BOARD OF SUPERVISORS MEETING
July 13, 2016

3:00 P.M. CALL TO ORDER – CHAIRMAN WILLIAM B. KYGER, JR.
INVOCATION – SUPERVISOR RICK L. CHANDLER
PLEDGE OF ALLEGIANCE – ASSISTANT COUNTY ADMINISTRATOR
GEORGE K. ANAS, II

1. Approval of Minutes – Regular Meeting of June 22, 2016

2. Recognition – Terry Derrer – Building Inspector, Community Development
   Department – Recognition for Retirement with 30 Years of Service

3. Report – Virginia Department of Transportation – Residency Administrator
   Donald F. Komara
   a. VDOT Resolution – Tanners Court (Route 1342) Street Addition

4. Staff Reports:
   a. County Administrator – Stephen G. King
   b. County Attorney – Thomas H. Miller, Jr.
   c. Assistant County Administrator – George K. Anas, II
   d. Director of Finance – Patricia D. Davidson
   e. Director of Human Resources – Jennifer J. Mongold
   f. Director of Public Works – Barry E. Hertzler
   g. Director of Community Development – Casey B. Armstrong
   h. Director of Technology – Terri M. Perry
   i. Fire & Rescue Chief – Jeremy C. Holloway
   j. Director of Parks & Recreation – Katharine S. McQuain
   k. Director of Court Services – Ann Marie Freeman

5. Committee Reports:  Airport, Automobile, Buildings and Grounds, Central
   Shenandoah Planning District Commission, Chamber of Commerce, Community
   Criminal Justice Board, Finance, Harrisonburg-Rockingham Metropolitan
   Planning Organization, Harrisonburg-Rockingham Regional Sewer Authority,
   Massanutten Regional Library, Public Works, Shenandoah Valley Partnership,
   Social Services, Technology, VACo Liaison, Chairman, Other

6. Committee Appointments:
   a. Community Services Board
7. Closed Meeting – Pursuant to Section 2.2-3711.A(7), Consultation with legal counsel and staff members pertaining to actual or probable litigation where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the County; and consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.

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Recess for Dinner
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6:00 P.M.  8. Public Hearings:

a. Special Use Permits:

SUP16-130, Michael & Brandy Caplinger, 2061 Cecil Wampler Road, Mt. Crawford 22841 for waivers to supplemental standards for accessory dwelling to increase distance between homes from 60' to 180' and waiver to square footage to allow up to 1300 sq. ft. for accessory dwelling on property located on the north side of Cecil Wampler Road (Route 704) approximately 600' west of Pleasant Valley Road (Route 679), Election District #4, zoned A-2. Tax Map #124C-(A)-27.

SUP16-142, Laura B. Showalter, 3401 Hemlock Street, Rockingham 22801 for a commercial dog breeding operation with a waiver to the supplemental standard requiring the kennel to be no less than 75’ to adjoining property line with notarized consent of affected landowner on property located on a private right-of-way at the end of Hemlock Street west of Nutmeg Court, Election District #2, zoned A-2. Tax Map #107-(A)-167B.

SUP16-148, Mill Creek Church of the Brethren, 7600 Port Republic Road, Port Republic 24471 for cemetery expansion on property located on the west side of Port Republic Road (Route 253) approximately 1/2 mile south of Artillery Road (Route 671), Election District #3, zoned A-2. Tax Map #140-(A)-65.

9. Unfinished Business

*** ADJOURN ***
June 22, 2016

The Regular Meeting of the Rockingham County Board of Supervisors was held on Wednesday, June 22, 2016 at 6:00 p.m. at the Rockingham County Administration Center, Harrisonburg, Virginia. The following members were present:

PABLO CUEVAS, Election District #1
FREDERICK E. EBERLY, Election District #2
RICKY L. CHANDLER, Election District #3
WILLIAM B. KYGER, JR., Election District #4
MICHAEL A. BREEDEN, Election District #5

Also present:

JOSEPH S. PAXTON, County Administrator
THOMAS H. MILLER, JR., County Attorney
STEPHEN G. KING, Deputy County Administrator
GEORGE K. ANAS, II, Assistant County Administrator
PATRICIA D. DAVIDSON, Director of Finance
CASEY B. ARMSTRONG, Director of Community Development
BARRY E. HERTZLER, Director of Public Works
DIANA C. STULTZ, Zoning Administrator
KELLY S. GETZ, Code Compliance Officer
DIANE LEPKOWSKI, Deputy Zoning Administrator
JAMES B. MAY, Senior Planner
TAMELA S. GRAY, Deputy Clerk
DONALD F. KOMARA, Residency Administrator
Virginia Department of Transportation
JOSHUA W. DUNLAP, Assistant Residency Administrator
Virginia Department of Transportation

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CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE.

Chairman Kyger called the meeting to order at 6:00 p.m.

Chairman Kyger gave the Invocation and Deputy County Administrator King led the Pledge of Allegiance.
APPROVAL OF MINUTES.

On motion by Supervisor Eberly, seconded by Supervisor Chandler and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board approved the minutes of the regular meeting of June 8, 2016.

RECOGNITION – JOSEPH S. PAXTON, COUNTY ADMINISTRATOR.

Senator Mark D. Obenshain, Delegate Tony O. Wilt, Delegate R. Steven Landes and numerous County employees were present to commemorate Administrator Paxton’s retirement.

Senator Obenshain stated Mr. Paxton has been an incredible servant to the community, and will be greatly missed. Senator Obenshain indicated Administrator Paxton has been a great advocate who provided a better understanding of some issues that helped him to be a better legislator and advocate for the citizens of Harrisonburg, Rockingham County and the Shenandoah Valley.

Senator Obenshain and Delegate Wilt presented a Resolution from the General Assembly honoring Mr. Paxton and expressing appreciation for his contributions to the people of Rockingham County and the Commonwealth.

Administrator Paxton thanked Senator Obenshain and Delegate Wilt for the resolution and said it also honors the Board and people that work with Rockingham County. The thing he will remember the most from his 38 years with the County is the people he worked with and those he worked for to make a difference in the community. He said there has been a lot of change in the County since 1978 and the County has come a long way because the Board has set policies that allowed staff to make so many good changes through a partnership between the Board, staff and the community. He noted the partnership between the Board and the City of Harrisonburg is unique in the Commonwealth and has allowed the jurisdictions to work together to accomplish more. It takes an entire community to get things done and he expects good things will continue to occur in the community.
Sheriff Hutcheson expressed appreciation to Administrator Paxton on behalf of the Sheriff’s Office and citizens of the County. He presented a Sheriff’s badge officially appointing Mr. Paxton as an Honorary Sheriff’s Deputy.

Along with Sheriff Hutcheson, Constitutional Officers Charles “Chaz” Haywood, Lowell Barb and L. Todd Garber thanked Administrator Paxton for his guidance and mentorship over the years.

On behalf of the Rockingham County School Board, employees and students, Dr. Carol Fenn thanked Administrator Paxton for his support in advocating for the County Schools and public education.

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Chairman Kyger said he appreciates Administrator Paxton’s wisdom, intellect and ability to see the future. He noted it is easy to make decisions based on the energy of the day, but difficult decisions go beyond the popular opinion to what is right for the long term.

Chairman Kyger read a resolution from the Board honoring Joseph S. Paxton upon his retirement.

On motion by Supervisor Cuevas, with a unanimous second by Supervisors Eberly, Chandler, Breeden and Chairman Kyger; and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER - AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board approved the following resolution:

**RESOLUTION**

WHEREAS, in January 1978, Joseph S. Paxton began his local government career with Rockingham County as an intern, through the Comprehensive Employment and Training Act (CETA) program, while attending James Madison University; and

WHEREAS, Mr. Paxton started working full time for the County in January 1979 and served as purchasing and accounting officer, Director of Finance & Purchase, Assistant County Administrator and Deputy County Administrator before being appointed by the Board of Supervisors as Rockingham County’s third County Administrator on January 1, 2004; and

WHEREAS, during his tenure with the County, Mr. Paxton worked with the Board of Supervisors, Constitutional Officers, members of the School Board, County and School staff, and members of the business community, who know him as a thoughtful, dedicated
administrator with a deep concern for the economic growth of Rockingham County, the prosperity of the community and welfare of Rockingham County citizens; and

WHEREAS, Mr. Paxton, is widely respected throughout Virginia for his knowledge and expertise in local government management and has advised respective committees of the House of Delegates and Senate with regard to the potential impact of proposed legislation on localities in the Commonwealth; and

WHEREAS, during his tenure with the County, many progressive and innovative capital projects have been completed or initiated, including renovation and construction of numerous schools, improvements and expansion of the Harrisonburg Rockingham Regional Sewer Authority, and development of the Innovation Village @ Rockingham business and technology park, providing a location for SRI – Shenandoah Valley. He was also instrumental in many landfill expansion projects and development of an agreement to provide methane gas to heat Sentara RMH, the sale of carbon credits to recover landfill costs, upgrade of the County’s financial software package, construction of a new family services building to provide services for children, and implementation of a school technology program. Mr. Paxton helped the County secure its first financial ratings, including an upgrade to a AAA bond rating from Standard & Poor’s; and

WHEREAS, the County, under Mr. Paxton’s leadership, implemented many services approved by the Board of Supervisors for the betterment of the citizens of the County including the complete rewrite of the Zoning Ordinance, construction and upgrade of water and sewer services throughout the County, working with the Commonwealth Transportation Board to upgrade Port Republic Road to primary status, overseeing construction of the Southeast Connector as a major transportation corridor, rezoning for the relocation of the hospital, the design of the Reservoir Street widening project in partnership with the City, and the upgrade of the emergency communications center; and

WHEREAS, Mr. Paxton, a loyal, committed and dedicated public servant, has assisted in the advancement of local government in the Commonwealth through his leadership role in organizations such as the State Executive Council for the Comprehensive Services Act for At-Risk Youth and Families, the Virginia Local Government Managers Association, Virginia Government Finance Officers Association, and his local community involvement through the Broadway/Timberville Rotary Club, Emmanuel Episcopal Church, and his positive impact on youth through his commitment to athletics and continued service as a volunteer assistant football coach at Broadway High School; and

WHEREAS, Mr. Paxton will end his 38-years in public service with Rockingham County on June 30, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Rockingham County Board of Supervisors thanks Joseph S. Paxton for his many contributions to help make Rockingham County a better place to live and work, and does hereby recognize and
congratulate Mr. Paxton as he celebrates his retirement, and wishes him and his wife Annette well in the coming years.

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The Board, Constitutional Officers and staff presented the framed resolution to Administrator Paxton and Supervisor Cuevas presented Mr. Paxton with a clock to commemorate his retirement after 38 years of service with the County. The Board presented a portrait of Administrator Paxton, Rockingham County’s third County Administrator, which will be displayed in the County Administration Center.

Chairman Kyger informed the audience that the community they live in, the places where they eat and go for recreation, the safety of neighborhoods, quality education of children, and the quality of roads is due, largely, to the leadership of Joseph S. Paxton.

Administrator Paxton thanked the Board and staff. He also expressed appreciation to his wife Annette for her support.

K9S FOR WARRIORS.

Kerri Wilson explained that the K9s for Warriors organization rescues four-legged friends from animal shelters and places them with Veterans suffering with Posttraumatic Stress Disorder (PTSD). Ms. Wilson said she and Chad Layman previously talked with City Council about K9s for Warriors, and the City is providing support through teams, volunteers and promotions. She asked the Board to join them in the community-wide effort to save lives.

Chad Layman noted K9s for Warriors is a 501(c) 3 organization that rescues dogs from shelters and trains them to be service dogs for Veterans with PTSD. He indicated that a Veteran commits suicide almost every hour (22 a day). There are 8,000 Veteran suicides a year with over 125,000 suicides in the last 15 years. Mr. Layman noted a Harrisonburg Veteran who served in Iraq committed suicide in 2013 due to PTSD. K9s for Warriors has provided two dogs to Veterans in Harrisonburg.

Mr. Layman announced an Adventure Race benefiting K9s for Warriors will be held on July 23, 2016, at the SWAT Team Obstacle Course. There will be three races to accommodate individuals with different fitness levels. They will have live music, children’s events and food trucks. Participants will pay an entry fee and there will be a general admission charge for spectators. Mr. Layman said the event is free for Veterans and military personnel who will be provided food and free massages. Jim Kulken, who served thirty years in the Marines, will be the guest speaker.
In the last 60 days, the group has gained over 73 corporate sponsors and collected over $140,000. Mr. Layman asked that the County participate by promoting the race event on the community calendar, notifying employees of the race, and displaying posters. He also asked that County leaders attend the event to show Veterans the community cares.

Chairman Kyger noted that contributions can be made on the k9adventurerace.com website. He encouraged staff and citizens to participate in the worthy and noble cause that helps Veterans who served unselfishly for Americans to enjoy freedom and a better life.

On motion by Supervisor Cuevas, seconded by Supervisor Chandler and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board endorsed the K9s for Warriors Adventure Race and requested that Deputy Administrator King and Human Resources Director Mongold promote the event via emails to employees.

TRANSPORTATION DEPARTMENT.

Mr. Komara reported on the activities of the transportation department, including updates to the Lee Highway/South Valley Pike (Route 11) bridge repair, and improvements to the South East Side Highway (Route 340) and Port Republic Road (Route 253) intersection.

Mr. Komara noted VDOT obtained the rights-of-way for the Airport Road (Route 727) project. The bid request will be advertised in the fall and work will begin on the project next summer. They completed the Long Bow Road (Route 684) project and will start on Horeb Church Road (Route 732) within the next few weeks.

On the maintenance side, dust control and primary mowing are complete. VDOT plans to finish the secondary mowing by the end of June to begin the second mowing cycle. Surface treatment was performed in the Bergton area and VDOT will begin plant mix in July.

Mr. Komara reported that Route 259 in West Virginia was surface treated and striped, with some passing zones removed. Mr. Komara will find out if West Virginia will provide an overlay.

Mr. Komara scheduled a meeting to discuss Smart Scale projects, formerly known as HB2 projects. The project name will change because rest stop issues in North Carolina are called HB2 projects.

Supervisor Breeden requested that David Atwood from VDOT look at South East Side Highway (Route 340) north of Island Ford, where a private hauler dumped asphalt on the right-of-way.
Chairman Kyger asked if the speed limit could be reduced to 25 miles per hour on Tilghman Road (Route 902) since the road narrows from two lanes to a single-lane bridge. He understands the Forest Service does not post speed limits but is not opposed to VDOT posting a couple signs along their gravel part of the road near the bicycle off-trail parking lot. Chairman Kyger reminded Mr. Komara that the two of them need to talk with Elwood Burge at the US Forest Service about maintenance on the forest section of Tilghman Road.

Administrator Paxton received an email about federal forest road funds that may assist with Tilghman Road. Mr. Komara will determine whether Tilghman Road is a candidate for those funds.

Chairman Kyger noted there is a lot of traffic on Tilghman Road because the area has become a community with numerous full-time residents living on the national forest portion of the road.

Supervisor Cuevas said the forest service creates a lot of dust when they travel on Tilghman Road to cut timber in the area. Administrator Paxton noted the tourism aspect with the bike site.

Chairman Kyger mentioned a temporary signal light at the intersection of Cecil Wampler Road (Route 704) and Oakwood Drive (Route 704). Mr. Komara indicated VDOT will meet with the City to discuss the bridge over Pleasant Run east of Massanutten Technical Center and Pleasant Valley Elementary School. The City plans to rebuild the bridge so motorists will have to use Oakwood Drive and Route 11 during construction.

Chairman Kyger asked that, when the traffic light is sighted, VDOT work with the residents across from the intersection to accommodate their new outbuildings if possible. Chairman Kyger would like to be able to justify walking away from a bridge built 25 years ago, build a new bridge and align Cecil Wampler Road with Oakwood Drive. Mr. Komara said it is a two-phase issue with the City replacing their structure in the next year and then aligning Cecil Wampler Road and Oakwood Drive.

Administrator Paxton noted the area is developing more urbanized roads similar to the Southeast Connector that necessitate more attention to mowing than other roads. He asked Mr. Komara if VDOT has a mowing plan or if County staff needs to assist VDOT to maintain those roads. Chairman Kyger concurred and indicated those roadways are the gateways to the County and City. If the gateways are maintained, they will be more attractive for people to come, visit and enjoy the County.

Mr. Komara noted there are groups that advocate for bees and butterflies and prefer VDOT not mow as much. Administrator Paxton noted mowing is a safety issue at crossovers and some other areas. Supervisor Cuevas requested that VDOT mow along the gateways to towns prior to lawn parties.
PRESENTATION – HARRISONBURG-ROCKINGHAM-PAGE RE-ENTRY COUNCIL.

Darrell W. Simpson, Re-Entry Case Manager for the Harrisonburg-Rockingham Community Services Board and an active member on the Harrisonburg-Rockingham-Page Re-Entry Council, provided a presentation regarding “Successful Transitions for Returning Citizens”. Mr. Simpson introduced several people who accompanied him: CSB Executive Director Ellen Harrison, Social Services Director Don Driver, Bonnie Labossiere from Goodwill Industries, and George Nipe with CSB Transitional Services. He noted Ann Marie Freeman, Ruth Jost and Nancy Enesco were also present.

Mr. Simpson noted that the Rockingham Regional Jail books approximately 2,000 inmates per year and the Re-Entry Council was formed to combat recidivism. He indicated former Governor McDonnell signed an Executive Order to establish the Virginia Prisoner and Juvenile Offender Re-entry Council and tasked members to develop collaborative re-entry strategies. Out of this came the formation of local re-entry councils to foster collaboration among law enforcement agencies, social services, community services boards and other organizations.

Mr. Simpson reviewed the Re-entry Council committees and their responsibilities, as well initiatives taken by the Re-entry Council. He explained the Community Services and Connections for Ex-Offenders Project that he works with. He said anyone over 18 years old, who has served at least a 90-day sentence and has a documented substance abuse or addiction, can be referred to the program through the local jail, Middle River or any Department of Corrections facility. The program lasts 90 days but inmates can work with the program for up to 12 months. Mr. Simpson helps coordinate a transition plan to get inmates back on track. They offer individual and group substance abuse counseling as well as peer support and mentorships.

Mr. Simpson invited the Board members to attend any of their meetings and provided information on upcoming meetings.

(A copy of Mr. Simpson’s presentation is included in the “Attachments – Board of Supervisors Minutes” notebook maintained in Administration.)

Chairman Kyger informed Mr. Simpson that the Re-entry Council has a commitment from the community as dialogues indicate a steady progress toward better outcomes.
CONSIDERATION – CONCURRENCE RESOLUTION FOR THE BENEFIT OF THE CENTRAL SHENANDOAH CRIMINAL JUSTICE TRAINING ACADEMY.

David Rose, Senior Vice President of Davenport & Company, LLC and the financial advisor on the project, explained that Virginia has requirements regarding how debt is issued by certain entities. The Economic Development Authority adopted a Resolution earlier in the day to approve the issuance of Economic Development Authority Revenue Bonds for the benefit of the Central Shenandoah Criminal Justice Training Academy. This provides the County the ability to issue up to $4.5 million on a bank-qualified basis to save money for all members.

Randy Mullins, Executive Director at the Central Shenandoah Criminal Justice Training Academy, and BotkinRose Bond Attorney Daniel Lauro were in attendance.

Administrator Paxton indicated under IRS regulations, the County can issue up to $10 million a year bank-qualified bonds. If the Board approves the issuance of the $4.5 million Economic Development Authority Bonds, the County can issue an additional $5.5 million if money is needed for another project before the end of the year. Since the annual limit starts over in January, the County has no issue in supporting this resolution, he said.

Mr. Lauro stated the County is acting as a conduit and there will be no cost to the Economic Development Authority or County. The Authority received an application fee of $4,000 and there will be an annual fee of approximately $3,000 a year, based on the principle.

Administrator Paxton explained that the rationale behind the legislation is that keeping the local government involved ensures the project is of interest to the locality and meets a local purpose. He noted that the Central Shenandoah Criminal Justice Training Academy benefits 58 jurisdictions as part of their training program so this is an opportunity to help others and benefit the County.

On behalf of the Finance Committee, on motion by Supervisor Cuevas, seconded by Supervisor Breeden and carried by a roll call vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board adopted the following Resolution:

CONCURRENCE RESOLUTION FOR THE BENEFIT OF CENTRAL SHENANDOAH CRIMINAL JUSTICE TRAINING ACADEMY

WHEREAS, the Economic Development Authority of Rockingham County, Virginia (formerly known as the Industrial Development Authority of Rockingham County, Virginia, and referenced herein as the “Authority”), on June 22, 2016 and prior hereto, adopted a resolution (the “Authority Resolution”) authorizing the issuance and sale of its Revenue Bonds, Series 2016 A/B (“Bank-Qualified”), in an aggregate principal
amount not to exceed $4,230,000 (the “Series 2016 A/B Bonds”), for the benefit of the Central Shenandoah Criminal Justice Training Academy (the “Academy”), as further described below; and

WHEREAS, the Academy is a public body politic and corporate created under the provisions of Chapter 17, Article V, Title 15.2 of the Code of Virginia of 1950, as amended, by the respective governing bodies of the several localities in the 5th, 6th, 7th, 9th, and 10th Planning Districts, including Rockingham County, Virginia (the “County”), in order to conduct criminal justice education and training for criminal justice personnel, including law enforcement officers and special appointed police officers; and

WHEREAS, as further described in the Authority Resolution, a copy of which has been provided to the Board of Supervisors of the County (the “Board”), the proceeds of the Series 2016 A/B Bonds shall be used to (a) refinance, restructure, and current refund all or any portion of the $2,567,000 Economic Development Authority of the Town of Mount Jackson, Virginia Revenue Bond (Central Shenandoah Criminal Justice Training Academy Project), Series 2014A (“Bank-Qualified”) issued on behalf of the Academy on December 9, 2014, (b) finance the costs of acquisition and equipping of additional training facilities located on Early Road in Mount Crawford, Virginia, including a shooting range, offices, and classrooms, in order to conduct criminal justice education and training for criminal justice personnel, (c) finance the costs of design, acquisition, construction, and equipping of certain improvements at the aforementioned training facilities, including construction of a driving training course for criminal justice personnel, and (d) pay the costs of issuance therefor (collectively, the “Project”); and

WHEREAS, the Board now desires to evidence its concurrence with the provisions of the Authority Resolution, as may be necessary or convenient, with respect to the Authority’s issuance of the Series 2016 A/B Bonds and the transactions contemplated thereby; and

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ROCKINGHAM COUNTY, VIRGINIA:

1. To the extent necessary or convenient, the Board hereby approves the issuance of the Series 2016 A/B Bonds by the Authority for the benefit of the Academy and for its purposes, as described in the Authority Resolution, to cause the financing of the Project in order for the Academy to realize debt service savings, among other benefits.

2. The County and all its subordinate issuing entities or authorities (including the Authority) are not reasonably expecting to issue in calendar year 2016 more than $10,000,000 in tax-exempt obligations, including the Series 2016 A/B Bonds, and accordingly, the Board hereby concurs with the Authority’s designation of all or any portion of the Series 2016 A/B Bonds as “qualified tax-exempt obligations” under Section 265(b)(3) of the Internal Revenue Code for calendar year 2016.
3. It is to be understood that this concurrence approval of the Authority’s issuance of the Series 2016 A/B Bonds does not constitute an endorsement thereof by the County or the Board, of the creditworthiness of the Academy. As required by Section 15.2-4909 of the Code of Virginia, 1950, as amended, each of the Series 2016 A/B Bonds shall provide that the County will have no obligation whatsoever to pay either of the Series 2016 A/B Bonds or the interest thereon or any other costs incident thereto.

4. All acts and doings of the officers of the County and the Board that are in conformity with the purposes and intent of this resolution shall be, and the same hereby are, in all respects approved and confirmed.

5. This resolution shall take effect immediately.

PUBLIC HEARING – REZONING REQUEST AND SPECIAL USE PERMIT.

At 7:24 p.m., Chairman Kyger opened the public hearing. He indicated that since Shenandoah Valley Electric Cooperative (SVEC) is a common applicant for both the rezoning and special use permit, the requests will be considered in one public hearing.

Mr. May reviewed the following rezoning request:

REZ16-131 SVEC, P.O. Box 236, 147 Dinkel Avenue, Mount Crawford, VA 22841, to rezone TM # 123-(A)-L85, totaling 18.027 acres, located northeast of South Valley Pike (Route 11) and east of Oakwood Drive (Route 704), from General Agricultural District (A-2) to General Business District (B-1). The Comprehensive Plan identifies this area as Commercial. It is located in Election District 2.

Mr. May noted the applicant submitted proffers which substantially address the VDOT concerns. The proffer limits the potential uses to the property. SVEC indicates they intend to construct their facility facing Oakwood Drive and Route 11. Mr. May said those roads would not be considered heavy generators of traffic. The applicant proffered two undeveloped triangles of property to be used for future modifications to Oakwood Drive and construction of a right turn lane on Route 11. The proffers include $100,000 for construction of the turn lane. Mr. May indicated VDOT’s concerns with sight distance will be resolved at the site plan stage.

The Planning Commission recommended approval by a vote of 4 to 0 on June 7, 2016, concurring with staff’s recommendation for approval, which stated:
Whereas this request conforms to the Comprehensive Plan, and whereas the applicant has worked with VDOT to mitigate the impact on the road network, the Planning Commission recommends approval.

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Mr. Getz reviewed the following special-use permit:

SUP16-132  SVEC, P.O. Box 236, Mount Crawford, 22841 for an increase in building height from 45’ to 65’ on property located on the northeast side of South Valley Pike (Route 11) and Oakwood Drive (Route 704), Election District #2, zoned A-2 (pending B-1 zoning), Tax Map #123-(A)-85

Administrator Paxton noted that the Staffing for Adequate Fire and Emergency Response (SAFER) Grant application included three positions for the Bridgewater Volunteer Fire Company to add one 24-hour position to help with development issues occurring in the Bridgewater area.

John Coffey said the Shenandoah Valley Electric Cooperative was formed in 1936 as the first electric cooperative in Virginia. He indicated the Cooperative maintains and operates 7,500 miles of line and has six offices in the service area. Rockingham County is the home of the original office in Dayton and the headquarters in Mt. Crawford. When they acquired another company in 2010, the SVEC consumer network increased from 38,000 to 93,000, leading them to expand their headquartered office facilities. The Cooperative Board wanted to locate their headquarters close to Mt. Crawford and Dayton so there would be a minimal impact to member owners and employees. Mr. Coffey said over 100 employees will be working in the new facility. The Cooperative will dispose of the Dayton and current Mt. Crawford facilities after they move into the new building. He indicated the Cooperative has been working to address VDOT concerns and they have worked with surrounding property owners.

Mr. Coffey said a representative from Valley Engineering was available to answer any questions.

Eileen Frueh, who has lived in the Foxcroft neighborhood 14 years, stated she is not opposed to the rezoning change but is concerned about light pollution from industrial buildings along the Route 11 corridor where Cargill and White Wave are currently located. She used to be able to see the stars from her deck but now only sees the haze from the industrial complexes. She said light pollution has been proven to be bad for your health and wild life, and is an economic waste. She recognizes safety concerns for employees working at night but does not think entire parking lots needs to be lit in the middle of the night. She noted the light issue is not apparent to people driving by in the day.
Chairman Kyger said the County might be able to address lighting issues with Cargill and White Wave as they make improvements on their respective sites.

There was no opposition to the requests.

Chairman Kyger confirmed with Judith Warren, who lives on the adjacent property, that she was okay with the requests. She noted SVEC talks with her frequently.

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At 7:43 p.m., Chairman Kyger closed the public hearing for the rezoning and special use permit for Shenandoah Valley Electric Cooperative.

Supervisor Eberly is pleased that SVEC located in Rockingham County. He said they have been good neighbors and employers, and do good work. This request is in keeping with the Comprehensive Plan, he said.

On motion by Supervisor Eberly, seconded by Supervisor Chandler and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; and subject to the attached proffers, the Board approved REZ16-131, SVEC, P.O. Box 236, 147 Dinkel Avenue, Mount Crawford, VA 22841, to rezone TM # 123-(A)-L85, totaling 18.027 acres, located northeast of South Valley Pike (Route 11) and east of Oakwood Drive (Route 704), from General Agricultural District (A-2) to General Business District (B-1). The Comprehensive Plan identifies this area as Commercial. It is located in Election District 2.

(Note: A copy of the proffers is attached to and made a part of these minutes.)

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Mr. Coffey did not have an opportunity to answer Ms. Frueh’s questions earlier. He indicated all the lighting will be LED and will be directed downward. They are trying to design the lighting so it does not spill over onto properties adjacent to their facility.

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On motion by Supervisor Eberly, seconded by Supervisor Chandler and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER - AYE; CUEVAS - AYE; EBERLY - AYE; KYGER - AYE; the Board, with the following conditions, approved SUP16-132, SVEC, P.O. Box 236, Mount Crawford, 22841 for an increase in building height from 45’ to 65’ on property located on the northeast side of South Valley Pike (Route 11) and Oakwood Drive (Route 704), Election District #2, zoned A-2 (pending B-1 zoning), Tax Map #123-(A)-85
CONDITIONS:

1. Use shall be located in accordance to plot plan submitted with the application.

2. Building shall comply with the Statewide Building Code and the proper permits shall be obtained.

RECESS.

At 7:46 p.m., Chairman Kyger recessed the meeting for a short break.

RESUME MEETING.

At 7:50 p.m., Chairman Kyger resumed the regular meeting.

COUNTY ADMINISTRATOR’S STAFF REPORT.

The Board received and reviewed Administrator Paxton’s staff report dated June 17, 2016.

He indicated Registrar Lisa Gooden provided the Abstract of Votes from the Republican Primary Election held on June 14, 2016, for the Member House of Representatives.

On motion by Supervisor Eberly, seconded by Supervisor Breeden and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER – AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board instructed the Clerk to spread the following abstract of votes from the 2016 June Republican Primary Election in the minutes:

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2016 June Republican Primary Election held on June 14, 2016 for,
Administrator Paxton indicated the General Assembly created the Virginia World War I and World War II Commemoration Commission to plan, develop and carry out programs and events to commemorate the 100th anniversary of World War I and the 75th anniversary of World War II. Each locality is encouraged to designate a liaison to work with the Commission. Staff recommends designating Economic Development and Tourism Manager Michele Bridges as the County’s liaison.

On motion by Supervisor Chandler, seconded by Supervisor Eberly and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER – AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board appointed Michele S. Bridges to serve as the County’s liaison on the Virginia World War I and World War II Commemoration Commission.

DEPUTY COUNTY ADMINISTRATOR’S STAFF REPORT.

Mr. King will attend an Annexation Study - Stakeholder Team Kick-off Meeting June 28, 2016, in Charlottesville. He said Delegate Tony Wilt also plans to attend the meeting being held by a Department of Housing & Community Development annexation group. Mr. King will consult with Mr. Miller on legal matters through this process.

Administrator Paxton explained that the Study Team was formed because of the extension to the annexation moratorium. He is hopeful there will be a final resolution since it has been considered at least six or seven times in the last 38 years. He noted this is a difficult issue to resolve since it only affects six or seven localities in the Commonwealth.
ASSISTANT COUNTY ADMINISTRATOR’S STAFF REPORT.

Chairman Kyger noted signage for the four vineyards, cidery and various parks in the area should be placed strategically along the travel corridors to direct visitors to those locations. He asked that Mr. Anas work with VDOT, Go Virginia, Virginia Tourism or other organizations to obtain grant funds for tourism signs.

Chairman Kyger suggested this be a countywide project in conjunction with the towns and Harrisonburg Rockingham Historical Society. He asked that tourist designations be incorporated into GPS maps.

In response to a question from Chairman Kyger, Mr. King indicated there is a signpost truck in the 2016 budget that is planned for purchase in 2017. Chairman Kyger suggested that the sign locations be determined this year so signs can be erected when the truck is purchased.

FINANCE DIRECTOR’S STAFF REPORT.

Ms. Davidson provided a handout of the FY17 Budget and Brief, which will be placed on the County website for citizens to view along with items that affected the budget.

PUBLIC WORKS DIRECTOR’S STAFF REPORT.

The Board received and reviewed Mr. Hertzler’s staff report dated June 22, 2016.

COMMUNITY DEVELOPMENT DIRECTOR’S STAFF REPORT.

The Board received and reviewed Mr. Armstrong’s staff report dated June 22, 2016.

COMMITEE REPORTS:

The Board heard the following committee reports from Board members and staff.
BUILDINGS AND GROUNDS

Supervisor Eberly indicated a Heating, Ventilation and Air Conditioning (HVAC) Preventative Maintenance Service Contract needs to be awarded. The following bids were received:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>PM Cost</th>
<th>Hourly Rate</th>
<th>Overtime Rate</th>
<th>Markup Percentage</th>
<th>Truck Charge</th>
<th>Other Charges</th>
<th>Total Projected Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Southern Air Inc.</td>
<td>$40,414</td>
<td>$75</td>
<td>$112.50</td>
<td>33%</td>
<td>N/A</td>
<td>N/A</td>
<td>$184,264</td>
</tr>
<tr>
<td>Blauch Brothers, Inc.</td>
<td>$38,750</td>
<td>$85</td>
<td>$127.50</td>
<td>35%</td>
<td>$35</td>
<td>N/A</td>
<td>$194,533</td>
</tr>
<tr>
<td>Riddleberger Brothers, Inc.</td>
<td>$45,372</td>
<td>$74</td>
<td>$111.00</td>
<td>40%</td>
<td>$25</td>
<td>$124 Control tech</td>
<td>$195,429</td>
</tr>
<tr>
<td>Johnson Controls</td>
<td>$250,844</td>
<td>$109.90</td>
<td>1.5 reg 2.5 hol</td>
<td>.99-30% 100-20% 1,000-15%</td>
<td>$55 trip fee</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

Supervisor Eberly made a motion to award a one-year contract to Southern Air Inc. instead of a multi-year contract with an automatic renewal. Supervisor Cuevas seconded the motion.

Supervisor Cuevas stated the Finance Committee hopes the Building and Grounds Committee and Mr. King will examine the facts in a realistic, practical manner before making a commitment on large expenditures. The Finance Committee agrees with approving a one-year contract to allow time for a thorough analysis of the HVAC equipment. Supervisor Cuevas noted a long-term contract provides better pricing, but further analysis is needed before a long-term commitment can be made.

Carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER – AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board approved the bid submitted by Southern Air Inc. for the Heating, Ventilation and Air Conditioning Preventative Maintenance Service Contract for the following amounts:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>PM Cost</th>
<th>Hourly Rate</th>
<th>Overtime Rate</th>
<th>Markup Percentage</th>
<th>Truck Charge</th>
<th>Other Charges</th>
<th>Total Projected Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Southern Air Inc.</td>
<td>$40,414</td>
<td>$75</td>
<td>$112.50</td>
<td>33%</td>
<td>N/A</td>
<td>N/A</td>
<td>$184,264</td>
</tr>
</tbody>
</table>
Staff received bids for the Facilities Supplies Contract. The bid is for a three-year period with two (2) one-year renewals for a total possible five-year term. The following bids were received:

<table>
<thead>
<tr>
<th>Company</th>
<th>Paper Products</th>
<th>Chemicals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ferguson Facilities Supply</td>
<td>$26,245.32</td>
<td>$8,736.30</td>
</tr>
<tr>
<td>Hathaway</td>
<td>$26,287.32</td>
<td>$10,386.23</td>
</tr>
<tr>
<td>Commonwealth</td>
<td>$29,163.16</td>
<td>$11,176.42</td>
</tr>
<tr>
<td>General Sales</td>
<td>$27,382.70</td>
<td>$12,082.14</td>
</tr>
</tbody>
</table>

On motion by Supervisor Chandler, seconded by Supervisor Breeden and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER – AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board approved the Facilities Supplies Contract bid submitted by Ferguson Facilities Supply in the amount of $26,245.32 for paper products and $8,736.30 for chemicals.

CENTRAL SHENANDOAH PLANNING DISTRICT COMMISSION (CSPDC)

Supervisor Chandler said the CSPDC approved their 2017 budget. They were very appreciative of Mrs. Mongold’s participation on the employee guidelines and compensation packet panel. He noted that Mr. Armstrong was re-elected as the Secretary of the CSPDC Board.

Kim Sandum indicated there will be a paperwork change for on-call consultants due to a change in state legislation.

CHAMBER OF COMMERCE

Chairman Kyger said he and Supervisor Chandler attended the Chamber of Commerce’s 100th Anniversary Reception and Update, which was well attended.

COMMUNITY CRIMINAL JUSTICE BOARD

Chairman Kyger announced the next meeting is August 29, 2016 at 4 p.m.

FINANCE/PUBLIC WORKS

On behalf of the Public Works Committee, on motion by Supervisor Cuevas, seconded by Supervisor Breeden and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER – AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board approved the SCS Engineers Landfill Gas System Expansion proposal in the amount of $171,276, along with a carryover request of $65,340 from the FY16 budget to the FY17 budget.
On behalf of the Finance Committee, on motion by Supervisor Cuevas, seconded by Supervisor Breeden and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board approved the following FY 2015-2016 transfer and supplemental appropriation:

A transfer in the amount of $245,000 from the Fire and EMS SAFER Grant line items to the Fire and EMS Personnel line items to cover the cost of Fire and EMS personnel that are projected to go over budget. The Fire and EMS department applied for a SAFER grant that was not awarded; therefore, the grant was not used to hire additional personnel. However, the Fire and EMS department provided the required level of services to the County through paying overtime and part-time funds to personnel. The line items are projected to use $285,000 in overtime expenses and $150,000 in part-time expenses, totaling $200,000 over the original budget (plus taxes and benefits). The transfer will align the budget with the applicable line items used during the fiscal year.

Transfer: $245,000

<table>
<thead>
<tr>
<th>Amount</th>
<th>GL Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$(49,500)</td>
<td>1001-03201-00000-000-501100-000</td>
<td>Fire &amp; EMS: Full-Time Salaries</td>
</tr>
<tr>
<td>$143,400</td>
<td>1001-03201-00000-000-501200-000</td>
<td>Fire &amp; EMS: Overtime</td>
</tr>
<tr>
<td>$60,500</td>
<td>1001-03201-00000-000-501300-000</td>
<td>Fire &amp; EMS: Part-Time Salaries</td>
</tr>
<tr>
<td>$8,000</td>
<td>1001-03201-00000-000-501900-000</td>
<td>Fire &amp; EMS: Severance Pay</td>
</tr>
<tr>
<td>$(3,900)</td>
<td>1001-03201-00000-000-502100-000</td>
<td>Fire &amp; EMS: FICA/Medicare</td>
</tr>
<tr>
<td>$(60,000)</td>
<td>1001-03201-00000-000-502201-000</td>
<td>Fire &amp; EMS: Retirement (VRS)</td>
</tr>
<tr>
<td>$75,500</td>
<td>1001-03201-00000-000-502300-000</td>
<td>Fire &amp; EMS: Health Insurance</td>
</tr>
<tr>
<td>$71,000</td>
<td>1001-03201-00000-000-502703-000</td>
<td>Fire &amp; EMS: Workers Comp Insurance</td>
</tr>
<tr>
<td>$(151,900)</td>
<td>1001-03201-10361-000-501100-000</td>
<td>Fire &amp; EMS: SAFER Full-Time Salaries</td>
</tr>
<tr>
<td>$(14,688)</td>
<td>1001-03201-10361-000-502100-000</td>
<td>Fire &amp; EMS: SAFER FICA/Medicare</td>
</tr>
<tr>
<td>$(33,542)</td>
<td>1001-03201-10361-000-502201-000</td>
<td>Fire &amp; EMS: SAFER Retirement (VRS)</td>
</tr>
<tr>
<td>$(38,023)</td>
<td>1001-03201-10361-000-502300-000</td>
<td>Fire &amp; EMS: SAFER Health Insurance</td>
</tr>
<tr>
<td>$(922)</td>
<td>1001-03201-10361-000-502400-000</td>
<td>Fire &amp; EMS: SAFER Group Life Insurance</td>
</tr>
<tr>
<td>$(5,925)</td>
<td>1001-03201-10361-000-502703-000</td>
<td>Fire &amp; EMS: SAFER Workers Comp Insur</td>
</tr>
</tbody>
</table>

Fire and EMS Wildfire Reimbursement

The Fire and EMS department received reimbursement of $54,950 for expenses related to the wildfire in the spring of 2016. Funds of $11,890 are to be disbursed to the different fire and rescue squads that assisted with the response, the remainder of the funds remain in the Fire and EMS department to assist with personnel costs. The supplemental appropriation allows the County to reimburse the rescue squads
Supplemental Appropriation: $54,950

Revenue:
$ 54,950 GL Code: 1220-05337-10300-000-501100-000 General Fund: Other Federal Funds

Expenditure:
$ 43,060 GL Code: 1001-03201-00000-000-501200-000 Fire & EMS: Overtime
$ 1,000 GL Code: 1001-03202-00000-000-505620-000 Elkton Fire
$ 4,500 GL Code: 1001-03202-00000-000-505621-000 Grottoes Fire
$ 1,000 GL Code: 1001-03202-00000-000-505624-000 McGaheysville Fire
$ 5,390 GL Code: 1001-03203-00000-000-505630-000 Elkton Rescue Squad

In response to questions from Chairman Kyger, Administrator Paxton indicated the $54,000 is a federal reimbursement to be distributed between four volunteer agencies. The Grottoes Volunteer Fire Department received a direct reimbursement from the federal government.

Chairman Breeden reported that during a Blue Ridge Committee for Shenandoah Park Relations meeting with the eight counties that surround the park, Superintendent Northup commended Chief Holloway for doing a great job for Rockingham County.

Chairman Kyger noted Fire & Rescue staff is stressed but doing an exceptional job for the good of the community with minimal resources.

SHENANDOAH VALLEY PARTNERSHIP (SVP)

Mr. Anas reported that the Shenandoah Valley Partnership hosted eleven people from the Virginia Economic Development Partnership International Business Attraction Group. Representatives from Europe, the United Kingdom, China, India and Japan visited the Valley.

Mr. Anas noted that the Finance Committee met with Davenport & Company, LLC earlier in the day. He provided the Board members with a copy of Davenport’s report.

VIRGINIA ASSOCIATION OF COUNTIES (VACo) LIAISON

Chairman Kyger reminded the Board of the VACo County Officials’ Summit on August 18 and 19 at the Four Points by Sheraton in Richmond.

CHAIRMAN

Kim Sandum said she appreciated and agreed with a previous comment that Administrator Paxton is a gentleman. She learned a lot from Mr. Paxton and extended best wishes on his retirement.
Chairman Kyger told Ms. Sandum she is one of, if not the most active citizens with a positive voice in the County.

Chairman Kyger reinforced to Administrator Paxton that the Board and staff are extremely appreciative of the many hours he has put into his job. He said Mr. Paxton is an example of what is needed in leadership. Administrator Paxton has been a great mentor to Messrs. King and Anas, and the entire staff; he hired a succession staff. Chairman Kyger said the County has a bright future and every person on the Board is a better person because they have known Joe.

________________________

COMMITTEE APPOINTMENTS.

On motion by Supervisor Chandler, seconded by Supervisor Eberly and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER – AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board appointed Sherry L. Mongold, CPA, MBA and Brian Hanger to the Harrisonburg-Rockingham Community Services Board for terms to expire June 30, 2019.

On motion by Supervisor Chandler, seconded by Supervisor Breeden and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER – AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board appointed Stephen G. King to replace Administrator Paxton as the alternate on the Shenandoah Valley Partnership, effective July 1, 2016.

ADJOURNMENT.

Chairman Kyger declared the meeting adjourned at 8:19 p.m.

________________________

Chairman
Tanners Court (Route 1342) – STREET ADDITION

The Board of Supervisors of Rockingham County, in regular meeting on the 13th day of July, 2016 adopted the following:

RESOLUTION

WHEREAS, the street described on the attached Additions Form AM-4.3, fully incorporated herein by reference, are shown on plats recorded in the Clerk’s Office of the Circuit Court of Rockingham County, and

WHEREAS, the Area Land Use Engineer for the Virginia Department of Transportation has advised this Board the streets meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation, and

WHEREAS, the County and the developer have entered into an agreement for comprehensive storm water detention as per the code of Ordinances, Sec. 6C-34, adopted May 28, 2008 which applies to this request for addition.

BE IT FURTHER RESOLVED, the county agrees that VDOT has no maintenance, upkeep and/or repair responsibility or liability for such storm water detention facilities except in case of physical damage resulting from road construction projects administered by VDOT. This agreement does not relieve the parties thereto of their rights and obligations pursuant to Storm water Management Regulations VR215-02-00 et.seq. and related state regulations as amended or modified from time to time. Further, the County agrees not to hold VDOT liable for damages resulting from the County’s failure to enforce County ordinances and regulations relating to storm water flow.

BE IT FURTHER RESOLVED, the County will not seek indemnification or contribution from VDOT to correct damages arising from improper maintenance or construction of storm water detention facilities.

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the street(s) described on the attached Additions Form AM-4.3 to the secondary system of state highways, pursuant to §33.2-705, Code of Virginia, and the Department’s Subdivision Street Requirements, and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, with necessary easements for cuts, fills and drainage as recorded in Plat Book V-2753, Page 194, recorded , 13th of October, 2005, and

BE IT FURTHER RESOLVED, that the Virginia Department of Transportation will only maintain those facilities located within the dedicated right-of-way. All other facilities outside of the right-of-way will be the responsibility of others.
BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Area Land Use Engineer for the Virginia Department of Transportation.

Recorded Vote

Moved By: _____________________________
Seconded By: __________________________
Yeas: ________________________________
Nays: ________________________________

A Copy Teste:

______________________________
(Name), (Title)
In the County of Rockingham

By resolution of the governing body adopted July 13, 2016

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

A Copy Testee

Signed (County Official): ________________________________

Report of Changes in the Secondary System of State Highways

Project/Subdivision  Meadowbrook Subdivision -
Tanners Court

Type Change to the Secondary System of State Highways: Addition

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

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

♦ Tanners Court, State Route Number 1342

Old Route Number: 0

♦ From: Intersection with Suffolk Drive

To: 0.08 Mile South of Suffolk Drive to a Dead End (cul-de-sac), a distance of:

0.08 miles.

Recordation Reference: B2753P194

Right of Way width (feet) = 50
Happy New Year! – The Finance Department has been working hard to bring Fiscal Year 2016 to a close and open the new Fiscal Year 2017. Department budgets are available in Munis and the new County Budget and "Budget in Brief" are available on the County website.

Final Audit – The final audit with PB Mares is scheduled for the week of August 29th and September 5th.

School Accounts Payable – The Accounts Payable Department will meet with the school book keepers for the annual book keepers meeting on July 8th. They will be preparing for the new school year and the County Technology Department will be providing Munis training for the book keepers.

Direct Deposit – The Payroll Department is now allowing multiple direct deposits for employees. The new form has been created and a letter notifying employees will be sent out in the next few weeks. This will be an added benefit for both County and School employees.

VACO Finance Steering Committee – Trish Davidson has been appointed to the VACO Finance Steering Committee and attended a conference call on June 29th with Joe Paxton to discuss Meals Tax. A report was given to the Finance Committee with all the details of the call. The next Finance Steering Committee meeting is scheduled for August 19th in Richmond.

Upcoming Dates:
• Final Audit - Week of August 29th and September 5th
1. The Annual Employee Health and Benefits Fair is scheduled for Friday July 29, 2016 from 9:00 – 2:00 in Classrooms A, B and C.

2. Open enrollment for insurance changes is scheduled for August 1 – August 26, 2016. As we pay premiums one month in advance, premium changes will take place in September, with October being the month the enrollment changes will take place.

3. New hires for the month of June:
   a. Clerk of the Court – 1 FT
   b. Jail – 1 FT, 1 part time hourly
   c. Commissioner of the Revenue – 1 part time hourly
   d. Social Services – 1 FT, 1 part time hourly
   e. Landfill – 1 FT
   f. Parks & Recreation – 5 part time hourly

Respectfully submitted,

Jennifer J. Mongold
Public Works Staff Report July 13, 2016

1. Personnel vacancies

Utilities: (1) Hydrant Technician, (1) Utility Worker
Landfill: (1) Heavy Equipment Operator, (1) Scale Operator
Refuse & Recycle: no vacancies
Public Works Admin: Construction inspector (Miss Utility)
Facilities Maintenance: no vacancies

2. Utilities

Pleasant Valley 16” Waterline

Update: Due to the wet weather, restoration is delayed. Staff expects restoration to be complete 7/15/16. Staff is waiting on the results of two bacteria tests at which time the water line will be put in service possibly 7/1/16.

100% of the pipe installed as of 6/8/16. Water line is being pressure and bacteria tested and will be put in use upon receiving complete test results. Restoration is underway followed by punch list items to reach final completion by June 30, 2016.

3. Landfill

Landfill Entrance Project

Wet weather in May, June, and July caused delay but 50% of the material is stockpiled. Grading is underway for the convenience center retaining wall footer area, with forming of the footers to begin by July 11th due to the wet weather instead of July 1st. Blasting is complete to avoid disturbing the retaining wall.

Staff met with Harman Construction and Trumbo Electric to confirm the details of their respective proposals after the board approval. Harman Construction is applying for the building permit through the City’s Community Development office. Both Trumbo and Harman are scheduled for an August mobilization.

Work for the entrance project remains on schedule:
1. Board approval 2/24/16
2. City plan approval 3/23/16
3. Notice to Proceed 3/28/16
4. Substantial Completion 11/1/16
5. Final Completion 12/1/16
4. Recycling & Satellite Sites

The Grottoes container site is re-striped and the pavement markings painted. Staff is working on the precrusher compactor procurement for the Bergton site that is included in the FY17 budget. The precrusher compactor will crush household debris before it is fed into the compactor box. It will handle all the material that is currently deposited in the open top boxes, therefore, reducing the number of trips to the landfill on a 4-1 average. There is also pavement restoration for the Bergton site that will be completed with the compactor installation. Staff is working on a schedule for this work.

5. Facilities Maintenance

The District Courts elevator modernization project is underway. Expected substantial completion is 7/25/16 with testing and final completion 8/1/16. During this time, arrangements have been made to escort people who need elevator assistance to the secure elevator for second floor access.

Respectfully Submitted,
Barry E. Hertzler
Director Public Works
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11. BUILDING PERMIT ACTIVITY- DETAILED REPORT ............................................................................ Attached
PERSONNEL

AUTHORIZED POSITIONS- 31.5

Filled Positions- 21.0

Department Director (Casey Armstrong)

ADMINISTRATIVE
Administrative Assistant (Amanda Thomas)

PERMIT INTAKE & PROCESSING
Permit Specialist II (Leslie Dodrill)
Permit Specialist I (Kelley Ann Weatherholtz)

BUILDING CODE ENFORCEMENT
Building Official (Joe Shifflett)
Building Plan Reviewer (Jay Carter)
Electrical Inspector (J.N. Riddel)
Electrical Inspector (Terry Derrer)
Inspector (Ricky Davis)
Building Inspector (James E. Campbell)

LAND DEVELOPMENT REVIEW
Development Plan Manager (Peter Kesecker)

PLANNING: SHORT- AND LONG-RANGE
Director of Planning (Rhonda Cooper)
Senior Planner (James May)

ZONING CODE ENFORCEMENT
Zoning Administrator (Diana Stultz)
Deputy Zoning Administrator (Diane Lepkowski)
Code Compliance Officer (Kelly Getz)

GEOGRAPHIC INFORMATION SYSTEMS
GIS Specialist (Mark Rathke)
GIS Technician (Kendrick Smith)

ENVIRONMENTAL SERVICES
Environmental Manager (Lisa Perry)
Environmental Inspector (Adam Hancock)
Environmental Inspector (Blake Barnes)

Vacant Positions- 10.5
Permit Specialist II
Permit Specialist I
Permit Specialist I- Part-time
Deputy Building Official
Building and Plumbing Inspector
Inspector
Plumbing Inspector
GIS Coordinator
Addressing Technician
Planner
Erosion & Sediment Control Administrator
PROJECTS AND REPORTS

SMART SCALE (HOUSE BILL 2) TRANSPORTATION PROJECT APPLICATIONS: ROUNDS 1 & 2 (Rhonda Cooper)

Round 1:
The HB2 project scoring and recommendation phase has been completed by the Office of Intermodal Planning and Investment (OIPI), VDOT, and the Department of Rail and Public Transportation (DRPT). The recommended projects will be voted on by the Commonwealth Transportation Board (CTB) in June. The Rawley Pike (U.S. 33) and South Valley Pike (U.S. 11) projects are included in the list of recommended projects.

Round 2:
With half the HB2 (now renamed 2016 Smart Scale) funds and many more projects being proposed for Round 2, staff will trim the scale of some projects to possibly enhance the County’s opportunity for projects to score well. VDOT will assist staff in refining these projects, then provide general design specifications and cost estimates for inclusion with each submittal. The following four projects are under review:

- Mayland Road (VA 259)
  The section of Mayland Road, from the west end of Wentworth Drive to immediately north of East Lee Street (Rt. 42 and 259) in the Town of Broadway, was submitted in 2015, but this $30.6 million project was not funded. VDOT will recommend a shorter segment, from East Lee Street to a to-be-determined point south.

- Dinkel Avenue (Rt. 257) from Town of Bridgewater to US 11
  The proposal would extend the westbound right lane past the two industrial entrances and include the construction of wide shoulders for bicycles from just west of the Rt. 11 intersection lanes to the Bridgewater Town Line. VDOT will explore how well the lane extension would address traffic concerns and at what cost.

- Alignment of intersection of Route 704 (Oakwood Drive and Cecil Wampler) with South Valley Pike (US 11) at Oakwood Drive
  Design and cost estimates will be based on Oakwood Drive being extended east of Rt. 11 to tie in to Cecil Wampler Road west of Interstate 81.

- Improvements to Friedens Church Road (Rt. 682)
  A roundabout will be proposed at the sharp turn where Spaders Church Road and Friedens Church Road intersect to address tractor trailer hang-ups on the church’s retaining wall.

The application period is open from August 15 to September 30.

USDA RURAL DEVELOPMENT: ADDITIONAL WORKSHOP OFFERED (Rhonda Cooper)

Anne Herring, USDA’s Virginia Rural Development Coordinator, has offered to hold a targeted workshop(s) for the Departments of Fire and Rescue and Economic Development.

On Monday, April 25, from 9 a.m. to noon, in the Rockingham County Administration Center’s Community Room, Anne Herring and other staff from Virginia’s USDA Rural Development office offered information to Rockingham County staff about funding available through USDA-Rural Development’s programs. This was an opportunity for local governments, community leaders, not-for-profits, and other organizations to learn how they might partner with USDA-Rural Development on community projects such as:
• sewer and water improvements;
• homeownership and essential housing improvements;
• community facility projects including health care clinics, police and fire stations, community centers, schools and child care centers;
• broadband projects; and
• rural business initiatives.

ROCKINGHAM BICYCLE ADVISORY COMMITTEE (RBAC) (Rhonda Cooper)

The RBAC’s next meeting is July 21. The committee met April 21 to update its Annual Work Plan in light of the draft County Bicycle and Pedestrian Plan. On February 18, the Committee recommended that the final draft of the Rockingham County Bicycle and Pedestrian Plan move forward to public comment and then to Planning Commission and Board hearings.

MPO & NON-MPO BICYCLE AND PEDESTRIAN PLANS (Rhonda Cooper)

The MPO TAC is expected to forward a final draft MPO Plan and recommend it for public release to the Policy Board in early summer. The MPO and County Bicycle and Pedestrian Plans will be presented at a public meeting. The public meeting will be the citizens’ and stakeholders’ opportunity to review the draft plans and maps within an open house and formal presentation format. Both plans are expected to be ready for final action by autumn.

PORT REPUBLIC RURAL VILLAGE GRANT PROJECT (Rhonda Cooper)

Paradigm Design is expected to have a draft Rural Village Plan this summer. The Shenandoah Valley Network (SVN) and Community Alliance for Preservation (CAP) staff and the project consultant, Paradigm Design, held the last of three community workshops on April 7. The consultant presented the vision and values expressed by the group, and the community’s preferences for implementation of its vision for the future. By early summer, the consultants will have a draft rural village report and recommendations.

Community workshops in Port Republic, held on January 21 and February 18, were used to describe the planning process, to receive input on what the community considers to be its assets and liabilities now and in the future, and to discuss techniques to maintain the character of the Port Republic village.

The SVN was awarded a Battlefield Protection Grant to study the potential for a Rural Village Overlay District for Port Republic. SVN has contracted with Paradigm Design to work with Port Republic’s village and area landowners to develop the landowners’ vision, then to develop guidelines to preserve special characteristics, and to develop a list of uses compatible with the traditional village and surrounding agriculture and battlefields. The resulting Rural Village Overlay District could become a general model for application in the County’s other rural villages. This grant was awarded by the National Park Service’s American Battlefield Protection Program.

MPO SOUTH REGIONAL CORRIDOR STUDY (Rhonda Cooper)

The ad hoc committee is reviewing revisions to the MPO Route 11 South Regional Study. The MPO Policy Board tabled the original Study on June 21, 2012. The study encompasses part of the County; City; and the Towns of Bridgewater, Dayton, and Mt. Crawford; from Port Republic Road (City) to Dinkel Avenue and from Interstate 81 to Route 42.
E-911 TO NEXT GENERATION 911 TRANSITION (Kendrick Smith)

The Virginia E-911 services board has begun planning for a transition to NG-911. Currently, our 911 system is based on an aging technology, an analog network. Our 911 system is dependent on service providers, and they will soon be moving away from analog networks and into IP (Internet Protocol) networks. Due to this transition, our 911 system will soon have to be based on an IP network as well. In a 911 system based on an IP network, GIS will be the primary database for routing emergency calls rather than the MSAG (Master Street Address Guide) and the database of phone numbers maintained by service providers that are used now.

VITA (Virginia Information Technologies Agency) has been working with local government GIS technicians to begin the process of ensuring our GIS data is up to par. Rockingham County GIS recently submitted their data to VITA for analysis to gauge the readiness of the data. The results of the analysis were very positive, with 96.8% of our address points matching the addresses maintained by Verizon. Ninety-five percent of our road centerlines matched the MSAG that is maintained by HRECC. Both of these numbers were high across analyses that VITA has completed across the state of Virginia.

Although the County GIS data is in great shape currently, there is still a lot of work to be done. The NG-911 Regional Advisory Council has selected 2019-2020 as a preliminary target date for switching to IP based 911 systems. We should have no issues being able to be in compliance by that time. The current list of errors within our GIS data will most likely take two to three months to be corrected. Once the corrections have been made, we will send the data back to VITA for another analysis to gauge our accuracy again and see if other issues arise.

CITYVIEW RE-ADOPTION PROJECT MANAGEMENT PLAN (James May)

At the beginning of 2016, Community Development staff began meeting regularly with members of Technology staff to review the various issues that had arisen over ten years of CityView as the tracking software for the Department. This review generated a list of seven projects to improve the internal processes of the Department as a whole. These projects include improving the tracking of all internal processes through CityView, standardizing the file organization system, converting historic files and data for storage and analysis, opening the CityView Portal, and standardizing all letters and reports. The completion of this Project Management Plan will provide a path forward for addressing these issues. The outcome of this project will be a more efficient and coordinated administrative process fully utilizing the available tools through improved integration of multiple software packages and staff responsibilities.

PROJECTS AND REPORTS TABLED BY THE BOARD OF SUPERVISORS

NORTH VALLEY PIKE CORRIDOR STRATEGIC PLAN (Rhonda Cooper)

The Board tabled the North Valley Pike Corridor Strategic Plan on December 15, 2010. Staff recommends reworking this Plan as part of the Comprehensive Plan revisions.
PLANNING COMMISSION ACTIONS

The following items were heard by the Commission on July 5:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Comments/Recommendations</th>
</tr>
</thead>
<tbody>
<tr>
<td>REZ16-160</td>
<td>KKB, LLC, P.O. Box 2037, Harrisonburg, VA 22801, to rezone TM# 125-(A)-L6A, located west of Port Republic Rd (Rt. 253), north of Stone Port Blvd (Rt 726), and northeast of Apple Valley Rd (Rt. 726), from General Residential District (R-3) to Planned Multifamily District (PMF). The Comprehensive Plan designates this area for Mixed Use. Election District 4.</td>
<td>Tabled</td>
</tr>
<tr>
<td>REZ16-161</td>
<td>Great Eastern Resort Corporation, P.O. Box 6006, Charlottesville, VA 22901, to amend the Master Plan for Woodstone Meadows on TM# 128-(A)-L122A, L122A1, L122A2, L123, &amp; 129-(A)-L16A, totaling 53.61 acres, located east of Resort Drive (Rt 644) approximately 500 feet north of Bloomer Springs Rd (Rt. 646), while retaining the existing Planned Residential District (R-5) zoning. The Comprehensive Plan designates this area for Community Residential. Election District 5.</td>
<td>Approval; to be heard by Board on July 27</td>
</tr>
<tr>
<td>OA16-155</td>
<td>Amendment to the Rockingham County Code, Chapter 17 (zoning), Table 801.06.01 Area, Setback, and Height - Conventional to reduce the minimum rear setback for primary structures and for accessory structures which are more than 580 square feet of floor area from 35 feet to 25 feet, and to increase minimum rear setback for accessory dwellings from 5 feet to 25 feet in the A-1, A-2, and RV zoning districts.</td>
<td>Approval; to be heard by Board on July 27</td>
</tr>
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</table>

The following item has not been scheduled for a Board hearing:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Comments/Recommendations</th>
</tr>
</thead>
<tbody>
<tr>
<td>OA15-188</td>
<td>An amendment to Chapter 17 (Zoning), Article 7, Table 17-702.05 to change parking requirements for Dwelling, duplex and Dwelling, single-family detached to require one space for an efficiency or one bedroom unit.</td>
<td>Forwarded to Board with tie vote; Staff revisions are underway; Board hearing TBA</td>
</tr>
</tbody>
</table>

COUNTY-INITIATED AMENDMENTS

1. **Request and Reason:** When another special use permit came before the Board at its public hearing on March 9, 2016 for a waiver to supplemental standards for distance between accessory dwelling and primary dwelling and for increased size for the accessory dwelling, the County Attorney asked the Board if it felt it was time for staff to look at these supplemental standards to see if change was needed. The Board authorized staff to study the supplemental standards for accessory dwellings.

   **Status:** Staff is reviewing the best way to work with the accessory dwellings as well as other supplemental standards.

2. **Request and Reason:** Due to the increasing number of requests for waivers to supplemental standards, at its meeting on April 27, the Board directed staff to study the supplemental standard process.
**Status:** This is work that will take some time, but staff will begin working with the County Attorney in an endeavor to develop better criteria for supplemental standards.

3. **Request and Reason:** After receiving several inquiries about enclosing decks, adding a room on a concrete patio, etc., (in old ordinance, decks, patios, etc. could encroach 50%) in rear yards of agricultural districts, the Board, at its May 18th meeting, authorized staff to review the rearyard setbacks in the agricultural districts and draft an ordinance if determined they should be changed.

**Status:** An ordinance amendment reducing rearyard setbacks to 25’ for primary structures and for accessory structures over 580 sq. ft. and for increasing setbacks for accessory dwellings from 5’ to 25’ in the A-1, A-2, and RV zoning districts will be taken to the Planning Commission on July 5.

---

**UPCOMING PUBLIC HEARINGS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Board of Supervisors</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 13, 2016</td>
<td></td>
<td>6:00 p.m.</td>
</tr>
</tbody>
</table>

**Agricultural & Forestal Districts**

None.

**Special Use Permit**

**SUP16-130** Michael & Brandy Caplinger, 2061 Cecil Wampler Road, Mt. Crawford 22841 for waivers to supplemental standards for accessory dwelling to increase distance between homes from 60’ to 180’ and waiver to square footage to allow up to 1300 sq. ft. for accessory dwelling. on property located on the north side of Cecil Wampler Road (Route 704) approximately 600’ west of Pleasant Valley Road (Route 679), Election District #4, zoned A-2. Tax Map #124C-(A)-27.

**SUP16-142** Laura B. Showalter, 3401 Hemlock Street, Rockingham 22801 for a commercial dog breeding operation with a waiver to the supplemental standard requiring the kennel to be no less than 75’ to adjoining property line with notarized consent of affected landowner on property located on a private right-of-way at the end of Hemlock Street west of Nutmeg Court, Election District #2, zoned A-2. Tax Map #107-(A)-167B.

**SUP16-148** Mill Creek Church of the Brethren, 7600 Port Republic Road, Port Republic  24471 for cemetery expansion on property located on the west side of Port Republic Road (Route 253) approximately 1/2 mile south of Artillery Road (Route 671), Election District #3, zoned A-2. Tax Map #140-(A)-65.

**Rezoning- Not involving a public hearing**

None.

**Rezoning- Requiring a public hearing**

None.

**Ordinance Amendments**

None.
## PRIORITY PROJECTS UNDERWAY BY STAFF

<table>
<thead>
<tr>
<th>Projects</th>
<th>Lead Person</th>
<th>Status</th>
<th>Target Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockingham Bicycle Advisory Committee (RBAC)</td>
<td>Rhonda</td>
<td>Next meeting is 7/21/16.</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

### Ongoing Review/Tasks

<table>
<thead>
<tr>
<th>Ongoing Review/Tasks</th>
<th>Lead Person</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deed Review</td>
<td>Diane</td>
<td>20 deeds in process as 7/5/16: 9 pending review, 11 awaiting revisions</td>
</tr>
<tr>
<td>Violations</td>
<td>Kelly</td>
<td>49 active complaints, 21 cases pending legal action as of 7/5/16</td>
</tr>
<tr>
<td>Site Plans &amp; Subdivisions</td>
<td>Pete</td>
<td>10 site plans and 2 subdivisions under review as of 7/5/16</td>
</tr>
<tr>
<td>Subdivision Ordinance Variances</td>
<td>Diana</td>
<td>0 requests under review, as of 7/5/16</td>
</tr>
<tr>
<td>Zoning Ordinance Variances</td>
<td>Diana</td>
<td>0 request under review, as of 7/5/16</td>
</tr>
<tr>
<td>Zoning Appeals</td>
<td>Diana</td>
<td>0 requests under review, as of 7/5/16</td>
</tr>
<tr>
<td>Home Occupation Permits</td>
<td>Diana</td>
<td>0 permit requests under review, as of 7/5/16</td>
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<tr>
<td>Home Business Permits</td>
<td>Diana</td>
<td>0 permit requests under review, as of 7/5/16</td>
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<tr>
<td>Special Use Permits</td>
<td>Diana</td>
<td>8 permit requests under review, as of 7/5/16</td>
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<tr>
<td>Special Entertainment Permits</td>
<td>Diana</td>
<td>0 permit requests under review, as of 7/5/16</td>
</tr>
<tr>
<td>Rezonings</td>
<td>Rhonda</td>
<td>4 rezoning requests under review, as of 7/5/16</td>
</tr>
<tr>
<td>Comprehensive Plan Amendments</td>
<td>Rhonda</td>
<td>0 request under review, as of 7/5/16</td>
</tr>
<tr>
<td>Permits and Fees Processed</td>
<td>Joe</td>
<td>702 total transactions for month of June 2016</td>
</tr>
<tr>
<td>Building Inspections</td>
<td>Joe</td>
<td>1181 inspections conducted during June 2016 (averaged 53.68 inspections per day)</td>
</tr>
<tr>
<td>Building Plans</td>
<td>Joe</td>
<td>37 Plans under review, as of 6/30/16</td>
</tr>
<tr>
<td>Environmental (E&amp;S/Stormwater) Plan Review</td>
<td>Lisa</td>
<td>20 plans under review as of 07/05/16, 21 awaiting permit issuance</td>
</tr>
<tr>
<td>Environmental Inspections</td>
<td>Lisa</td>
<td>692 inspections conducted in the month of June</td>
</tr>
<tr>
<td>Addressing Commercial/Residential Structures</td>
<td>Kendrick</td>
<td>45 new structures addressed in June 2016</td>
</tr>
<tr>
<td>Naming of New Roads</td>
<td>Kendrick</td>
<td>1 new private lane named in June 2016</td>
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</table>
### REQUESTS TABLED BY BOARD OF SUPERVISORS

#### SPECIAL USE PERMIT APPLICATION(S)

<table>
<thead>
<tr>
<th>Year Tabled</th>
<th>Date Tabled</th>
<th>File</th>
<th>Applicant</th>
<th>Request</th>
<th>Election District</th>
</tr>
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<tbody>
<tr>
<td>--</td>
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</table>

#### REZONING REQUEST(S) and PLAN(S)

<table>
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<tr>
<th>Year Tabled</th>
<th>Date Tabled</th>
<th>File</th>
<th>Applicant</th>
<th>Request</th>
<th>Election District</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010</td>
<td>Dec 15</td>
<td>NA</td>
<td>North Valley Pike Corridor Strategic Plan</td>
<td>Endorsement of Corridor Strategic Plan for North Valley Pike area from Gravels Road to Vine Street and I-81 to Kratzer Road</td>
<td>2</td>
</tr>
<tr>
<td>2016</td>
<td>Mar 23</td>
<td>REZ16-018</td>
<td>Sentara RMH Medical Center</td>
<td>To rezone TM# 125-(17)- L1, L1A; 125-(A)-L121, L135, L136, totaling 238.61 acres, currently zoned General Business District (B-1) and General Agriculture District (A-2), to Planned Medical and Research District (PMR). The Comprehensive Plan identifies this area as Mixed Use.</td>
<td>3</td>
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</tbody>
</table>

#### ORDINANCE AMENDMENTS

<table>
<thead>
<tr>
<th>Year Tabled</th>
<th>Date Tabled</th>
<th>File</th>
<th>Applicant</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Name</td>
<td>Job Title</td>
<td>Office Number</td>
<td>Mobile Number</td>
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<tr>
<td>----------------------</td>
<td>--------------------------------</td>
<td>---------------</td>
<td>---------------</td>
<td></td>
</tr>
<tr>
<td>Casey Armstrong</td>
<td>Director</td>
<td>564-3031</td>
<td>578-2353</td>
<td></td>
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<tr>
<td>Blake Barnes</td>
<td>Environmental Inspector</td>
<td>564-3047</td>
<td>578-3515</td>
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<tr>
<td>James Campbell</td>
<td>Building Inspector</td>
<td>574-4381</td>
<td>578-1123</td>
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<tr>
<td>Jay Carter</td>
<td>Building Plan Reviewer</td>
<td>564-3046</td>
<td>578-1120</td>
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<tr>
<td>Rhonda Cooper</td>
<td>Director of Planning</td>
<td>564-3033</td>
<td>271-5061</td>
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<tr>
<td>Rick Davis</td>
<td>Building Inspector</td>
<td>432-3372</td>
<td>830-8018</td>
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<tr>
<td>Terry Derrer</td>
<td>Building Inspector</td>
<td>564-3042</td>
<td>578-1122</td>
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<tr>
<td>Leslie Dodrill</td>
<td>Permit Specialist II</td>
<td>564-3038</td>
<td>N/A</td>
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<tr>
<td>Kelly Getz</td>
<td>Code Compliance Officer</td>
<td>564-6063</td>
<td>810-5024</td>
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<tr>
<td>Adam Hancock</td>
<td>Environmental Inspector</td>
<td>564-1529</td>
<td>271-6523</td>
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<tr>
<td>Pete Kesecker</td>
<td>Development Plan Manager</td>
<td>564-5074</td>
<td>271-2952</td>
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<tr>
<td>Diane Lepkowski</td>
<td>Deputy Zoning Administrator</td>
<td>564-3037</td>
<td>578-1126</td>
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<tr>
<td>James May</td>
<td>Senior Planner</td>
<td>564-1513</td>
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<td>Lisa Perry</td>
<td>Environmental Manager</td>
<td>564-6095</td>
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<td>Mark Rathke</td>
<td>GIS Specialist</td>
<td>564-5076</td>
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<td>JN Riddle</td>
<td>Building Inspector</td>
<td>564-3045</td>
<td>578-1121</td>
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<td>Joe Shifflett</td>
<td>Building Official</td>
<td>564-3041</td>
<td>578-1558</td>
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<tr>
<td>Kendrick Smith</td>
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<td>564-3029</td>
<td>830-5811</td>
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<td>Diana Stultz</td>
<td>Zoning Administrator</td>
<td>564-3032</td>
<td>830-8017</td>
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<tr>
<td>Amanda Thomas</td>
<td>Administrative Assistant</td>
<td>574-3790</td>
<td>N/A</td>
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<tr>
<td>Kelley Ann Weatherholtz</td>
<td>Permit Specialist I</td>
<td>564-3040</td>
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# Development Activity Report - June 2016

## Permits Issued

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<tr>
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</thead>
<tbody>
<tr>
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<td>23</td>
<td>$462.88</td>
<td>$415.65</td>
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<td>Single Family</td>
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<td>155</td>
<td>$31,427.39</td>
<td>$27,200.27</td>
<td>15.5 %</td>
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<tr>
<td><strong>Subtotal</strong></td>
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<td>38</td>
<td>76.9 %</td>
<td>258</td>
<td>258</td>
<td>$45,179.51</td>
<td>$40,974.51</td>
<td>15.5 %</td>
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<tr>
<td>Plumbing</td>
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<td>0.0 %</td>
<td>27</td>
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<td>$562.79</td>
<td>$0.00</td>
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<td>$2,542.16</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>6</td>
<td>0</td>
<td>0.0 %</td>
<td>27</td>
<td>0</td>
<td>$562.79</td>
<td>$0.00</td>
<td>0.0 %</td>
<td>$2,542.16</td>
<td>$0.00</td>
</tr>
<tr>
<td>Electrical</td>
<td>35</td>
<td>29</td>
<td>20.7 %</td>
<td>148</td>
<td>175</td>
<td>$1,724.97</td>
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<td>16.0 %</td>
<td>$8,175.51</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>35</td>
<td>29</td>
<td>20.7 %</td>
<td>148</td>
<td>175</td>
<td>$1,724.97</td>
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<td>$8,175.51</td>
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<tr>
<td>Mechanical</td>
<td>4</td>
<td>2</td>
<td>100.0 %</td>
<td>25</td>
<td>28</td>
<td>$229.50</td>
<td>$102.00</td>
<td>125.0 %</td>
<td>$1,783.62</td>
<td>$1,402.50</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>4</td>
<td>2</td>
<td>100.0 %</td>
<td>25</td>
<td>28</td>
<td>$229.50</td>
<td>$102.00</td>
<td>125.0 %</td>
<td>$1,783.62</td>
<td>$1,402.50</td>
</tr>
<tr>
<td>Other</td>
<td>73</td>
<td>70</td>
<td>4.3 %</td>
<td>288</td>
<td>287</td>
<td>$13,088.67</td>
<td>$31,949.28</td>
<td>-59.0 %</td>
<td>$67,208.87</td>
<td>$138,525.63</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>73</td>
<td>70</td>
<td>4.3 %</td>
<td>288</td>
<td>287</td>
<td>$13,088.67</td>
<td>$31,949.28</td>
<td>-59.0 %</td>
<td>$67,208.87</td>
<td>$138,525.63</td>
</tr>
<tr>
<td>Land Use Related</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$64,625.44</td>
<td>$97,051.32</td>
<td></td>
<td>$350,400.15</td>
<td>$500,292.96</td>
</tr>
<tr>
<td>Erosion and Sediment Permit</td>
<td>5</td>
<td>7</td>
<td>-28.6 %</td>
<td>21</td>
<td>27</td>
<td>$3,840.00</td>
<td>$22,538.00</td>
<td>-83.0 %</td>
<td>$28,950.00</td>
<td>$95,480.00</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>5</td>
<td>7</td>
<td>-28.6 %</td>
<td>21</td>
<td>27</td>
<td>$3,840.00</td>
<td>$22,538.00</td>
<td>-83.0 %</td>
<td>$28,950.00</td>
<td>$95,480.00</td>
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<tr>
<td><strong>Total</strong></td>
<td>185</td>
<td>146</td>
<td></td>
<td>767</td>
<td>775</td>
<td>$64,625.44</td>
<td>$97,051.32</td>
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<td>$350,400.15</td>
<td>$500,292.96</td>
</tr>
</tbody>
</table>
MONTHLY HELP DESK TICKET SUMMARY BY DEPARTMENT
Total Number of Help Desk Tickets for June 2016: 356

CURRENT PROJECT STATUS UPDATES

<table>
<thead>
<tr>
<th>Project</th>
<th>Associated Departments</th>
<th>Start Date</th>
<th>Projected End Date</th>
<th>Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checkpoint Firewall Replacement</td>
<td>Technology</td>
<td>01/26/2016</td>
<td>05/30/2016</td>
<td>Working with vendor for implementation plan.</td>
</tr>
<tr>
<td>Wireless Mobile Device Replacement</td>
<td>All</td>
<td>11/30/2015</td>
<td>06/30/2016</td>
<td>List complete and sent to nTelos. Waiting for implementation dates.</td>
</tr>
<tr>
<td>Mobile Device Management Implementation</td>
<td>All</td>
<td>11/30/2015</td>
<td>TBD</td>
<td>Waiting for phones.</td>
</tr>
<tr>
<td>CityView/GIS Integration Fix</td>
<td>Community Development, Technology, Timmons Group</td>
<td>11/01/2015</td>
<td>06/30/2016</td>
<td>CityView staff assigned on vacation. 10 more hours of work until project is ready to test.</td>
</tr>
<tr>
<td>OpenGov Implementation</td>
<td>All</td>
<td>02/05/2016</td>
<td>02/05/2017</td>
<td>3rd review of data by Technology and Finance.</td>
</tr>
<tr>
<td>Data Center Upgrade - Phase 3</td>
<td>Technology, All</td>
<td>08/01/2014</td>
<td>06/30/2016</td>
<td>ImageNow, and Symantec upgrades remaining.</td>
</tr>
<tr>
<td>Munis Financials Implementation and upgrade</td>
<td>County &amp; Schools Finance and Technology</td>
<td>02/28/2013</td>
<td>4/29/2016</td>
<td>Completed installation, now working to fix some issues with Munis.</td>
</tr>
<tr>
<td>to 10.5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Munis Human Resources Online Applicant Tracking</td>
<td>Human Resources</td>
<td>10/01/2016</td>
<td>1/1/2017</td>
<td>Start on Applicant Tracking in October 2016</td>
</tr>
<tr>
<td>Credit Card Payments for CityView</td>
<td>Community Development, Technology, Harris</td>
<td>05/27/2014</td>
<td>08/01/2016</td>
<td>Requested list of accepted vendors from CityView.</td>
</tr>
<tr>
<td>Project Description</td>
<td>Department(s)</td>
<td>Start Date</td>
<td>End Date</td>
<td>Notes</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>---------------------------------------------</td>
<td>------------</td>
<td>----------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>Evaluation and continuation of ImageNow Document Imaging project</td>
<td>Technology</td>
<td>06/04/2014</td>
<td>06/30/2016</td>
<td>Waiting on answers from Tyler for TCM EE</td>
</tr>
<tr>
<td>Custom Reports for Munis</td>
<td>Technology</td>
<td>07/20/2014</td>
<td>Ongoing</td>
<td>Continuing to prioritize and create reports</td>
</tr>
<tr>
<td>Munis AP Batch Scanning Implementation</td>
<td>Technology/Finance</td>
<td>04/01/2016</td>
<td>06/15/2016</td>
<td>Workflow designed. Creating in Munis. Testing next week.</td>
</tr>
<tr>
<td>Clerk of Court computers</td>
<td>Technology/Supreme Court/Clerk of Court</td>
<td>11/01/2014</td>
<td>06/30/2016</td>
<td>Answer in 30 days from Supreme Court</td>
</tr>
<tr>
<td>Selection of solution(s) to replace DaPro software</td>
<td>Technology/Administration/RCSO/ECC/Court Services/Fire &amp; Rescue</td>
<td>4/01/2015</td>
<td>7/01/2017</td>
<td>Vendors selected for interviews.</td>
</tr>
<tr>
<td>New Software for Records and Imaging for Clerk of Court</td>
<td>Clerk of Circuit Court, Technology</td>
<td>07/01/2015</td>
<td>03/31/2017</td>
<td>Ongoing. Development slowing implementation</td>
</tr>
<tr>
<td>CityView changes for Planning and E&amp;S</td>
<td>Community Development, Technology, CityView Staff</td>
<td>08/05/2015</td>
<td>05/31/2016</td>
<td>Several items completed. Others delayed due to CityView GIS data duplication issue</td>
</tr>
<tr>
<td>Work with City to reroute ICHRIS traffic through VPN</td>
<td>Technology (City, County, ECC)</td>
<td>02/02/2016</td>
<td>03/01/2016</td>
<td>Defer until after dark fiber installation between City and County</td>
</tr>
<tr>
<td>Video Conferencing Upgrade in Courts</td>
<td>Jail, Circuit Court, District Court</td>
<td>03/15/2016</td>
<td>06/30/2016</td>
<td>Jeff Simmers evaluating current equipment vs. needs to determine best plan of action. Computers set up. Training beginning</td>
</tr>
<tr>
<td>Land Use Reassessment and Revalidation</td>
<td>COR, Technology</td>
<td>TBD</td>
<td>06/30/2017</td>
<td></td>
</tr>
<tr>
<td>Munis Cashiering/Accounts Receivable/General Billing/Appraisal/COR Systems</td>
<td>Technology, Finance, Commissioner of Revenue, Treasurer, Administration, Public Works</td>
<td>02/01/2016</td>
<td>TBD</td>
<td>Gathered concerns, submitted to Tyler.</td>
</tr>
<tr>
<td>SunTrust OTM upgrade</td>
<td>Treasurer, Finance, Technology</td>
<td>05/25/2016</td>
<td>08/31/2015</td>
<td>Waiting for SunTrust to assign staff</td>
</tr>
<tr>
<td>Check-in System for Social Services</td>
<td>Technology/Social Services</td>
<td>05/03/216</td>
<td>TBD</td>
<td>Don Driver to set up demos</td>
</tr>
</tbody>
</table>

The Administrative Assistant position will be filled, effective July 18th, by Deanna Boomer.

Respectfully submitted,
Terri M. Perry  
Director of Technology
1. Personnel

The department currently has one employee on light duty and one on FMLA. There are currently 2 open positions. Diane Morris retired this month after 32 years of service to Rockingham County.


A. Plan Review
   1. Clean Agent System - 0
   2. Commercial Cooking Suppression - 0
   3. Dry Hydrant - 0
   4. Emergency Planning/Evacuation - 0
   5. Fire Detection/Alarm - 2
   6. Fire Pump - 0
   7. Flammable/Combustible Liquid Spray Booth - 0
   8. Hazardous Materials - 0
   9. Mechanical - 0
  10. Private Fire Service Mains & Private Water Tank System - 0
  11. Rezoning - 0
  12. Site Plain - 2
  13. Special Entertainment - 0
  14. Special Use - 0
  15. Sprinkler System - 0
  16. Standpipe - 0
  17. Plan Review That Has Exceeding Fourteen Day Reaction Time
      a. All plan reviews are within noted reaction time
  18. Plan Review Fees Generated - $2,598.37

B. Consultation
   1. Certificate of Occupancy - 0
   2. Explosives/Fireworks - 1
   3. Fire Code - 5
   4. Fire Protection - 1
   5. Open Burning - 0
   6. Site - 0
   7. Special Use/Rezoning - 2
   8. Emergency Planning/Evacuation – 0
C. Inspections
   1. Acceptance Testing – 12
   2. Assisted Living – 1
   3. Certificate of Occupancy – 0
   4. Daycare/Preschool - 1
   5. Dry Hydrant - 0
   6. Explosives - 1
   7. Fire Code - 23
   8. Fire Detection/Alarm - 0
   9. Fire Protection - 0
  10. Fireworks - 5
  11. Hazardous Materials - 0
  12. Nursing - 1
  13. Open Burning/Bon Fire - 1
  14. Private School - 0
  15. Public School - 0
  16. Re-Inspection - 6
  17. Safe School Audit - 0
  18. Tent - 8
  19. Inspection Not Completed/Had to be rescheduled
     a. None
  20. Inspection Fees Generated - $ 520.00

D. Operational Permits Issued
   1. Open Burning - 278
   2. Fireworks
      a. Sales - 5
      b. Display - 2
   3. Explosives
      a. Storage - 1
      b. Use - 1
   4. Bon Fire - 0
   5. Permit Fees Generated - $640.00

E. Incident Responses and Disposition
   1. Structure Fires
      a. Accidental - 3
      b. Incendiary - 0
      c. Undetermined - 0
d. Under Investigation – 0

2. Vehicle Fires
   a. Accidental - 2
   b. Incendiary - 0
   c. Undetermined - 0
   d. Under Investigation – 0

3. Brush/Grass Fires
   a. Accidental - 0
   b. Incendiary - 0
   c. Undetermined - 0
   d. Under Investigation – 0

4. Open Burning
   a. Authorized - 0
   b. Unauthorized - 3
      i. Notice of Violation - 3
      ii. Summons - 0

5. Bomb Threats - 0

6. Fireworks Violations - 0

7. Fire Lane
   a. Tickets Issued - 0
   b. Warnings Issued - 1

8. Explosives/Explosions - 0

9. Follow-up Investigation - 0
   a. Total Number of Hours – 0

F. Public Education

1. Prevention Programs
   a. Smoke Detectors Installed - 2
   b. Fire Extinguisher Presentations - 1
      i. Number of Participants - 108
   c. School Program Presentations - 13
      i. Number of Participants - 76
   d. Other Program Presentations - 2
      i. Number of Participants - 32
   e. Presentation of Education Materials Events - 1
      i. Number of Participants – 103
G. Training
   1. Fire Inspector Related Training
      a. Number of Participants - 5
      b. Number of Contact Hours - 4
   2. Fire Investigator Related Training
      a. Number of Participants - 0
      b. Number of Contact Hours – 0
   3. Public Education Related Training
      a. Number of Participants - 0
      b. Number of Contact Hours – 0

H. Fire and Life Safety Division Comments/Notes
   2. Mater Firefighter Jessup was promoted to Fire & Life Safety Technician and in the near future will be assigned to the Fire & Life Safety Division to assist with presenting public education programs.


   A. Continued Education Training Provided
      1. Singers Glen Fire Department EMS CE’s
         a. Number of Participants - 8
      2. Clover Hill Fire Department EMS CE’s
         a. Number of Participants - 22
      3. MERCK EMS CE’s
         a. Number of Participants – 12
      4. EMS Training for the month was skills drills
         a. Number of Participants – 18
      5. Station Fire and Hazmat training this month was Midland Kit and Line Deployments
         a. Number of Participants - 32

   B. Meetings and Training
      1. Completed S190 and S130 classes
      2. Regional Hazmat Drill
         a. Number of Participants - 6
C. Certification Training Provided
   1. N/A

D. Other Activities
   2. Trained McGaheysville Fire Department on new SCBA and placed in service
   3. Removed tree from river

Respectfully submitted by,

Chief Jeremy C. Holloway
1. PERSONNEL
   A. Parks & Recreation: Has an Athletic Technician vacancy. Applications were accepted until June 27. Congratulations to Howard Taylor, Athletic Technician who was married on June 4.

2. RECREATION
   A. Recreation:
      1. The Parks and Recreation Commission will meet on Thursday, July 28.
      2. The Summer Day Camp Program numbers for June. Currently there are over 207 children registered in the program.

3. Parks and Recreation Staff have sent an Information to Bid packet for the quarterly brochure. Following the proper procurement process, the Department received four ITB’s. **Staff would like to ask the Board of Supervisors to authorize the Department of Parks and Recreation to enter into a contract with Good Printers, a local printing company.**

4. Summer Day Camp training was held on June 10 for directors and Summer Day Camp staff training was held on June 15. Jerry West attended a Safe Kids seminar on June 21.

5. Upcoming Special Events Include:
   - Punk, Pass and Kick competition
   - Albert Long Park Benefit Golf Tournament
6. Recreation Programs for the month of May with registration numbers are:
   - Bergton Community Center, 5 rentals
   - Singers Glen Community Center, 3 rentals
   - PDCC paying rentals, had 19
   - PDCC non-paying rentals, had 16
   - Traditions Bingo, 24 participants
   - BoJangles Bingo, 28 participants
   - Pressure Canner Clinic, 5 participants
   - Herbal Remedies, 9 participants
   - Creative Movement, 7 participants
   - Jazz, Ballet & Hip Hop, 3 participants
   - All Balls Camp, 16 participants
   - Cake Décor, 4 participants
   - Ultimate Frisbee, 4 participants
   - Princess Camp, 20 participants
   - Lineman Camp, 22 participants
   - Superhero Camp, 10 participants

June Trips:
   - Coach and Tea Room, mini bus 8 participants
   - Hollywood Casino, mini bus 13 participants
   - My Fair Lady, mini bus 12 participants
   - Crozet Winery Tour, mini bus 10 participants

9. The month of staff has been busy with summer program registrations, summer staff training, opening of the summer day camp and field work. Interviews for the Athletic Technician will begin the week of July 11. Cheerleading registrations are until July 14. Summer programs are going well. The 2nd Annual Albert Long Park benefit golf tournament is August 27 at Heritage Oaks.

   Respectfully submitted,
   Kathy McQuain
   Director of Parks & Recreation

ksm-staff report July 2016
1. Personnel
   A. Positions filled
      Director
      Administrative Assistant
      Senior Pretrial Officer
      Pretrial Officer (two full-time)
      Pretrial Evaluator
      Probation Officer (three full-time/one part-time)
      Litter Control Supervisor (part-time)
      CIT Coordinator - vacant

2. Litter Control Program
   A. Bags Collected for June 2016 – 51
      Roads/areas cleaned: County Administration Center, Rockingham County Landfill, Fair
      Grounds, Range, Town of Dayton, Plains Community Center, 42S, Rt 750, Lambert Town
      Road, Lawyers Road, Osceola Road, N. Whitesel Church Road, Pleasant Valley Road,
      Stone Spring Road, Port Road, Cross Keys Road

3. Community Corrections
   A. Probation
      1) Caseload for June 2016
         Misdemeanor caseload – 437
         Felony caseload – 6
   
   B. Pretrial
      1) Caseload for June 2016
         Misdemeanor caseload – 59
         Felony caseload – 184

4. CIT – Crisis Intervention Team
   A. The CIT Taskforce continues to meet on a monthly basis. The next 40 hour training will be
      held September 26-30, 2016.

5. RE-Entry Council
   A. The Re-Entry Council meets on a quarterly basis. The sub-committees meet once per month
      to discuss ways to integrate offenders back into our community. The next quarterly is
      scheduled for July 14th @ 4:00pm in the Community Room.
Community Development
Special Use Permit Report
SUP16-130

Meeting Date: JULY 13, 2016

Applicant           MICHAEL & BRANDY CAPLINGER

Mailing Address     2061 CECIL WAMPLER RD., MT. CRAWFORD  22841

Property Address    SAME

Phone #/Contact      810-4299/MICHAEL

Tax Map Id           124C-(A)-27

Zoning              A2

Requested Use        WAIVER TO SUPPLEMENTAL STANDARDS FOR
                      ACCESSORY DWELLING TO INCREASE DISTANCE
                      BETWEEN HOMES FROM 60' TO 180' AND WAIVER
                      TO SQUARE FOOTAGE TO ALLOW UP TO 1300 SQ.
                      FT. FOR ACCESSORY DWELLING

Location             NORTH SIDE OF CECIL WAMPLER ROAD (ROUTE
                      704) APPROXIMATELY 600' WEST OF PLEASANT
                      VALLEY ROAD (ROUTE 679)

Acreage in parcel    1.988

Acreage in request   SAME

Election District    2

Comprehensive Plan   AGRICULTURAL RESERVE
Board of Supervisors

PLACING CONDITIONS ON THE REQUEST IS NEITHER A RECOMMENDATION FOR APPROVAL OR FOR DENIAL. IT IS SIMPLY STATING THAT IF APPROVED, THESE ARE THE MINIMUM CONDITIONS THAT SHOULD BE PLACED ON THE PERMIT. IF APPROVED, THE BOARD OF SUPERVISORS MAY CHANGE THESE CONDITIONS OR ADD NEW CONDITIONS AS DEEMED NECESSARY.

If the request is approved by the Board, as a minimum the following conditions should apply:

1. Use shall be located in substantial accordance to plot plan submitted with the application.

2. Residence shall comply with the Statewide Building Code and the proper permits shall be obtained.

3. Applicant shall meet all VDOT requirements.

4. Applicant shall meet all Public Works requirements for the sewer.

5. Residence shall not be occupied until such time as a certificate of occupancy is issued by the County. No certificate of occupancy shall be issued until all other conditions of this permit are met.

GENERAL INFORMATION

SUBMISSION JUSTIFICATION:
Table 17-606 allows for special use permit application for accessory dwellings as a permitted use in the A-2 zoning district with the following supplemental standards:

A. The area used for the accessory dwelling shall not exceed one thousand (1000) square feet or fifty percent (50%) of the square footage of the primary dwelling, whichever is less.

B. The primary residence shall receive a certificate of occupancy prior to or concurrent with a certificate of occupancy being issued for the accessory dwelling.

C. Only one accessory dwelling shall be permitted per primary dwelling.
D. The accessory dwelling shall be located no more than sixty (60) feet from the rear and no more than twenty-five (25) feet from the side of the primary dwelling and shall not be subdivided from it.

Applicant is requesting waivers to item A and to item D.

BACKGROUND
Applicants have been the sole owners of this property since December 2011.

Adjoining Properties and Special Uses

<table>
<thead>
<tr>
<th>Direction From Site</th>
<th>Zoning</th>
<th>Request</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>A2</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>East</td>
<td>A2</td>
<td>Welding shop</td>
<td>Approved 2/27/08</td>
</tr>
<tr>
<td>South</td>
<td>A2</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>West</td>
<td>A2</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

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<thead>
<tr>
<th>Direction From Site</th>
<th>Zoning</th>
<th>Existing Land Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>A2</td>
<td>Home site</td>
</tr>
<tr>
<td>East</td>
<td>A2</td>
<td>Welding shop, home site</td>
</tr>
<tr>
<td>South</td>
<td>A2</td>
<td>Home sites, undeveloped</td>
</tr>
<tr>
<td>West</td>
<td>A2</td>
<td>Home sites</td>
</tr>
</tbody>
</table>

STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department
Public sewer to serve the new dwelling. Applicant should ensure that construction does not encroach upon any existing sewage disposal system or well.

Public Works
The applicant is proposing a connection to the existing public sewer main and use of a private well for water. Private easements will need to be obtained in order to make a connection to the public sewer. The easements should be confirmed prior to approval of the second dwelling since no other sewer access is available. Connection fees for the sewer are currently $5,925. Since a well will be
utilized, billing for the sewer will either be made using a standard 6,000 gallon per month usage or from a meter installed on the private service line. Public water is located in the area, but would require road crossings, private easements, and long runs of laterals which makes connections very impractical for this property.

ENVIRONMENTAL

Zoning Administrator - Floodplain
According to FEMA maps, the property the property is not located within the 100-year floodplain.

PUBLIC FACILITIES

Emergency Services
The property is in the response area of Hose Company #4 Volunteer Fire Departments Port Republic Road Substation and Harrisonburg Volunteer Rescue Squads respective response areas. It appears that set-backs are met so our office has no concerns with this request.

Building Official
2012 Va. Residential Code will have to be met as any other residential single family dwelling.

TRANSPORTATION

VDOT – Road Conditions
VDOT does not have any comment regarding the variance for the distance between dwellings or the allowable area of an accessory dwelling. Upon review of the site, it was found that the existing entrance does not meet the preferred minimum sight distance. While a private (PE-1) entrance does not have a specific sight distance requirement, we normally strive to ensure that all entrances meet the minimum sight distance. In this case, a PE-1 entrance can serve up to two residential dwellings.

VDOT – Traffic Impact Analysis
N/A

SUMMARY

Considerations:

1. This request is for a waiver for accessory dwellings to allow the distance between dwellings to be increased from 60’ to 180’ and to allow an increase in size of dwelling up to 1300 square feet.

2. Applicant indicated that this dwelling would be constructed for parents.
3. Applicant indicated that they desire to locate the residence 180’ from their dwelling in order for easier access to County sewer line.

4. VDOT indicated that the existing entrance does not meet current required sight distance. However, in talking with David Atwood of VDOT, he stated they would approve the entrance for this residence as both residences are on the same parcel.

5. According to the County Code, in granting a special use permit, the Board should find the following:
   - That the use is compatible with surrounding uses,
   - Is not detrimental to the character of adjacent land,
   - Is consistent with the intent of this chapter, and
   - Is in the public interest.
We are wanting to build a second dwelling on our property to place our parents in. We want to place it 180' from our first dwelling to access county sewer lines easier, since our neighbor is okaying us to come across his property line. This would be on our back corner, 20' from side line, 35-40' from back line. This would be a 800-1300 sqf. home. Our first dwelling is 2,600 sqf.

Thanks,

Brandy & Michael Caplinger

[Handwritten Signature]
Meeting Date: JULY 13, 2016

Applicant: LAURA B. SHOWALTER

Mailing Address: 3401 HEMLOCK STREET, ROCKINGHAM 22801

Property Address: SAME

Phone #: Contact: 478-7181

Tax Map Id: 107-(A)-167B

Zoning: A2

Requested Use: COMMERCIAL KENNEL (DOG BREEDING) WITH A WAIVER TO THE SUPPLEMENTAL STANDARD THAT THE BUILDING SHALL BE 75 FROM ADJOINING PROPERTY LINE WITH CONSENT FROM THE AFFECTED LANDOWNER

Location: PRIVATE RIGHT-OF-WAY AT THE END OF HEMLOCK STREET WEST OF NUTMEG COURT

Acreage in parcel: 1.5

Acreage in request: 3/10 ACRE

Election District: 2

Comprehensive Plan: COMMUNITY RESIDENTIAL
Board of Supervisors

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If the request is approved by the Board, as a minimum the following conditions should apply:

1. Use shall be located in substantial accordance to plot plan submitted with the application.
2. Building shall be handicap-accessible.
3. Only the residents of the dwelling on the property shall be employed in this business.

GENERAL INFORMATION

SUBMISSION JUSTIFICATION:
Table 17-606 allows for special use permit application for commercial kennels in the A-2 zoning district with the following supplemental standards:

A. Any buildings, runs, or containment areas associated with a commercial kennel operation shall meet the following setbacks:

1. One hundred fifty (150) feet from any property line, reducible to seventy-five (75) feet if notarized consent is obtained from the affected adjoining landowner and submitted as a part of the special use permit package.

2. Three hundred (300) feet to any dwelling on adjoining property, reducible if the affected adjoining landowner gives notarized consent which must state the agreed upon distance any buildings, runs, or containments areas shall be from the residence.

3. One hundred (100) feet from any public road. This setback is not reducible.

B. The owner of the kennel operation shall submit a plan for waste disposal. The plan shall show how wastewater from the wash down of the kennels is to be collected and the type of disposal proposed.
C. All dogs in a commercial kennel operation shall be housed in a fully enclosed building from 9:00 p.m. until 6:00 a.m.

Applicant is requesting a waiver to A.1 to come closer than the 75' reduced area. The adjoining property is owned by her father, Carl Berkey, and he has given notarized consent for her to come as close to his property line as necessary.

BACKGROUND
Applicant has owned the property since 2012. The property is joined on all sides by her parents' farm.

### Adjoining Properties and Special Uses

<table>
<thead>
<tr>
<th>Direction From Site</th>
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<th>Request</th>
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<tbody>
<tr>
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<td>A2</td>
<td>None</td>
<td></td>
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<tr>
<td>East</td>
<td>A2</td>
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<tr>
<td>South</td>
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<td>None</td>
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<tr>
<td>West</td>
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### ZONING AND EXISTING LAND USE

**Adjoining Properties and Uses**

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<td>North</td>
<td>A2</td>
<td>Pasture</td>
</tr>
<tr>
<td>East</td>
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<td>Pasture</td>
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<tr>
<td>South</td>
<td>A2</td>
<td>Pasture</td>
</tr>
<tr>
<td>West</td>
<td>A2</td>
<td>Pasture</td>
</tr>
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### STAFF AND AGENCY ANALYSIS

**UTILITIES**

**Health Department**
No objection (provided there are no outside the home employees and that public restrooms are not required/offered).

**City of Harrisonburg**
From a City Community Development perspective, we have no comments to offer for the application that you submitted to us for review.
ENVIRONMENTAL

Zoning Administrator - Floodplain
According to FEMA maps, the property is not located within the 100-year floodplain.

PUBLIC FACILITIES

Emergency Services
The property is in the response area of the Hose Company #4 Volunteer Fire Departments and Harrisonburg Volunteer Rescue Squads respective response areas. Our office has no concerns with this request.

Building Official
Understanding that there will be no (walk in) public traffic to the inside of the building, which it sounds like their won't be. I have no comments on this one other than possibly providing handicap accessibility.

TRANSPORTATION

VDOT – Road Conditions
The existing entrance is adequate for the proposed use.

VDOT – Traffic Impact Analysis
N/A

SUMMARY

Considerations:

1. This is for a commercial kennel.

2. According to the application they breed Newfoundland dogs. It is stated that their goal would be a total of two litters per year. There would be 3 or 4 adult dogs on premises year round. She stated there would be around 25 customers per year.

3. Applicant is requesting a waiver that they be 75' from adjoining property line with the landowner’s consent. The applicant’s father is the adjoining landowner, and he has given permission for the dog kennel to be as close as needed to the property line of his adjoining farm.

4. Applicant’s parents’ farm joins her property on all sides.

5. Residents of the dwelling are to be the only employees. Therefore, there will be no requirement for on-site restrooms.
6. Water is from the City of Harrisonburg, and they have indicated they have no concerns with this.

7. According to the County Code, in granting a special use permit, the Board should find the following:
   - That the use is compatible with surrounding uses,
   - Is not detrimental to the character of adjacent land,
   - Is consistent with the intent of this chapter, and
   - Is in the public interest.
910' to Silver Lake Rd
1500' to Hemlock St.

10x12' existing Kennel, which has access to both Silver Lake and Hemlock.
To: Laura Showalter  
3401 Hemlock St.  
Harrisonburg, VA 22801

Re: Dog kennel

I hereby give my permission for your dog kennel to be as close as needed to the property line of my adjoining farm.

Sincerely,

[Signature]

Carl Berkey

Certificate of Acknowledgment:

City/County of Rockingham, Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 60 day of April, 2016 by Carl Berkey

(Name of person seeking acknowledgment)

Marcia S. Stutzman  
Notary Public  
Notary registration number: 7033225  
My commission expires: Sept. 30, 2018
Kennel operation, commercial.

A. Any buildings, runs, or containment areas associated with a commercial kennel operation shall meet the following setbacks:

1. One hundred fifty (150) feet from any property line, reducible to seventy-five (75) feet if notarized consent is obtained from the affected adjoining landowner and submitted as a part of the special use permit package.

2. Three hundred (300) feet to any dwelling on adjoining property, reducible if the affected adjoining landowner gives notarized consent which must state the agreed upon distance any buildings, runs, or containments areas shall be from the residence.

3. One hundred (100) feet from any public road. This setback is not reducible.

B. The owner of the kennel operation shall submit a plan for waste disposal. The plan shall show how wastewater from the wash down of the kennels is to be collected and the type of disposal proposed.

C. All dogs in a commercial kennel operation shall be housed in a fully enclosed building from 9:00 p.m. until 6:00 a.m.

Our dogs are in our yards, which are nearby to crop fields where waste is tossed. In the Kennel operation, where paper will be on average 4 months out of the year waste is cleaned up and sprayed off of concrete pads, in which the run off is sloped towards the crop fields as well. Running water is at the Kennel to keep it clean and well-maintained.

Laura B. Showalter
Meeting Date: JULY 13, 2016

Applicant             MILL CREEK CHURCH OF THE BRETHREN
Mailing Address      7600 PORT REPUBLIC ROAD, PORT REPUBLIC
                     24471
Property Address      SAME
Phone #/Contact       421-4213/GREG GEISERT
Tax Map Id            140-(A)-65
Zoning                A2
Requested Use         CEMETARY EXPANSION
Location              WEST SIDE OF PORT REPUBLIC ROAD (ROUTE 253) APPROXIMATELY 1/2 MILE SOUTH OF ARTILLERY ROAD (ROUTE 671)
Acreage in parcel     12.65
Acreage in request    3.5
Election District     3
Comprehensive Plan    AGRICULTURAL RESERVE
Board of Supervisors

PLACING CONDITIONS ON THE REQUEST IS NEITHER A RECOMMENDATION FOR APPROVAL OR FOR DENIAL. IT IS SIMPLY STATING THAT IF APPROVED, THESE ARE THE MINIMUM CONDITIONS THAT SHOULD BE PLACED ON THE PERMIT. IF APPROVED, THE BOARD OF SUPERVISORS MAY CHANGE THESE CONDITIONS OR ADD NEW CONDITIONS AS DEEMED NECESSARY.

If the request is approved by the Board, as a minimum the following conditions should apply:

1. Use shall be located in substantial accordance to plot plan submitted with the application.

2. Expansion shall be located a minimum of 100 feet from any existing private wells as required by the Health Department.

3. This permit is contingent upon a site plan being submitted to and approved by the County. No work shall be done on the property and the cemetery shall not be used until such time as the site plan is approved.

4. Applicant shall assure there is handicap-accessibility to all gravesites.

GENERAL INFORMATION

SUBMISSION JUSTIFICATION:
Table 17-606 allows for special use permit application for cemeteries in the A-2 zoning district with the following supplemental standard:

In the A-1, RR-1, R-1, R-2, R-3, PSF, and PG zoning districts, a cemetery shall be either a family cemetery or shall be a cemetery accessory to a church or other place of worship and shall be located on the same parcel as the church or other place of worship, or on an adjoining parcel.

BACKGROUND
In 2008, the applicant did some adjoining transfers to put this property, the existing cemetery and the church all on one parcel.
Adjoining Properties and Special Uses

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**ZONING AND EXISTING LAND USE**

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<td>A2</td>
<td>Tillable, pasture, home site</td>
</tr>
<tr>
<td>East</td>
<td>A2</td>
<td>Small lots with home sites</td>
</tr>
<tr>
<td>South</td>
<td>A2</td>
<td>Tillable, pasture, home site</td>
</tr>
<tr>
<td>West</td>
<td>A2</td>
<td>Tillable, pasture, wooded, home site</td>
</tr>
</tbody>
</table>

**STAFF AND AGENCY ANALYSIS**

**UTILITIES**

Health Department
It is suggested that any cemetery expansion be kept 100’ minimum from any existing private wells.

**ENVIRONMENTAL**

Zoning Administrator - Floodplain
According to FEMA maps, the subject property is not located in the 100-year floodplain.

**PUBLIC FACILITIES**

Emergency Services
The property is in the response area of the Grottoes Volunteer Fire Departments and Grottoes Volunteer Rescue Squads respective response areas. Our office has no concerns with this request.
Building Official
No comments at this time due to no proposed structures on the property, handicap accessibility may become a concern.

TRANSPORTATION

VDOT – Road Conditions
The existing entrance configuration is adequate for the proposed cemetery expansion.

VDOT – Traffic Impact Analysis
N/A

| SUMMARY |

Considerations:
1. This is an expansion of an existing cemetery that is located on the same parcel as Mill Creek Church of the Brethren.

2. According to VDOT, the existing entrance configuration is adequate for the expansion.

3. Expansion must be 100’ from any existing private well as required by the Health Department.

4. Applicant should be certain they have handicap-accessibility to the gravesites.

5. According to the County Code, in granting a special use permit, the Board should find the following:
   - That the use is compatible with surrounding uses,
   - Is not detrimental to the character of adjacent land,
   - Is consistent with the intent of this chapter, and
   - Is in the public interest.