



**BERRYVILLE AREA DEVELOPMENT AUTHORITY**  
**MINUTES – ORGANIZATIONAL REGULAR MEETING**  
**Wednesday, January 24, 2024 at 5:00 p.m.**  
**Berryville-Clarke County Government Center – Main Meeting Room**  
**101 Chalmers Court – Berryville, Virginia**

The organizational meeting of the Berryville Area Development Authority (BADA) was held on Wednesday, January 24, 2024.

**ATTENDANCE**

Authority Members Present: Diane Harrison; John Hudson; Allen Kitselman; George L. Ohrstrom, II; Kathy Smart

Authority Members Absent: David Weiss

Staff Present: Christy Dunkle (Berryville Community Development Director), Brandon Stidham (County Planning Director), Keith Dalton (Berryville Town Manager)

Mr. Stidham called the meeting to order at 5:00 p.m.

**ELECTION OF OFFICERS FOR 2024**

Mr. Stidham asked for nominations for chair.

The Authority voted 5-0-1 (Weiss absent) to approve the nomination of Mr. Kitselman for chair.

**Yes:** Harrison, Hudson, Kitselman, Ohrstrom (moved), Smart (seconded)

**No:** None

Chair Kitselman asked for nominations for vice chair.

The Authority voted 5-0-1 (Weiss absent) to approve the nomination of Mr. Ohrstrom for vice chair.

**Yes:** Harrison, Hudson (seconded), Kitselman, Ohrstrom, Smart (moved)

**No:** None

**APPROVAL OF AGENDA**

The Authority voted 5-0-1 (Weiss absent) to approve the agenda as presented.

**Yes:** Harrison, Hudson (seconded), Kitselman, Ohrstrom (moved), Smart  
**No:** None

### **APPROVAL OF MINUTES – OCTOBER 25, 2023**

Vice-Chair Ohrstrom complimented the writing of the minutes.

The Authority voted 5-0-1 (Weiss absent) to approve the minutes of the October 25, 2023 meeting as presented.

**Yes:** Harrison (seconded), Hudson, Kitselman, Ohrstrom (moved), Smart  
**No:** None

### **ADOPTION OF 2024 MEETING DATES**

Chair Kitselman and Mr. Hudson said they had a conflict with the meeting time of 5:00 p.m. There was a discussion about moving the time to 1:00 p.m. Staff said they would confirm meeting room availability and let Authority members know the status of the change.

### **BOUNDARY LINE ADJUSTMENTS BETWEEN CLARKE COUNTY PUBLIC SCHOOLS, PAUL HOWELL, AND THE TOWN OF BERRYVILLE**

Mr. Dalton said that in 2012, as part of the Clarke County High School construction, Mosby Boulevard was extended from its terminus to the roundabout located at the intersection of West Main Street. He said that the right-of-way for Mosby Boulevard was an easement dedicated by the Clarke County Public Schools (CCPS) rather than a dedication of land. He said the extension of Mosby Boulevard to its current location resulted in land owned by CCPS being stranded on the west side of Mosby Boulevard. Mr. Dalton said that Mr. Howell and CCPS have agreed to the Boundary Line Adjustment (BLA) and Town Council has conditionally approved the proposed property distribution and rezoning as presented, adding that the BADA action to approve the BLA was the last step in the process.

Mr. Dalton described the specific square footage per lot and ownership information for each parcel. He said that Mr. Howell and CCPS will retain the same square footage as they previously owned and the Town will have a slight loss. He concluded by saying that this action will clean up property lines and maintenance of the parcels. Vice-Chair Ohrstrom asked if there was a down side and Mr. Dalton responded that there was not. Mr. Hudson asked if Mr. Howell was okay with the effort and Mr. Dalton said he was. Mr. Dalton said the Town took on the easement and legal review and that Mr. Howell was taking care of the survey work.

The Authority voted 5-0-1 (Weiss absent) to approve the Boundary Line Adjustment as presented.

**Yes:** Harrison (seconded), Hudson, Kitselman, Ohrstrom (moved), Smart  
**No:** None

### **STATUS OF BERRYVILLE AREA PLAN UPDATE PROCESS**

Mr. Stidham reviewed the Berryville Area Plan update process. He said that the residential density and housing type discussion was postponed until the February meeting adding that Mr. Dalton will be in attendance to discuss water and sewer facilities. Vice-Chair Ohrstrom and Ms. Harrison indicated that they would likely need to attend remotely. Mr. Stidham said that as long as there is a quorum in the meeting

room, that was fine. He reviewed the schedule as presented and said that Staff should be able to begin drafting the update by May.

**ADJOURN**

There being no further business and on a motion from Mr. Hudson, seconded by Ms. Smart, Chair Kitzelman adjourned the meeting at 5:17 p.m.

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Allen Kitzelman, Chair

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Christy Dunkle, Clerk