disabilities*. The Department shall assure state hospitals and training centers use teleconferencing technology to the greatest extent practicable to facilitate the CSB's participation in treatment planning activities and fulfillment of its discharge planning responsibilities for individuals in state hospitals and training centers for whom it is the case management CSB.

      4.) **Medical Screening and Medical Assessment:** When working with CSBs and other facilities to arrange for treatment of individuals in the state hospital, the state hospital shall assure that its staff follows the most current *Medical Screening and Medical Assessment Guidance Materials*. The state hospital staff shall coordinate care with emergency rooms, emergency room physicians, and other health and behavioral health providers to ensure the provision of timely and effective medical screening and medical assessment to promote the health and safety of and continuity of care for individuals receiving services.

      5.) **Planning:** The Department shall involve the CSB, as applicable and to the greatest extent possible, in collaborative planning activities regarding the future role and structure of state hospitals and training centers.

      6.) **Recovery Orientation:** The Department shall ensure that each state hospital implements a plan for assessing and increasing its recovery orientation over time in accordance with Section 5: Advancing the Vision of the Partnership Agreement, and

each state hospital shall report on its recovery orientation to the Department by the last business day of March in odd-numbered years.

7.) **Virginia Psychiatric Bed Registry**: The Department shall participate in the Virginia Psychiatric Bed Registry required by § 37.2-308.1 of the Code of Virginia, and state hospitals shall update information about bed availability included in the registry whenever there is a change in bed availability for the hospital or, if no change in bed availability has occurred, at least daily.

c. **Quality of Care**

1.) **Measures:** The Department in collaboration with the VACSB Data Management and Quality Assurance Committees shall identify individual outcome, CSB provider performance, individual satisfaction, individual and family member participation and involvement measures, and quality improvement measures, pursuant to § 37.2-508 or § 37.2-608 of the Code of Virginia, and shall collect information about these measures and work with the CSB to use them as part of the Continuous Quality Improvement Process described in Appendix E of the CSB Administrative Requirements to improve services.

2.) **Department CSB Performance Measures Data Dashboard:** The Department shall develop a data dashboard to display the CSB Performance Measures in Exhibit B, developed in collaboration with the CSB, and post it on its web site. The Department shall work with the CSB to identify and implement actions to improve the CSB's ranking on any outcome or performance measure on which it is below the benchmark.

3.) **Utilization Management:** The Department shall work with the CSB, state hospitals and training centers serving it, and private providers involved with the public mental health, developmental, and substance abuse services system to implement regional utilization management procedures and practices reflected in the Regional Utilization Management Guidance document that is incorporated into and made a part of this contract by reference.

4.) **Recovery Orientation:** The Department shall implement a plan for assessing and increasing its recovery orientation over time in accordance with Section 5: Advancing the Vision of the Partnership Agreement and shall report on its recovery orientation on its web site by the last business day of March in odd-numbered years. It shall work with the CSB within the resources available to support the CSB's efforts to assess and increase its recovery orientation over time and review and provide feedback to the CSB on its efforts.

5.) **Continuity of Care:** In order to fulfill its responsibilities related to discharge planning, the Department shall comply with § 37.2-837 of the Code of Virginia, State Board Policy 1036, the current *Collaborative Discharge Protocols for Community Services Boards and State Hospitals – Adult & Geriatric or Child & Adolescent* and the current *Training Center - Community Services Board Admission and Discharge Protocols for Individuals with Intellectual Disabilities*, and the Continuity of Care Procedures, included in the CSB Administrative Requirements as Appendix A.

6.) **Human Rights:** The Department shall operate the statewide human rights system described in the current *Rules and Regulations to Assure the Rights of Individuals Receiving Services from Providers Licensed, Funded, or Operated by the Department of Behavioral Health and Developmental Services*, monitor compliance with the human rights requirements in those regulations, and conduct reviews and investigations

referenced in those regulations. The Department's human rights staff shall be available on a daily basis, including weekends and holidays, to receive reports of allegations of violations of the human rights of individuals receiving services from the CSB.

7.) **Licensing:** The Department shall license programs and services that meet the requirements in the current *Rules and Regulations for Licensing Providers by the Department of Behavioral Health and Developmental Services* and conduct licensing reviews in accordance with the provisions of those regulations. The Department shall respond in a timely manner to issues raised by the CSB regarding its efforts to coordinate and monitor services provided by independent providers licensed by the Department.

d. Reporting Requirements

1.) **Subsequent Reporting Requirements:** In accordance with State Board Policy 1037, the Department shall work with CSBs through the Virginia Association of Community Services Boards Data Management Committee (DMC) to ensure that current data and reporting requirements are consistent with each other and the current Core Services Taxonomy, the current Community Consumer Submission (CCS), and the Treatment Episode Data Set (TEDS) and other federal reporting requirements. The Department also shall work with CSBs through the DMC in planning and developing any additional reporting or documentation requirements beyond those identified in this contract to ensure that the requirements are consistent with the current taxonomy, the current CCS, and the TEDS and other federal reporting requirements.

2.) **Community Consumer Submission:** The Department shall collaborate with CSBs through the DMC in the implementation and modification of the current CCS, which reports individual characteristic and service data that is required under § 37.2-508 or § 37.2-608 of the Code of Virginia, the federal Substance Abuse and Mental Health Services Administration, and Part C of Title XIX of the Public Health Services Act - Block Grants, §1943 (a) (3) and § 1971 and § 1949, as amended by Public Law 106-310, to the Department and is defined in the current CCS Extract Specifications and Design Specifications, including the current Business Rules. The Department will receive and use individual characteristic and service data disclosed by the CSB through the CCS as permitted under 45 CFR §§ 164.506 (c) (1) and (3) and 164.512 (a) (1) of the HIPAA regulations and § 32.1-127.1:03.D (6) of the Code of Virginia and shall implement procedures to protect the confidentiality of this information pursuant to § 37.2-504 or § 37.2-605 of the Code of Virginia and HIPAA. The Department shall follow the user acceptance testing process described in Appendix D of the CSB Administrative Requirements for new CCS 3 releases.

3.) **Data Elements:** The Department shall work with CSBs through the DMC to standardize data definitions, periodically review existing required data elements to eliminate elements that are no longer needed, minimize the addition of new data elements to minimum necessary ones, review CSB business processes so that information is collected in a systematic manner, and support efficient extraction of required data from CSB electronic health record systems whenever this is possible.

4.) **Surveys:** The Department shall ensure that all surveys and requests for data have been reviewed for cost effectiveness and developed through a joint Department and CSB process. The Department shall comply with the Procedures for Approving CSB

Surveys, Questionnaires, and Data Collection Instruments and Establishing Reporting Requirements, reissued by Commissioner James Stewart on March 4, 2011.

5.) **Streamlining Reporting Requirements:** The Department shall work with CSBs through the DMC to review existing reporting requirements including the current CCS to determine if they are still necessary and, if they are, to streamline and reduce the number of portals through which those reporting requirements are submitted as much as possible; to ensure reporting requirements are consistent with the current CCS Extract Specifications and Core Services Taxonomy; and to maximize the interoperability between Department and CSB data bases to support the electronic exchange of information and comprehensive data analysis.

e. **Compliance Requirements:** The Department shall comply with all applicable state and federal statutes and regulations, including those contained or referenced in the CSB Administrative Requirements, as they affect the operation of this contract. Any substantive change in the CSB Administrative Requirements, except changes in statutory, regulatory, policy, or other requirements or in other documents incorporated by reference in it, which changes are made in accordance with processes or procedures associated with those statutes, regulations, policies, or other requirements or documents, shall constitute an amendment of this contract, made in accordance with applicable provisions of the Partnership Agreement, that requires a new contract signature page signed by both parties. If any laws or regulations that become effective after the execution date of this contract substantially change the nature and conditions of this contract, they shall be binding upon the parties, but the parties retain the right to exercise any remedies available to them by law or other provisions of this contract.

The Department and its state hospitals and training centers shall comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the regulations promulgated thereunder by their compliance dates, except where the HIPAA requirements and applicable state law or regulations are contrary and state statutes or regulations are more stringent, as defined in 45 CFR § 160.202, than the related HIPAA requirements. The Department and its state hospitals and training centers shall ensure that any sensitive data, including HIPAA-protected health information, personally identifiable information, and other confidential data, exchanged electronically with CSBs, other providers, or persons meets the requirements in the FIPS 140-2 standard and is encrypted using a method supported by the Department and CSB. The Department will use 256 bit encryption methods that are FIPS 140-2 compliant.

f. **Communication:** The Department shall provide technical assistance and written notification to the CSB regarding changes in funding source requirements, such as regulations, policies, procedures, and interpretations, to the extent that those changes are known to the Department. The Department shall resolve, to the extent practicable, inconsistencies in state agency requirements that affect requirements in this contract. The Department shall provide any information requested by the CSB that is related to performance of or compliance with this contract in a timely manner, considering the type, amount, and availability of the information requested. The Department shall issue new or revised policy, procedure, and guidance documents affecting CSBs via letters, memoranda, or emails from the Commissioner, Deputy Commissioner, or applicable Assistant Commissioner to CSB executive directors and other applicable CSB staff and post these documents in an easily accessible place on its web site within 10 business days of the date on which the documents are issued via letters, memoranda, or emails.

g. **Regional Programs:** The Department may conduct utilization review or management activities involving services provided by the CSB through a regional program. If such activities involve the disclosure of protected health information, personally identifiable information, or other information, the information may be used and disclosed as permitted under 45 CFR §§ 164.506 (c) (1) and (3) and 164.512 (k) (6) (ii)) of the HIPAA regulations and §32.1-127.1:03.D (6) of the Code of Virginia. If the CSB's receipt of state funds as the fiscal agent for a regional program, as defined in the Regional Program Principles and the Regional Program Procedures in Appendices E and F of the current Core Services Taxonomy, including regional DAP, acute inpatient care (LIPOS), or state facility reinvestment project funds, causes it to be out of compliance with the 10 percent local matching funds requirement in § 37.2-509 of the Code of Virginia, the Department shall grant an automatic waiver of that requirement related to the funds for that regional program allocated to the other participating CSBs as authorized by that Code section and State Board Policy 4010.

h. **Peer Review Process:** The Department shall implement a process in collaboration with volunteer CSBs to ensure that at least five percent of community mental health and substance abuse programs receive independent peer reviews annually, per federal requirements and guidelines, to review the quality and appropriateness of services. The Department shall manage this process to ensure that peer reviewers do not monitor their own programs.

i. **Electronic Health Record:** The Department shall implement and maintain an electronic health record in its central office and state hospitals and training centers that has been fully certified and is listed by the Office of the National Coordinator for Health Information Technology - Authorized Testing and Certification Body to improve the quality and accessibility of services, streamline and reduce duplicate reporting and documentation requirements, obtain reimbursement for services, and exchange data with CSBs.

j. **Reviews:** The Department shall review and take appropriate action on audits submitted by the CSB in accordance with the provisions of this contract and the CSB Administrative Requirements. The Department may conduct a periodic, comprehensive administrative and programmatic review of the CSB to evaluate the CSB's compliance with requirements in the contract and CSB Administrative Requirements and the CSB's performance. The Department shall present a report of the review to the CSB and monitor the CSB's implementation of any recommendations in the report.

k. **Department Comments or Recommendations on CSB Operations or Performance:** The Commissioner of the Department may communicate significant issues or concerns about the operations or performance of the CSB to the executive director and CSB board members for their consideration, and the Department agrees to collaborate as appropriate with the executive director and CSB board members as they respond formally to the Department about these issues or concerns.

8. **Subcontracting:** The CSB may subcontract any requirements in this contract. The CSB shall remain fully and solely responsible and accountable for meeting all of its obligations and duties under this contract, including all services, terms, and conditions, without regard to its subcontracting arrangements. Subcontracting shall comply with applicable statutes, regulations, and guidelines, including the Virginia Public Procurement Act. All subcontracted activities shall be formalized in written contracts between the CSB and subcontractors. The CSB agrees to provide copies of contracts or other documents to the Department on request.

A subcontract means a written agreement between the CSB and another party under which the other party performs any of the CSB's obligations. Subcontracts, unless the context or situation supports a different interpretation or meaning, also may include agreements, memoranda of understanding, purchase orders, contracts, or other similar documents for the purchase of services or goods by the CSB from another organization or agency or a person on behalf of an individual. If the CSB hires an individual not as an employee but as a contractor (e.g., a part-time psychiatrist) to work in its programs, this does not constitute subcontracting under this section. CSB payments for rent or room and board in a non-licensed facility (e.g., rent subsidies or a hotel room) do not constitute subcontracting under this section, and the provisions of this section, except for compliance with the Human Rights regulations, do not apply to the purchase of a service for one individual.

a. **Subcontracts:** The written subcontract shall, as applicable and at a minimum, state the activities to be performed, the time schedule and duration, the policies and requirements, including data reporting, applicable to the subcontractor, the maximum amount of money for which the CSB may become obligated, and the manner in which the subcontractor will be compensated, including payment time frames. Subcontracts shall not contain provisions that require a subcontractor to make payments or contributions to the CSB as a condition of doing business with the CSB.

b. **Subcontractor Compliance:** The CSB shall require that its subcontractors comply with the requirements of all applicable federal and state statutes, regulations, policies, and reporting requirements that affect or are applicable to the services included in this contract. The CSB shall require that its subcontractors submit to the CSB all required CCS 3 data on individuals they served and services they delivered in the applicable format so that the CSB can include this data in its CCS 3 submissions to the Department. The CSB shall require that any agency, organization, or person with which it intends to subcontract services that are included in this contract is fully qualified and possesses and maintains current all necessary licenses or certifications from the Department and other applicable regulatory entities before it enters into the subcontract and places individuals in the subcontracted service. The CSB shall require all subcontractors that provide services to individuals and are licensed by the Department to maintain compliance with the Human Rights Regulations adopted by the State Board.

   The CSB shall, to the greatest extent practicable, require all other subcontractors that provide services purchased by the CSB for individuals and are not licensed by the Department to develop and implement policies and procedures that comply with the CSB's human rights policies and procedures or to allow the CSB to handle allegations of human rights violations on behalf of individuals served by the CSB who are receiving services from such subcontractors. When it funds providers such as family members, neighbors, individuals receiving services, or others to serve individuals, the CSB may comply with these requirements on behalf of those providers, if both parties agree.

c. **Subcontractor Dispute Resolution:** The CSB shall include contract dispute resolution procedures in its contracts with subcontractors.

d. **Quality Improvement Activities:** The CSB shall, to the extent practicable, incorporate specific language in its subcontracts regarding the quality improvement activities of subcontractors. Each vendor that subcontracts with the CSB should have its own quality improvement system in place or participate in the CSB's quality improvement program.

9. Terms and Conditions

a. Availability of Funds: The Department and the CSB shall be bound by the provisions of this contract only to the extent of the funds available or that may hereafter become available for the purposes of the contract.

b. Compliance: The Department may utilize a variety of remedies, including requiring a corrective action plan, delaying payments, reducing allocations or payments, and terminating the contract, to assure CSB compliance with this contract. Specific remedies, described in Exhibit I of this contract, may be taken if the CSB fails to satisfy the reporting requirements in this contract.

c. Disputes: Resolution of disputes arising from Department contract compliance review and performance management efforts or from actions by the CSB related to this contract may be pursued through the dispute resolution process in section 9.f, which may be used to appeal only the following conditions:

1.) reduction or withdrawal of state general or federal funds, unless funds for this activity are withdrawn by action of the General Assembly or federal government or by adjustment of allocations or payments pursuant to section 5 of this contract;

2.) termination or suspension of the contract, unless funding is no longer available;

3.) refusal to negotiate or execute a contract modification;

4.) disputes arising over interpretation or precedence of terms, conditions, or scope of the contract; or

5.) determination that an expenditure is not allowable under this contract.

d. Termination

1.) The Department may terminate this contract immediately, in whole or in part, at any time during the contract period if funds for this activity are withdrawn or not appropriated by the General Assembly or are not provided by the federal government. In this situation, the obligations of the Department and the CSB under this contract shall cease immediately. The CSB and Department shall make all reasonable efforts to ameliorate any negative consequences or effects of contract termination on individuals receiving services and CSB staff.

2.) The CSB may terminate this contract immediately, in whole or in part, at any time during the contract period if funds for this activity are withdrawn or not appropriated by its local government(s) or other funding sources. In this situation, the obligations of the CSB and the Department under this contract shall cease immediately. The CSB and Department shall make all reasonable efforts to ameliorate any negative consequences or effects of contract termination on individuals receiving services and CSB staff.

3.) In accordance with § 37.2-508 or § 37.2-608 of the Code of Virginia, the Department may terminate all or a portion of this contract, after unsuccessful use of the remediation process described in section 9.e and after affording the CSB an adequate opportunity to use the dispute resolution process described in section 9.f of this contract. A written notice specifying the cause shall be delivered to the CSB's board chairperson and executive director at least 75 days prior to the date of actual termination of the contract. In the event of contract termination under these circumstances, only payment for allowable services rendered by the CSB shall be made by the Department.

e. **Remediation Process:** The remediation process mentioned in § 37.2-508 or § 37.2-608 of the Code of Virginia is an informal procedure that shall be used by the Department and the CSB to address a particular situation or condition identified by the Department or the CSB that may, if unresolved, result in termination of the contract, in whole or in part, in accordance with the provisions of section 9.d of this contract. The details of this remediation process shall be developed by the parties and added as an exhibit of this contract. This exhibit shall describe the situation or condition and include the performance measures that shall document a satisfactory resolution of the situation or condition.

f. **Dispute Resolution Process:** Disputes arising from any of the conditions in section 9.c of this contract shall be resolved using the following process.

1.) Within 15 days of the CSB's identification or receipt of a disputable action taken by the Department or of the Department's identification or receipt of a disputable action taken by the CSB, the party seeking resolution of the dispute shall submit a written notice to the Department's Director of Community Contracting, stating its desire to use the dispute resolution process. The written notice must describe the condition, nature, and details of the dispute and the relief sought by the party.

2.) The Director of Community Contracting shall review the written notice and determine if the dispute falls within the conditions listed in section 9.c. If it does not, the Director of Community Contracting shall notify the party in writing within seven days of receipt of the written notice that the dispute is not subject to this dispute resolution process. The party may appeal this determination to the Commissioner in writing within seven days of its receipt of the Director's written notification.

3.) If the dispute falls within the conditions listed in section 9.c, the Director of Community Contracting shall notify the party within seven days of receipt of the written notice that a panel will be appointed within 15 days to conduct an administrative hearing.

4.) Within 15 days of notification to the party, a panel of three or five disinterested persons shall be appointed to hear the dispute. The CSB shall appoint one or two members; the Commissioner shall appoint one or two members; and the appointed members shall appoint the third or fifth member. Each panel member will be informed of the nature of the dispute and be required to sign a statement indicating that he has no interest in the dispute. Any person with an interest in the dispute shall be relieved of panel responsibilities and another person shall be selected as a panel member.

5.) The Director of Community Contracting will contact the parties by telephone and arrange for a panel hearing at a mutually convenient time, date, and place. The panel hearing shall be scheduled not more than 15 days after the appointment of panel members. Confirmation of the time, date, and place of the hearing will be communicated to all parties at least seven days in advance of the hearing.

6.) The panel members shall elect a chairman and the chairman shall convene the panel. The party requesting the panel hearing shall present evidence first, followed by the presentation of the other party. The burden shall be on the party requesting the panel hearing to establish that the disputed decision or action was incorrect and to present the basis in law, regulation, or policy for its assertion. The panel may hear rebuttal evidence after the initial presentations by the CSB and the Department. The panel may question either party in order to obtain a clear understanding of the facts.

7.) Subject to provisions of the Freedom of Information Act, the panel shall convene in closed session at the end of the hearing and shall issue written recommended findings of

fact within seven days of the hearing. The recommended findings of fact shall be submitted to the Commissioner for a final decision.

8.) The findings of fact shall be final and conclusive and shall not be set aside by the Commissioner unless they are (1) fraudulent, arbitrary, or capricious; (2) so grossly erroneous as to imply bad faith; (3) in the case of termination of the contract due to failure to perform, the criteria for performance measurement are found to be erroneous, arbitrary, or capricious; or (4) not within the CSB's purview.

9.) The final decision shall be sent by certified mail to both parties no later than 60 days after receipt of the written notice from the party invoking the dispute resolution process.

10.) Multiple appeal notices shall be handled independently and sequentially so that an initial appeal will not be delayed by a second appeal.

11.) The CSB or the Department may seek judicial review of the final decision to terminate or suspend the contract in the Circuit Court for the City of Richmond within 30 days of receipt of the final decision.

g. **Contract Amendment:** This contract, including all exhibits and incorporated documents, constitutes the entire agreement between the Department and the CSB. The services identified in Exhibit A of this contract may be revised in accordance with the performance contract revision instructions contained in Exhibit E of this contract. Other provisions of this contract may be amended only by mutual agreement of the parties, in writing and signed by the parties hereto.

h. **Liability:** The CSB shall defend or compromise, as appropriate, all claims, suits, actions, or proceedings arising from its performance of this contract. The CSB shall obtain and maintain sufficient liability insurance to cover claims for bodily injury and property damage and suitable administrative or directors and officers liability insurance. The CSB may discharge these responsibilities by means of a proper and sufficient self-insurance program operated by the state or a city or county government. The CSB shall provide a copy of any policy or program to the Department upon request. This contract is not intended to and does not create by implication or otherwise any basis for any claim or cause of action by a person or entity not a party to this contract arising out of any claimed violation of any provision of this contract, nor does it create any claim or right on behalf of any person to services or benefits from the CSB or the Department.

i. **Constitution of the CSB:** The resolutions or ordinances currently in effect that were enacted by the governing body or bodies of the local government or governments to establish the CSB are consistent with applicable statutory requirements in §§ 37.2-500, 37.2-501, and 37.2-502 or §§ 37.2-601, 37.2-602, and 37.2-603 of the Code of Virginia and accurately reflect the current purpose, roles and responsibilities, local government membership, number and type of CSB board member appointments from each locality, the CSB's relationship with its local government or governments, and the name of the CSB.

j. **Severability:** Each paragraph and provision of this contract is severable from the entire contract, and the remaining provisions shall nevertheless remain in full force and effect if any provision is declared invalid or unenforceable.

10. Signatures: In witness thereof, the Department and the CSB have caused this performance contract to be executed by the following duly authorized officials.

Virginia Department of Behavioral Health And Developmental Services

Colonial Behavioral Health

CSB

By: _____

Name: Jack W. Barber, M.D.
Title: Interim Commissioner

Date: _____

By: Charles R. McAdams

Name: Charles McAdams
Title: CSB Chairperson

Date: June 7, 2016

By: David Coe

Name: David Coe
Title: CSB Executive Director

Date: June 7, 2016

FY 2017 Community Services Performance Contract

FY 2017 Exhibit A: Resources and Services

Colonial Behavioral Health

Consolidated Budget (Pages AF-3 through AF-8)				
Funding Sources	Mental Health Services	Developmental Services	Substance Abuse Services	TOTAL
State Funds	3,864,124	258,351	1,292,934	5,415,409
Local Matching Funds	863,473	1,519,657	0	2,383,130
Total Fees	2,881,809	2,558,996	311,930	5,752,735
Transfer Fees In/(Out)	-188,584	242,959	-54,375	0
Federal Funds	84,934	0	419,320	504,254
Other Funds	791,440	32,635	128,069	952,144
State Retained Earnings	144,887	103,714	151,399	400,000
Federal Retained Earnings	0		0	0
Other Retained Earnings	0	0	0	0
Subtotal Ongoing Funds	**8,442,083**	**4,716,312**	**2,249,277**	**15,407,672**
State Funds One-Time	0		0	0
Federal Funds One-Time	0		0	0
Subtotal One -Time Funds	**0**	**0**	**0**	**0**
TOTAL ALL FUNDS	**8,442,083**	**4,716,312**	**2,249,277**	**15,407,672**

Cost for MH/DV/SA Services	**6,437,100**	**4,671,680**	**2,134,000**	**13,242,780**
			Cost for Emergency Services (AP-4)	**1,546,392**
			Cost for Ancillary Services (AP-4)	**618,500**
			Total	**15,407,672**

Local Match Computation	
Total State Funds	5,415,409
Total Local Matching Funds	2,383,130
Total State and Local Funds	7,798,539
Total Local Match % (Local/Total State + Local)	**30.56%**

CSB Administrative Expenses	
Total Admin. Expenses	1,396,285
Total Expenses	15,407,672
Administrative Percent	**9.06%**

FY2017 Community Services Performance Contract

Exhibit A: Resources and Services

Colonial Behavioral Health

Financial Comments

Comment1	MH Other Funds: Wmsbg Comm Health Found - $434,539; Other Misc - $356,901
Comment2	
Comment3	
Comment4	
Comment5	
Comment6	
Comment7	
Comment8	
Comment9	
Comment10	
Comment11	
Comment12	
Comment13	
Comment14	
Comment15	
Comment16	
Comment17	
Comment18	
Comment19	
Comment20	
Comment21	
Comment22	
Comment23	
Comment24	
Comment25	

FY 2017 Community Services Performance Contract Financial Summary

Exhibit A: Resources and Services

Mental Health (MH) Services

Colonial Behavioral Health

Funding Sources	Funds
FEES	
MH Medicaid Fees	1,910,506
MH Fees: Other	971,303
Total MH Fees	2,881,809
MH Transfer Fees In/(Out)	-188,584
MH Net Fees	2,693,225
FEDERAL FUNDS	
MH FBG SED Child & Adolescent (93.958)	37,282
MH FBG Young Adult SMI (93.958)	0
MH FBG SMI (93.958)	11,574
MH FBG SMI PACT (93.958)	0
MH FBG SMI SWVBH Board (93.958)	0
Total MH FBG SMI Funds	11,574
MH FBG Geriatrics (93.958)	0
MH FBG Peer Services (93.958)	0
Total MH FBG Adult Funds	11,574
MH Federal PATH (93.150)	0
MH Federal CABHI (93.243)	
Federal CCBHC (93.829)	36,078
MH Other Federal - DBHDS	0
MH Other Federal - CSB	0
Total MH Federal Funds	84,934
STATE FUNDS	
Regional Funds	
MH Acute Care (Fiscal Agent)	0
MH Acute Care Transfer In/(Out)	0
MH Net Acute Care - Restricted	0
MH Regional DAP (Fiscal Agent)	0
MH Regional DAP Transfer In/(Out)	80,951
MH Net Regional DAP - Restricted	80,951
MH Regional Residential DAP - Restricted	0
MH Crisis Stabilization (Fiscal Agent)	0
MH Crisis Stabilization - Transfer In/(Out)	0
Total Net MH Crisis Stabilization - Restricted	0

FY 2017 Community Services Performance Contract Financial Summary

Exhibit A: Resources and Services

Mental Health (MH) Services

Colonial Behavioral Health

Funding Sources	Funds
MH Recovery (Fiscal Agent)	0
MH Other Merged Regional Funds (Fiscal Agent)	616,110
MH Total Regional Transfer In/(Out)	0
Total MH Net Unrestricted Regional State Funds	616,110
Total MH Net Regional State Funds	697,061
Children State Funds	
MH Child & Adolescent Services Initiative	77,465
MH Children's Outpatient	75,000
Total MH Restricted Children's Funds	152,465
MH State Children's Services	25,000
MH Juvenile Detention	111,724
MH Demo Proj-System of Care (Child)	0
Total MH Unrestricted Children's Funds	136,724
MH Crisis Response & Child Psychiatry (Fiscal Agent)	0
MH Crisis Response & Child Psychiatry Transfer In/(Out)	117,389
Total MH Net Restricted Crisis Response & Child Psychiatry	117,389
Total State MH Children's Funds (Restricted for Children)	406,578
Other State Funds	
MH Law Reform	265,194
MH Pharmacy - Medication Supports	127,464
MH Jail Diversion Services	0
MH Adult Outpatient Competency Restoration Srvs	0
MH CIT-Assessment Sites	360,336
MH Expand Telepsychiatry Capacity	14,148
MH Young Adult SMI	0
MH PACT	0
MH PACT - Forensic Enhancement	0
MH PSH - CABHI	0
MH Permenant Supportive Housing (Non-CABHI)	0
CCBHC - State Portion	0
MH Expanded Community Capacity (Fiscal Agent)	0
MH Expanded Community Capacity Transfer In/(Out)	134,712
Total MH Net Expanded Community Capacity	134,712
MH First Aid and Suicide Prevention (Fiscal Agent)	0
MH First Aid and Suicide Prevention Transfer In/(Out)	0
Total MH Net First Aid and Suicide Prevention	0
Total MH Restricted Other State Funds	901,854

FY 2017 Community Services Performance Contract Financial Summary

Exhibit A: Resources and Services

Mental Health (MH) Services

Colonial Behavioral Health

Funding Sources	Funds
MH State Funds	1,858,631
MH State Regional Deaf Services	0
MH State NGRI	0
MH Geriatrics Services	0
Total MH Unrestricted Other State Funds	1,858,631
Total MH Other State Funds	2,760,485
TOTAL MH STATE FUNDS	3,864,124
OTHER FUNDS	
MH Other Funds	791,440
MH Federal Retained Earnings	0
MH State Retained Earnings	144,887
MH State Retained Earnings - Regional Prog	0
MH Other Retained Earnings	0
Total MH Other Funds	936,327
LOCAL MATCHING FUNDS	
MH Local Government Appropriations	863,473
MH Philanthropic Cash Contributions	0
MH In-Kind Contributions	0
MH Local Interest Revenue	0
Total MH Local Matching Funds	863,473
Total MH Funds	8,442,083
MH ONE TIME FUNDS	
MH FBG SMI (93.958)	0
MH FBG SED Child & Adolescent (93.958)	0
MH FBG Peer Services (93.958)	0
MH State Funds	0
Total One Time MH Funds	0
Total MH All Funds	8,442,083

FY 2017 Community Services Performance Contract Financial Summary

Exhibit A: Resources and Services

Developmental Services (DV)
Colonial Behavioral Health

Funding Sources	Funds
FEES	
DV Other Medicaid Fees	2,558,396
DV Medicaid ICF/ID	0
DV Fees: Other	600
Total DV Fees	2,558,996
DV Transfer Fees In/(Out)	242,959
DV NET FEES	2,801,955
FEDERAL FUNDS	
DV Other Federal - DBHDS	0
DV Other Federal - CSB	0
Total DV Federal Funds	0
STATE FUNDS	
DV State Funds	258,351
DV OBRA	0
Total DV Unrestricted State Funds	258,351
DV Rental Subsidies	0
DV Crisis Stabilization (Fiscal Agent)	0
DV Crisis Stabilization Transfer In(Out)	0
DV Net Crisis Stabilization	0
DV Crisis Stabilization-Children (Fiscal Agent)	0
DV Crisis Stabilization-Children Transfer In(Out)	0
DV Net Crisis Stabilization -Children	0
Total DV Restricted State Funds	0
Total DV State Funds	258,351
OTHER FUNDS	
DV Workshop Sales	0
DV Other Funds	32,635
DV State Retained Earnings	103,714
DV State Retained Earnings-Regional Prog	0
DV Other Retained Earnings	0
Total DV Other Funds	136,349
LOCAL MATCHING FUNDS	
DV Local Government Appropriations	1,519,657
DV Philanthropic Cash Contributions	0
DV In-Kind Contributions	0
DV Local Interest Revenue	0
Total DV Local Matching Funds	1,519,657
Total DV Funds	**4,716,312**

Report Date 6/20/2016

FY 2017 Community Services Performance Contract Financial Summary

Exhibit A: Resources and Services

Substance Abuse (SA) Services

Colonial Behavioral Health

Funding Sources	Funds
FEES	
SA Medicaid Fees	40,793
SA Fees: Other	271,137
Total SA Fees	311,930
SA Transfer Fees In/(Out)	-54,375
SA NET FEES	257,555
FEDERAL FUNDS	
SA FBG Alcohol/Drug Trmt (93.959)	107,337
SA FBG SARPOS (93.959)	17,436
SA FBG Jail Services (93.959)	0
SA FBG Co-Occurring (93.959)	18,111
SA FBG New Directions (93.959)	0
SA FBG Recovery (93.959)	0
Total SA FBG A/D Trmt Funds	142,884
SA FBG Women (includes LINK at 6 CSBs) (93.959)	159,253
SA FBG Prevention-Women (LINK) (93.959)	0
Total SA FBG Women	159,253
SA FBG Prevention (93.959)	117,183
SA FBG Prev-Family Wellness (93.959)	0
Total SA FBG Prevention	117,183
SA Federal CABHI (93.243)	0
SA Federal Strategic Prevention (93.243)	0
SA Other Federal - DBHDS	0
SA Other Federal - CSB	0
TOTAL SA FEDERAL FUNDS	419,320
STATE FUNDS	
Regional Funds	
SA Facility Reinvestment (Fiscal Agent)	0
SA Facility Reinvestment Transfer In/(Out)	0
SA Net Facility Reinvestment	0
Other State Funds	
SA Women (includes LINK at 4 CSBs) (Restricted)	600
SA Recovery Employment	0
SA Peer Support Recovery	0
Total SA Restricted Other State Funds	600

FY 2017 Community Services Performance Contract Financial Summary

Exhibit A: Resources and Services

Substance Abuse (SA) Services

Colonial Behavioral Health

Funding Sources	Funds
SA State Funds	990,480
SA Region V Residential	68,733
SA Jail Services/Juv Detention	0
SA MAT - Medically Assisted Treatment	0
SA SARPOS	33,121
SA Recovery	200,000
SA HIV/AIDS	0
Total SA Unrestricted Other State Funds	1,292,334
Total SA Other State Funds	1,292,934
TOTAL SA STATE FUNDS	1,292,934
OTHER FUNDS	
SA Other Funds	128,069
SA Federal Retained Earnings	0
SA State Retained Earnings	151,399
SA State Retained Earnings-Regional Prog	0
SA Other Retained Earnings	0
Total SA Other Funds	279,468
LOCAL MATCHING FUNDS	
SA Local Government Appropriations	0
SA Philanthropic Cash Contributions	0
SA In-Kind Contributions	0
SA Local Interest Revenue	0
Total SA Local Matching Funds	0
Total SA Funds	2,249,277
SA ONE-TIME FUNDS	
SA FBG Alcohol/Drug Trmt (93.959)	0
SA FBG Women (includes LINK-6 CSBs) (93.959)	0
SA FBG Prevention (93.959)	0
SA State Funds	0
Total SA One-Time Funds	0
Total All SA Funds	2,249,277

FY 2017 Community Services Performance Contract

Local Government Tax Appropriations

Colonial Behavioral Health

City/County	Tax Appropriation
Williamsburg City	242,111
Poquoson City	180,396
York County	783,300
James City County	1,177,323
Total Local Government Tax Funds:	2,383,130

FY 2017 Community Services Performance Contract

FY 2017 Exhibit A: Resources and Services

Supplemental Information

Reconciliation of Projected Revenues and Utilization Data Core Services Costs by Program Area

Colonial Behavioral Health

	MH Services	DV Services	SA Services	Emergency Services	Ancillary Services	Total
Total All Funds (Page AF-1)	8,442,083	4,716,312	2,249,277	[redacted]		15,407,672
Cost for MH, DV, SA, Emergency, and Ancillary Services (Page AF-1)	6,437,100	4,671,680	2,134,000	1,546,392	618,500	15,407,672
Difference	2,004,983	44,632	115,277	-1,546,392	-618,500	0

Difference results from

Other: 0

Explanation of Other in Table Above:

FY 2017 Community Services Performance Contract

FY 2017 Exhibit A: Resources and Services

CSB 100 Mental Health Services

Colonial Behavioral Health

Report for Form 11

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
310 Outpatient Services	15.65 FTEs	2000	$3,302,000
320 Case Management Services	15.8 FTEs	500	$1,615,000
420 Ambulatory Crisis Stabilization Services	1 Slots	15	$32,100
425 Mental Health Rehabilitation	40 Slots	65	$494,000
551 Supervised Residential Services	1 Beds	2	$78,500
581 Supportive Residential Services	7.5 FTEs	95	$899,500
610 Prevention Services	0.15 FTEs		$16,000
	Totals	**2,677**	**$6,437,100**

FY 2017 Community Services Performance Contract

FY 2017 Exhibit A: Resources and Services

CSB 200 Developmental Services

Colonial Behavioral Health

Report for Form 21

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
310 Outpatient Services	0.02 FTEs	5	$1,500
320 Case Management Services	9.5 FTEs	200	$831,500
425 Developmental Habilitation	45 Slots	60	$1,815,000
551 Supervised Residential Services	12 Beds	12	$1,935,000
581 Supportive Residential Services	0.27 FTEs	5	$26,000
610 Prevention Services	0 FTEs		$62,680
Totals		**282**	**$4,671,680**

FY 2017 Community Services Performance Contract

FY 2017 Exhibit A: Resources and Services

CSB 300 Substance Abuse Services

Colonial Behavioral Health

Report for Form 31

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
310 Outpatient Services	5.5 FTEs	600	$1,096,000
313 Intensive Outpatient Services	3.5 FTEs	140	$679,000
320 Case Management Services	1 FTEs	30	$93,000
501 Highly Intensive Residential Services (Medically Managed Withdrawal Services)	1 Beds	4	$26,000
521 Intensive Residential Services	1 Beds	8	$47,000
610 Prevention Services	1.5 FTEs		$193,000
Totals		**782**	**$2,134,000**

FY 2017 Community Services Performance Contract

FY 2017 Exhibit A: Resources and Services

CSB 400 Emergency and Ancillary Services

Colonial Behavioral Health

Report for Form 01

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
100 Emergency Services	9 FTEs	1750	$1,546,392
318 Motivational Treatment Services	0.75 FTEs	75	$40,000
390 Consumer Monitoring Services	0.5 FTEs	40	$33,000
720 Assessment and Evaluation Services	2 FTEs	500	$411,000
620 Early Intervention Services	0.07 FTEs	30	$11,000
730 Consumer Run Services (No. Individuals Served)			$123,500
	Totals	**2,395**	**$2,164,892**

FY 2017 Community Services Performance Contract

Table 1: Board of Directors Membership Characteristics

Name of CSB:	Colonial Behavioral Health
Total Appointments:	15
Vacancies:	0
Filled Appointments:	15
Number of Individuals Who Previously Receives Services:	2
Number of Individuals Currently Receiving Services:	1
Number of Family Members:	8

FY 2017 Community Services Performance Contract

Exhibit D: CSB Board of Directors Membership List

Colonial Behavioral Health

Name	Address	Phone Number	Start Date	End Date	Term No.
Alfred Brassel	115 Waterman's Way Yorktown,VA 23692	(757) 890-2518	7/1/2015	6/30/2018	1
Hazel Braxton	128 Braxton Court Williamsbug,VA 23185	(757) 229-6208	7/1/2015	6/30/2018	1
Mary Diggs	256-O Hunts Neck Road Poquoson,VA 23662	(757) 868-4773	7/1/2014	6/30/2017	2
Kenneth Drees	P.O. Box 532 Yorktown,VA 23692	(757) 890-4108	7/1/2015	6/30/2018	3
Lynda Dunnigan	366 Elmwood Lane Williamsburg,VA 23188	(757) 565-3660	7/1/2016	6/30/2019	2
Baljit Gill	128 Chinquapin Orchard Yorktown,VA 23693	(757) 868-6714	7/1/2015	6/30/2018	1
June Hagee	27 Whittaker's Mill Road Williamsburg,VA 23185	(757) 220-2565	7/1/2016	6/30/2019	2
William Karaktin	105 Michael Place Yorktown,VA 23692	(757) 875-9613	7/1/2015	6/30/2018	3
John Kuplinski	9320 Merimac Trail Williamsburg,VA 23185	(757) 820-3901	7/1/2016	6/30/2016	2
Charles McAdams	103 Royal Grant Drive Williamsburg,VA 23185	(757) 220-8943	7/1/2015	6/30/2018	3
Sue Mellen	101F Mounts Bay Road Williamsburg,VA 23188	(757) 253-6638	7/1/2015	6/30/2018	1
Stella Quinn	11 Willis Court Poquoson,VA 23662	(757) 816-1620	7/1/2015	6/30/2018	1
Rebecca Vinroot	5249 Olde Towne Road Williamsburg,VA 23188	(757) 259-3104	7/1/2016	6/30/2019	2
Talbot Vivian	108 Shamrock Avenue Yorktown,VA 23693	(757) 873-0806	7/1/2014	6/30/2017	1
Peter Walentisch	401 Lafayette Street Williamsburg,VA 23185	(757) 220-6166	7/1/2014	6/30/2017	2

FY 2017 Community Services Performance Contract

Table 2: Board Management Salary Costs

Name of CSB: **Colonial Behavioral Health** **FY2017**

Table 2a: Management Position Title	FY 2017 Beginning	Salary Range Ending	Budgeted Tot. Salary Cost	Tenure (yrs)
Executive Director	$99,999,999.00	$99,999,999.00	$170,810.00	9.00

Table 2: Integrated Behavioral and Primary Health Care Questions

1. Is the CSB participating in a partnership with a federally qualified health center, free clinic, or local health department to integrate the provision of behavioral health and primary health care?

Yes

2. If yes, who is the partner?

- ☑ a federally qualified health center
  - Name: Olde Towne Medical Center
- ☑ a free clinic
  - Name: Lackey Free Clinic; Angels of Mercy Free Clinic
- ☐ a local health department, or
  - Name:
- ☐ another organization
  - Name:

3. Where is primary health (medical) care provided?

- ☐ on-site in a CSB program,
- ☑ on-site at the primary health care provider, or
- ☐ another site --specify:

4. Where is behavioral health care provided?

- ☑ on-site in a CSB program,
- ☑ on-site at the primary health care provider, or
- ☐ another site --specify:

FY 2017 Community Services Performance Contract

Colonial Behavioral Health

Table 2: Board Management Salary Costs

Explanations for Table 2a

Table 2b: Community Service Board Employees

1.	2.	3.	4.	5.	6.	7.
No. of FTE CSB Employees	MH	DEV	SA	SAOPA	ADMIN	TOTAL
Consumer Service FTEs	58.00	61.20	12.40	18.20		149.80
Peer Staff Service FTEs	0.00	0.00	0.00	1.00		1.00
Support Staff FTEs	17.05	17.99	3.63	5.33	9.00	53.00
TOTAL FTE CSB Employees	75.05	79.19	16.03	24.53	9.00	203.80

CITY OF POQUOSON
Office of the City Manager
J. Randall Wheeler
500 City Hall Avenue, Poquoson, Virginia 23662-1996
(757)868-3000 Fax (757)868-3101

July 25, 2016

To: City Council

From: City Manager

Subject: **Resolution Approving The First Amendment To The Restated Cooperative Service Agreement With The Virginia Peninsula Regional Jail Authority**

Presented for consideration is a resolution approving the First Amendment To The Restated Cooperative Service Agreement by and between the Virginia Peninsula Regional Jail Authority and the counties of York and James City and the cities of Poquoson and Williamsburg. This proposed amendment sets forth the payment requirements for each locality.

The Agreement has been read and approved by the City Attorney.

JRW/ei

RESOLUTION NO. _____

RESOLUTION APPROVING THE FIRST AMENDMENT TO THE RESTATED COOPERATIVE SERVICE AGREEMENT WITH THE VIRGINIA PENINSULA REGIONAL JAIL AUTHORITY

WHEREAS, pursuant to Article 3.1, Title 53.1 of the Code of Virginia (1950), as amended the City of Poquoson, City of Williamsburg, York County and James City County each adopted resolutions creating the Virginia Peninsula Regional Jail Authority for the purpose of financing, acquiring, constructing and equipping a regional jail facility, and providing for its ongoing operation and maintenance for the benefit of the Member Jurisdictions; and

WHEREAS, the parties entered into a Cooperative Service Agreement dated as of November 14, 1994, a First Amendment to Cooperative Service Agreement dated as of March 1, 1995, an Amended and Restated Cooperative Service Agreement dated as of August 1, 1995, a First Amendment to Amended and Restated Cooperative Service Agreement dated as of September 15, 2005, a Second Amendment to Amended and Restated Cooperative Service Agreement dated as of June 1, 2006 and a Restatement of the Amended and Restated Cooperative Service Agreement dated September 17, 2009 (together the "Service Agreement") providing for the financing, construction and operation of the Virginia Peninsula Regional Jail; and

WHEREAS, the parties have determined that it is desirable to amend the Service Agreement as stated in the First Amendment to Restated Cooperative Service Agreement as attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Poquoson, Virginia:

Section 1: That the First Amendment to the Restated Cooperative Service Agreement by and among the Virginia Peninsula Regional Jail Authority and the County of James City, the County of York, the City of Poquoson and the City of Williamsburg is hereby approved and the City Manager is authorized to sign said Agreement on behalf of the City.

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk

FIRST AMENDMENT TO RESTATED COOPERATIVE SERVICE AGREEMENT

THIS FIRST AMENDMENT TO RESTATED COOPERATIVE SERVICE AGREEMENT is made as of _____, 2016, by and among the VIRGINIA PENINSULA REGIONAL JAIL AUTHORITY (the "AUTHORITY"), the COUNTY OF JAMES CITY, the COUNTY OF YORK, the CITY OF POQUOSON and the CITY OF WILLIAMSBURG; each of which is a political subdivision of the Commonwealth of Virginia.

RECITALS

A. The parties hereto entered into a Cooperative Service Agreement dated as of November 14, 1994, a First Amendment to Cooperative Service Agreement dated as of March 1, 1995, an Amended and Restated Cooperative Service Agreement dated as of August 1, 1995, a First Amendment to Amended and Restated Cooperative Service Agreement dated as of September 15, 2005, a Second Amendment to Amended and Restated Cooperative Service Agreement dated as of June 1, 2006 and a Restatement of the Amended and Restated Cooperative Service Agreement dated September 17, 2009 (together, the "Service Agreement") providing for the financing, construction and operation of the Virginia Peninsula Regional Jail.

B. The parties have determined that it is desirable to amend the Service Agreement as set forth below.

NOW, THEREFORE, for valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. The second paragraph of Section 4.1 (a) of the Service Agreement is hereby amended to read as follows:

Each Member Jurisdiction shall pay to the Authority the applicable Member Jurisdiction

Charge in equal bi-monthly installments paid in advance. The Authority shall invoice the Member Jurisdiction Charge due from each Member Jurisdiction on a bi-monthly basis. The invoice for July and August of each Fiscal Year shall be issued no earlier than July 1 of the Fiscal Year and thereafter during the balance of the Fiscal Year invoices shall be issued during the month immediately preceding the two month billing period. For example, the invoice for September and October will be issued in August. Per Diem Charges shall be invoiced on an annual basis in arrears. The Member Jurisdiction Charge and any Per Diem Charge shall be due and payable to the Authority no later than the fifteenth day of the month following the month in which the invoice was issued and if not paid when due shall bear interest at the rate of 3/4% per month until paid; provided, however, that this provision shall not apply in instances where state law prescribes some other due date or late payment charge.

6. Except as amended hereby, the Service Agreement shall remain unchanged and in full force and effect.

[signatures appear on the following page]

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed as of the date above written.

VIRGINIA PENINSULA REGIONAL JAIL AUTHORITY

BY: _____
CHAIRMAN

COUNTY OF JAMES CITY

BY: _____
COUNTY ADMINISTRATOR

COUNTY OF YORK

BY: _____
COUNTY ADMINISTRATOR

CITY OF POQUOSON

BY: _____
CITY MANAGER

CITY OF WILLIAMSBURG

BY: _____
CITY MANAGER

CITY OF POQUOSON
Office of the City Manager
J. Randall Wheeler
500 City Hall Avenue, Poquoson, Virginia 23662-1996
(757)868-3000 Fax (757)868-3101

July 25, 2016

To: City Council

From: City Manager

Subject: **Resolution Making Reappointments To The Wetlands Board**

A request has been received from Mr. William Clarke who has served on the Wetlands Board since June 1991 that his membership be changed to that of an alternate member and that his full time membership be filled by alternate member Sally Smith. Ms. Smith has agreed to this change in membership status.

A resolution making these changes is presented for your consideration.

JFW/ei

RESOLUTION NO. ____

RESOLUTION MAKING REAPPOINTMENTS TO THE WETLANDS BOARD

Whereas, William H. Clarke has served as a regular member of the Wetlands Board since June 1991 and has requested that his membership be changed to that of an alternate member; and

Whereas, Sally A. Smith has served as an alternate member of the Wetlands Board since February 2006 and has expressed her desire to serve as a regular member thus exchanging places with Mr. Clarke.

NOW THEREFORE BE IT RESOLVED by the Council of the City of Poquoson, Virginia:

Section 1: That the suggested changes in the membership of the Wetlands Board have been thoroughly and carefully considered and approved as follows:

	Names		**Terms Expire**
1.	Sally A. Smith	(regular member)	February 28, 2021
2.	William H. Clarke	(alternate member)	June 30, 2017

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk

CITY OF POQUOSON

FINANCE DEPARTMENT 500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996

July 25, 2016

TO: City Council

THROUGH: Randy Wheeler, City Manager

FROM: Theresa Owens, Finance Director

SUBJECT: **Ordinance Making Additional Appropriations and Transfers for FY 2016**

- The Police Department has received an additional $41,783 in federal asset forfeiture funds. Use of the funds will be spent in the Police Department in accordance with the asset forfeiture guidelines which require the funds to be used to enhance law enforcement capabilities of the Police Department and include a provision for supplanting.

- The Police Department received the Byrne Justice Assistance Grant through the Virginia Department of Criminal Justice Services for the purchase of law enforcement equipment. This ordinance appropriates the grant funds of $1,435 used in fiscal year 2016 for the grant purpose.

- The Seafood Festival collected $10,367 of additional unbudgeted revenue for the 2015 Seafood Festival. This ordinance appropriates the revenue to the Seafood Festival.

- The Virginia Department of Elections has reimbursed the City $6,423 for a portion of the expenses associated with the presidential primary. This ordinance appropriates the reimbursement received.

- Drakes Landing Subdivision and Victory Cove Subdivision paid $7,216 for a total of 7 street lights to be installed. This ordinance appropriates the funding to pay for the installation of the street lights.

- The City received an additional $100,520 in highway maintenance funding that was not budgeted. This additional funding will be used for ditch piping. This ordinance appropriates the funds in the Capital Projects Fund for this purpose.

- The City closed on the 2016 bonds June 22, 2016. Since this occurred in FY 2016, the appropriation for the issuance needs to be reflected in the FY 2016 budget and financial statement. This ordinance appropriates the bond issuance for the debt refunding in the Debt Service Fund and the new money projects in the Capital Projects Fund.

ORDINANCE NO. _____

AN ORDINANCE MAKING ADDITIONAL APPROPRIATIONS AND TRANSFERS FOR FISCAL YEAR 2015-2016

WHEREAS, the City has received additional revenue from various sources, and

WHEREAS, the City has additional needs to be appropriated.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Poquoson, Virginia:

Section 1: That an additional $67,224 in revenues in the General Fund, $897,290 in the Capital Projects Fund and $17,100,531 in the Debt Service Fund be and the same hereby are appropriated within the Fiscal Year 2015-2016 Budget as follows:

GENERAL FUND

Revenues and Transfers:

Charges for services–Festivals	$10,367
Permits & Licenses-Subdivision Street Lights	7,216
State Categorical Shared-Registrar	6,423
Federal Revenue –Asset Forfeiture	41,783
Federal Revenue-JAG Grant	1,435
TOTAL	**$67,224**

Expenditures:

Police Department	$43,218
Events	10,367
Street Lights	7,216
Registrar	6,423
TOTAL	**$67,224**

DEBT SERVICE FUND

Revenues:

Other Finance Sources-Bond Issue/Premium	$17,100,531
TOTAL	**$17,100,531**

Expenditures:

Other Financing Uses-bond repayment/cost of issuance	$17,100,531
TOTAL	**$17,100,531**

CAPITAL PROJECTS FUND

Revenues:

State Revenue-Highway Maintenance	$100,520
Other Finance Source-Bond Issue/Premium	796,770
TOTAL	**$897,290**

Expenditures:

Ditch Piping	$100,520
Messick Beach	125,000
Primary School HVAC	206,000
High School HVAC	76,000
High School Track	302,000
Undesignated Projects	73,875
Cost of Issuance/Underwriters Discount	13,895
TOTAL	**$897,290**

Section 2: That the second reading of this ordinance is hereby dispensed with and the provisions contained herein shall become effective immediately upon adoption.

ADOPTED: _____

TESTE: _____
City Clerk