



AGENDA

Board of Supervisors Meeting

August 16, 2022

5:00 PM – Work Session

- A. Discussion – Conditional Use Permit Request of Cole and Danielle Haase for a Commercial Outdoor Recreation Operation – Matt Wendling/Vicky Cook
- B. Closed Session – Sections 2.2-3711(A)(7) and (A)(8) of the Virginia Freedom of Information Act for Consultation with Legal Counsel Pertaining to Actual or Probable Litigation and the Provision of Legal Advice

7:00 PM

Opening with Prayer

- A. Call to Order and Pledge of Allegiance of the United States of America
- B. Adoption of Agenda – Additions or Deletions
- C. Public Comment Period (60 Minute Time Limit)
- D. Reports – Board Members, County Administrator, County Attorney
- E. Appropriations and Transfers
- F. Approval of Accounts
- G. Approval of Minutes – Regular Meeting of August 2, 2022

UNFINISHED BUSINESS

- H. Request for Conditional Use Permit 2022-05-08, Self-Realization Fellowship Church for a Church – Matt Wendling
- I. Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-09, Cole and Danielle Haase for a Commercial Outdoor Recreation Operation – Matt Wendling

NEW BUSINESS

- J. Consent Agenda
 - 1. Purchase Order Issuance Request of Warren County Public Schools for School Buses – Dr. Chris Ballenger
 - 2. Amendments to the Purchase Agreement for 30 E Jackson Street – Alisa Scott
- K. Additional New Business (If needed)
- L. Adjournment



SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for a Commercial Outdoor Recreation Operation, which would consist of a softball/baseball/soccer training facility. The applicant's purchased this property in April 2022 to turn the property into an outdoor/indoor youth sports training center. The property is the former site of the Church of Waterlick. It houses the church building, as well as a 7,500 square foot accessory building and another smaller accessory building. The applicants have re-submitted their statement of justification revised their initial plans for a smaller facility than originally requested. They plan to have a by-appointment or pre-registration operation for individuals or teams to use the facility and are limiting the business to no more than 20 vehicles at any one time during their hours of operation. They immediately plan to install two outdoor batting cages for teams and instructors to use outdoors. They plan to outfit the 7,500 square foot accessory building into turf with three batting cages and approximately a 30'X100' interior fielding and throwing practice area for availability during inclement weather and during the winter season. They also plan to serve snack type foods during open hours for both the indoor and outdoor facilities. They plan to use porta-potties. This application has been sent to the Health Department and Building Inspections for their review. They would like to operate Monday through Friday from 3:30pm-9:00pm and Saturdays from 9:00am - 6:00pm.

PROPERTY INFORMATION

Property Location: 19959 Fort Valley Road

Tax Map ID: 10-110 and 9-36A2

Zoning: Agricultural

Magisterial District: Fork

Acres: 10.381 total acres

Existing Land Use: Former Church of Waterlick

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A)

Use: Cemetery - Panorama Memorial Gardens

South: Agricultural (A) & Messick Road

Use: Single Family Dwelling

East: Agricultural (A)

Use: Single Family Dwelling

West: Agricultural (A) and Right-of-Way

Use: Single Family Dwelling

PROPERTY HISTORY

This property has had previous Conditional Use Permits #89-06-06 for a temporary mobile home and #93-09-03 for the construction of an addition to existing church in the Agricultural zoning district.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for agricultural land uses. A commercial outdoor recreation operation is a use allowed by conditional use permit in the Agricultural zoning district and is compatible with the current Warren County Zoning Ordinance.

SUPPLEMENTARY REGULATIONS

(There is a text amendment proposed for these to be amended to allow an indoor component as an accessory use to the outdoor commercial operation.)

§ 180-43. Commercial recreational structures and uses.

No commercial recreational activity shall be permitted which is evident from adjacent residential districts and which has the potential of adversely affecting the use and enjoyment of properties within said residential districts.

ATTACHMENTS

☐ Agency Comments
☐ Location Map

☐ Application
☐ Public Comments

☐ Health Permit
☐ Submitted Plans

☐ Letter from Applicant
☐ Other: _____

- A. The minimum acreage for commercial recreational structures and uses shall be two acres.
The property consists of two parcels, containing 10.381 acres. The lot with the accessory structure is less than 2 acres, therefore it will need to have a boundary adjustment. The applicants do plan to submit adjustment in order to have a portion of the property for their future home site.
- B. Proposed sites for such activities shall have direct access to a major street or highway.
The property has direct access to Fort Valley Road.
- C. Proposed sites for such activities shall be of a size and shape appropriate for the proposed use and be dimensioned or located in such a way as to provide spatial or other buffering to protect adjacent development from potentially adverse effects.
The property consists of natural wooded areas to provide buffering from adjoining properties.
- D. A plan shall be provided for safe and convenient parking, circulation and ingress/egress to adjacent streets and highways. This plan shall show the proposed number of parking spaces, aisle widths, the locations of aisles and the location of entrances/exits.
The applicant will need to submit a plan showing the proposed location of the outdoor batting cages.
- E. All commercial recreational structures and uses shall not produce sound levels which exceed 60 decibels during hours of operation at the nearest property line.
For the league softball games in the applicant's phase 3 plan, there will need to be a plan for traffic and noise to mitigate the effects from the adjoining properties.
- F. Minimum yard dimensions shall be as follows:
- (1) Three hundred feet wide.
 - (2) Front setback: 50 feet from the road right-of-way.
 - (3) Side setback: 50 feet from adjoining property lines.
 - (4) Rear setback: 50 feet from adjoining property lines.
- G. The hours of operation and frequency of operation shall be proposed by the Planning Commission and set by the Board of Supervisors.

RECOMMENDED CONDITIONS

Staff is recommending the following revised conditions to be added to this conditional use permit:

1. The applicant shall comply with all Virginia Department of Transportation (VDOT), Warren County Building Inspections, Warren County Emergency Medical Services, Warren County Health Department, and applicable regulations and requirements.
2. A site plan shall be prepared and approved by the Warren County Planning Department prior to the issuance of a Certificate of Zoning, showing the buildings, parking area, outdoor lighting, trash receptacles, signage, outdoor batting cages, ~~seating areas, outdoor "infield" practice area~~ and other applicable zoning requirements.
3. All light fixtures shall be full cut-off fixtures and comply with the Zoning Ordinance requirements.
4. Activities associated with the commercial operation shall not produce sound levels which exceed 60 decibels during hours of operation at the nearest property line.
5. Activities associated with the commercial operation shall be by appointment or reservation only. The hours of operation Monday thru Friday shall be 3:30PM to 9:00PM and Saturday 9:00AM to 6:00PM, the operation shall be closed on Sunday.
6. The maximum number of occupants at any one time shall not exceed more than twenty vehicles at any one time during the hours of operation and no parking shall be allowed off-site on the adjacent property. ~~an amount as determined by the Warren County Health Department.~~
7. The applicants shall have the well/drinking water tested annually for ~~lead~~ e-coli and coliform contamination and a copy of the results shall be submitted to the Planning Departments.
8. ~~Phase 3 of the operation which includes the installation of two little league size recreational fields shall not be included as part of this conditional use application but will require a modification to the permit~~

with a public hearing with the Board of Supervisors at least one year after the applicants have completed and are operating Phases 1 and 2 of the operation.



Cc: Cole and Danielle Haase – Owners/Applicants

Statement of Justification

July 21, 2022

Warren County Board of Supervisors,

Please consider this update to our original May 18th statement of justification.

Thank you in advance for considering our request for a Conditional Use Permit (CUP) for the property located at 19959 Fort Valley Road, Strasburg, VA 22657 (Warren County). My wife, Danielle, and I, Cole Haase, are requesting the approval of the CUP for a Commercial Outdoor Recreational Operation (with an amendment for indoor operation, which has been recommended for approval by the Planning Commission) at the above property. We recently acquired the property in April, 2022, and our plan is to turn the property into a sports and events center. We are the sole owners of the property and plan to make this a family-run operation for the benefit of the youth of Warren and surrounding counties.

Danielle, our children, and I, have all been very involved in youth sports in Warren County. I served as President of the Warren County Girls Little League Softball organization for two years and served as the grounds keeping board member an additional year. Danielle also served for two years on the board as the Secretary. Additionally, we both have coached for multiple years with that organization. We also own a family-run restaurant in Front Royal where we actively support youth sport teams like the Front Royal Little League, Warren County Girls Little League Softball organization, Skyline and Warren County high school athletics, and the Front Royal Cardinals, among others. As such, we have personally seen the need for a facility like we are proposing.

We believe that this facility would be very beneficial and serve a great need in the county—and surrounding counties—for baseball and softball little leagues, travel leagues, and personalized instruction opportunities for our youth. We have also discussed possibly adding soccer instruction (i.e. footwork clinics) with the Front Royal Soccer Association during winter months when outside instruction is not possible at their complex. As you are aware, more activities for the youth are desperately needed in Warren and the surrounding counties. Our youth sports continue to expand, and the need for practice and teaching facilities continues to rise. We

believe that this property can serve a great purpose to help keep kids out of trouble and involved in beneficial learning activities. Members of the community are very excited to see this project take shape and become a great asset to the community as well.

Previously, the property, located ½ mile south of the Fort Valley Road & Strasburg Road intersection, was the home to the Church at Waterlick, later changed to Master's Touch Ministries. In addition to holding regular church services, this property was used in the past to host revivals, outdoor concerts, overnight camping, and other outdoor activities. As such, the property is already outfitted with lighting, parking, sewer, and activity buildings—along with approximately 10 acres of flat and wooded land—to accommodate our use. We are investing in updates to the property to repair some existing issues that were identified in during our pre-purchase inspection.

We plan to “build” our vision in the following way:

Upon approval:

- We will put in two outdoor batting cages (which can also be used for pitching/catching practice) for teams and instructors to use. There will also be seating areas for parents that wish to stay while their child practices.
 - These cages will be at least 125' from adjoining property lines and roadways.
- Also, the property houses a 7500+ sq ft climate-controlled building, which we will outfit with turf throughout along with three batting cages and approximately a 30' x 100' fielding and throwing practice area for availability during the off season.
 - Please note, that a large percentage of instruction/practice will be held indoors in the above building.
- This building, constructed in the early 1990's, will be accessible during open hours, and currently has two ADA compliant bathrooms for use and will be outfitted with seating area for those parents that wish to safely wait while their child practices.
- Our plan is to operate Monday – Saturday with our open hours during the week being from 3:30pm to 9:30pm, and on Saturday from 9:00am to 6:00pm.

- Under this appointment only operation schedule, we will provide access to teams/individual instruction in 1.5-2 hour blocks. An employee will be always on-site during operating hours.

Conditions to our use that we'd like to put in place:

- Outdoor instruction will be limited to stretching/warm-up and batting cage use. As the cages will be approximately 14' x 60', pitching and catching practice will be limited to the cages, so, along with batting, "loose balls" will be contained to the cage without fear of damage to ours or neighboring properties.
 - Cage use will be limited to daylight hours use with after dark use.
- Any additional outdoor lighting, strictly for parking lot illumination, will be fully shielded (i.e. Dark Sky Compliant).
- The use of the facility will be by appointment / reservation only and will be used for sports aged children that are a member of a team/organization.
 - As a condition to the above, the facility will be limited to no more than 20 vehicles (plus owner/employees) at a time, and we will encourage carpooling from all patrons.
 - Further, as the use will be limited to small groups (most teams average 10-13 children), noise levels and vehicles will be very limited and we do not anticipate 20 vehicles at a time.
- Emergency lanes and parking spots will be clearly marked with signs that do not permit parking by visitors to help facilitate emergency personnel (Police, Fire, & EMS), if the need shall arise.

Other important notes for operation:

- We plan serve snack type foods, available during open hours, for both the indoor and outdoor facilities. Currently, the property houses two "concession stand" buildings and a kitchen area in the larger activity building (noted above) that will have county health department inspection and approval prior to use.

- Outdoor “porta-potties” will be available for use year-round and will be regularly maintained by a local small business company, Primo Potties.
- There are currently approximately 20 parking spaces available, with two being designated handicap accessible.
- As you are aware, the county has been working with VDOT for a Smart Scale project (in round 5) to improve the intersection of Strasburg Road and Fort Valley Road. Continually, as a previous church facility, we believe that VDOT ingress and egress standards are compliant at the property.

Further, along with this request, we would like to request a boundary adjustment to the properties which would expand the above listed business property to approximately 6-7 acres, and the remaining acreage be utilized for our personal single-family home, to be built near the back of the property at a future date, if possible.

We, and many community members, are very excited about the possibilities that this could bring the county and its youth. We plan to attend a supervisors’ working session to discuss further, but please reach out if you have any questions in advance. Thank you again for your time and consideration.

Sincerely,

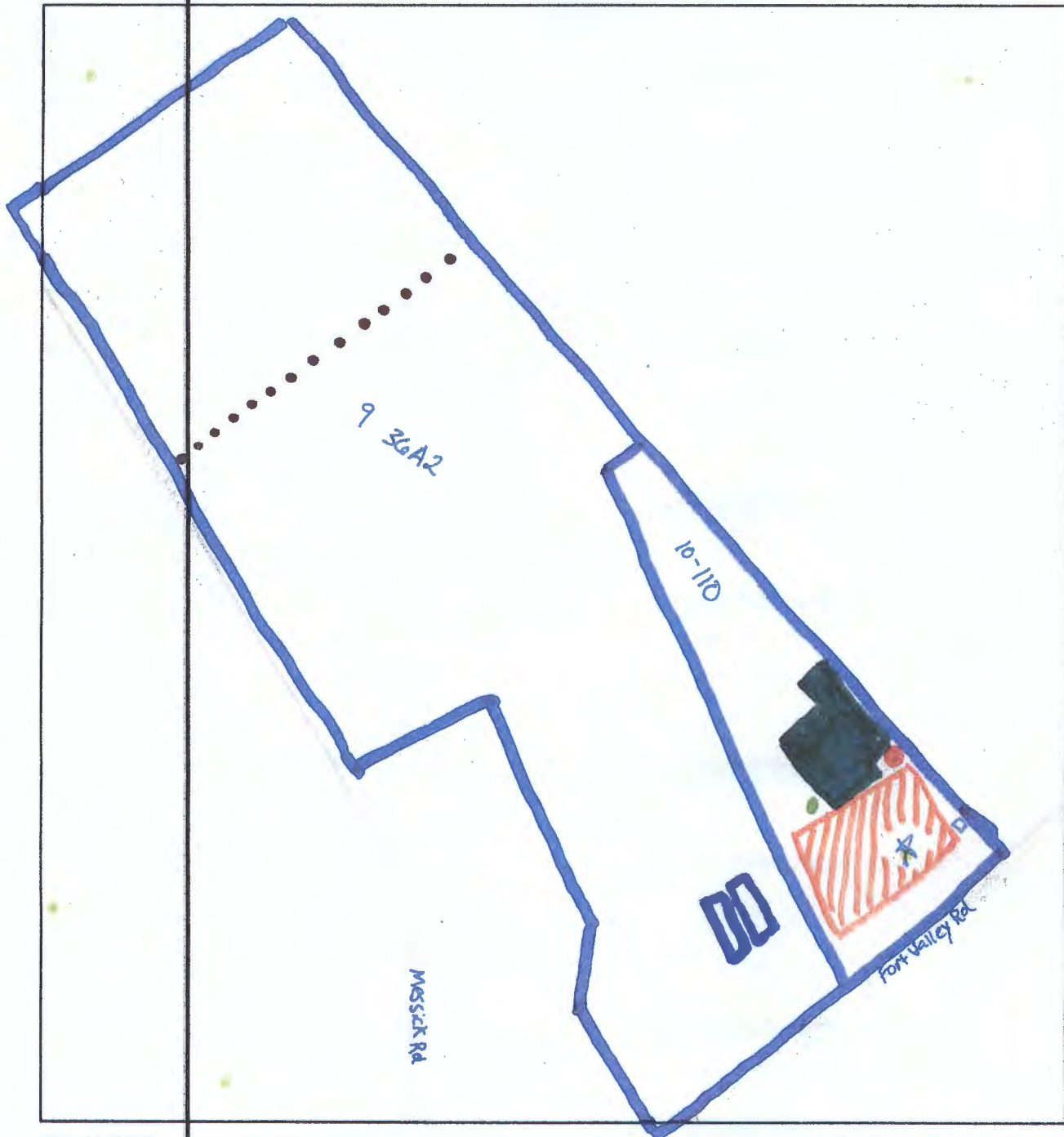
Cole & Danielle Haase

220 Cedar Spring Drive, Strasburg, VA 22657

937-367-3110 (Cole); 540-622-4897 (Danielle)

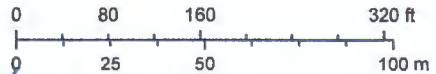
Gis Map of 19957 Fort Valley Rd

5/18/22



May 18, 2022

1:2,257



Property Boundaries

- Parking Area

- Septic tanks

- activities building.

- proposed boundary adjustment.

- Current location of Church

- Port-a-potty location.

- outdoor bathing Cages

- Well

Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Lord Fairfax Health District



Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov



August 05, 2022

Matt Wendling, Planning Director
220 N Commerce Ave., Suite 400
Front Royal, Virginia 22630

RE: Request for Comments (2022-06-09)
Owner: Cole & Danielle Haase

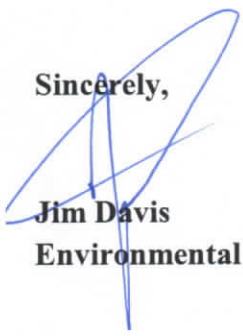
Dear Mr. Wendling,

I have reviewed your request for comments for a CUP for a Commercial Outdoor Recreation Operation to be located at 19959 Fort Valley Rd. Strasburg, VA (Tax Map# 10-110 & 9-36A2) and I offer the following comments:

1. The existing dwelling is connected to an Alternative Discharging Sewage Treatment System that is permitted and regulated by the Virginia Department of Environmental Quality (DEQ). Since the proposal is for a commercial establishment, the discharge system will remain under DEQ. Contact the DEQ Valley Regional Office in Harrisburg for further comment.
2. The existing well on the property is regulated by the Virginia Department of Health Office of Drinking Water (ODW). Contact the ODW Culpeper Field Office for further comment.
3. The proposed commercial kitchen and concession stand will require Food Service permits from this office.
4. This office will need to review and approve plans for the proposed public pool prior to construction.

Please contact me at (540) 635-3159 should you have any questions.

Sincerely,


Jim Davis
Environmental Health Manager

Veronica Diamond

From: David Beahm
Sent: Friday, June 24, 2022 1:36 PM
To: Veronica Diamond
Cc: Paula Fristoe
Subject: RE: Request for Comments-Haase-CUP 2022-06-09 – Cole & Danielle Haase – Conditional Use Permit for Indoor/Outdoor Recreational Operation – WCCUP-000193-2022

Comments 2022-06-09 – Cole & Danielle Haase – Conditional Use Permit for Indoor/Outdoor Recreational Operation – WCCUP-000193-2022:

NOTE: From the information provided (photos and description) it would appear that work has possibly been completed without permits having been obtained, but some structures (i.e., concession stands) may pre-date our records. However, the permits that we do have on file have never been completed and will need to be before approval can be provided by the Building Inspections office for this request. Outstanding permits are 373-1998, 882-1999, 954-2004 and 805-2009. Attempts were made to complete these permits and the permit issued in 2009 was such that all the old permits would have to be closed at that time, but that permit was never allowed to be inspected or closed.

- Erosion and Sediment Control (ESC) Items:
 - From the information provided it would not appear that any land disturbance is to take place, but if it does permits would be required. Any land disturbance over 10,000 square feet would require an Erosion and Sediment Control application and permit, which would be a normal submission including a full plan review application
 - If any land disturbance exceeds one (1) acre, it would require submission to the Department of Environmental Quality (DEQ) for Stormwater. Approval by DEQ (Construction General Permit) would be required prior to any ESC Permit and any type of Building Permit being issued by Warren County.
- Building Inspections Items:
 - As indicated above, all of the existing permits must be completed as required by COV 13VAC5-63-130.
 - Any required permits must meet the Virginia Uniform Statewide Building Code (USBC) requirements:
 - The described uses may require a Change of Use and Occupancy from what the current church (A-3) is and that can be accomplished through the permitting process. All other structures will need to be evaluated for what they are planned to be used for.
 - The use of portable facilities would not meet any of the requirements for the building uses when they are established.

If anything should change in the scope additional requirements may be required.

*****Please Note that Warren County is in the transition of moving to a NEW “.gov” Email Address – both email addresses will work during the transition period, but please update our contact information as soon as possible. Additionally, with the transition already moving forward some of your emails may go to our spam folders and some of ours will go to your spam filters. If you are not receiving information that you have expected from us or not gotten a response to something that you may have sent, please contact our office by phone to notify us so that we can attempt to address quickly.*****

Respectfully,



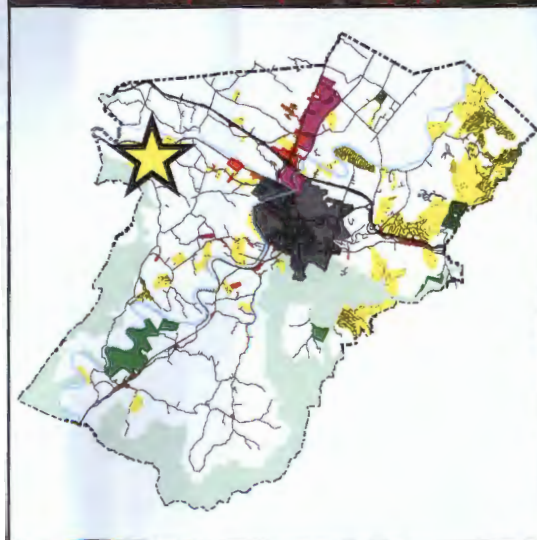
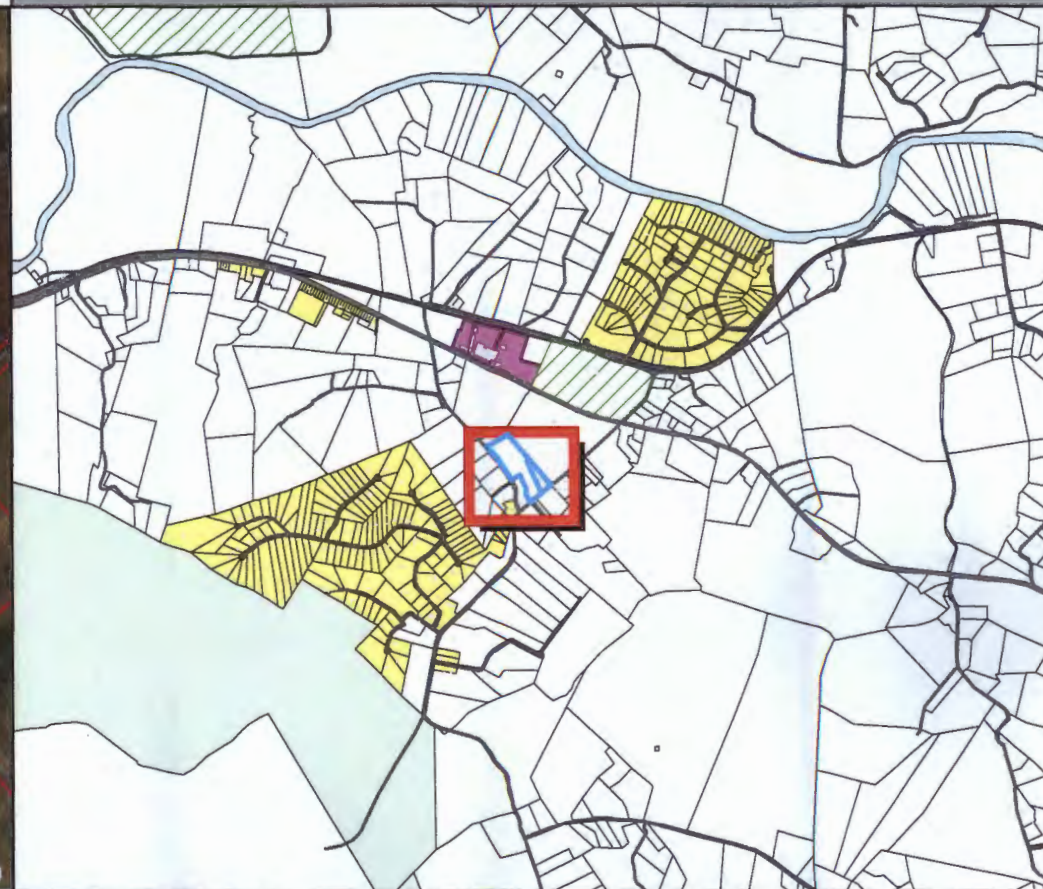
Warren County VA

CUP Location Map



Indoor/Outdoor Recreational Operation
Applicants: Cole & Danielle Haase

TM 10-----110-----36A2
19959 Fort Valley Rd



Zoning

Agricultural	Rural Residential
Commercial	Right of Way
Industrial	Front Royal
Residential One	Federal Land
Residential Two	State Land
Suburban Residential	Water
Village Residential	VOF Conservation Easements
	WC Conservation Easements

Map produced by
Warren County GIS 2022
Department of Planning

Motion to be Made Going into Closed Meeting

I move the Board enter into a closed meeting under the provisions of Sections 2.2-3711(A)(7) and (A)(8) of the Virginia Freedom of Information Act for consultation with legal counsel pertaining to actual or probable litigation and the provision of legal advice regarding the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia (the “EDA”), the Town of Front Royal, the *EDA vs. Jennifer McDonald, et al.*, the *Town of Front Royal vs. the EDA, et al.*, the *EDA vs. the Town of Front Royal*, other potential claims and litigation relating to other possible liabilities of the EDA, the recovery of EDA funds and assets, and the outstanding indebtedness of the EDA.

- - -

Motion to be Made Coming out of Closed Meeting

I move that the Board certifies to the best of each member’s knowledge only public business matters lawfully exempted from open meeting requirements under Sections 2.2-3711(A)(7) and (A)(8) of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

Fiscal Year 2021-2022 Budget Appropriations and Transfers

Note: This includes budget adjustment forms submitted by Department Heads or created by Finance to balance all line items in the FY21-22 Budget. With approval of the below, all departments (with the exception of Human Resources and Information Technology which were approved mid year) will have balanced all expenditure lines. Any additional revenue appropriated is over what had been budgeted originally and due to increased service volume for the managing department.

	Dept/Fund	Tran/Appr	Description	Amount	Source
1	Sheriff	Appr.	To appropriate extradition reimbursements from travel expenses incurred to pick up fugitives	\$3,334	Operating Budget
2	Sheriff	Appr.	To appropriate reimbursement from VDEM Grant	\$457	Grant
3	Clerk/Circuit Court	Appr./Transfer	Appropriation of Circuit Court Technology Trust Funds and Library of VA Grant	\$36,491	Grant/ Operating Budget
4	Board of Supervisors	Transfer	Transfer from Technology Board Asset Replacement Fund to cover the cost of Civic Plus Agenda and Minutes Management as approved by BoS	\$7,110	Asset Addition
5	Building Inspections	Appr.	To appropriate fees collected on behalf of Middle Department Inspection Agency	\$73,859	Operating Budget
6	Building Inspections	Appr.	To appropriate Fees collected for State Levy	\$8,063	Operating Budget
7	Commissioner of Revenue	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$6,359	Operating Budget
8	Planning & Zoning	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$4,270	Operating Budget
9	County Attorney	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$150	Operating Budget
10	BOS/County Admin	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$16,822	Operating Budget
11	VPI Extension	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$349	Operating Budget
12	Elections	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$1,319	Operating Budget
13	FR-WC Airport	Transfer/Appr	Appropriation of additional revenue and transfer within department budget to balance all line items at the end of FY 21-22	\$10,465	Operating Budget - Grant Revenue
14	PW - Refuse Disposal	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$26,096	Operating Budget
15	PW - Refuse Collection	Transfer	Appropriation of additional revenue and transfer within department budget to balance all line items at the end of FY 21-22	\$215,428	Operating Budget - Septage Hauling Fees
16	PW - Transfer Station	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$10,387	Operating Budget
17	PW - Sanitary Districts	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$1,934	Operating Budget
18	PW - Streets/Highways	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$8,446	Operating Budget
19	PW - Maint. Building and Grounds	Transfer/Appr	Appropriation of additional revenue and transfer within overall budget to balance all line items at the end of FY 21-22	\$426,820	Operating Budget(s) - Utility Reimbursements
20	Building Inspections	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$1,901	Operating Budget
21	Building Inspections	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$3,502	Operating Budget
22	Building Inspections	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$1,213	Operating Budget
23	Commonwealth's Attorney	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$3,897	Operating Budget
24	Parks Maintenance	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$75,665	Operating Budget
25	Parks Programs	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$11,383	Operating Budget
26	Parks Admin	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$21,964	Operating Budget
27	Magistrates	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$911	Operating Budget
28	Treasurer	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$15,990	Operating Budget
29	Juvenile & Domestic Court	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$572	Operating Budget

30	Finance	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$56,542	Operating Budget
31	Shenandoah Farms - SD	Transfer/Appr	Appropriation of additional revenue and transfer within department budget to balance all line items at the end of FY 21-22	\$332,728	Operating Budget - SD Fees
32	Lake Front Royal - SD	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$15,557	Operating Budget
33	Linden Heights - SD	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$4,081	Operating Budget
34	Osprey Lane - SD	Transfer/Appr	Transfer within department budget to balance all line items at the end of FY 21-22	\$4,376	Operating Budget - SD Fees
35	Shannon Woods - SD	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$2,014	Operating Budget
36	Wildcat Drive - SD	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$6,492	Operating Budget
37	Economic Development	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$267,267	Operating Budget
38	Reassessment	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$863	Operating Budget
39	Cost Recovery	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$24,287	Operating Budget
40	Fire & Rescue	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$22,282	Operating Budget
41	Animal Control	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$6,970	Operating Budget
42	School Resource	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$731	Operating Budget
43	E911	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$83,239	Operating Budget
44	Court Services	Transfer	Transfer within department budget to balance all line items at the end of FY 21-22	\$6,605	Operating Budget
45	Sheriff	Transfer/Appr.	Appropriation of additional revenue and transfer from within department budget to balance all line items at the end of FY21-22	\$280,611	Operating/Courtroom Fees



Warren County Delinquent Tax Collections Monthly Report

Month: July 2022

<u>Pond Law Group:</u>	\$2,297.66
<u>TACS:</u>	\$1,786.14

TOTAL: \$4,083.80

Pond total for 2022:	\$52,753.54
TACS total for 2022:	\$44,717.70

Cumulative total for 2022: \$97,471.24

Grand Total for 2016:	\$251,948.77
Grand Total for 2017:	\$523,039.78
Grand Total for 2018:	\$431,438.35
Grand Total for 2019:	\$307,386.55
Grand Total for 2020:	\$148,238.27
Grand Total for 2021:	\$218,732.30

Sands Anderson		
Date	Invoice #	Amount
2/4/2019	337902	\$49,781.44
2/28/2019	338916	\$50,559.83
4/1/2019	340092	\$83,053.09
4/29/2019	343613	\$97,993.94
5/30/2019	349027	\$95,751.89
6/24/2019	353542	\$105,677.60
7/25/2019	358087	\$105,344.62
8/15/2019	363141	\$132,559.98
9/10/2019	367746	\$97,055.56
10/7/2019	214020	\$1,485.00
10/16/2019	381643	\$118,603.44
10/31/2019	977717TE1	\$117,023.95
10/31/2019	977717TE2	\$6,565.00
11/25/2019	383016	\$175,313.87
11/30/2019	977842TE1	\$11,124.92
11/30/2019	977842TE2	\$6,340.00
12/18/2019	312341	\$866.25
12/23/2019	387536	\$124,817.89
12/31/2019	977957TE1	\$9,086.18
12/31/2019	977957TE2	\$6,340.00
1/13/2020	392047	\$127,679.15
1/22/2020	315265	\$2,706.17
1/31/2020	978125TE1	\$9,281.19
1/31/2020	978125TE2	\$6,490.00
2/13/2020	318900	\$1,175.25
2/20/2020	369533	\$158,751.64
2/29/2020	978239TE1	\$9,357.94
2/29/2020	978239TE2	\$6,490.00
3/13/2020	401012	\$136,835.52
3/31/2020	978318T	\$452.79
3/31/2020	978318TE1	\$9,102.94
3/31/2020	978318TE2	\$6,490.00
4/14/2020	415506	\$119,235.96
4/15/2020	79425	\$2,400.00
4/30/2020	978401TE	\$10,778.38
5/14/2020	423245	\$135,843.50
5/31/2020	978486TE	\$11,319.00
6/17/2020	427726	\$127,987.84
6/30/2020	978571TE	\$11,067.78
7/16/2020	428985	\$130,183.76
7/20/2020	337536	\$566.18
7/31/2020	978676TE	\$10,298.52

Halasz Reporting & Video

Superior Document Services

Superior Document Services

Superior Document Services

Superior Document Services

Planet Depos

Superior Document Services

Superior Document Services

Planet Depos

Superior Document Services

Superior Document Services

Planet Depos

Superior Document Services

Superior Document Services

Superior Document Services

Superior Document Services

Superior Document Services

Scott Insurance

Superior Document Services

Superior Document Services

Superior Document Services

Planet Depos

Superior Document Services

Sands Anderson		
Date	Invoice #	Amount
8/7/2020	433530	\$133,312.50
8/15/2020	345192	\$1,120.75
8/31/2020	978747	\$9,984.77
9/18/2020	442067	\$138,075.97
9/30/2020	978847	\$9,739.77
10/7/2020	356355	\$397.50
10/15/2020	443408	\$117,141.00
10/31/2020	978915	\$9,801.20
11/17/2020	448352	\$120,209.55
11/25/2020	N/A	\$10,000.00
12/7/2020	CINV-011172	\$5,412.68
12/12/2020	35371	\$706.00
12/14/2020	P0100158271	\$10,166.20
12/17/2020	453266	\$113,966.75
1/13/2021	457980	\$113,124.75
1/19/2021	CINV-011784	\$15,481.96
1/28/2021	DR40982	\$3,651.37
2/2/2021	CINV-012445	\$30,542.84
2/9/2021	339456	\$1,227.05
2/9/2021	339457	\$641.50
2/17/2021	462742	\$133,253.39
2/23/2021	387076	\$309.75
3/1/2021	P0100169085	\$9,189.30
3/11/2021	P0100172805	\$9,114.30
3/12/2021	467623	\$130,648.00
4/9/2021	P0100176976	\$9,039.30
4/15/2021	472461	\$134,955.15
4/15/2021	398691	\$1,480.55
4/15/2021	398695	\$918.75
4/22/2021	398718	\$695.60
4/22/2021	398721	\$500.00
4/22/2021	402022	\$344.50
5/5/2021	401658	\$739.05
5/6/2021	405174	\$641.50
5/10/2021	16260	\$1,034.00
5/12/2021	P0100183367	\$8,719.30
5/13/2021	407073	\$394.00
5/13/2021	404491	\$437.50
5/13/2021	404493	\$595.85
5/13/2021	477247	\$127,060.37
5/14/2021	404412	\$1,873.45
5/14/2021	404406	\$1,062.50

Planet Depos

Superior Document Services

Superior Document Services

Planet Depos

Superior Document Services

Planet Depos

Superior Document Services

Retainer for Experts for Mediation

Mediation Consultant Invoice

Courier One

KLDiscovery (formerly Superior Document Services)

Mediation Consultant Invoice

The McCammon Group

Mediation Consultant Invoice

Planet Depos

Planet Depos

Planet Depos

KLDiscovery (formerly Superior Document Services)

KLDiscovery (formerly Superior Document Services)

KLDiscovery (formerly Superior Document Services)

Planet Depos

Planet Depos

Planet Depos

Planet Depos

Planet Depos

Planet Depos

Rudiger, Green & Kerns

KLDiscovery (formerly Superior Document Services)

Planet Depos

Planet Depos

Planet Depos

Planet Depos

Sands Anderson		
Date	Invoice #	Amount
3/10/2022	P0100228360	\$8,444.50
3/17/2022	145439	\$997.25
4/4/2022	145399	\$1,052.00
4/5/2022	485781	\$395.00
4/13/2022	P0100232553	\$9,540.70
4/15/2022	532254	\$39,560.00
4/15/2022	532255	\$876.50
4/15/2022	532256	\$17,467.50
4/15/2022	532257	\$162.00
4/15/2022	532258	\$25,469.49
4/19/2022	489694	\$1,067.40
4/27/2022	490141	\$2,009.65
4/29/2022	492845	\$692.75
5/12/2022	533661	\$17,616.23
5/12/2022	533664	\$29,592.00
5/12/2022	533665	\$41,241.50
5/12/2022	533666	\$138.00
12/22/2021	144118	\$609.35
12/27/2021	144125	\$661.75
3/21/2022	145480	\$875.28
3/30/2022	145676	\$426.49
6/3/2022	538383	\$22,123.24
6/3/2022	538386	\$34,692.00
6/3/2022	538387	\$41,280.00
5/31/2022	54831	\$130.00
6/8/2022	500211	\$1,211.50
6/9/2022	P0100240864	\$10,010.00
6/23/2022	505080	\$593.50
7/8/2022	543087	\$48,324.20
7/8/2022	543090	\$24,457.50
7/8/2022	543091	\$52,460.50
7/14/2022	511359	\$775.00
7/13/2022	510764	\$1,250.00
7/14/2022	511162	\$1,250.00
7/13/2022	P0100245897	\$8,970.00
7/6/2022	509157	\$1,012.50
6/30/2022	507897	\$631.50
7/19/2022	512132	\$395.00
7/19/2022	511026	\$979.75
7/18/2022	511561	\$1,345.50
7/19/2022	512240	\$3,610.30
7/19/2022	511565	\$1,818.25

KLDiscovery	
Casamo Court Reporting	
Casamo Court Reporting	
Planet Depos	
KLDiscovery	5/18/2022
Planet Depos	
Planet Depos	
Planet Depos	
Casamo Court Reporting	5/23/2022
Casamo Court Reporting	5/23/2022
Casamo Court Reporting	5/23/2022
Casamo Court Reporting	5/23/2022
Title Write	6/8/2022
Planet Depos	6/10/2022
KLDiscovery	6/14/2022
Planet Depos	6/24/2022
	7/11/2022
	7/11/2022
	7/11/2022
Planet Depos	7/14/2022
Planet Depos	7/14/2022
Planet Depos	7/14/2022
KLDiscovery	7/18/2022
Planet Depos	7/18/2022
Planet Depos	7/18/2022
Planet Depos	7/19/2022
Planet Depos	7/28/2022
Planet Depos	7/28/2022
Planet Depos	7/28/2022
Planet Depos	7/28/2022

Sands Anderson

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Revenue Report
As of 7/31/2022

DESCRIPTION		FY 2018 - 2019 ACTUAL	FY 2019 - 2020 ACTUAL	FY 2020 - 2021 ACTUAL	FY 2021 - 2022 APPR AMOUNT	FY 2021 - 2022 COLLECTED Y-T-D	% FY 2021-22 COLLECTED	DIFFERENCE CURRENT TO PRIOR YR
** GENERAL FUND **								
GENERAL PROPERTY TAXES								
11010	Real Estate Taxes	28,409,845	32,067,392	31,354,112	31,183,001	36,104,576	115.78%	4,750,464
11020	Public Service Tax	6,026,139	7,000,793	6,813,077	6,600,000	5,686,086	86.15%	(1,126,991)
11030	Personal Property Tax	16,855,760	16,475,911	18,597,295	18,408,000	20,256,188	110.04%	1,658,893
11040	Machinery & Tools Tax	1,734,980	1,575,439	1,839,573	1,809,000	1,766,554	97.65%	(73,019)
11050	Mineral Rights	3,087	3,281	1,783	3,000	3,464	115.45%	1,681
11060	Penalties and Interest	905,562	871,424	982,603	1,000,000	1,084,262	108.43%	101,659
* SUBTOTAL *		53,935,373	57,994,240	59,588,443	59,003,001	64,901,131	110.00%	5,312,688
OTHER LOCAL TAXES								
12010	Local Sales, Use, Communications	3,925,330	4,575,698	5,904,103	5,880,000	6,255,500	106.39%	351,397
12020	Utility Tax	735,999	741,898	750,564	760,000	700,167	92.13%	(50,397)
12030	Business License	830,981	977,124	1,149,077	1,000,000	1,284,563	128.46%	135,486
12040	Recordation Taxes (Grantee)	481,619	650,593	956,123	740,000	879,913	118.91%	(76,210)
12050	Motor Vehicle License Tax	895,786	850,319	932,782	950,000	842,841	88.72%	(89,941)
12070	Recordation (Grantor) Will	135,524	154,419	225,390	100,000	221,426	221.43%	(3,964)
12080	Meals and Beverage Tax	1,015,726	898,042	1,088,125	1,000,000	1,138,654	113.87%	50,529
12090	Cigarette Tax	-	-	-	100,000	-	0.00%	-
312100	Lodging Tax	193,895	210,189	314,042	250,000	335,337	134.13%	21,295
* SUBTOTAL *		8,214,861	9,058,282	11,320,206	10,780,000	11,658,401	108.15%	338,195
PERMITS, FEES, AND LICENSES								
13010	Animal License Fees	41,877	32,557	37,586	45,000	35,671	79.27%	(1,915)
13030	Permits & Other Licenses	729,227	714,136	693,161	806,689	925,267	114.70%	232,106
130325	Waste Permit Decal Fee	2,061	2,405	2,800	-	2,645	0.00%	(155)
* SUBTOTAL *		773,165	749,098	733,547	851,689	963,583	113.14%	230,036
FINES AND FORFEITURES								
14010	Court Fines	98,148	65,027	120,331	90,000	112,726	125.25%	(7,605)
14020	Other Court Costs	-	-142	723	-	(5)	0.00%	(728)
* SUBTOTAL *		98,148	64,885	121,054	90,000	112,721	125.25%	(8,332)
USE OF MONEY AND PROPERTY								
15010	Revenue From Use of Money	497,943	432,648	100,451	250,000	-	0.00%	(100,451)
15020	Revenue From Use of Property	375,835	330,399	310,371	492,000	332,181	67.52%	21,810
* SUBTOTAL *		873,778	763,047	410,822	742,000	332,181	44.77%	(78,641)

Revenue Report
As of 7/31/2022

DESCRIPTION	FY 2018 - 2019 ACTUAL	FY 2019 - 2020 ACTUAL	FY 2020 - 2021 ACTUAL	FY 2021 - 2022 APPR AMOUNT	FY 2021 - 2022 COLLECTED Y-T-D	% FY 2021-22 COLLECTED	DIFFERENCE CURRENT TO PRIOR YR
CHARGES FOR SERVICES							
16010 Charges for Services (Sheriff)	2,396	2,396	2,396	4,357	2,357	0.00%	(39)
16020 Charges for Commonwealth Att.	4,025	4,426	4,315	4,000	3,368	84.19%	(947)
16050 Charges for Corrections & Det.	73,220	45,530	77,892	70,000	76,316	109.02%	(1,576)
16080 Charges for Sanitation & Waste	1,061,121	1,228,912	989,098	1,300,000	1,243,341	95.64%	254,243
16160 Sales of Map Survey	12,239	17,649	9,359	17,000	9,485	0.00%	126
16170 Sale of Copies - Comm. Of Rev.	756	880	525	4,000	900	0.00%	375
16180 Sales of Copies - Treasurer	-	10	-	-	-	0.00%	-
16990 Other Charges for Services	7,500	15,780	50,757	57,500	72,507	126.10%	21,750
* SUBTOTAL *	1,161,256	1,315,583	1,134,342	1,456,857	1,408,274	96.67%	273,932
MISCELLENAOUS AND RECOVERED COSTS							
18030 Refunds, Loans, and Fees	1,465,204	649,907	1,283,687	648,000	972,605	150.09%	(311,082)
18990 Miscellaneous and Recovered Costs	1,040,425	647,263	1,152,211	3,717,613	630,750	16.97%	(521,461)
19120 Sale of Recyclable Materials	84,095	56,705	118,284	90,000	147,248	163.61%	28,964
* SUBTOTAL *	2,589,724	1,353,875	2,554,183	4,455,613	1,750,603	39.29%	(803,580)
STATE REVENUE							
22010 Non-Categorical Aid	213,493	190,468	79,162	211,000	34,033	16.13%	(45,129)
23010 Shared Expenses - Commonwealth's Attorney	420,119	488,698	474,446	517,756	474,076	91.56%	(370)
23020 Shared Expenses - Sheriff	1,703,155	1,751,230	1,709,815	1,948,375	1,927,164	98.91%	217,349
23030 Shared Expenses - Commissioner of Revenue	157,015	161,757	162,391	195,008	178,290	91.43%	15,899
23040 Shared Expenses - Treasurer	117,880	111,920	111,685	128,601	117,120	91.07%	5,435
23060 Shared Expenses - Registrar	42,436	68,361	47,286	40,000	77,648	194.12%	30,362
23080 Shared Expenses - Clerk of Court	342,858	333,649	346,277	354,750	403,753	113.81%	57,476
24010 State VPA/Welfare Reimbursement	1,086,228	1,131,478	1,139,840	1,432,657	1,084,041	75.67%	(55,799)
24020 Categorical Aid	1,014,390	866,288	1,105,990	1,310,004	677,759	0.00%	(428,231)
24040 Other Categorical Aid	1,031,845	1,211,178	291,048	2,040,655	670,193	32.84%	379,145
* SUBTOTAL *	6,129,420	6,315,027	5,467,940	8,178,806	5,644,078	69.01%	176,138
FEDERAL REVENUE							
31010 Revenue from the Federal Government	1,980,125	2,068,016	4,732,976	2,504,422	2,185,991	87.29%	(2,546,985)
* SUBTOTAL *	1,980,125	2,068,016	4,732,976	2,504,422	2,185,991	87.29%	(2,546,985)
INTERGOVERNMENTAL							
41050 Transfers from Other Funds	5,147,179	5,254,583	1,971,283	2,458,619	2,458,619	100.00%	487,336
41900 Use of Fund Balance	0	-	-	2,151,320	-	0.00%	-
* SUBTOTAL *	5,147,179	5,254,583	1,971,283	4,609,939	2,458,619	53.33%	487,336

Revenue Report
As of 7/31/2022

DESCRIPTION	FY 2018 - 2019 ACTUAL	FY 2019 - 2020 ACTUAL	FY 2020 - 2021 ACTUAL	FY 2021 - 2022 APPR AMOUNT	FY 2021 - 2022 COLLECTED Y-T-D	% FY 2021-22 COLLECTED	DIFFERENCE CURRENT TO PRIOR YR
TOTAL GENERAL FUND REVENUE	80,903,030	84,936,636	88,034,796	92,672,327	91,415,584	98.64%	3,380,788
** FRONT ROYAL WARREN COUNTY AIRPORT **							
15010 Interest on Bank Deposits	-	-	-	-	-	0.00%	-
15020 Hangar Rentals	190,863	192,183	178,607	220,000	193,987	88.18%	15,380
18990 Miscellaneous Income	1,001	2,000	-	-	-	0.00%	-
24040 State Grants	29,408	9,894	4,785	2,756	109,494	0.00%	104,709
31020 Federal Grants	156,938	50,615	4,250	-	81,079	0.00%	76,829
41050 Transfer from Other Funds	-	-	-	-	-	0.00%	-
TOTAL AIRPORT FUND	378,210	254,692	187,641	222,756	384,560	172.64%	196,918
** COST RECOVERY **							
Cost Recovery Fees	1,092,766	967,994	997,861	900,000	904,201	100.47%	(93,660)
** ECONOMIC DEVELOPMENT AUTHORITY **							
Miscellaneous Income	1,092,766	967,994	1,404,357	1,785,300	1,445,049	80.94%	40,692

Expenditure Report
As of 7/31/2022

DESCRIPTION		FY 2018 - 2019	FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022	FY 2021 - 2022	%	DIFFERENCE
		ACTUAL	ACTUAL	ACTUAL	APPR AMOUNT	Y-T-D AMOUNT	BUDGET EXPENDED	CURRENT TO PRIOR YR
GENERAL GOVERNMENT								
11010	Board of Supervisors	919,699	2,404,331	2,160,448	181,500	174,039	95.89%	(1,986,409)
12020	County Administration	700,293	627,554	596,392	500,000	506,432	101.29%	(89,960)
12030	Human Resources	-	-	1,924	169,900	175,460	103.27%	173,536
12040	County Attorney	214,382	168,366	154,390	344,000	356,359	103.59%	201,969
12060	Information Technology	-	-	-	90,844	671,008	738.64%	671,008
12090	Commissioner of the Revenue	635,865	683,315	696,470	777,000	733,598	94.41%	37,127
12110	Reassessment	286,286	1,881	1,296	422,400	251,208	59.47%	249,913
12130	Treasurer	527,612	498,997	535,950	572,000	578,785	101.19%	42,834
12150	Finance & Purchasing	325,425	296,187	372,293	499,500	477,552	95.61%	105,259
13000	Elections	202,918	262,463	279,730	455,458	363,321	79.77%	83,591
* SUBTOTAL *		3,812,480	4,943,094	4,798,893	4,012,602	4,287,761	106.86%	-511,132
JUDICIAL ADMINISTRATION								
21010	Circuit Court	28,301	35,751	7,133	65,400	68,534	104.79%	61,401
21020	General District Court	18,888	17,872	24,706	24,300	19,392	79.80%	(5,314)
21030	Magistrates	4,104	4,584	4,536	5,800	5,374	92.66%	838
21050	Juvenile and Domestic Court	17,859	18,468	15,604	19,000	17,541	92.32%	1,937
21060	Clerk of Circuit Court	591,866	577,068	595,585	638,600	653,488	102.33%	57,903
21080	Law Library	47,729	54,092	57,570	54,300	50,482	92.97%	(7,088)
22010	Commonwealth's Attorney	785,036	952,916	1,057,942	1,103,400	1,134,140	102.79%	76,197
* SUBTOTAL *		1,493,783	1,660,751	1,763,076	1,910,800	1,948,951	102.00%	185,876
PUBLIC SAFETY								
31020	Sheriff's Department	4,062,799	4,077,795	4,725,508	5,066,460	5,514,262	108.84%	788,754
31040	E-911 System	542,115	622,601	709,678	958,793	1,002,190	104.53%	292,512
31050	School Resource	584,491	725,798	826,414	793,686	470,549	59.29%	(355,865)
32000	Volunteer Fire & Rescue	955,520	1,012,916	1,724,094	1,237,750	1,222,478	98.77%	(501,616)
33000	Court Services	971,896	960,997	929,591	1,025,300	864,591	84.33%	(65,000)
33030	Probation	63,230	43,332	10,316	41,000	4,557	11.11%	(5,759)
34010	Building Inspections	650,795	669,739	738,866	618,000	714,142	115.56%	(24,724)
35010	Animal Control	649,641	685,432	573,852	717,380	602,538	83.99%	28,686
35030	Medical Examiner	740	780	680	1,000	700	70.00%	20
35050	Fire & Rescue Department	3,086,725	3,338,898	4,012,144	5,406,828	4,978,988	92.09%	966,844
* SUBTOTAL *		11,567,952	12,138,288	14,251,143	15,866,197	15,374,995	96.90%	1,123,852

Expenditure Report
As of 7/31/2022

DESCRIPTION		FY 2018 - 2019	FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022 APPR	FY 2021 - 2022 Y-T-D	% BUDGET EXPENDED	DIFFERENCE CURRENT TO PRIOR YR
		ACTUAL	ACTUAL	ACTUAL	AMOUNT	AMOUNT		
PUBLIC WORKS								
41010	Public Works/Sanitary Districts	389,345	372,848	487,575	495,624	401,353	80.98%	(86,221)
41020	Streets and Highways	17,018	17,818	9,499	20,000	11,534	57.67%	2,035
42030	Refuse Collection	710,782	753,168	796,471	803,764	1,063,559	132.32%	267,089
42035	Refuse Collection/Transfer Station	156,669	183,701	210,292	229,274	195,730	85.37%	(14,562)
42040	Refuse Disposal	2,414,597	2,695,474	2,546,563	3,491,945	3,041,766	87.11%	495,203
43000	Maintenance of Bldgs. & Grounds	1,223,179	1,484,045	1,769,655	1,421,000	1,798,794	126.59%	29,139
* SUBTOTAL *		4,911,590	5,507,054	5,820,055	6,461,607	6,512,736	100.79%	692,681
HEALTH/WELFARE/PARTNERSHIPS								
51000	Health	355,798	350,963	392,676	382,412	382,412	100.00%	(10,264)
52000	Mental Health & Disability	32,500	32,500	32,500	32,500	32,500	100.00%	(1)
53000	Social Services	3,943,902	3,820,576	4,015,443	5,045,779	4,627,948	91.72%	612,506
53090	Other Social Services	115,178	115,489	118,289	110,000	115,000	104.55%	(3,289)
53500	Children's Services Act	1,731,108	1,678,560	2,026,204	2,185,000	2,127,000	97.35%	100,796
64010	Regional Partnerships	3,607,210	3,653,113	4,390,466	4,193,850	4,080,980	97.31%	(309,487)
* SUBTOTAL *		9,785,696	9,651,201	10,975,578	11,949,541	11,365,839	95.12%	390,261
PARK, REC & CULTURAL								
71010	Parks & Rec - Administration	772,963	792,983	637,928	898,718	727,845	80.99%	89,917
71020	Parks & Rec - Rec Programs	53,270	45,646	19,566	52,577	37,436	71.20%	17,871
71030	Parks & Rec - Maintenance	1,464,175	1,386,698	1,440,844	1,543,504	1,508,950	97.76%	68,106
73000	Library, Museums, Cult. Enrich.	994,134	1,006,758	1,018,087	1,018,100	1,018,100	100.00%	13
* SUBTOTAL *		3,284,542	3,232,085	3,116,424	3,512,899	3,292,331	93.72%	175,907
COMMUNITY DEVELOPMENT								
81010	Planning & Zoning Administration	436,799	419,519	388,235	473,000	438,186	92.64%	49,951
81050	Economic Development	54,117	108,234	302,194	3,282,400	2,574,753	78.44%	2,272,559
82000	Environmental Management	26,045	18,530	20,500	18,500	20,010	108.16%	(490)
83000	VPI Extension Service	109,101	114,738	111,998	121,000	124,337	102.76%	12,339
* SUBTOTAL *		626,062	661,021	822,927	3,894,900	3,157,286	81.06%	2,334,359

Expenditure Report
As of 7/31/2022

DESCRIPTION		FY 2018 - 2019	FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022 APPR	FY 2021 - 2022 Y-T-D	% BUDGET EXPENDED	DIFFERENCE CURRENT TO PRIOR YR
		ACTUAL	ACTUAL	ACTUAL	AMOUNT	AMOUNT		
MISCELLANEOUS								
91000	Non-Departmental	982,803	782,300	2,682,925	1,364,956	970,587	71.11%	(1,712,337)
92000	Capital Outlay	18,547,831	6,774,261	3,410,276	3,705,954	1,357,829	36.64%	(2,052,446)
95000	Debt Service	-	11,351,634	11,686,376	11,846,251	10,783,522	91.03%	(902,854)
99010	Transfers to Other Funds	27,333,773	27,057,371	29,079,883	28,146,620	27,369,436	97.24%	(1,710,447)
* SUBTOTAL *		46,864,407	45,965,566	46,859,459	45,063,781	40,481,374	89.83%	(6,378,085)
TOTAL GENERAL FUND		82,346,512	83,759,060	88,407,555	92,672,327	86,421,274	93.25%	(1,986,281)
81	AIRPORT FUND							
	Operating Expenditures	369,736	226,983	179,874	222,756	387,361	173.89%	207,487
	Transfer to General Fund	21,335	20,105	-	-	-	0.00%	-
* SUBTOTAL *		391,071	247,088	179,874	222,756	387,361	173.89%	207,487
83	COST RECOVERY FUND							
	Operating Expenditures	597,225	295,811	797,009	960,711	313,331	32.61%	(483,678)
94	ECONOMIC DEVELOPMENT AUTHORITY							
	Operating Expenditures	-	1,634,541	1,457,290	1,785,300	1,155,421	64.72%	(301,868)

At a regular meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on August 2, 2022 at 9:00 AM.

Present: Cheryl L. Cullers, Chair (South River District); Delores R. Oates, Vice Chair (North River District); Victoria L. Cook (Fork District); Walter J. Mabe (Shenandoah District); also present were Edwin C. Daley, County Administrator; Taryn G. Logan, Deputy County Administrator; Jason J. Ham, County Attorney; Mike Berry, Public Works Director; Michael Coffelt, Sanitary District Manager; Caitlin Jordan, Senior Assistant County Attorney; Taryn Logan, Deputy County Administrator; Joe Petty, Director of Economic Development; Matt Robertson, Finance Director; Jamie Spiker, Treasurer; and Emily Ciarrocchi, Deputy Clerk of the Board

Absent: Jerome K. Butler (Happy Creek District)

Prior to the start of the meeting, Reverend Larry Johnson opened the morning with a prayer.

Call to Order and the Pledge of Allegiance of the United States of America

Adoption of Agenda – Additions or Deletions

Mrs. Cullers requested the removal of item L (Public Hearing for an Ordinance to Add and Ordain Section 30-9 of the Warren County Code) from the agenda and the addition of closed meeting discussions under Sections 2.2-3711(A)(3) of the Virginia Freedom of Information Act for the disposition of publicly held real property and Section 2.2-3711(A)(7) for the provision of legal advice pertaining to actual or probable litigation. Mrs. Oates further requested the addition of a closed meeting discussion under Section 2.2-3711(A)(1).

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors adopted the agenda as amended:

Mabe, Aye; Cook, Aye; Cullers, Aye; Oates, Aye

Public Comment Period (60 Minute Time Limit)

There were no comments from the public.

Presentation on County Investment Portfolio – Michael Snow

Michael Snow, Senior Portfolio Manager, provided an overview of the County's reserve funds and how they are being invested in accordance with the stringent guidelines of the Virginia Investment of Public Funds Act. He also noted County funds are not invested in corporate bonds of any kind due to the risk factors associated.

Report – Virginia Department of Transportation – Ed Carter

Ed Carter, Residency Administrator with the Virginia Department of Transportation (VDOT), presented the following monthly report to the Board:

Maintenance:

- Work completed
 - Performed grading and stone application on various stabilized roads throughout the County
 - Completed mowing on secondary routes and used the slope mower on various routes
 - Conducted skin patching, ditching and shoulder repair operations on various routes in the County
 - Repaired Rocky Hollow Road, Acorn Hill Road, Rivermont Drive, and Lower Valley Road after flash flooding events in June and July
 - Performed brush cutting on Route 55 East
 - Used pipe flusher on various routes
- Planned work
 - Begin/complete mowing of all primary routes and start second mowing of secondary routes
 - Continue with grading and stone application of various stabilized roads
 - Cut brush around signs throughout the County

Board Issues:

- Complete Rural Rustic this month with State forces on the remainder of Rocky Hollow Road that was funded
- Portion of Howellsville Road has been resurfaced and restriped; remainder is scheduled for this construction season
- Bridge crew will begin replacement of pipes with box culvert on Route 735 (Bowman Hollow Road) this month
- Box culvert replacement on Route 649 (Browntown Road) is waiting on CenturyLink for utility relocation
 - NOTE: CenturyLink has changed ownership. VDOT has new contacts who have been more responsive. VDOT has been dealing with them on removing trees from their lines on several routes
- Now able to input future Rural Rustic projects the Board wants VDOT to identify in the last years of the Secondary Six-Year Plan. They will need some guidance from the Board as the project estimates exceed the available funds

Report – Virginia Cooperative Extension Office – Corey Childs

Corey Childs, Extension Agent, presented the April-June 2022 quarterly report to the Board and highlighted the following points:

- Collaborated on and facilitated the Commercial Pesticide Applicator Recertification Program
- Planned and organized the Shepherds Symposium and also co-taught the “Inquisitive Shepherd – Sheep and Goat” class
- Assisted 28 local producers with on-farm diagnostic work; this past spring was unseasonably cold and wet, which caused delays for a lot of plantings and impacts to the agricultural community. This in turn has made produce prices highly volatile, for livestock particularly, and has increased the possibility of shortages for commodity crops
- Worked with the Warren Master Gardener volunteer staff to respond to 22 requests from local home and property owners requesting recommendations relating to insect identification, plant identification, and ornamental disease control
- The invasive species known as Gypsy Moth is seeing a resurgence in the area for the first time in over ten years
- The 4H Center hosted 220 children for its summer camp in July
- The annual Warren County Fair is going on this week, August 1st through 5th

Report – Warren County Department of Social Services – Jon Martz

Jon Martz, Director of Social Services, introduced Adult Protective Services (APS) Supervisor Lucy Riffey who provided an overview of the Department’s APS program. APS receives and investigates reports of abuse, neglect, and exploitation of adults 60 years of age or older and incapacitated adults aged 18 or older. If protective services are needed and accepted by the individual, local APS workers may arrange for a wide variety of health, housing, social, and legal services to stop the mistreatment or prevent further mistreatment. Services offered may include home-based care, transportation, adult day services, adult foster care, nutrition services, and legal intervention in order to protect the adult. Services may also be arranged for individuals in emergencies who lack the capacity to consent to services. In 2021, 320 APS reports were received by the Department with 263 deemed to be valid and 144 substantiated. To-date in 2022, the Department has received 183 APS reports with 156 deemed to be valid and 108 substantiated.

The Adult Services Program assists adults with an impairment who need services or support to enhance self-sufficiency and improve their quality of life. Services offered include:

- Home-based services (companion, chore, or homemaker)
- Long-Term Care Services and Support (LTSS) Screenings
- Assisted Living Facility (ALF) assessments and reassessments
- Review of annual guardian reports
- Adult foster care (provided by local option)

These services are provided by the Department and are designed to help adults remain as independent as possible, preferably in their own home. The goal is to strengthen appropriate family and social supports and reduce the need for institutional placement.

Examples of adults who may need APS include adults who may need home-based services, such as companion care and individuals who request a screening for Medicaid-funded long-term services and supports, of which the Department has completed 170 Community Based Screenings so far in 2022. These screenings are conducted by an APS worker and a public health nurse from the local health department in the individual's home to determine if they are eligible for Medicaid waiver services that would allow them to receive personal care assistance in the home provided by a home health agency to assist with bathing, dressing, toileting, eating, feeding, light housekeeping, and meal preparation or for a nursing facility placement.

Adults who may qualify for a Medicaid Auxiliary Grant and need assessment for assisted living facility placement; the Department has completed five assisted living assessments in 2022 year with two facility placements. The Department currently has ongoing adult service cases on three individuals who reside at Woods Cove and need annual reassessments completed to maintain the Medicaid Auxiliary Grant. The Department also assists adults who need and request services to avoid institutionalization; the Department currently has four ongoing adult service cases to assist individuals with contacting Northwestern Community Services for mental health services.

All individuals who are appointed guardian of an incapacitated adult must file a report within four months and then annually after that to the local Department of Social Services where the individual resides. These reports contain information on the individual's physical, mental, social, and psychiatric status for the reporting period. The Department is responsible for reviewing the annual report of the incapacitated individual for any APS concerns and filing it with the appointing circuit court. Currently the Department monitors 93 guardianship cases of incapacitated individuals residing in the Town of Front Royal and Warren County.

Reports – Board Members, County Administrator, County Attorney

Mrs. Cook reported she and Mrs. Oates attended the joint School Board/Board of Supervisors Finance Liaison Committee meeting on August 1st. The Committee discussed a proposed Memorandum of Understanding (MOU) between the two Boards that would establish guidelines for fund requests, appropriations, and capital improvements, among other items. She said the draft MOU will be presented to the Board as a whole during an upcoming work session.

Mr. Mabe reported the following:

- Attended the second meeting of the Shenandoah Farms Sanitary District Advisory Committee on July 25th and stated the Advisory Committee is doing a good job so far
- Met with a developer last week regarding proposed housing in the County

- Attended the Development Review Committee meeting on July 27th as well as a meeting of the joint School Board/Board of Supervisors Capital Improvements Liaison Committee and is working on a report for the full Board

Mrs. Oates reported the following:

- Attended the Town/County Liaison Committee meeting on July 21st and observed that the Town and County are making progress in the way they are working together
- Invited everyone to attend the National Night Out event at the gazebo on Main Street this evening, August 2nd, beginning at 6:00 PM; in addition to many other vendors, the Drug Prevention Committee will be there, handing out information about the established Drug Court and information to parents about the dangers of fentanyl
- Visited the Warren County Fair on August 1st

Mrs. Cullers reported the following:

- Also attended the Town/County Liaison Committee meeting on July 21st
- Attended the New Teacher Luncheon put on by the Chamber of Commerce on July 26th and complimented Jeff Hinson with Rappahannock Electric Cooperative for assisting with putting on that event
- Also attended the Development Review Committee meeting on July 27th
- Attended the Fire Chiefs' Advisory Committee meeting on July 27th
- Attended the contractors' meeting on July 27th

Dr. Daley reported the following:

- Stated the intention of the Development Review Committee is to bring together Town and County staff, representatives from utility companies, and VDOT to discuss the ongoing and upcoming development projects in the community; he encouraged attendance for these meetings for those who want to attend for that purpose, not for those who want to go off on tangents unrelated to development
- Renovations at the Health and Human Services Complex for the Senior Center space are moving along, and having the Senior Center at the Complex where the Department of Social Services is will improve coordination with APS programs
- Reminded the Board of the work session on Tuesday, August 9th at 6:00 PM with discussions on the WCPS capital improvements program, the draft MOU with WCPS for operations and funding, the request from the Shenandoah Farms Sanitary District Advisory Committee to cancel the Old Oak Lane revenue sharing projects with VDOT, the Department of Fire and Rescue Services' certification program and its relation to compensation, and the request of the Economic Development Authority Board of Directors' request for meeting attendance compensation
- Complimented one of the County's convenience site attendants – Ernie Tugman – for going above and beyond with customer service at the Route 522 convenience site

Mrs. Oates wondered if the County could reach out to the area's Master Gardener program regarding the ongoing concerns with landscaping at County schools. In the past

they have volunteered to conduct beautification operations in the area, and maybe a collaboration can be discussed with them.

Approval of Minutes

On a motion by Mr. Mabe, seconded by Mrs. Cook, and by the following vote, the Board of Supervisors approved the minutes of its regular meeting on July 19, 2022 and its special meeting on July 26, 2022:

Oates, Aye; Cullers, Aye; Cook, Aye; Mabe, Aye

Unfinished Business – Resolution in Support of US Bike Route 211 – Joe Petty

Joe Petty, Director of Economic Development, reported the American Association of State Highway and Transportation Officials (AASHTO) has designated a bicycle route corridor through Virginia to be developed as USBR 211. Warren County lies within that corridor, and this project is part of a national effort (through AASHTO) to expand the US Bicycle Route system and is being led by VDOT, Shenandoah Valley Bicycle Coalition, Virginia Bicycle Federation, and the Adventure Cycling Association. They are seeking support for designating USBR 211 through Warren County.

Mr. Petty noted seven of the nine jurisdictions along the route in Virginia have submitted resolutions of support; Augusta County is the southernmost locality and has denied the adoption of a resolution, and Warren County is the final locality considering a resolution of support. Since the last Board of Supervisors meeting where this resolution was discussed (June 28th), he has been researching potential liability concerns voiced by the Board members. He reached out to counsel who have confirmed that, should the Board adopt this resolution of support, the County would not be held liable for any bicycle accident that may occur along USBR 211.

Mrs. Cook said she is still concerned about someone suing the County if the Board adopts this resolution in support and an accident occurs along the route. Jason Ham, County Attorney, responded that the County is protected by sovereign immunity, which is a powerful immunity that could only be countered by gross negligence. Any petitioner/filer would need to present the most extreme facts to attempt to win a liability case. Mr. Petty also noted that in 1998, the Board of Supervisors adopted a resolution in support of the community being designated as the Canoe Capital of Virginia, which is a similar designation as this proposal. The users of the Shenandoah River, and the cyclists on the roads, have a level of personal responsibility they must accept.

On a motion by Mrs. Cook, seconded by Mrs. Cullers, and by the following vote, the Board of Supervisors denied the proposed resolution of support:

Mabe, Aye; Cook, Aye; Cullers, Aye; Oates, Aye

Consent Agenda

1. Transfers Request of Warren County Public Schools – Dr. Chris Ballenger
2. Removed for further discussion
3. Resolution Proposing the Addition of Streets to the VDOT Secondary Street System (Blue Ridge Shadows Subdivision, Phase 2) – Taryn Logan
4. Removed for further discussion
5. Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-01, Joseph Muniz for a Short-Term Tourist Rental – Matt Wendling
6. Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-02, Yulia Svetlichnaya for a Short-Term Tourist Rental – Chase Lenz
7. Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-03, Thomas Cho for a Short-Term Tourist Rental – Chase Lenz
8. Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-04, Andrew Sickle for a Short-Term Tourist Rental – Chase Lenz
9. Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-05, Jennifer Harp for a Short-Term Tourist Rental – Matt Wendling
10. Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-06, Lyndsey DePalma and Amanda Shipe for a Short-Term Tourist Rental – Chase Lenz
11. Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-07, John Clarke for a Short-Term Tourist Rental – Chase Lenz
12. Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-08, Royal Oak Estates, LLC (Larry Himelright) for a Cluster Housing Development – Matt Wendling
13. Authorization to Advertise for Public Hearing – Z2022-06-01 – Cole and Danielle Haase for an Ordinance to Amend and Re-Ordain Sections 180-8 and 180-43 of the Warren County Code re: Commercial Outdoor Recreational Operation – Matt Wendling
14. Removed for further discussion

Mrs. Cook requested the removal of item 2 for further discussion, Mrs. Cullers requested the removal of item 4, and Dr. Daley requested the removal of item 14. Dr. Daley also asked the Board to confirm the date of the public hearings for Tuesday, August 23rd at 6:00 PM, which Mrs. Cullers confirmed.

On a motion by Mr. Mabe, seconded by Mrs. Cook, and by the following vote, the Board of Supervisors approved the Consent Agenda as amended with items 2, 4, and 14 removed for further discussion:

Oates, Aye; Cullers, Aye; Cook, Aye; Mabe, Aye

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY

WHEREAS, the Edinburg Residency Office of the Virginia Department of Transportation (VDOT) recommends that the street referenced in this Board's resolution be added to the secondary system of state highways as a no cost pursuant to Sections 33.2-705 and 33.2-334 of the Code of Virginia as well as the VDOT Secondary Street Requirements, because the street(s) meets current minimum standards, the condition of the existing hard surface is serviceable, and currently serves the Blue Ridge Shadows Subdivision; and

WHEREAS, the Edinburg Residency Office of VDOT confirms that no Department funds are required to improve the streets described on the attached additions form AM-4.3 to meet current minimum design or maintenance standards of VDOT. The street has provided continuous public service since its establishment in 2006.

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the streets described on the attached Form AM-4.3 to the secondary system of state highways, pursuant to Sections 33.2-705 and 33.2-334 of the Code of Virginia; and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way as described on the attached form AM-4.3 and any necessary easements for cuts, fills, and drainage, as required; and

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

Mrs. Cook noted she had mistakenly removed the wrong item from the consent agenda for discussion and made a motion to reconsider item 1 (Transfers Request of Warren County Public Schools), which was seconded by Mr. Mabe and approved by the following vote:

Mabe, Aye; Cook, Aye; Cullers, Aye; Oates, Aye

Reconsideration of Transfers Request of Warren County Public Schools – Dr. Chris Ballenger

Mrs. Cook said she had meant to pull this item from the consent agenda to learn the reasons behind why Warren County Public Schools (WCPS) went overbudget in these categories. Rob Ballentine, WCPS Finance Director, explained that the overspending in Category 62000 (Administration, Attendance, and Health) was due to combining two Central Office positions into one Assistant Superintendent for Instruction position and relocated from Instruction to Administration along with an Administrative Assistant position for this Assistant Superintendent.

The overage in Category 64000 (Operations and Maintenance) was mainly due to an increase in the cost of the custodial services contract that was not reflected in the WCPS

budget; the overage in Category 67000 (Debt Service and Transfers) was due to not calculating the bank's service charge on a bond payment into the WCPS budget; and the overage in Category 68000 (Technology) was due to unexpected maintenance on the WCPS fiber optic internet cables.

On a motion by Mrs. Cook, seconded by Mrs. Oates, and by the following vote, the Board of Supervisors approved the request of the Warren County School Board for FY 2021-2022 to transfer \$330,344 from Category 61000 and \$87,209 from Category 69000 to Category 62000 in the amount of \$325,000, to Category 64000 in the amount of \$75,000, to Category 67000 in the amount of \$7,553, and to Category 68000 in the amount of \$10,000:

Oates, Aye; Cullers, Aye; Cook, Aye; Mabe, Aye

Additional Transfer Request of Warren County Public Schools – Dr. Chris Ballenger

On a motion by Mrs. Cook, seconded by Mrs. Oates, and by the following vote, the Board of Supervisors approved the request of the Warren County School Board for FY 2022-2023 to transfer \$64,179 from Category 64000 to Category 67000 in the amount of \$64,179 for the payment of the bond with US Bank:

Mabe, Aye; Cook, Aye; Cullers, Aye; Oates, Aye

Cooperative Contract Award for Four (4) Vehicle Replacements for the Warren County Sheriff's Office – Alisa Scott/Sheriff Mark Butler

Mrs. Cullers pulled this item from the consent agenda because she was curious how the Sheriff came to the decision of purchasing Chevrolet Tahoes instead of Ford Explorers, which are the vehicles the Sheriff's Office has purchased in the past. She asked if the Sheriff had done a cost comparison between the two vehicle models, and Alisa Scott, Deputy Finance Director, responded that a price comparison had not been done. This is a unique situation with this specific purchase because the dealership has these Tahoes available on the lot right now; to purchase Ford Explorers would cause a delay in the Sheriff's Office receiving the vehicles.

Mrs. Cullers said based on her research, the 2022 Tahoe gets up to 14 city miles per gallon (mpg) on an approximately 24-gallon tank while an Explorer gets up to 20 city mpg on an approximately 20-gallon tank. With gas prices the way they are, there is a cost difference in the Tahoe's 336 miles per tank versus the Explorer's 400 miles per tank. She is not comfortable voting on this purchase until there is a price and specifications comparison completed.

On a motion by Mrs. Cook, seconded by Mrs. Oates, and by the following vote, the Board of Supervisors tabled consideration of this item until September:

Oates, Aye; Cullers, Aye; Cook, Aye; Mabe, Aye

Authorization to Advertise for Public Hearing – Conditional Use Permit 2022-06-09, Cole and Danielle Haase for a Commercial Outdoor Recreational Operation – Matt Wendling

Dr. Daley said the Board has requested that the public hearing for this conditional use permit request be pushed until the public hearings date in September (the 27th) to make sure Mrs. Cook, the Supervisor for where this operation is proposed to be located, can attend this public hearing. The postponement of this public hearing is acceptable to the applicants.

On a motion by Mrs. Cook, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors tabled the request to authorize for advertisement of a public hearing the proposed conditional use permit request for a Commercial Outdoor Recreation Operation until agency comments are received and moved this public hearing request to September 27th at 6:00 PM:

Mabe, Aye; Cook, Aye; Cullers, Aye; Oates, Aye

~~Public Hearing – Ordinance to Add and Ordain Section 30-9 of the Warren County Code to Add a One-Time Incentive Pay for Advanced Level Providers with the Department of Fire and Rescue Services in FY 2021-2022 – Jane Meadows~~

Closed Session – Virginia Freedom of Information Act

On a motion by Mrs. Oates, seconded by Mrs. Cook, and by the following vote, the Board enter into a closed meeting under the provisions of Section 2.2-3711(A)(8) of the Virginia Freedom of Information Act for consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by counsel, such matter being delinquent real estate taxes.

The Board also entered into a closed meeting under the provisions of Section 2.2-3711(A)(3) for the discussion or consideration of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, such real property being located in the North River Magisterial District outside the limits of the Town of Front Royal.

The Board further entered into a closed meeting under the provisions of Sections 2.2-3711(A)(7) and (A)(8) for consultation with legal counsel pertaining to actual litigation and the provision of legal advice regarding the case of *Karen Susan Adams, et als, v. Judge W. Dale Houff, et als*.

Finally, the Board entered into a closed meeting under the provisions of Section 2.2-3711(A)(1) to discuss the appointment of members to the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia (the “EDA”) Board of Directors:

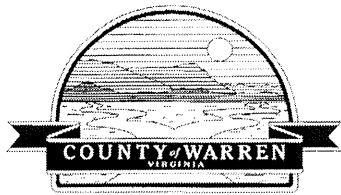
Oates, Aye; Cullers, Aye; Cook, Aye; Mabe, Aye

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board certified to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Sections 2.2-3711(A)(1), (A)(3), (A)(7), and (A)(8) of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body:

Mabe, Aye; Cook, Aye; Cullers, Aye; Oates, Aye

Adjournment

Mrs. Cullers adjourned the meeting at 1:12 PM.



COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
8/16/2022	Old Business H	Conditional Use Permit #2022-05-08 Self-Realization Fellowship Church Church
<u>EXPLANATION & SUMMARY:</u> See attached application and staff report. General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards: 1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan. 2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations. 3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof. 4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area. 5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided. 6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that: a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties. b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion. c) Provide for adequate parking and ingress and egress to public streets or roads. d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property. e) Prevent such use from changing the character and established pattern of development of the community.		

PLANNING COMMISSION STATUS:

On Wednesday, June 8, 2022, Mrs. Richardson moved to forward this application to the Board of Supervisors, recommending approval. The motion was seconded by Mr. Henry and approved by the Planning Commission by a vote of 4-0.

BOARD OF SUPERVISORS STATUS:

At the July 26th, 2022 Board meeting, Mr. Butler moved to table this application until August 16th which was seconded by Mr. Mabe, in order to give the Virginia Department of Transportation and opportunity to comment on the request.

RECOMMENDED CONDITIONS:

Staff recommends that if the Board of Supervisors is going to approve of this request that the following conditions should be applied:

1. The chapel occupancy shall not exceed the number of occupants to be determined by the VA Uniform Statewide Building Code and VA Dept. of Health approval for an approved on-site sewage system.
2. The applicant shall comply with all Warren County Building Inspections, Virginia Department of Transportation (VDOT) and Warren County Health Department regulations and requirements. These include Building Code requirements for a smoke and fire detector system and change of use and occupancy to the authorized use group.
3. The applicants shall meet the requirements for Code Sections §180-15 for Off-Street parking for a church which requires one (1) parking space per four (4) fixed seats and §180-49.2 for outdoor lighting.

Suggested additional condition based on VDOT Comments not included in Planning Commission recommendations:

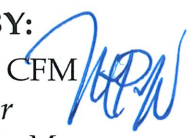
4. The applicant shall meet all permitting requirements and complete the necessary entrance improvements as identified and recommended by VDOT prior to receiving a Certificate of Occupancy for the structure from the Building Official.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of Self-Realization Fellowship Church for a church with the conditions as recommended by the Planning Commission and staff.

OR

I move that the Board of Supervisors deny the conditional use permit request of Self-Realization Fellowship Church for a church for the following reasons. (List Reasons)

SUBMITTED BY: Matt Wendling, CFM Planning Director County Floodplain Manager 	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (Describe)	PROCESSED BY:
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Matt Wendling

From: Arthur Boyce <bobby.boyce@vdot.virginia.gov>
Sent: Tuesday, August 9, 2022 6:26 AM
To: Matt Wendling
Cc: Taryn Logan
Subject: RE: Self-Realization Fellowship Site Visit and Review for CUP for Church

I just need to finish a 2.435 million sq.ft. rezoning in Frederick County today. I'm over 45 days on it.

They need to install a standard commercial entrance and remove a couple of trees for sight distance. They just barely meet sight distance based on speed limit. I just wish that everyone drove the speed limit on that road.

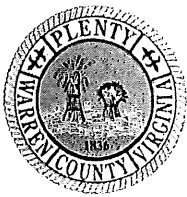
From: Matt Wendling <Mwendling@warrencountyva.gov>
Sent: Monday, August 8, 2022 4:39 PM
To: Arthur Boyce <bobby.boyce@vdot.virginia.gov>
Cc: Taryn Logan <Tlogan@warrencountyva.gov>
Subject: Self-Realization Fellowship Site Visit and Review for CUP for Church

Hey Bobby,

Any chance you can get out to the SRF property for your review of the site, I need to get your comments for the BOS packet prior to end of workday (Tuesday) in order to get it on the agenda for meeting on August 16th? It would be much appreciated.

Best,
Matt

Matt Wendling, CFM
Planning Director
County Floodplain Manager
220 N. Commerce Ave., Ste. 400
Front Royal, VA 22630
540-636-3354
mwendling@warrencountyva.gov
Note Change in E-mail to .gov



Conditional Use Permit: 2022-05-08 / Church
Self-Realization Fellowship Church , Current Owner/Applicant
Staff Report for the Planning Commission

Prepared: April 26, 2022

Staff Contact: Matt Wendling, Planning Director/County Floodplain Manager

SUMMARY OF REQUEST

The applicant, Self-Realization Fellowship Church has been holding scheduled worship services for their small local congregation here at this site since the early 1980's. They meet in a small chapel that is currently located in the main residence on the property which serves as home for the worship leader as well as her two assistants. Average attendance for the weekday evening services has been 12 to 18 attendees, Sunday morning services may have up to 50 people on average and 30 to 50 for special fellowship events held on Saturday. The board of directors and members of the church are requesting to build a new facility on the grounds so that the residents of the main dwelling can preserve their privacy and for health concerns that came about during the recent Covid-19 pandemic. The church does not intend to increase its size with the new building will be built to accommodate its current congregation and will also include handicapped and senior citizen accessible facilities that the existing chapel does not. The lot is a 5.12 acre parcel located within the 527 acres of land the church owns which is primarily undeveloped woodlands. See statement of justification and addendum sheet for further information and details regarding this request.

PROPERTY INFORMATION

Property Location: 2660 John Marshall Hwy.
Tax Map ID: #30--24A1
Magisterial District: Happy Creek
Subdivision: Greenfield

City: Linden
Zoning: Agricultural (A)
Acres: 5.12
Existing Land Use: Residences, Chapel, Storage Barn

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A)
South: Agricultural (A)
East: Residential One (R-1)
West: Agricultural (A)

Use: Woodlands - Rt. 55 - Green Hill Forest Subdivision
Use: Woodlands - Smithsonian Conservation Biology Ins.
Use: High Knob Subdivision
Use: Vacant Lots - Wooded - Leach Run stream

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Agricultural (A) zoning district. This property was the core area in which the Battle of Wapping Heights/Manassas Gap was fought on July 23, 1863 between Confederate General Robert E. Lee's Army of Northern Virginia and Union Maj. Gen. George G. Meade's Army of the Potomac. [Battle of Manassas Gap - Wikipedia](#) The current use as a church/chapel is non-conforming since it was established at the time the property was purchased in 1983 and has continued since that time. The request to construct a new chapel for worship services is an expansion of the non-conforming use and thus requires a conditional use permit for the listed use in the Agricultural district. County Planning staff have never received any complaints regarding the property and the use for church services that staff is aware of.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The request is compatible with Code Section §180-21.D(4), indicating district regulations in the Agricultural (A) zoning district by conditional use permit. A church is permitted under this code section as a Conditional Use granted by the Board of Supervisors.

PROPOSAL

Section §180-8 defines Church as:

"A place where persons regularly assemble exclusively for worship. The term "church" includes the term "synagogue," "mosque," "monastery," or other terms for a house of worship, and shall include, where appropriate, real estate of not more than 250 acres, provided that such acreage is or is to be devoted exclusively to a church building, chapel, monastery, cemetery, offices used only for administrative purposes of the church, a Sunday school building, church manse, parsonage or rectory, playgrounds, recreation areas or parking lots for the convenience of those attending any of the foregoing." [Amended 5-21-2002]

SUPPLEMENTARY REGULATIONS FOR CHURCHES

There are no supplemental regulations in the Warren County Zoning Ordinance for a church. All conditions will be based on comments received by the Warren County Building Official and State agencies. The currently location for parking meets the needs of the church at this time and will not require an expansion with the exception of two new handicapped parking spaces which will be installed adjacent to the new structure.

SEWAGE DISPOSAL

A construction permit and soil work has been submitted, and the septic system has been designed by Perry Engineering to meet the needs of the church meeting facility. The proposed drain field sites are shown on the plat submitted by Brogan Surveying. Water Quality Reports of Analysis have been submitted by the applicant for October 27, 2021 and January 6, 2022 and both meet the requirements for Total Coliform and E.coli which were both shown to be absent.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that conditions may be modified and additional conditions may be added after all agency comments have been received.

1. The Chapel occupancy shall not exceed the number of occupants to be determined by the VA Uniform Statewide Building Code and VA Dept. of Health approval for an approved on-site sewage system.
2. The applicant shall comply with all Warren County Building Inspections, Virginia Department of Transportation (VDOT) and Warren County Health Department regulations and requirements. These include Building Code requirements for a smoke and fire detector system and change of use and occupancy to the authorized use group.
3. The applicants shall meet the requirements for Code Sections §180-15 for Off-Street parking for a church which requires one (1) parking space per four (4) fixed seats and §180-49.2 for outdoor lighting.

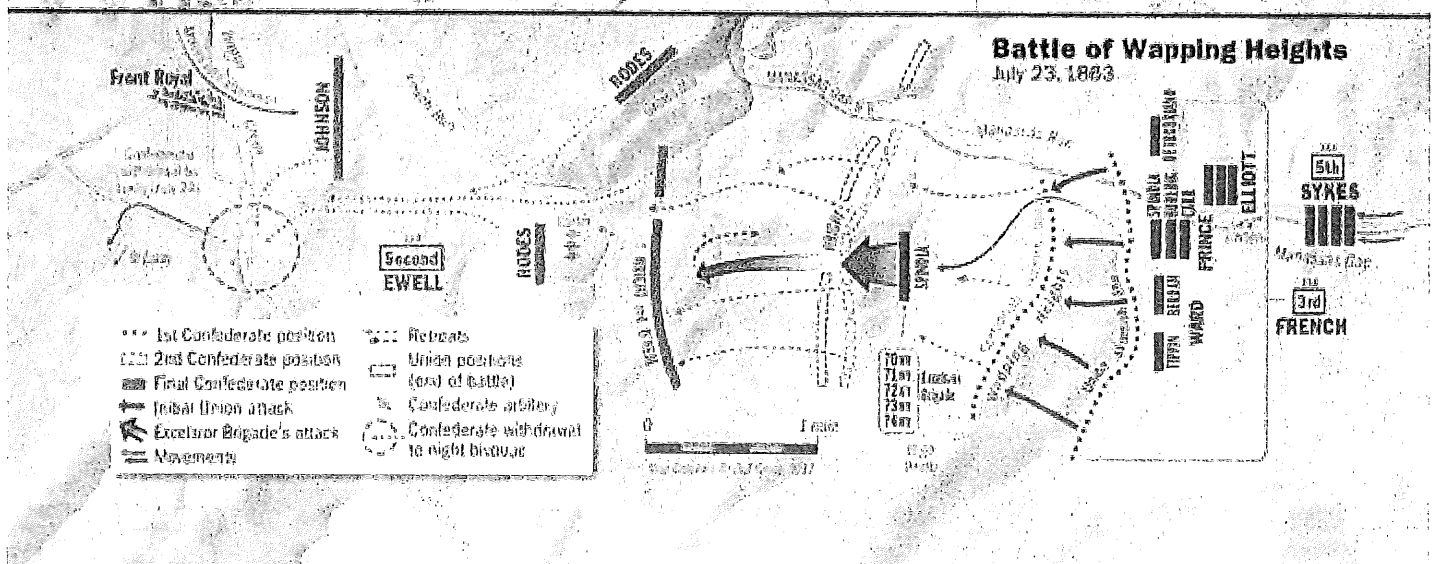
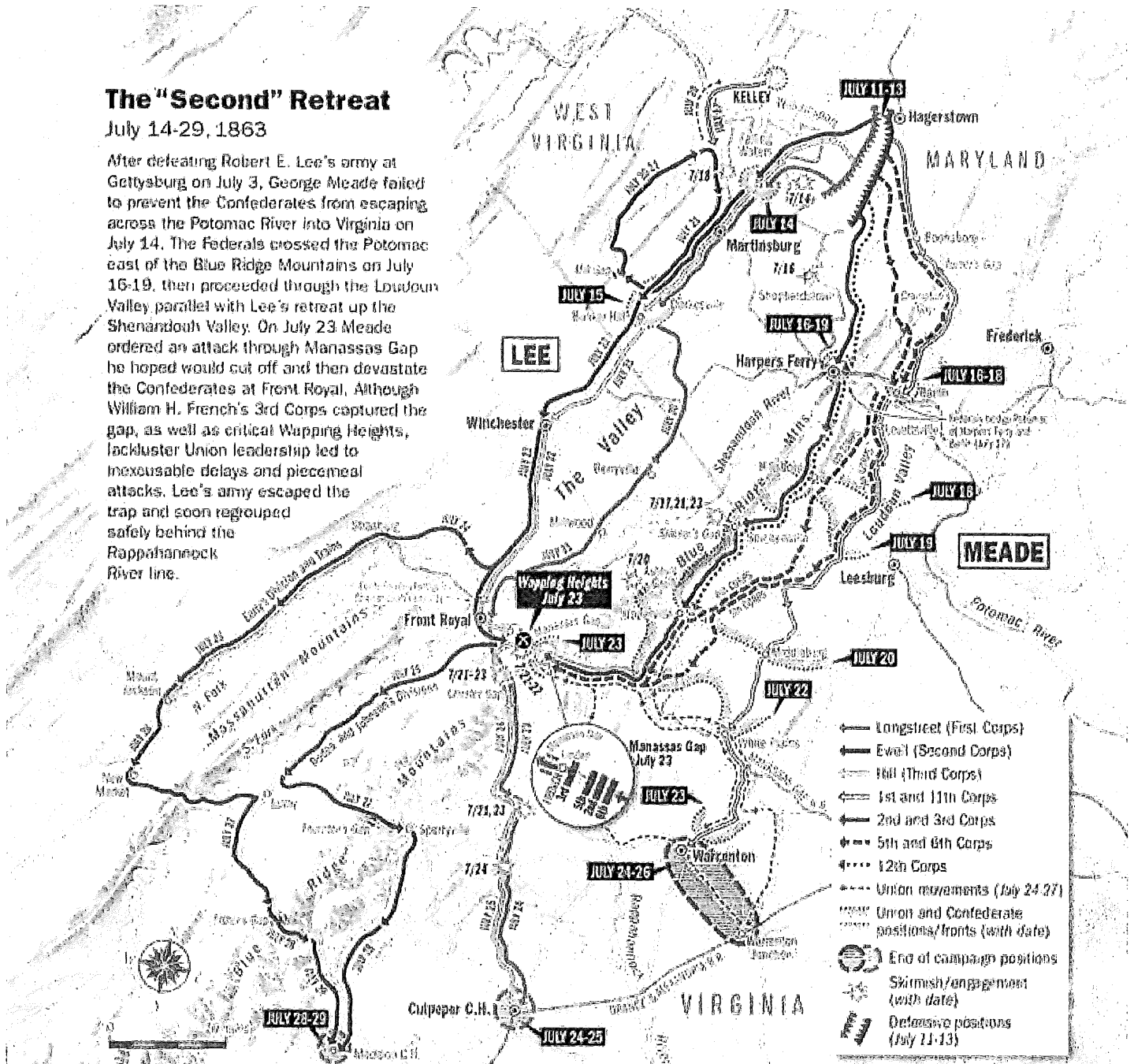
Cc: Self-Realization Fellowship Church: Contact, Keith Arnett – Owner/Applicant



The "Second" Retreat

July 14-29, 1863

After defeating Robert E. Lee's army at Gettysburg on July 3, George Meade failed to prevent the Confederates from escaping across the Potomac River into Virginia on July 14. The Federals crossed the Potomac east of the Blue Ridge Mountains on July 16-19, then proceeded through the Loudoun Valley parallel with Lee's retreat up the Shenandoah Valley. On July 23 Meade ordered an attack through Manassas Gap he hoped would cut off and then devastate the Confederates at Front Royal. Although William H. French's 3rd Corps captured the gap, as well as critical Wapping Heights, lackluster Union leadership led to inexcusable delays and piecemeal attacks. Lee's army escaped the trap and soon regrouped safely behind the Rappahannock River line.



Statement of Justification

Conditional Use Permit Application

Self-Realization Fellowship Church

Self-Realization Fellowship (SRF) has been conducting regularly scheduled worship services at this location since acquiring the property in the early 1980's, serving a small local congregation. The congregation has been meeting in a small chapel located in the main residence on this property, accommodating 12-18 people for each of the two worship services held on Tuesday and Thursday evenings, and a slightly larger number of people for Sunday morning worship services. The location is extremely secluded, surrounded on all sides by 527 acres of undeveloped land owned by Self-Realization Institute of Virginia (SRF's Virginia affiliate). Thus, the use creates virtually no inharmonious or negative impact on neighboring properties and, due to the small size of the congregation, little or no impact to traffic.

Over the years, however, several challenges have arisen with using the main residence building as a chapel, making it a less than ideal scenario:

- The residence serves as the home for our worship leader as well as two assistants. Accommodating the congregation in their home several times a week requires sacrifices both of privacy and convenience.
- The arrival of COVID-19 in early 2020 presented another challenge: the small chapel would not accommodate the congregation after accounting for the social distancing recommended by health authorities. As a result, worship services in this chapel have been cancelled since the beginning of COVID-19, and remain cancelled to this day. There are no other locations available on the property for these services.
- The congregation, like many others, is aging, but the main residence is not accessible to individuals with disabilities, nor are there any accessible restrooms in the building for those with disabilities.

Based on these considerations, we have determined that the best way forward is to build a chapel building to accommodate the existing congregation. The chapel would be sized to enable the congregation to meet while following social distance guidelines, and to provide full access and restroom facilities for individuals with disabilities. By relocating from the original location, the residents of that building will be afforded the peace, privacy, and convenience of their own home.

We wish to underscore that this new chapel building is to be constructed solely to provide the same accommodations as those found in the original chapel in the main residence (except for the addition of disability access).

To further clarify, we would like to stipulate that this facility is not expanding usage or creating any new uses – we will simply continue to do what we have been doing for the past 35+ years, only we will be doing it in a more appropriate building. We are not planning for any additional people, any additional cars, or any additional activities.

WARREN COUNTY CONDITIONAL USE PERMIT APPLICATION

Application Number: 2022-05 08
 Date Received: 4-20-22
 Fee Amount: \$ 200.00 CK# 6414
 Date Paid: 4-25-22

Applicant Information:

Self-Realization Fellowship Church

Applicant Name

2660 John Marshall Hwy	Front Royal	VA	22630
<i>Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>

Property Location for conditional use permit if Different than Applicant's Address

540-631-5024	brahmani@yogananda-srf.org
<i>Primary Contact Number</i>	<i>Email</i>

Self-Realization Fellowship Church

Property Owner (if same as applicant, leave blank)

3880 San Rafael Ave.	Los Angeles	CA	90065
<i>Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>

323-225-2471

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

- (1) Address/Location: 2660 John Marshall Hwy, Front Royal VA 22630
- (2) Election District: Happy Creek
- (3) Tax Map Number: 30 24A1
- (4) Subdivision Name: N/A
- (5) Total Area of Property (acres): 5.12
- (6) Total Area to be Used (acres): Approx. 0.15 acres including septic field
- (7) Total Road Frontage (feet): See addendum sheet
- (8) Depth of Property (feet): See addendum sheet
- (9) Present Zoning: Agricultural

B. Proposed Use of Property

- (1) State the proposed use(s) for the Conditional Use Permit: See addendum sheet
- (2) Current land use and condition of site: See addendum sheet
- (3) Zoning of surrounding land/property: See addendum sheet
- (4) Will development be staged? ☐ Yes ☒ No
- (5) Construction Time: 6-8 months
- (6) Season, days, and hours of operation: See addendum sheet
- (7) Will there be a sign? ☒ Yes ☐ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)
Existing sign at entrance on John Marshall Hwy. - see photo in addendum
- (8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No
- (9) Number of full time employees: 3
- (10) What type of sewage disposal system will be used? ☒ Private ☐ Central ☐ Public
- (11) Number of persons to be served by the sewage disposal system: See addendum sheet
- (12) Number of parking spaces to be provided: Regular 34 Handicap 2
- (13) What is the proposed landscaping and buffering for this property? _____
Building will be approx. 1/3 mile from road, not visible to any neighbors or other structures.

C. Plans Prepared By

Name: Frederick Andreae Architects,

Address: 25 South Royal Ave. Front Royal VA 22630

Telephone Number: 540-635-5135

D. Environmental Information

- (1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) _____
No. This is a relocation of existing activities already taking place on the property.

- (2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) _____
No. There will be no additional debris generated by this activities in this structure. No new activities will be taking place in this building.
- (3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) _____
No hazardous substances will be used or stored on the property
- (4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. There will be no potentially hazardous emissions other than standard waste water from the bathrooms and warming kitchen. This will be directed to a professionally designed, VDH-certified septic system.
- (5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) _____
No
- (6) What will be the impact on traffic? _____
There will be no additional traffic created by this building.
- (7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. _____
See addendum

**The following documents and/or information are required
to be submitted with the application:**

- ☐ **An application fee of \$500.00.**
Make payable to the Treasurer of Warren County. A non-refundable fee of \$500.00 will be required at the time of submittal.
- ☐ **A Statement of Justification**
This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.
- ☐ **A Site Plan/Survey.**
Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.
- ☐ **Sewage Disposal and Well Site.**
Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.
- ☐ **A copy of the deed to the property verifying the current ownership.**
A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.
- ☐ **A statement verifying that real estate taxes have been paid.**
This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.
- ☐ **Environmental and Community Impact Statements**
The Planning Director, the Planning Commission, and/or the Board of Supervisors reserve the right to ask for an environmental and/or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.
- ☐ **List of chemicals stored on the site**
A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.
- ☐ **Location Map**
A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.
- ☐ **Directions to your property from the Warren County Government Center.**
South on Commerce Ave. from Government center to Rt. 55/John Marshall Hwy, then turn left.
Approximately 2.5 miles east on John Marshall Hwy., arrive at property on right.

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Joseph Bouchard 3/8/2022
Applicant Signature Date

Joseph Bouchard 3/8/2022
Property Owner Signature Date

Accepted by: _____ Date: _____

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

Addendum Sheet to Conditional Use Permit Application

Self-Realization Fellowship Church

Item A.7: Total Road Frontage (feet): The property referenced as Tax Map ID 30 24A1 actually has no road frontage, as it is enclosed entirely by property referenced as Tax Map ID 30 21, consisting of 527.3 acres, owned by the Self-Realization Institute of Virginia, Inc.. Lot 30 24A1 is accessed from Rt. 55/John Marshall Hwy, by a gravel drive of approximately ¼ mile in length. For the record, the road frontage of lot 30 21 is approximately 3,710 feet

A.8: Depth of Property: The property referenced as Tax Map ID 30 24A1 is irregular in shape; it is approximately 432 feet deep and 494 feet wide at its widest points. At its nearest point to John Marshall Hwy, lot 30 24A1 is approximately 960 feet from the road.

B.1: State the proposed use(s) for the Conditional Use Permit: The purpose of this building is to relocate our existing church services to a new building. We are not planning for any additional people, any additional cars, or any additional activities. For more details, see the Statement of Justification.

B.2: Current Land Use and Condition of Site: The proposed building site is currently a mowed field in its natural state.

B.3: Zoning of surrounding land/ property: As described above, lot 30 24A1 is completely surrounded by lot 30 21, which is zoned agricultural. All properties adjoining Lot 30 21 are zoned agricultural, with the following exceptions:

- All adjoining properties along the eastern boundary of lot 30 21 and south of Rt. 55/John Marshall Hwy. are part of High Knob Subdivision, and are all zoned Residential R-1.
- All property south of the southern boundary of lot 30 21 is owned by the U.S. Government and serves as the Smithsonian Conservation Biology Institute. It is zoned Federal.

B.6: Season, days, and hours of operation: The church is in use year-round, with services held on Sunday morning, and Tuesday and Thursday evenings. See **B.11** for the number of people present. The grounds are open as follows:

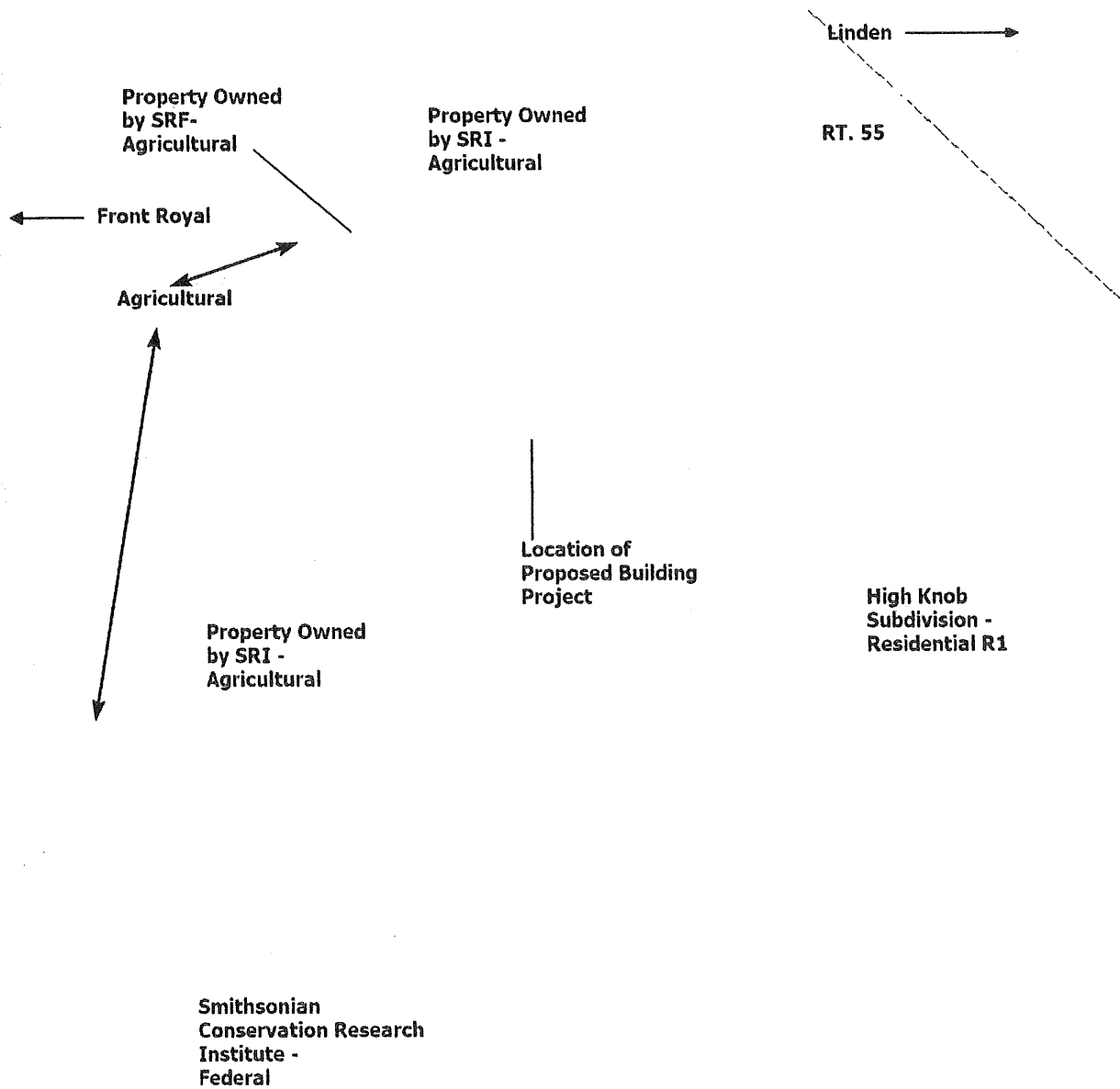
- Monday: Closed
- Tuesday: 9 am – 9:30 pm (evening service 6:30 – 9:30 pm)
- Wednesday: 9 am – 5 pm
- Thursday: 9 am – 8:45 pm (evening service 7:30 – 8:45 pm)
- Friday: 9 am – 5 pm
- Saturday: 9 am – 12:30 pm (fellowship events are held on Saturday evenings, generally once every 2-3 months, 6:00 – 9:00 pm)
- Sunday: 9 am – 1 pm (morning services 10:00 am – 12:00 pm)

B.7: Photo of existing sign: This sign has been in place since the early 1980's.



B.11: Number of persons to be served by the sewage disposal system: The original chapel building has been operating with a septic system approved by VDH for the usage described above. The new chapel building septic system has been designed for similar usage; i.e., 8 or fewer users during regular periods of use; 12-18 people on Tuesday and Thursday evenings, and 50 people on Sunday mornings. Occasional fellowship events as noted in **B.6** may be attended by 30-50 people.

D.7: Will exterior lighting be used?: Walkway lighting and porch lighting will be used for evening services. These outside lights will not be visible to any neighboring properties or from Rt. 55/John Marshall Hwy.



Location Map

VA. RT. 55 - D.B. 50 - P. 36

BOOK 309
PAGE 219

N60°18'09"E-640.30'
S11°01'35"E
115.00'

FOUND!
CHORD N61°10'03"E
70.39'
ARC 70.39'

R/W DETAIL
1" = 250'

R/W TO RT. 55

S07°24'30"E
331.16'

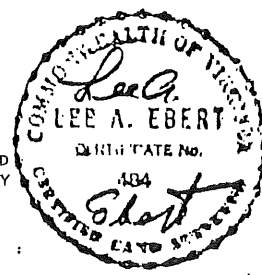
S12°46'40"E
357.66'

S18°30'00"E
42.34'

APPROXIMATELY 906' TO ROUTE 55

R/W TO RT. 55
A SEE DETAIL

INGRESS /
EGREES ROAD
TO PROPERTY



(5.123 ACRES)

OTHER LAND

S62°53'32"E - 395.48'

OTHER LAND

(6) EXISTING
DWELLING
PARKING

(16) EXISTING
CHURCH
PARKING
(2) EXISTING
DWELLING
PARKING

N73°10'53"E-228.00'

FUTURE 3 BAY GARAGE

IRON PIN
N12°08'18"W-370.10'

1 STORY
FRAME
HOUSE

1 STORY
FRAME
HOUSE

FRAME
BARN

2-STORY
STONE
CHICKEN HOUSE

(10) EXISTING
CHURCH PARKING

(2) NEW
H-CAP
ACCESSIBLE
PARKING

2 STORY
FRAME
HOUSE

1 STORY
FRAME
HOUSE

NEW
MEETING
HALL

OTHER LAND

S2°15'30"E - 300.00'

S61°55'24"W-314.84'

OLD STONE WALL
8" LOCUST
10" WALNUT

1
ST-1B

1983 SURVEY W/ EXISTING PARKING
Scale: 1" = 100'-0"

PARKING REQUIREMENTS:

(4) DWELLING UNITS X 2 PARKING PER DWELLING =
8 PARKING SPACES
62 CHAIRS + 2 LEADERS (SANCTUARY) 64 / 4 = 16
PARKING FOR CHURCH

REQUIRED PARKING = 24 SPACES
EXISTING PARKING SPACES = 34 + (2) NEW H-CAP
ACCESSIBLE PARKING SPACES (PAVED OR WITH
COMPACTED STONE DUST)

NOTE: ORIGINAL PLAT PREPARED BY LEE EBERT, PLC 1983;
EXISTING PARKING AND NEW ACCESSIBLE PARKING
SUPERIMPOSED ON SURVEY BY FRED ANDREAE
ARCHITECTS, 4-12-22

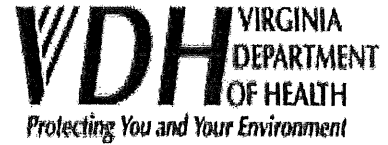


Scale: $1/8" = 1'-0"$

Lord Fairfax Health District



Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov



May 20, 2022

Matt Wendling, Deputy Planning Director
Warren County Planning and Zoning
220 N Commerce Ave., Suite 400
Front Royal, Virginia 22630

RE: Request for Comments (2022-05-08)
Owner: Self-Realization Fellowship Church

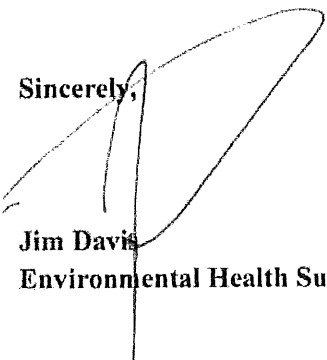
Dear Mr. Wendling,

I have reviewed your request for comments regarding the CUP for a church to be located at 2660 John Marshall Hwy. Front Royal, VA (Tax Map# 30-24A1) and I offer the following comments:

1. Within the packet we received from you concerning your request, documentation was included from a private OSE dated March 5, 2022 that appears to indicate the proposed new building is to be connected to a new onsite sewage disposal system. The OSE documentation appears to be in order. The applicant will need to apply to this office for an onsite sewage system construction permit. The application must include an original OSE packet. The system design is for 500 gallons per day or 100 persons at 5 gpd each.
2. It appears the new building will be connected to an existing private well.

Please contact me at (540) 635-3159 should you have any questions.

Sincerely,



Jim Davis
Environmental Health Supervisor

Matt Wendling

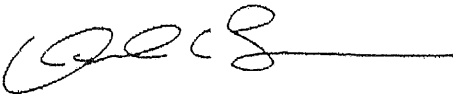
From: David Beahm
Sent: Tuesday, May 17, 2022 2:01 PM
To: Matt Wendling
Cc: Paula Fristoe
Subject: Request for Comments 2022-05-08 – Self-Realization Fellowship Church – Conditional Use Permit for New Church Facility – WCCUP-000183-2022

Comments 2022-05-08 – Self-Realization Fellowship Church – Conditional Use Permit for New Church Facility – WCCUP-000183-2022:

- Erosion and Sediment Control (ESC) Items:
 - Land disturbance is indicated within the application with regards to a new building and potentially addition septic areas. As such, if the work exceeds ten thousand (10,000) square feet an application and permit would be required. Which would be a normal submission including a full plan review application
 - Additionally, the activity appears that it would exceed one (1) acre and would require submission to the Department of Environmental Quality (DEQ) for Stormwater. Approval by DEQ (Construction General Permit) would be required prior to any ESC Permit and any type of Building Permit being issued by Warren County.
- Building Inspections Items:
 - When any building construction related activity (structure, electrical, plumbing, mechanical, etc.) starts, it would be subject to the normal requirements of application, review and approval prior to work beginning.
 - All building requirements are based on the Virginia Uniform Statewide Building Code (USBC).

If anything should change in the scope additional requirements may be required.

Respectfully,



David C. Beahm, CBO
Building Official

dbeahm@warrencountyva.net

Warren County Building Inspections

220 North Commerce A
Suite 100
Front Royal, VA 22635

540/636

FAX 540/636

www.warrencountyva.net

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS MESSAGE TO OTHERS; PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE; AND THEN PLEASE DELETE THIS MESSAGE FROM YOUR SYSTEM. THANK YOU.

Taryn read file -



151 Windy Hill Lane
Winchester, VA 22602

June 29, 2015

Fred Andreae Architects
25 S. Royal Avenue
Front Royal, VA 22630

Attn: Fred Andreae

Re: Self-Realization Fellowship Greenfield Center
Site Plan for a 10,000 SF Worship Center

Dear Mr. Andreae:

Greenway Engineering, Inc. is pleased to offer this proposal for surveying and engineering services for a proposed 10,000 square foot worship center at the Self-Realization Fellowship Greenfield Center located in Warren County, Virginia at 2660 John Marshall Highway, Front Royal, Virginia. The proposed site area will be constructed on approximately 6 to 8 acres of an undeveloped agricultural zoned parcel containing approximately 528 acres. This parcel of land is identified in the Warren County Tax Records as Tax Map #20-21, and is currently owned by the Self Realization Institute of VA, Inc. The proposed use of the property for the development of a church/worship center will require a Conditional Use Permit (CUP) Application and is not included in this proposal. Greenway will however provide the owner with the supporting engineering documents that will be required for the CUP application. A summary of services being offered with this proposal, followed by a detailed scope of those services, is as follows.

Engineers Surveyors Planners Environmental Scientists Laboratory
Telephone 540-662-4185 Fax 540-722-9528
www.greenwayeng.com

File #5969F/P02449-Self Realization Fellowship/KP/dls

SUMMARY OF SERVICES

Surveying:

- Asbuilt Topographic Survey
- Drainfield/Well Site Location Survey

Engineering:

- Preliminary Sketch and Conceptual Plan Layouts
- Community Impact Statement (for CUP Application)
- Site Plan Design
 - 10K SF Building
 - Parking Area for 100± Spaces
 - Access Drive w/Commercial Entrance onto John Marshall Highway
 - Vehicular Access for Maintenance from Existing Facilities
- Stormwater Management/Water Quality Plan
 - Stormwater Management Facility Design
 - Best Management Practices (BMP) Design
 - Soil Infiltration Testing – KSAT
- Erosion and Sediment Control Plan
- VDOT Maintenance of Traffic Plan
- VDOT Land Use Permit
- VSMP Registration and Land Disturbance Permit
 - Stormwater Pollution Prevention Plan (SWPPP)

Environmental:

- Environmental Impact Statement (for CUP Application)
 - Field Review and Inspection
- Soils Evaluation for Drainfield Location
- Drainfield Design
- Final Drainfield Inspection



Warren County VA

CUP Location Map



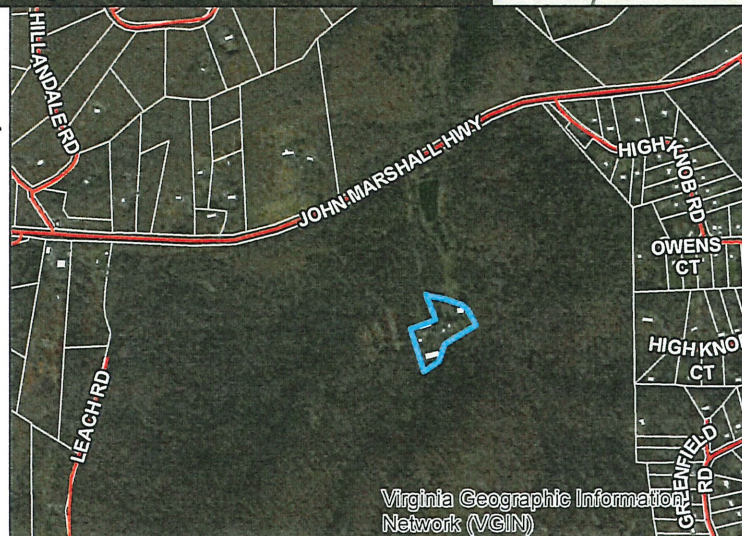
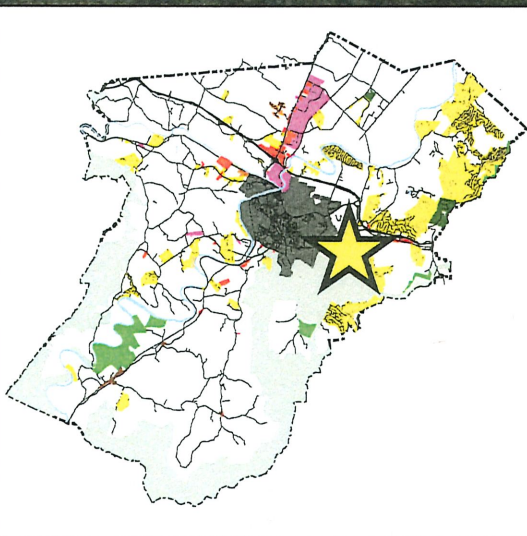
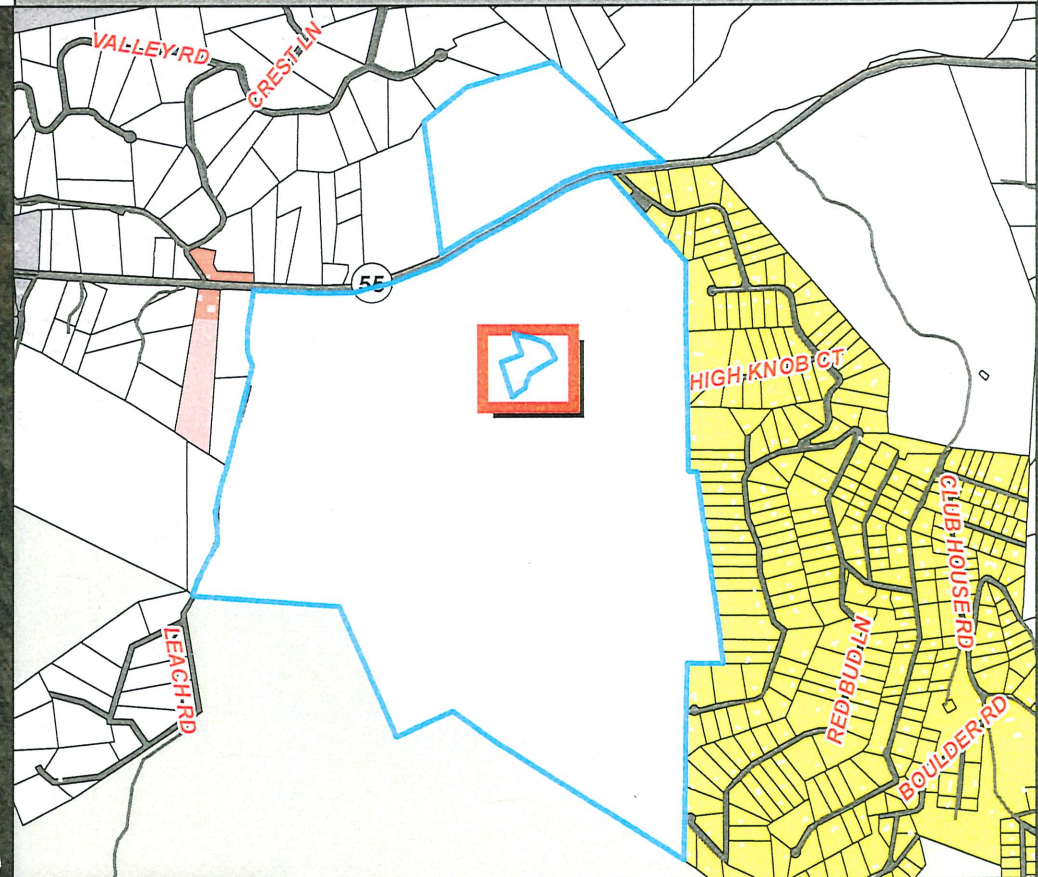
Church
Applicants: Self Realization Fellowship

TM 30-----24A1
2660 John Marshall Hwy



0 100 200 Feet

Virginia Geographic Information Network (VGIN)



Zoning

Agricultural	Rural Residential
Commercial	Right of Way
Industrial	Front Royal
Residential One	Federal Land
Residential Two	State Land
Suburban Residential	Water
Village Residential	VOF Conservation Easements
	WC Conservation Easements

Map produced by
Warren County GIS 2022
Department of Planning



COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

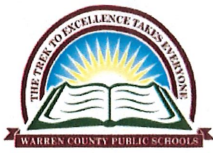
DATE	ITEM	SUBJECT:	PAGE 1 OF
August 16, 2022	I	Authorization to Advertise for Public Hearing – Conditional Use Permit Request of Cole and Danielle Haase for a Commercial Outdoor Recreation Operation	
<u>EXPLANATION & SUMMARY:</u> At its regular meeting on August 2, 2022, the Board of Supervisors postponed the public hearing for this conditional use permit request to its special public hearing date on Tuesday, September 27, 2022 beginning at 6:00 PM. However, as part of the same motion, the Board also “tabled the request to authorize for advertisement of a public hearing the proposed conditional use permit request for a Commercial Outdoor Recreation Operation until agency comments are received”. At this time, staff is requesting that the Board authorize the advertisement of a public hearing for this conditional use permit request on the date and at the time proposed. <u>COST & FINANCING:</u> N/A <u>PROPOSED OR SUGGESTED MOTION:</u> I move that the Board of Supervisors reconsider the prior motion made on August 2, 2022 regarding scheduling the public hearing of the conditional use permit request of Cole and Daniel Haase for a commercial outdoor recreation operation (the “C.U.P. Request”) and authorize the advertisement of a public hearing to be held on Tuesday, September 27, 2022 for the C.U.P. Request. OR <u>ALTERNATE MOTION:</u> I move that the Board of Supervisors not authorize the advertisement of a public hearing for the conditional use permit request of Cole and Danielle Haase for a Commercial Outdoor Recreation Operation.			
SUBMITTED BY: Emily Ciarrocchi, Deputy Clerk of the Board	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)		PROCESSED BY:



COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF
August 16, 2022	J-1	Purchase Order Request of Warren County Public Schools for Seven (7) School Buses	
<u>EXPLANATION & SUMMARY:</u> Dr. Christopher L. Ballenger, Superintendent, is requesting the issuance of a purchase order for seven (7) school buses at a total cost of \$903,693. The attachments detail the base price for each bus (\$97,989) as well as the description and associated cost of each selected option. The purchase order will include six (6) 77-passenger buses for \$127,509 each and one (1) wheelchair accessible bus for \$138,693. Upon delivery (which will probably occur in early 2023), the buses will be titled to the Warren County School Board. <u>COST & FINANCING:</u> No additional local funding is required. At its regular meeting on April 6, 2021, the Warren County Board of Supervisors established a School Transportation Fund in the amount of \$1,000,000 for the replacement of school buses, which was <i>not</i> appropriated to the Warren County School Board. <u>PROPOSED OR SUGGESTED MOTION:</u> I move that the Board of Supervisors approve the payment and appropriation of \$903,693.00 to Sonny Merryman, Inc, for seven school buses and that upon delivery such buses be titled to the Warren County School Board. I further move the Board authorize the Chair and County Administrator, either of whom may act, to execute all necessary documents that have been approved by the County Attorney or the Assistant County Attorney on behalf of the County. OR <u>ALTERNATE MOTION:</u> I move that the Board of Supervisors postpone this item for further discussion to _____.			
SUBMITTED BY: Edwin C. Daley, County Administrator	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)		PROCESSED BY:



Warren County Public Schools

210 North Commerce Avenue
Front Royal, Virginia 22630-4419
Phone (540) 635-2171
Fax (540) 636-4195
www.wcps.k12.va.us

OFFICE OF THE
SUPERINTENDENT

**WARREN COUNTY
BOARD OF SUPERVISORS**

August 4, 2022

AUG 04 2022

RECEIVED
WARREN COUNTY
ADMINISTRATOR'S OFFICE

Dr. Edwin C. Daley, County Administrator
County of Warren
220 North Commerce Avenue, Suite 100
Front Royal, VA 22630

Dear Dr. Daley:

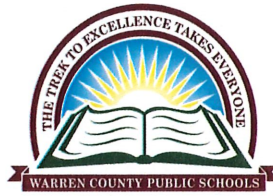
At the April 20, 2022 Warren County School Board work session, approval was given for me to request that the County issue a purchase order on behalf of Warren County Public Schools for the purchase of seven school buses from Sonny Merryman, Inc. at a total cost of \$903,693. Attached is the Board agenda item as well as the vendor quotes which provide additional detail.

Please coordinate this purchase with Director of Transportation Aaron Mitchell and let me know if you have any questions or need additional information.

Sincerely,

Christopher L. Ballenger, Ed.D.
Division Superintendent

Attachments



Agenda Item Details

Meeting	Apr 20, 2022 - Work Session
Category	3. Action Agenda
Subject	B. Request Board of Supervisors to Issue Purchase Order for Seven Replacement Buses - Dr. Ballenger
Access	Public
Type	Action
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	County of Warren School Bus Replacement Fund
Recommended Action	That the Superintendent be authorized to request that the County of Warren issue a purchase order on behalf of Warren County Public Schools for seven (7) school buses at a total cost of \$903,693.

Public Content

Explanation and Summary: The Warren County Board of Supervisors previously established a School Bus Replacement Fund of \$1,000,000 from the School Board FY2020 Operating Budget surplus. The County agreed to reserve these funds until such time as the School Division was ready to purchase the buses. Because the buses will be ordered in the current fiscal year and likely will not be delivered until next fiscal year (probably early 2023), the County has agreed to issue the purchase order for the buses on behalf of the school system. Upon delivery, the buses will be titled to the Warren County School Board.

School Board approval is being requested to authorize the Superintendent to request that the County issue a purchase order on behalf of Warren Public Schools for seven school buses at a total cost of \$903,693 from Sonny Merryman, Inc.

Attachments:

- 77 Passenger Bus Quote
- Wheelchair Accessible Bus Quote

Cost and Financing:

- Six 77 passenger buses at \$127, 509 each and one wheelchair accessible bus at \$138,693.
- Funded to be Provided from the County of Warren School Bus Replacement Fund

Proposed or Suggested Motion:

" I move that the Superintendent be authorized to request that the County of Warren issue a purchase order on behalf of Warren County Public Schools for seven (7) school buses at a total cost of \$903,693."

[77 Passenger Bus Quote.pdf \(216 KB\)](#)

[Wheelchair Accessible Bus Quote.pdf \(222 KB\)](#)

Administrative Content

Executive Content

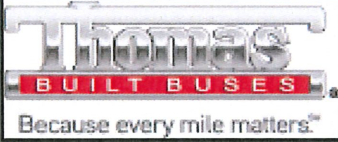
Motion & Voting

That the Superintendent be authorized to request that the County of Warren issue a purchase order on behalf of Warren County Public Schools for seven (7) school buses at a total cost of \$903,693.

Motion by Andrea M Lo, second by Ralph A Rinaldi.

Final Resolution: Motion Carried

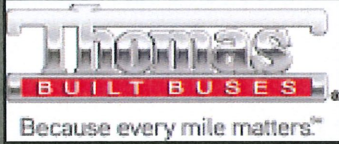
Yea: Antoinette D Funk, Andrea M Lo, Kristen J Pence, Ralph A Rinaldi, Melanie C Salins

CUSTOMER:	Warren County Public Schools		
ATTENTION:	Aaron Mitchell		
SALESPERSON:	Cory Compton		
DATE:	3/7/2022	 	  
BID QTY:	7	Lynchburg - Chesapeake - Northern VA P.O. Box 495 Rustburg, VA - 431-821-8203 - sonnymerryman.com	
RFP:	E194-90742		

PASSENGER CAPACITY		SONNY MERRYMAN INC
BUS TYPE:	C77 77 Passenger	
BASE QTY:	1-10	\$ 97,989
OPTIONS COST		\$ 29,520
		\$ -
TOTAL BID PRICE PER UNIT		\$ 127,509
TOTAL BID PRICE		\$ 892,563

QTY	OPTION TYPE	OPTION DESCRIPTION	SONNY MERRYMAN INC.	\$
				29,520
1	Air Tanks	Humphry Drain Valve	\$ 172	\$ 172
1	Alternator	200 amp Delco	\$ -	\$ -
1	Telematics	Zonar (First Year Free - GPS/Diagnostic Subscription)	\$ -	\$ -
1	Audio/Video	AM/FM/PA	\$ 722	\$ 722
1	Audio/Video	PA - External Speaker	\$ 112	\$ 112
1	Dealer Installed	Gatekeeper Five (5) Camera System (See attached pricing proposal details)	\$ 3,265	\$ 3,265
1	Axle Rear	Rear Axle - 6.14 ratio	\$ -	\$ -
1	Battery	Battery Disconnect	\$ -	\$ -
1	Battery	Group 31 Three Batteries	\$ 276	\$ 276
1	Brakes	4-Wheel Air Disc Brakes	\$ 2,433	\$ 2,433
1	Brakes	WABCO Smartrac Elect Stab Control Incl Traction Control Enhancement	\$ -	\$ -
1	Cell Phone	Electrical Power Supply - Cell Phone	\$ -	\$ -
1	Child Reminder	Child reminder system	\$ -	\$ -
1	Doors	"Vandalock System" locking system	\$ 118	\$ 118
1	Doors	Electric Powered Entrance Door Split Leaf, Outward Opening	\$ -	\$ -
1	Doors	Stainless steel assist rails mounted fore and aft of front service door	\$ 83	\$ 83
1	Doors	Toggle-type main door control switch	\$ -	\$ -
1	Driver Seat	Air ride suspension pedestal	\$ 293	\$ 293
2	Driver Seat	Arm rest (each)	\$ 31	\$ 62
1	Driver Seat	Drivers modesty panel aluminized below barrier	\$ -	\$ -
1	Engine	Block Heater - DD5 or Cummins 750-watt	\$ 119	\$ 119
1	Engine	Coolant Filter	\$ 100	\$ 100
1	Engine	Cummins Diesel Engine Exhaust Brake	\$ 94	\$ 94
1	Engine	Cummins Diesel Engine 220 hp	\$ 1,015	\$ 1,015
1	Engine	Fuel Water Separator (Heated)	\$ -	\$ -
1	Exterior	Mud Flaps	\$ 43	\$ 43
1	Dealer Installed	On Spot Automatic Chains	\$ 2,575	\$ 2,575
1	Exterior	Rear Tow Hooks (2)	\$ -	\$ -
1	Exterior	Removable winter front grill cover	\$ 48	\$ 48
1	Exterior	Tuffcoat-Stepwell	\$ 351	\$ 351
1	Exterior	Underguard Undercoating	\$ 748	\$ 748
1	Floor	5/8 Plywood Floor/Marine Grade	\$ 100	\$ 100
1	Fuel Tank	100 gallon	\$ 507	\$ 507
1	HVAC	126,000 BTU front & rear A/C	\$ 8,884	\$ 8,884
1	HVAC	Dash Air - 15,000 BTU	\$ 1,321	\$ 1,321
1	Keys	Ignition Keyed Alike	\$ -	\$ -
1	Lights	Driver's LED light w/separate switch 1 light	\$ 31	\$ 31
1	Lights	LED Dome Lights	\$ 160	\$ 160
1	Lights	LED Exterior Light Pkg.	\$ 417	\$ 417
1	Locks	A locking device for the driver's window	\$ -	\$ -
1	Locks	All outside compartments keyed alike	\$ -	\$ -
1	Mirrors	Heated and Remote Control	\$ 850	\$ 850

1	Noise Abatement	Perforated headlining in driver's area	\$	107	\$	107
1	Paint	Painted white roof	\$	512	\$	512
1	Seats	Plastic seat-belt webbing cutter	\$	-	\$	-
6	Seats	Seat belts, \$ per belt	\$	31	\$	186
1	Steering	Tilt/Telescopic	\$	348	\$	348
1	Stop Arm	LED Strob Rear Mounted Stop Sign	\$	309	\$	309
1	Stop Arm	Strobe - LED stop sign	\$	106	\$	106
1	Storage Compartm	Underbody Compartment, 60" long	\$	818	\$	818
1	Storage Compartm	Underbody Compartment, 100" long	\$	1,025	\$	1,025
1	Suspension	Rear air-ride suspension	\$	568	\$	568
1	Tires	11R22.5 14 Ply	\$	-	\$	-
1	Tires	Mud and Snow Rear Tires (Set of 4)	\$	215	\$	215
1	Tires	Oil lubed front wheel barings	\$	-	\$	-
1	Transmission	Allison PTS 2500 (std w/Air Brakes) - 7 Year Warranty	\$	-	\$	-
1	Windows, Glass	Passenger Window - Tinted	\$	427	\$	427

CUSTOMER:	Warren County Public Schools		
ATTENTION:	Aaron Mitchell		
SALESPERSON:	Cory Compton		
DATE:	3/7/2022	 	  
BID QTY:	1	Lynchburg - Chesapeake - Northern VA P.O. Box 495 Rustburg, VA - 431-821-8203 - sonnymerryman.com	
RFP:	E194-90742		

PASSENGER CAPACITY		SONNY MERRYMAN INC
BUS TYPE:	C77 77 SPED	
BASE QTY:	1-10	\$ 97,989
OPTIONS COST		\$ 42,650
Option Content Discount (Selected options > \$30,000)		\$ (2,000)
TOTAL BID PRICE PER UNIT		\$ 138,639
TOTAL BID PRICE		\$ 138,639

QTY	OPTION TYPE	OPTION DESCRIPTION	SONNY MERRYMAN INC.	
				\$ 42,650
1	Air Tanks	Humphry Drain Valve	\$ 172	\$ 172
1	Alternator	270 Amp LN Alternator / Required w AC & Lift	\$ 801	\$ 801
1	Telematics	Zonar (First Year Free - GPS/Diagnostic Subscription)	\$ -	\$ -
1	Audio/Video	AM/FM/PA	\$ 722	\$ 722
1	Audio/Video	PA - External Speaker	\$ 112	\$ 112
1	Dealer Installed	Gatekeeper Five (5) Camera System (See attached pricing proposal details)	\$ 3,265	\$ 3,265
1	Axle Rear	Rear Axle - 6.14 ratio	\$ -	\$ -
1	Battery	Battery Disconnect	\$ -	\$ -
1	Battery	Group 31 Three Batteries	\$ 276	\$ 276
1	Brakes	4-Wheel Air Disc Brakes	\$ 2,433	\$ 2,433
1	Brakes	WABCO Smarttrac Elect Stab Control Incl Traction Control Enhancement	\$ -	\$ -
1	Child Reminder	Child reminder system	\$ -	\$ -
1	Doors	"Vandalock System" locking system	\$ 118	\$ 118
1	Doors	Electric Powered Entrance Door Split Leaf, Outward Opening	\$ -	\$ -
1	Doors	Stainless steel assist rails mounted fore and aft of front service door	\$ 83	\$ 83
1	Doors	Toggle-type main door control switch	\$ -	\$ -
1	Doors	Vandalock Lift Door	\$ 45	\$ 45
1	Driver Seat	Air ride suspension pedestal	\$ 293	\$ 293
2	Driver Seat	Arm rest (each)	\$ 31	\$ 62
1	Driver Seat	Drivers modesty panel aluminized below barrier	\$ -	\$ -
1	Engine	Block Heater - DD5 or Cummins 750-watt	\$ 119	\$ 119
1	Engine	Coolant Filter	\$ 100	\$ 100
1	Engine	Cummins Diesel Engine 220 hp	\$ 1,015	\$ 1,015
1	Engine	Fuel Water Separator (Heated)	\$ -	\$ -
1	Exterior	Mud Flaps	\$ 43	\$ 43
1	Dealer Installed	On Spot Automatic Chains	\$ 2,575	\$ 2,575
1	Exterior	Rear Tow Hooks (2)	\$ -	\$ -
1	Exterior	Removable winter front grill cover	\$ 48	\$ 48
1	Exterior	Tuffcoat-Stepwell	\$ 351	\$ 351
1	Exterior	Underguard Undercoating	\$ 748	\$ 748
1	Floor	5/8 Plywood Floor/Marine Grade	\$ 100	\$ 100
1	Floor	Flat	\$ -	\$ -
1	Fuel Tank	100 gallon	\$ 507	\$ 507
1	HVAC	126,000 BTU front & rear A/C	\$ 8,884	\$ 8,884
1	HVAC	Dash Air - 15,000 BTU	\$ 1,321	\$ 1,321
1	Keys	Ignition Keyed Alike	\$ -	\$ -
1	Lights	Driver's LED light w/separate switch 1 light	\$ 31	\$ 31
1	Lights	LED Dome Lights	\$ 160	\$ 160
1	Lights	LED Exterior Light Pkg.	\$ 417	\$ 417
1	Locks	A locking device for the driver's window	\$ -	\$ -
1	Locks	All outside compartments keyed alike	\$ -	\$ -
1	Mirrors	Heated and Remote Control	\$ 850	\$ 850

1	Noise Abatement	Perforated headlining in driver's area	\$ 107	\$ 107
1	Paint	Painted white roof	\$ 512	\$ 512
1	Seats	Plastic seat-belt webbing cutter	\$ -	\$ -
6	Seats	Seat belts, \$ per belt	\$ 31	\$ 186
4	Seats	Seat removal (credit per seat)	\$ (100)	\$ (400)
1	Steering	Tilt/Telescopic	\$ 348	\$ 348
1	Stop Arm	LED Strob Rear Mounted Stop Sign	\$ 309	\$ 309
1	Stop Arm	Strobe - LED stop sign	\$ 106	\$ 106
1	Storage Compartment	Underbody Compartment, 60" long	\$ 818	\$ 818
1	Storage Compartment	Underbody Compartment, 100" long	\$ 1,025	\$ 1,025
1	Suspension	Rear air-ride suspension	\$ 568	\$ 568
1	Tires	25570R22.5 (required for flat floor)	\$ -	\$ -
1	Tires	Mud and Snow Rear Tires (Set of 4)	\$ 215	\$ 215
1	Tires	Oil lubed front wheel barings	\$ -	\$ -
1	Transmission	Allison PTS 2500 (std w/Air Brakes) - 7 Year Warranty	\$ -	\$ -
1	Wheelchair	Brake Interlock (std w/Lift Package)	\$ -	\$ -
1	Wheelchair	Braun lift package w/door	\$ 5,704	\$ 5,704
9	Wheelchair	Over window track system \$ per foot	\$ 28	\$ 252
2	Wheelchair	Q'Straint Retractable Tiedown Slide N Click QRT 360	\$ 965	\$ 1,930
22	Wheelchair	STARS Seat Hardware	\$ 170	\$ 3,740
9	Wheelchair	STARS Slide N Click Hardware	\$ 128	\$ 1,152
1	Windows, Glass	Passenger Window - Tinted	\$ 427	\$ 427
1	Discounts	Options Greater Than \$30K	\$ -	\$ -



COMMONWEALTH of VIRGINIA

*Department of General Services
Division of Purchases and Supply*

J. Peter Stamps, CPPO, VCM, VCO
Director

Kelly J. Langley, CPPO, CPPB, VCM, VCO
Deputy Director

P. O. Box 1199
Richmond, VA 23218-1199
Voice: (804) 786-3842

NOTICE OF INTENT TO AWARD

DATE: February 1, 2022

COMMODITY: 07115, 07116, 07117

IN RESPONSE TO IFB #4679 OF September 8, 2021

VENDORS: Kingmor Supply, Inc.
Rohrer Enterprises DBA Rohrer Bus Sales
Sonny Merryman, Inc.

Records for this procurement are now available for inspection by any Bidder on this IFB.

Pamela L Copeland

Pamela Copeland, VCO
Statewide Sourcing & Contracting Officer

COUNTY OF WARREN



County Administrator's Office
Warren County Government Center
220 North Commerce Avenue, Suite 100
Front Royal, Virginia 22630

Phone: (540) 636-4600
FAX: (540) 636-6066
Email: edaley@warrencountyva.net

Dr. Edwin C. Daley
Interim County Administrator

BOARD OF SUPERVISORS

CHAIR
Cheryl L. Cullers
*South River
District*

VICE CHAIRMAN
Archie A. Fox
*Fork
District*

Tony F. Carter
*Happy Creek
District*

Walter J. Mabe
*Shenandoah
District*

Delores R. Oates
*North River
District*

Dr. Edwin C. Daley
*Interim County
Administrator*

MEMO TO: Dr. Chris Ballenger, Superintendent of Warren County Public Schools

FROM: Emily M. Ciarrocchi, Deputy Clerk of the Board *EC*

SUBJECT: Warren County Public Schools FY 2019-2020 Surplus

DATE: April 7, 2021

The Board of Supervisors, at its regular meeting of April 6, 2021, approved an addition to the School Board's budget of \$2,380,365 as follows: \$1,000,000 to the Capital Improvement Fund for School projects, \$1,000,000 to establish a Transportation Fund for School Buses, and \$380,365 to the School Textbook Fund. The Board further appropriated \$380,365 to the School Textbook Fund, but the monies from the other two funds were not yet appropriated to the School Board.

CC: Keith McLiverty, Finance Director



COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF
April 6, 2021	K-1	Request – Additional Appropriation of \$2,380,365 from Budget Surplus – Warren County Public Schools	

EXPLANATION & SUMMARY:

Please find attached correspondence from Dr. Christopher L. Ballenger, Superintendent, requesting an additional appropriation in the amount of \$2,380,365 from the surplus of the FY 2019-2020 Warren County Public Schools budget. This request was discussed at the March 23, 2021 joint budget work session with the School Board and the Board of Supervisors, and the consensus of the Board was to place the appropriation request on the April 6th agenda for formal consideration.

The \$2,380,365 will be appropriated as follows:

- \$1,000,000 to the School Capital Improvement Fund
- \$1,000,000 to establish a School Transportation Fund
- \$380,365 to the School Textbook Fund

The attachments details further the use of these funds.

COST & FINANCING:

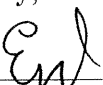
\$2,380,365 from the Warren County Public Schools FY 2019-2020 budget surplus

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the additional appropriation to the Warren County Public Schools in the amount of \$2,380,365 – \$1,000,000 to the School Capital Improvement Fund, \$1,000,000 to establish a School Transportation Fund, and \$380,365 to the School Textbook Fund.

OR

I move that the Board of Supervisors postpone this item for further discussion to _____.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Edwin C. Daley, Interim County Administrator 		



Warren County Public Schools

210 North Commerce Avenue
Front Royal, Virginia 22630-4419
Phone (540) 635-2171
Fax (540) 636-4195
www.wcps.k12.va.us

OFFICE OF THE
SUPERINTENDENT

March 18, 2021

Dr. Edwin C. Daley, Interim County Administrator
County of Warren
220 North Commerce Avenue, Suite 100
Front Royal, VA 22630

Dear Dr. Daley:

At the March 17, 2021 regular meeting of the Warren County School Board, approval was given to request that the FY 2020 school budget surplus of \$2,380,365 be appropriated as follows:

- \$1,000,000 to the School Capital Improvement Fund
- \$1,000,000 to establish a School Transportation Fund
- \$380,365 to the School Textbook Fund

Additional information is provided in the attached School Board Agenda Item.

I would appreciate your placing this item on the next Board of Supervisors meeting agenda and will be happy to discuss this request with you and your Board then. In the meantime, if you have any questions, please let me know.

Sincerely,

Christopher L. Ballenger, Ed.D
Division Superintendent

Attachments



COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE August 16, 2022	ITEM J-2	SUBJECT: Amendments to the Sale of County Real Property	PAGE 1 OF
<u>EXPLANATION & SUMMARY:</u> At its July 26 meeting, this Board approved the disposition of 30 E Jackson Street, Front Royal, VA 22630 tax map number 20A7 4 39A for the contract price of \$240,000 with Blue Ridge Information Systems after a properly advertised public hearing. Representatives of Blue Ridge Information Systems have informed the County that they want to purchase the property utilizing a different entity, Fernhill Property Management LLC.			
<u>COST & FINANCING:</u> Excluding commission and normal closing costs, the County will receive \$240,000 at closing.			
<u>PROPOSED OR SUGGESTED MOTION:</u> I move the Board of Supervisors reconsider the prior motion made on July 19, 2022 regarding the disposition of 30 E. Jackson Street, Front Royal, Virginia 22630, tax map number 20A7 4 39A (the "Property") and move that the Property be sold to Fernhill Property Management LLC for \$240,000. I further move the Board authorize the Chair and County Administrator, either of whom may act, to execute all necessary documents that have been approved by the County Attorney or the Assistant County Attorney. or I move that the Board of Supervisors table this request for further discussion.			
SUBMITTED BY: Alisa Scott, Deputy Finance Director	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)		PROCESSED BY:

Emily Ciarrocchi

From: SUZANNE CONRAD <shpconrad@aol.com>
Sent: Thursday, August 4, 2022 12:45 PM
To: Alisa Scott
Subject: Fwd: Mr. Glenn Robinson/Addendum to Contact
Attachments: [Untitled]_2022080411274000.pdf

Alisa. Here is the addendum for the name change. Suzanne

Sent from my iPhone

Suzanne H. Conrad
Associate Broker
Senior Commercial Specialist
Adams-Nelson & Associates, Inc.
303 South Loudoun Street
Winchester, Virginia 22601
Cell - 540-931-4716
Office - 540-667-2424
Office Fax - 540-667-2441
Licensed in Virginia & West Virginia

Begin forwarded message:

From: Jeff McDonald <Jeff.McDonald@bankwithunited.com>
Date: August 4, 2022 at 12:24:29 PM EDT
To: shpconrad@aol.com
Cc: Glenn Robinson <grobinson@blueridgeinfosystems.com>, Marc DesMarais <marc.desmarais@bankwithunited.com>
Subject: Mr. Glenn Robinson/Addendum to Contact

Good Afternoon,

The attached is being sent on behalf of Mr. Glenn Robinson.

Thank you for your time and assistance.

Cordially,



Jeff McDonald
Assistant Branch Manager
NMLS ID 690856

300 Warren Avenue
Front Royal, VA 22630
Phone 540.636.7799
Fax 540.636.9217
jeff.mcdonald@bankwithunited.com

BankWithUnited.com

When responding to this email, **do not include personal information**, such as social security number or account number. If your response requires you to include personal information, email us through the secure Contact Us email link on our website.

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the company.



VIRGINIA REALTORS®
ADDENDUM TO Contract



This ADDENDUM which is attached to and made a part of the Contract
(the "Agreement") dated July 20, 2022, between County of Warren, Virginia

(Seller) and Blue Ridge Information Systems

(Purchaser) for the Property, whose address is: 30 East Jackson Street,, Front Royal, VA 22630

This Addendum provides as follows:

The purchaser will purchase the property under the name Fernhill Property Management LLC.

PURCHASER:

8/4/22 / [Signature]
DATE SIGNATURE
Blue Ridge Information Systems

DATE / SIGNATURE

DATE / SIGNATURE

DATE / SIGNATURE

SELLER:

DATE / SIGNATURE
County of Warren, Virginia

DATE / SIGNATURE

DATE / SIGNATURE

DATE / SIGNATURE

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