



Berryville Town Council

MEETING AGENDA

Berryville-Clarke County Government Center
101 Chalmers Court, Second Floor
Main Meeting Room
Regular Session

September 10, 2024

7:00 PM

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14. Closed Session

The Council of the Town of Berryville will enter closed session in accordance with §2.2-3711-A-1 of the Code of Virginia for consideration of prospective candidates for employment. 77

15. Adjourn

Item Title

Public Hearing – Special Use Permit – Home Occupation

Prepared By

Christy Dunkle

Matthew and Deborah Renzi, Owners, are requesting a special use permit per Section 604.3(g) of the Berryville Zoning Ordinance in order to operate a home occupation (fitness classes) at the property located at 308 Breckinridge Court, identified as Tax Map Parcel number 14A7-((2))-64, zoned DR-4 Detached Residential. SUP 03-24

Background/History/General Information

Please note that Mr. Renzi made modifications to his original application after the Planning Commission public hearing on August 27, 2024. They include a reduction in the number of participants in each group class from 12 to six and the addition of Saturday hours from 10:00 a.m. until 12:00 noon.

Request

Mr. Renzi would like to offer private and small group fitness sessions not exceeding six (6) participants at his home located on Breckinridge Court.

Adjacent Zoning

The adjacent property is zoned DR-4 Detached Residential.

Parking

The property has four off-street parking spaces. The applicant is using the garage for class space and is not available for parking. Mr. Renzi has been given permission from Martin's for his clients to park in their parking lot. This agreement is included in the packet.

Signage

Up to two (2) square feet of signage in the form of a nameplate is permitted for a home occupation per Section 315.5(a) of the Berryville Zoning Ordinance.

Hours of Operation

Mr. Renzi is requesting hours for single-client sessions from 9:00 a.m. to 12:00 p.m. on Mondays, Wednesdays, and Fridays during the summer and from 6:00 p.m. until 8:00 p.m. on Mondays and Wednesdays during the school year.

The applicant is also requesting group sessions (not to exceed six participants) on Tuesday and Thursday evenings from 6:30 p.m. until 8:00 p.m. and Saturdays from 10:00 a.m. until 12:00 noon throughout the year.

Home occupations are regulated under Section 315 of the Berryville Zoning Ordinance. A copy of this section is included in the packet.

Section 503 of the Berryville Zoning Ordinance regulates special use permits. The Council may impose any conditions deemed appropriate in the public interest to secure compliance with the provisions of the ordinance. Once a special use permit is granted, the use shall not be enlarged, extended, increased in intensity or relocated unless authorized by the Council. The authorized activities shall be established within two (2) years of the date of approval with an extension of one (1) additional year with Council approval, or such special use permit shall expire without notice.

Findings/Current Activity

Public hearing notices were published in the Winchester Star on Tuesday, August 27 and Tuesday, September 3, 2024. Adjacent property owners were notified via first class mail on August 13, 2024. Five public comments were received during the advertisement of the Planning Commission public hearing, each voicing concern about noise, parking, and traffic.

Planning Commissioners held a public hearing at their August 27, 2024 meeting. They discussed parking, noise, hours of operation, number of participants, and other related items.

The Planning Commission recommended of the special use permit with the following conditions:

- No more than six (6) clients per session;
- All activities must take place within the structure with the garage door closed in order to mitigate sound related to the business;
- Hours of operation from 9:00 a.m. to 12:00 p.m. on Mondays, Wednesdays, and Fridays during the summer; 6:00 p.m. until 8:00 p.m. on Mondays and Wednesdays during the school year; and Tuesday and Thursday evenings from 6:30 p.m. until 8:00 p.m. and Saturdays from 10:00 a.m. until 12:00 noon throughout the year;
- Signage shall be limited to a nameplate no more than two square feet per Section 315.5(a) of the Berryville Zoning Ordinance;
- The agreement with Martin's to use their parking lot shall remain in good standing; and
- A maximum of two (2) clients parking on-site.

The Town Manager reviewed the Planning Commission's recommended conditions and made the following suggestions for Town Council's review. The Town Manager's suggested changes are shown in red.

- No more than six (6) clients per session;
- All activities must take place within the structure with the garage door and **windows** closed; ~~in order to mitigate sound related to the business;~~
- **No noise from business-related activities may be detected off site;**
- Hours of operation from 9:00 a.m. to 12:00 p.m. on Mondays, Wednesdays, and Fridays ~~during the summer from June through August;~~ 6:00 p.m. until 8:00 p.m. on Mondays and Wednesdays ~~during the school year~~ from September through May; and Tuesday and Thursday evenings from 6:30 p.m. until 8:00 p.m. and Saturdays from 10:00 a.m. until 12:00 noon throughout the year;
- Signage shall be limited to a nameplate no more than two square feet per Section 315.5(a) of the Berryville Zoning Ordinance;
- ~~The agreement with Martin's to use their parking lot shall remain in good standing~~ **Special Use Permit 24-03 shall be revoked if the off-site parking agreement with Martin's is not maintained;**
- **On-street parking related to business activities at 308 Breckinridge Court is prohibited;** and
- A maximum of two (2) clients parking on-site.

Schedule/Deadlines

N/A

Other Considerations

N/A

Recommendation

Discuss at the meeting.

Sample Motion

I move that the Council of the Town of Berryville approve Special Use Permit 03-24 in order to operate a home occupation (fitness classes) at the property located at 308 Breckinridge Court with the following conditions:

- No more than six (6) clients per session;
- All activities must take place within the structure with the garage door and windows closed;
- No noise from business-related activities may be detected off site;
- Hours of operation from 9:00 a.m. to 12:00 p.m. on Mondays, Wednesdays, and Fridays from June through August; 6:00 p.m. until 8:00 p.m. on Mondays and Wednesdays from September through May; and Tuesday and Thursday evenings from 6:30 p.m. until 8:00 p.m. and Saturdays from 10:00 a.m. until 12:00 noon throughout the year;
- Signage shall be limited to a nameplate no more than two square feet per Section 315.5(a) of the Berryville Zoning Ordinance;
- Special Use Permit 24-03 shall be revoked if the off-site parking agreement with Martin's is not maintained;
- On-street parking related to business activities at 308 Breckinridge Court is prohibited; and
- A maximum of two (2) clients parking on-site.

Attachments

- Public hearing notice published in the Winchester Star on Tuesday, August 27 and Tuesday, September 3, 2024
- Letter from the applicant
- Site plan
- Agreement with Martin's for client parking
- Section 315 Home Occupations, Home Offices of the Berryville Zoning Ordinance

BERRYVILLE TOWN COUNCIL PUBLIC HEARING NOTICE

The Berryville Town Council will hold the following public hearing at 7:00 p.m., or as soon after as this matter may be heard, on Tuesday, September 10, 2024, in the Main Meeting Room, Second Floor, of the Berryville/Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia to consider the following:

Matthew and Deborah Renzi, Owners, are requesting a special use permit per Section 604.3(g) of the Berryville Zoning Ordinance in order to operate a home occupation (fitness classes) at the property located at 308 Breckinridge Court, identified as Tax Map Parcel number 14A7-((2))-64, zoned DR-4 Detached Residential. SUP 03-24

Copies of the applications, amendments, and maps may be examined at the Town Business Office, Berryville/Clarke County Government Center (101 Chalmers Court), First Floor, Berryville, Virginia during regular business hours. Additional information may be obtained by calling Community Development Director Christy Dunkle at 540 955-4081. Any person desiring to be heard on this matter should appear at the appointed time and place.

The Town of Berryville does not discriminate against disabled persons in admission or access to its programs and activities. Accommodations will be made for disabled persons upon prior request.

By order of the Berryville Town Council
Keith R. Dalton, Town Manager

To whom it may concern,

We hope this message finds you well. We are writing to request permission to use the garage space at 308 Breckinridge Ct as a Thai boxing gym. Our goal is to foster community and empower members through Thai boxing practice.

We intend to use the space primarily for private lessons and small group sessions not exceeding twelve people, which will operate with limited hours to minimize disruption. We are committed to maintaining the space, adhering to safety and noise regulations, and obtaining necessary insurance coverage.

Our hours of operation include single-client sessions from 9am-12pm on Mondays, Wednesdays, and Fridays during the summer, single client sessions from 6pm-8pm on Mondays and Wednesdays that will occur throughout the year, and group sessions that will not exceed 12 clients on Tuesdays and Thursdays at 6:30pm-8pm that will occur throughout the year. When the school year resumes, the morning, single-client sessions on Mondays, Wednesdays, and Fridays will cease. This process will repeat indefinitely until further notice.

To ensure the comfort of our clients, the insulated garage doors will be opened and the industrial fans will be turned on. For cases of extreme heat, a portable air conditioning unit will be brought in, and the garage doors will be closed. During the colder seasons, the garage doors will be closed and the two space heaters that have been installed will be utilized. Clients will have access to the main floor bathroom and mud room for needed use. Water will be made available to all clients through the in-home plumbing system.

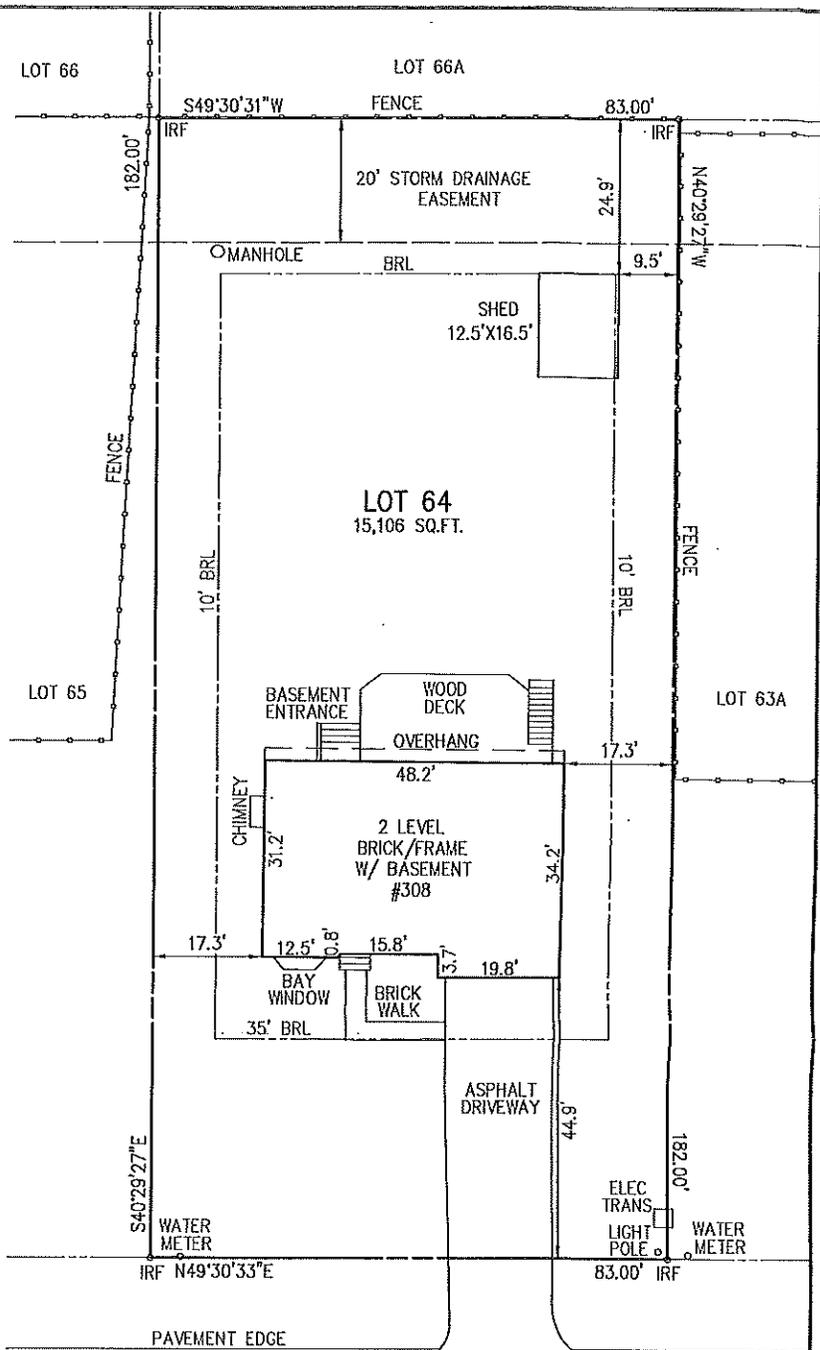
We have made arrangements with the Martin's management located at 409 North McNeil Rd to use the street-facing parking slots as additional parking, provided that we do not use the EVO charging spots, designated parking spots for Martin's customers, or the handicapped parking spots.

Sincerely,

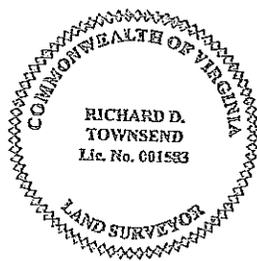
Matthew and Deborah Renzi

NOTES:

1. FENCE LOCATIONS, IF SHOWN, ARE APPROXIMATE ONLY AND DO NOT CERTIFY AS TO OWNERSHIP.
2. ACCORDING TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT'S FLOOD INSURANCE RATE MAP, THE HOUSE SHOWN HEREON APPEARS TO BE IN ZONE: "X"
3. NO TITLE REPORT FURNISHED, PLAT SUBJECT TO RESTRICTIONS AND EASEMENTS OF RECORD.
4. METES AND BOUNDS AND MERIDIAN SHOWN WERE TAKEN FROM DEEDS OF RECORD.
5. IRF = IRON ROD FOUND.
BRL = BUILDING RESTRICTION LINE



BRECKINRIDGE COURT
(50' R/W)



HOUSE LOCATION SURVEY
LOT 64 - PHASE 1A2
BATTLEFIELD ESTATES
TOWN OF BERRYVILLE
CLARKE COUNTY, VIRGINIA

NYS

SCALE: 1"=20' DATE: 07-28-2022

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A TRANSIT TAPE SURVEY AND UNLESS OTHERWISE SHOWN THERE ARE NO ENCROACHMENTS EITHER WAY ACROSS THE PROPERTY LINE.

[Signature]
CERTIFIED LAND SURVEYOR



SCHOOLS & TOWNSEND, P.C.

ENGINEERS · SURVEYORS
9252 MOSBY STREET · MANASSAS, VIRGINIA 20110
703-368-8001 · WWW.SCHOOLSANDTOWNSEND.COM

PARCEL IDENTIFICATION #: 14A7-2-64
OWNER OF RECORD: CURTIS (D.B. 631 PG. 581)

CASE NAME: POTOMAC TITLE

DRFT. BY: EW

WO#: 4-22-637

FB. 749 PG. 37

CHKD. BY: AC

Martins Grocery Store
409 McNeil Rd
Berryville, VA 22611
8/26/24

RECEIVED

AUG 27 2024

Members of the Town Hall
101 Chalmers Ct Ste A
Berryville, VA 22611

Town of Berryville, Virginia

Dear Members of the Town Hall,

I hope this letter finds you well. I am writing to inform you that Martins Grocery Store, located at 409 McNeil Rd, has made an arrangement regarding parking for the members of Berryville Muay Thai Gym.

Effective immediately, members of the Berryville Muay Thai Gym are welcome to use the street-facing parking slots adjacent to our store. However, we kindly ask that the following conditions be observed to ensure that all parking needs are met:

1. **EVO Charging Spots:** These spaces are designated for electric vehicle charging and must remain available for EV users.
2. **Designated Martins Customer Spots:** Parking slots reserved specifically for Martins Grocery Store customers should remain open for our shoppers.
3. **Handicapped Parking Spots:** These spaces are reserved for individuals with disabilities and must be kept clear for those who need them.

We appreciate your cooperation in adhering to these guidelines. Our goal is to ensure that our parking facilities are accessible and convenient for all our customers and guests.

Thank you for your attention to this matter.

 Jason Huston

Martin's General Manager

(2/01) SECTION 315 – HOME OCCUPATIONS, HOME OFFICES

315.1 INTENT

The Town Council intends to allow Home Occupations and Home Offices in the town to foster economic activity. Through the application of this Ordinance, the Town Council intends to preserve the sanctity, tranquility, value, appearance, and ambiance of the residential neighborhoods, residential units, or residential uses in the Town and to prevent, eliminate, or discontinue home-based businesses that negatively impact residents living near, around, or next to the site of the home-based business.

315.2 ALLOWANCE OF HOME OCCUPATIONS AND HOME OFFICES

- (a) Under the terms of the Section, a Home Office may be conducted by right in any dwelling unit in any residence in the Town.
- (b) Home occupations are allowed in residences either by right or by Special Use Permit as permitted in a given zoning district.
- (c) No such use shall be instituted or maintained unless the Zoning Administrator has first issued a zoning permit for this use.

315.3 ADMINISTRATION AND ENFORCEMENT

- (a) The practitioner of the proposed Home Occupation or Home Office shall file a zoning permit application with the Zoning Administrator. The application shall include a description of the business to be conducted, the square footage of the dwelling unit and the square footage to be used for the Home Occupation or Home Office, and the names and addresses of the proposed owners.
- (b) A Home Occupation or Home Office may be conducted within a dwelling unit or accessory building only so long as the business use remains incidental and secondary to the use of the dwelling unit as a place of residence. The Zoning Administrator shall determine if a Home Occupation or Home Office is not, or stops being, incidental and secondary to the use of the dwelling unit as a place of residence if and when Town officers, or residents living near, around, or next to the dwelling unit used for a Home Occupation or Home Office may hear, see, smell, or detect the existence of this use, in such a manner as alters the residential character of the zoning district in which the Home Occupation or Home Office is located. In making this determination, the Zoning Administrator shall rely on the intent Section of the respective zoning district regulations, the Intent Section of this Article, and any public affidavits filed by such residents. If the Zoning Administrator determines that due to growth or change in the Home Occupation or Home Office, the Home Occupation or Home Office is no longer consistent with this Article and other relevant provisions of this Section, the Zoning Administrator may revoke the zoning permit issued to the person conducting the Home Occupation or Home Office. The person conducting this use shall cease operation after forty-five days written notice mailed by certified mail. During this time period the business owner may apply to the Board of Zoning Appeals for a determination of the Zoning Administrator's decision.

- (c) The Town Treasurer shall refuse to issue a business license to any person conducting a Home Occupation or Home Office that the Zoning Administrator certifies is in violation of this Article.
- (d) No vested rights shall accrue to any person as to a Home Occupation or Home Office that begins as conforming to this Article and through growth or change becomes inconsistent with this Article and related provisions of this Section.

**315.4 GENERAL RESTRICTIONS ON HOME OCCUPATIONS AND HOME OFFICES
(2/01)**

A use within a residential dwelling shall meet the following criteria in order to qualify as either a Home Occupation or Home Office:

- (a) Such use shall be clearly incidental to a dwelling and if located within the dwelling, it must not occupy more than twenty-five (25) percent of the floor area of the principal structure.
- (b) No Home Occupation conducted in any accessory building shall occupy more than four hundred (400) square feet, which area shall be included in the maximum square footage allowed in Section 315.4(a). If located within an accessory building, a landscaping plan must be submitted for review and approval by the Zoning Administrator. If a Special Use Permit is required, the landscaping plan will be reviewed by the Planning Commission.
- (c) Such use shall be carried on by a resident or residents of the premises. No person not a resident on the premises may be employed, nor may there be sub-contracting of any work performed at the premises.
- (d) No stock, commodity, equipment or process shall be used in the Home Occupation which creates noise, vibration, glare, fumes, odors, electromagnetic interference, or radio frequency interference detectable to the normal senses off the lot if the occupation is conducted in a detached single-family residence, or outside the dwelling unit if conducted in an attached residence.
- (e) There shall be no exterior evidence that the building is being used for any purpose other than a dwelling.
- (f) There shall be no motor vehicle regularly operated from the premises that carries advertising.
- (g) All applicable licenses and permits shall be secured and other local, state, and federal requirements satisfied.
- (h) A Town of Berryville business license shall be obtained in accordance with Chapter 9 of the Code of the Town of Berryville (if applicable).
- (i) Home Occupation/Home Office permits shall be automatically renewed annually; however, permit shall be reviewed upon receipt of complaints.

315.5 HOME OCCUPATIONS (12/92)

In addition to those requirements listed in Section 315.4 above, a use within a residential dwelling shall meet the following criteria in order to qualify as a Home Occupation:

- (a) There shall be no advertising sign displayed other than a nameplate not exceeding two (2) square feet in area on each face of said plate.

Section 315 – Home Occupations, Home Offices

- (b) No storage of explosive or hazardous material is permitted in quantities not normally found in a residence.
- (c) Vehicular repair is specifically prohibited as a Home Occupation.

315.6 HOME OFFICE

In addition to the requirements listed in Section 315.4, a Home Office shall be a permitted use in a residential dwelling when fully meeting each of the following criteria:

- (a) Customers shall not come to the premises in order to receive the service provided.
- (b) There shall be no signs identifying or advertising the Home Office either attached to the dwelling or posted in the yard.
- (c) There shall be no advertising of the street address.

SECTION 316 – PROVISIONS FOR CUL-DE-SAC LOTS

316 PROVISIONS FOR CUL-DE-SAC LOTS

The minimum width of any lot 15,000 square feet or greater in area that fronts on a cul-de-sac, as defined in Section IX of the Subdivision Ordinance, shall not be more than a twenty (20) percent reduction at the setback line as set forth in the appropriate zoning district regulations. (9/98)

SECTION 317 – KARST FEATURES (07/04)

- 317.1** Prior to the issuance of a Zoning Permit for principal structures or additions thereto on lots in subdivisions for which a Karst Plan has been prepared or lots of record on which karst features have been identified, a geotechnical study shall be conducted at the site of the principle structure or addition to determine the existence of karst features. If karst features are found, a remediation plan shall be prepared by a PE or PG in order to protect the health, safety, and welfare of the occupants of the structure. This remediation plan shall:
- a. provide for mitigation of all karst features and sinkholes, except those identified as Critical Environmental Areas, in accordance with the Virginia Department of Transportation's Location and Design Division Instructional and Informational Memorandum 228 (IIM-LD-228) or other applicable mitigation standard as recommended by a PE or PG and approved by the Town's Engineer and the Town's Zoning Administrator, or
 - b. the applicant shall submit a report prepared by a PE or PG that identifies subsurface conditions within one-hundred (100) feet, or an appropriate distance as determined by the Town Zoning Administrator and Town's Engineer, of the discernable edge of any sinkhole or karst feature and establishes a minimum recommended setback for structures and a minimum recommended ground water protection buffer approved by the Town's Engineer and the Town's Zoning Administrator shall review and approve the report before issuance of said permit. (7/04)

MINUTES
BERRYVILLE TOWN COUNCIL
Berryville-Clarke County Government Center
Regular Meeting
July 9, 2024
7:00 p.m.

Town Council: Present—Harry Lee Arnold, Jr., Mayor; Erecka L. Gibson, Vice Mayor; William Steinmetz; Diane Harrison; Grant Mazzarino; Ryan Tibbens.

Staff: Present--Keith Dalton, Town Manager; Jean Petti, Deputy Town Manager; Miranda Dodson, Town Clerk; Christy Dunkle, Community Development Director; Chief Neal White, Berryville Police Department

Press: Mickey Powell, *The Winchester Star*

1. Call to Order

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

2. Pledge of Allegiance

Mayor Arnold requested attendees stand for the pledge of allegiance.

3. Approval of Agenda

Vice Mayor Gibson moved to approve the agenda. The motion passed by unanimous voice vote.

4. Presentations, Awards, and Recognitions

Bryan Byrd from Shentel showed a power point presentation to Council on GloFiber. Mr. Byrd discussed the history of the company, current locations, cost of the service, and a snapshot of the process for installing the fiber network. Mr. Byrd then asked Council if there were any questions.

Council Member Harrison asked why some of the trucks from Shentel were in the area today and if there would be degradation with the fiber cable. Mr. Byrd explained that they have fiber cables already in the area. Mr. Byrd explained that there is not a degradation with the fiber network as the lines are run directly to the property.

Council Member Mazzarino asked if the Shentel fiber lines overlap with existing provider's lines and asked how disruptive the installation might be. Mr. Byrd stated that lines would be collocated with existing utilities. Mr. Byrd also discussed that it will be disruptive but ensured council members that their company would work with the Town's Public Utilities to ensure that construction would go smoothly. Mr. Byrd said that if the work is above ground, then there will be less disruption and a quicker install. Mr. Byrd then explained they give a 15-day notice before they start the work, door hangers to inform the citizens of the work. Council Member Mazzarino then

asked about if any information about the customer is retained by Shentel. Mr. Byrd responded that Shentel does not save any information from the users and they do have a secured network.

Mayor Arnold asked whether the company uses contractors or Shentel employees for installation. Mr. Byrd stated that they use contractors for the installation and they have contract requirements to ensure they are following Shentel and Town requirements.

Vice Mayor Gibson asked if the green boxes that are in developments contain the underground cables and if the company uses those boxes or do they install additional boxes. Mr. Byrd stated that the green boxes or pedestals hold the underground cables and that their junction boxes lay flush to the ground.

Council Member Steinmetz asked, in addition to residential lines, are there business service in place and what is the ratio of poles to underground for the area. Mr. Byrd that they do have business service and that he does not know the ratio of poles to underground installation.

Council Member Tibbens questioned the duration of the installment phase and asked if this may cause current service interruption. Mr. Byrd discussed that the process could be up to six-months to complete and that there is always the chance for a disruption with current service, but good utility marking makes unplanned interruption less likely.

Council Member Mazzarino questioned if there would be a cost to the town. Mr. Byrd ensured that there would not be any cost to the town.

Mr. Dalton asked if there would be a local office for customers and if so, where would the office be located. Mr. Byrd discussed that they did have an office in Winchester, however the office was not being used so most of their billing and tech service is online.

Mr. Dalton asked Council Members if they would want staff to develop a draft cable franchise agreement to present to them for review. Council agreed.

No further questions or discussion.

Mayor Arnold thanked Mr. Byrd for his presentation.

5. Public Hearings

There were no public hearings.

6. Discussion of Public Hearing Items

There was no public hearing.

7. Citizens' Forum

Mayor Arnold asked if there were any citizens present who were not able to sign up for Citizens' Forum and would like to speak. There were no speakers.

8. Consent Agenda

Mayor Arnold asked for a motion to approve the consent agenda.

Council Member Steinmetz moved to adopt the consent agenda as presented. The motion passed by unanimous voice vote.

9. Unfinished Business

There was no unfinished business.

10. New Business

There was no new business.

11. Council Member Reports

There were no reports from Council Members.

12. Staff Reports

Nothing added to the written reports for Public Works, Police Department, and Finance.

Public Utilities

Mayor Arnold discussed the drought warning and urged the community to conserve water at this time. Ms. Petti had no other reports from the utility department.

Community Development

Ms. Dunkle asked Council to set a public hearing for a special use permit for a home occupation at the property located at 308 Breckinridge Court.

Council Member Harrison made the motion for the Council of the Town of Berryville set a public hearing for Tuesday, September 10, 2024 for a special use permit in order to operate a home occupation (fitness classes) at the property located at 308 Breckinridge Court. The motion passed by unanimous voice vote.

Town Manager

Mr. Dalton introduced and welcomed Miranda Dodson the new Town Clerk.

Mr. Dalton discussed Wheeler Lane and Blight Abatement and referenced the documents from the agenda packet. He asked Council if they had any questions. Council Member Tibbens asked about the notices for the abatement and how was the progress with the properties being compliant. Mr. Dalton informed Council that one of the properties is almost compliant

and one property will likely need Town action. Mr. Dalton also discussed a property that had fire damage and has been in contact with the owner. He said the home owners are working to secure building permits for the rebuild. Mr. Dalton concluded his remarks on this subject by discussing the renovation of a property on Academy Street.

13. Committee Updates

Budget and Finance

No reports.

Community Development

Council Member Tibbens proposed the repeal and readoption of Berryville Code Section 13-35 and 13-36 to establish rules for the use of and conduct in Rose Hill Park and to authorize the town manager to establish rules for use of or restrict access to town-owned property. Council Member Tibbens also proposed the repeal of Berryville Code Section 13-37 Damage or defacement of recreational facilities and adopt new Chapter 13 Article II Graffiti.

No discussion from Council.

Council Member Tibbens made the motion to adopt the attached ordinance repealing and readopting Berryville Code Section 13-35 and 13-36. The motion passed by unanimous voice vote.

Council Member Tibbens made the motion to adopt the attached ordinance repealing the Berryville Code Section 13-37 and adopting a new Chapter 13 Article II Graffiti. The motion passed by unanimous voice vote.

Personnel, Appointments, and Policy

The Planning Commission, Architectural Review Board, and the Northern Shenandoah Valley Regional Commission members were reappointed as follows:

Vice Mayor Gibson made the motion to reappoint Michael E. Bell, Jr to the Berryville Planning Commission for a four-year term which will expire on June 30, 2028. The motion passed by unanimous voice vote.

Vice Mayor Gibson made the motion to reappoint William M. Gilpin to the Berryville Planning Commission for a four-year term which will expire on June 30, 2028. The motion passed by unanimous voice vote.

Vice Mayor Gibson made the motion to reappoint Dana S. Libby to the Berryville Planning Commission for a four-year term which will expire on June 30, 2028. The motion passed by unanimous voice vote.

Vice Mayor Gibson made the motion to reappoint Robin McFillen to the Berryville Architectural Review Board for a four-year term which will expire on June 30, 2028. The motion passed by unanimous voice vote.

Vice Mayor Gibson made the motion to reappoint Jon Burge to the Berryville Architectural Review Board for a four-year term which will expire on September 30, 2028. The motion passed by unanimous voice vote.

Vice Mayor Gibson made the motion to reappoint Harry Lee Arnold, Jr to a one-year term as a board member and Christy Dunkle to a six-month term as an alternate to the Northern Shenandoah Valley Regional Commission. The motion passed by unanimous voice vote.

Public Safety

No reports.

Streets and Utilities

No reports.

14. Closed Session

Mayor Arnold asked for a motion to enter closed session.

Vice Mayor Gibson made the motion for the Council of the Town of Berryville to enter closed session in accordance with § 2.2-3711.A.1 of the Code of Virginia to discuss the performance of an employee of the Town Council. The motion passed by unanimous voice vote.

The Council entered closed session at 7:46 p.m.

Vice Mayor Gibson moved that the Council of the Town of Berryville adopt the following resolution certifying it has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act:

Resolution

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified

in the motion convening the closed meeting were heard, discussed or considered by the Council.

Motion passed by unanimous roll-call vote.

Open session resumed at 8:57 pm.

15. Adjourn

The Council adjourned at 9:00 p.m. on a motion by Mr. Tibbens. The motion passed by unanimous voice vote

Erecka L. Gibson, Vice Mayor

Miranda Dodson, Town Clerk

Report of the Department of Public Works

September 4, 2024

General Information

Public Works personnel have several maintenance projects scheduled for this month. Departmental staff will be assisting Utilities Department staff with water treatment and wastewater treatment projects during the last half of the month.

Water

We experienced one water break during the month of July. Central Alarm notified staff of a possible water main break on Springsbury Rd. Public Works personnel responded and located the leak. Once we excavated we found pipe was fractured by a rock. We repaired the pipe by using a stainless-steel repair sleeve and returned the line back into service.

Public Works personnel assisted Utilities Department staff with water treatment plant maintenance and repairs.

Sewer

We encountered several issues with sewer pump stations last month. The main issue we dealt with was a pump failure at Berryville Glen pump station. The pump was running but was not moving much water. We had to shim up the impeller to improve the water flow. After the adjustments were made, the pump performance returned to normal.

Public Utilities Department Report
10 September 2024

Item Title: Department Update

Prepared By: Jean Petti

Water Treatment Plant Activity Berryville’s utilities staff remains confident in the ability to meet the water needs of our community as the region continues to experience drought conditions.

In late July, one of the two filter “trains” (a linear series of compartments for water treatment) developed a seam leak. While awaiting receipt of an epoxy sealcoating that meets water quality requirements, utilities staff maintained 24-hour operations and increased water reserves. The emptying of the train permitted both a repair/recoating and a deep clean of the settling tubes. A preventative drain/clean/inspect/recoat is planned for the other filter train during the week of 9 September. Many thanks to Public Works staff for their assistance and Chief Plant Operator Ernie Bussert for his overnight shifts.

Under the supervision of Virginia Department of Health, the coagulant has been changed from DelPAC 2020 back to Alum, the coagulant that has historically been used. No significant change in HAA5 values was noted during the DelPAC trial.

Wastewater Treatment Plant Activity A new permeate pump and chlorine pump have been received. The non-potable water pump has been repaired. Membrane cleaning is scheduled for 23 September.

Department General Activity Assistance is available for those residents who are unable to complete the VDH-required Lead Service Line Inventory Questionnaire. Anyone who needs directions, additional copies of the form, or even an in-person visit to determine the material of their water service line is encouraged to call the Business Office.



BERRYVILLE POLICE DEPARTMENT

101 Chalmers Ct., Suite A, Berryville VA 22611
(T) 540.955.3863 (F) 540.955.0207
policeadmin@berryvilleva.gov
W. Neal White – Chief of Police

MEMO

DATE: 09/04/2024
TO: Town Council
FROM: Chief W. Neal White 
CC:
RE: Police Department Monthly Report – 09/10/2024

Monthly Activity Report

The activity report for the months of July and August 2024 are attached to this report.

Public Safety Committee

The Public Safety Committee did not meet in July or August 2024.

National Night Out

The department was well represented at our National Night Out event in Rose Hill Park on August 6, 2024. There was an excellent turn out from the community as well as public safety partners. Special thanks to all those in the community who donated to the event and set up informational booths. Officer Kevin Bayliss was responsible for coordinating the event this year and did an excellent job.



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W. Neal White – Chief of Police

Police and Security Report

	Year To Date	July
Month/Year: July 2024	2024	2024

Complaints Answered

911 Hang Up:	12	0
Alarms:	37	4
Animal Complaint:	77	19
Assault:	9	1
Assist County:	102	21
Assist EMS and Fire:	72	5
Auto Larceny:	1	0
Burglary:	12	0
Civil Complaints:	61	6
Disturbance:	26	3
Domestic Disturbance:	20	4
Driving Under the Influence	7	1
Drunk In Public:	2	1
Fraud:	23	2
Larceny:	24	1
Harassment/Intimidation:	20	4
Homicide:	0	0
Identity Theft	3	1
Juvenile Related:	18	3
Mental Health Crisis:	31	4
Narcotics Related:	2	1
Noise	14	2
Public Service:	24	4
Sexual Assault:	0	0
Robbery:	2	0
Shoplifting:	0	0
Suspicious Activity:	102	12
Trespassing:	9	4
Vandalism:	18	1
Welfare Check:	56	6
Miscellaneous Complaints:	449	77
Total Complaints Answered:	1233	187



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W. Neal White – Chief of Police

Police and Security Report (Continued)

	Year To Date	July
	2024	2024
<u>Traffic</u>		
Accidents Investigated:	27	9
Assist Motorist:	1	1
Child Safety Seat Install:	3	0
Funeral Escort:	20	4
Hit & Run:	3	0
Parking Tickets:	12	1
Traffic Warnings:	361	34
<u>Traffic Summons Issued</u>		
Defective Equipment:	0	0
Driving Suspended:	7	2
Expired Inspection:	9	2
Expired Registration:	4	1
Fail to Obey Highway Sign:	61	21
Fail to Obey Traffic Signals:	0	0
Fail to Stop/Lights & Siren:	0	0
Fail to Yield Right of Way:	2	0
Hit and Run:	0	0
No Liability Insurance:	0	0
No Operator's License:	11	0
No Seat Belt:	0	0
Reckless Driving:	6	2
Speeding:	55	5
Miscellaneous Summons:	17	3
Total Traffic Summons Issued:	172	36
<u>Found Open at Businesses in Town</u>		
Doors:	3	0
Windows:	0	0
Garage Doors:	0	0



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Police and Security Report (Continued)

	Year To Date	July
	2024	2024
<u>Criminal Papers Served</u>		
Abduction:	0	0
Arson:	0	0
Assault and Battery:	4	1
Assault and Battery on Police Officer:	3	0
Auto Larceny:	0	0
Breaking and Entering:	0	0
Capias:	5	1
Disorderly Conduct:	0	0
Driving Under the Influence:	6	0
Drunk In Public:	4	1
Fail to Obey Police Officer:	0	0
Fail to Pay Parking Ticket:	0	0
Forgery:	4	0
Fraud:	3	0
Homicide:	0	0
Illegal Drugs/Paraphernalia:	2	0
Larceny:	9	0
Possess Alcohol Underage:	0	0
Protective Order Violations:	1	0
Rape:	0	0
Resisting Arrest:	0	0
Robbery:	0	0
Shoplifting:	0	0
Trespassing:	1	0
Vandalism:	1	1
Weapons Violation:	1	0
Miscellaneous Criminal Arrests:	14	4
Juvenile Detention Order Totals:	0	0
Total Criminal Arrests:	58	8



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W. Neal White – Chief of Police

Police and Security Report (Continued)

	Year To Date	July	June
	2024	2024	2024
<u>Response to Resistance</u>			
Total Community Interface	1852	275	272
Total Enforcement Contacts	597	78	94
Physical Custody	25	3	5
Reported Force Involved	3	0	1
Administrative Review - Justified	3	0	1
Administrative Review - Not Justified	0	0	0
Complaint of Injury - Arrestee	0	0	0
Medical Treatment for Injury - Arrestee	0	0	0
Complaint of Injury - Officer	0	0	0
Medical Treatment for Injury - Officer	0	0	0
<u>Type of Force Involved</u>			
Compliance Hold / Open Hands	3	0	1
Takedown	0	0	0
Strikes (Hands / Knees)	0	0	0
Chemical Sprays (O.C.)	0	0	0
Impact Weapon (Baton)	0	0	0
Mechanical Non-Lethal	0	0	0
Firearm	0	0	0
<u>Arrestee Demographics</u>			
White Male	13	1	3
Black Male	7	1	1
Other Male	0	0	0
White Female	10	1	1
Black Female	0	0	0
Other Female	0	0	0



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W. Neal White – Chief of Police

Police and Security Report

Month/Year: July 2024	Year To Date 2024	August 2024
<u>Complaints Answered</u>		
911 Hang Up:	13	1
Alarms:	46	9
Animal Complaint:	87	10
Assault:	9	0
Assist County:	115	13
Assist EMS and Fire:	76	4
Auto Larceny:	1	0
Burglary:	12	0
Civil Complaints:	66	5
Disturbance:	30	4
Domestic Disturbance:	21	1
Driving Under the Influence	10	3
Drunk In Public:	2	0
Fraud:	27	4
Larceny:	26	2
Harassment/Intimidation:	21	1
Homicide:	0	0
Identity Theft	4	1
Juvenile Related:	18	0
Mental Health Crisis:	39	8
Narcotics Related:	2	0
Noise	17	3
Public Service:	38	14
Sexual Assault:	0	0
Robbery:	2	0
Shoplifting:	0	0
Suspicious Activity:	114	12
Trespassing:	11	2
Vandalism:	20	2
Welfare Check:	70	14
Miscellaneous Complaints:	467	18
Total Complaints Answered:	1364	131



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Police and Security Report (Continued)

	Year To Date 2024	August 2024
<u>Traffic</u>		
Accidents Investigated:	35	8
Assist Motorist:	9	8
Child Safety Seat Install:	3	0
Funeral Escort:	25	5
Hit & Run:	5	2
Parking Tickets:	12	0
Traffic Warnings:	409	48
<u>Traffic Summons Issued</u>		
Defective Equipment:	0	0
Driving Suspended:	9	2
Expired Inspection:	9	0
Expired Registration:	8	4
Fail to Obey Highway Sign:	85	24
Fail to Obey Traffic Signals:	0	0
Fail to Stop/Lights & Siren:	0	0
Fail to Yield Right of Way:	2	0
Hit and Run:	0	0
No Liability Insurance:	0	0
No Operator's License:	12	1
No Seat Belt:	0	0
Reckless Driving:	7	1
Speeding:	69	14
Miscellaneous Summons:	18	1
Total Traffic Summons Issued:	219	36
<u>Found Open at Businesses in Town</u>		
Doors:	6	3
Windows:	0	0
Garage Doors:	0	0



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Police and Security Report (Continued)

	Year To Date	August
	2024	2024
<u>Criminal Papers Served</u>		
Abduction:	0	0
Arson:	0	0
Assault and Battery:	4	0
Assault and Battery on Police Officer:	3	0
Auto Larceny:	0	0
Breaking and Entering:	0	0
Capias:	5	0
Disorderly Conduct:	0	0
Driving Under the Influence:	9	3
Drunk In Public:	5	1
Fail to Obey Police Officer:	0	0
Fail to Pay Parking Ticket:	0	0
Forgery:	4	0
Fraud:	3	0
Homicide:	0	0
Illegal Drugs/Paraphernalia:	2	0
Larceny:	9	0
Possess Alcohol Underage:	0	0
Protective Order Violations:	1	0
Rape:	0	0
Resisting Arrest:	0	0
Robbery:	0	0
Shoplifting:	0	0
Trespassing:	1	0
Vandalism:	1	0
Weapons Violation:	1	0
Miscellaneous Criminal Arrests:	20	6
Juvenile Detention Order Totals:	0	0
Total Criminal Arrests:	68	10



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W. Neal White – Chief of Police

Police and Security Report (Continued)

	Year To Date 2024	August 2024	July 2024
<u>Response to Resistance</u>			
Total Community Interface	2095	243	275
Total Enforcement Contacts	691	94	78
Physical Custody	25	5	3
Reported Force Involved	3	0	0
Administrative Review - Justified	3	0	0
Administrative Review - Not Justified	0	0	0
Complaint of Injury - Arrestee	0	0	0
Medical Treatment for Injury - Arrestee	0	0	0
Complaint of Injury - Officer	0	0	0
Medical Treatment for Injury - Officer	0	0	0
<u>Type of Force Involved</u>			
Compliance Hold / Open Hands	3	0	0
Takedown	0	0	0
Strikes (Hands / Knees)	0	0	0
Chemical Sprays (O.C.)	0	0	0
Impact Weapon (Baton)	0	0	0
Mechanical Non-Lethal	0	0	0
Firearm	0	0	0
<u>Arrestee Demographics</u>			
White Male	16	3	1
Black Male	7	0	1
Other Male	0	0	0
White Female	12	2	1
Black Female	0	0	0
Other Female	0	0	0

Town Council Agenda Item Report Summary

September 10, 2024

Item Title

Community Development Update

Prepared By

Christy Dunkle

Planning Commission

The Planning Commission held a meeting on July 23, 2024. They set the following public hearing:

Set Public Hearing – Special Use Permit – Home Occupation

Matthew and Deborah Renzi, Owners, are requesting a special use permit per Section 604.3(g) of the Berryville Zoning Ordinance in order to operate a home occupation (fitness classes) at the property located at 308 Breckinridge Court, identified as Tax Map Parcel number 14A7-((2))-64, zoned DR-4 Detached Residential. SUP 03-24

The Planning Commission held a meeting on August 27, 2024 at which they held the public hearing referenced above. A full staff report is included in this packet.

The Planning Commission set the following public hearing at their August meeting:

Set Public Hearing – Special Use Permit – Home Occupation

Megan and Joshua Urban, Owners, are requesting a special use permit per Section 603.3(f) of the Berryville Zoning Ordinance in order to operate a home occupation (fitness classes) at the property located at 22 Jack Enders Boulevard, identified as Tax Map Parcel number 14A6-((4))-25, zoned DR-2 Detached Residential. SUP 04-24

A full staff report is included in this packet.

Their next meeting is scheduled for Tuesday, September 24, 2024 at 7:00 p.m.

Berryville Area Development Authority

The BADA held a meeting on August 28, 2024. They discussed commercial components of the Berryville Area Plan as they relate to the update of the Plan. Their next meeting is scheduled for Wednesday, October 23, 2024 at 1:00 p.m.

Architectural Review Board

The ARB met on August 7, 2024 and discussed the following items:

Sign Review

Jackeline Ortiz, Owner (Itiel Therapeutic Massage) is requesting a Certificate of Appropriateness for a projecting sign and portable free-standing sign at the property located at 23 East Main Street, identified as Tax Map Parcel number 14A5-((A))-77 zoned C General Commercial. *Approved as presented.*

Sign Review

Sarah Hogue, Owner (Lavish Studios), is requesting a Certificate of Appropriateness in order to hang a temporary banner at the property located at 15 Crow Street, identified as Tax Map Parcel number 14A2-((A))-64, zoned C General Commercial. *Approved as presented.*

Sign Review

Brennah Thomas, Owner (Rat Pack Antiques & Toys), is requesting a Certificate of Appropriateness in order to install a projecting sign at the property located at 10 West Main Street, identified as Tax Map Parcel number 14A2-((A))-60. Zoned C General Commercial. *One freestanding portable sign was approved, the ARB requested that the projecting sign be reduced in size and resubmitted to staff for administrative approval.*

The ARB met on September 4, 2024 and discussed the following request:

Sign Review

Christina Kraybill (Berryville Main Street) is requesting a Certificate of Appropriateness for a wall sign at the property located at 23 East Main Street, identified as Tax Map Parcel number 14A5-((A))-77 zoned C General Commercial. *Approved as presented.*

Their next meeting is scheduled for Wednesday, October 9, 2024 at 12:30 p.m.

Tree Board

The Tree Board has not met since the last Council meeting. Their next meeting will be held on Wednesday, October 9, 2024 at 6:00 p.m.

Board of Zoning Appeals

The BZA has not held a meeting since the last Council meeting.

Item Title

Set Public Hearing – Special Use Permit – Home Occupation

Prepared By

Christy Dunkle

Megan and Joshua Urban, Owners, are requesting a special use permit per Section 603.3(f) of the Berryville Zoning Ordinance in order to operate a home occupation (fitness classes) at the property located at 22 Jack Enders Boulevard, identified as Tax Map Parcel number 14A6-((4))-25, zoned DR-2 Detached Residential. SUP 04-24

Background/History/General Information

The applicants would like to offer private and small group fitness sessions, not exceeding four participants at a time, with a maximum daily number of 10, at their home located on Jack Enders Boulevard.

Adjacent Zoning

The adjacent property is zoned DR-2 Detached Residential and L-1 Industrial across the street (Berryville Graphics).

Parking

The property has four off-street parking spaces, two of which are identified for the property applicants. There is no on-street parking on Jack Enders Boulevard in front of the property.

Signage

A nameplate of up to two (2) square feet of signage is permitted for a home occupation per Section 315.5(a) of the Berryville Zoning Ordinance.

Hours of Operation

Proposed hours of operation are 6:00 a.m. until 7:00 p.m. seven days a week.

Home occupations are regulated under Section 315 of the Berryville Zoning Ordinance. A copy of this section is included in the packet.

Section 503 of the Berryville Zoning Ordinance regulates special use permits. The Council may impose any conditions deemed appropriate in the public interest to secure compliance with the

provisions of the ordinance. Once a special use permit is granted, the use shall not be enlarged, extended, increased in intensity or relocated unless authorized by the Council. The authorized activities shall be established within two (2) years of the date of approval with an extension of one (1) additional year with Council approval, or such special use permit shall expire without notice.

Findings/Current Activity

The Planning Commission will be holding a public hearing on this matter at their September 24, 2024 meeting.

Schedule/Deadlines

The Planning Commission will hold a public hearing at their September meeting and will have recommendations for Council at the October 8, 2024 meeting.

Other Considerations

N/A

Recommendation

Set a public hearing for the October 8, 2024 meeting.

Sample Motion

I move that the Council of the Town of Berryville set a public hearing for Tuesday, October 8, 2024 for a special use permit in order to operate a home occupation (fitness classes) at the property located at 22 Jack Enders Boulevard.

Attachments:

- Letter from the applicant
- Vicinity map
- Section 315 Home Occupations, Home Offices of the Berryville Zoning Ordinance

Megan Urban

22 Jack Enders Blvd
Berryville, VA 22611
(703) 999 - 2695
meganurbanfitness@gmail.com
12th August 2024

Town of Berryville

Planning Commission & Town Council

101 Chalmers Court, Ste. A
Berryville, VA 22611

Dear Members of the Berryville Planning Commission & Town Council,

I am writing to propose the use of my home located at 22 Jack Enders Blvd, in Berryville, VA, for a 1-on-1 fitness coaching business. As a Certified Athletic Trainer and CrossFit coach, I have extensive experience in providing personalized fitness coaching to individuals seeking to improve their physical health and well-being.

Nature of Business

The business will primarily be a 1-on-1 fitness coaching service, focused on personalized training sessions that cater to the specific needs and goals of each client. The sessions will involve a variety of fitness activities, including strength training, cardiovascular exercises, and mobility work, all tailored to the client's abilities and objectives.

Maximum Number of Clients

To ensure a high level of individualized attention and maintain a quiet and respectful environment for the surrounding neighborhood, I will only work with up to 4 clients at a time. The maximum number of clients per day will be 10, with each session lasting approximately 30-60 minutes.

Off-Street Parking at our Home

The driveway at our home is wide enough and long enough to fit up to 6 cars in it. With 2 of these cars likely being our own personal cars, that leaves space for a maximum of 4 more cars for a private group (maximum of 4 clients) coaching session. See **Figure 1** below for a plat of our property, identifying this off-street parking.

Hours of Operation

The proposed hours of operation will be from 6:00 AM to 7:00 PM, Monday - Sunday. These hours are designed to be flexible to accommodate the needs of clients while also being mindful of the surrounding community's routine and tranquility.

Conclusion

I am committed to operating this business in a manner that aligns with the values and standards of the Berryville community. The focus on 1-on-1 coaching ensures minimal traffic and noise, contributing positively to the local area.

Thank you for considering my proposal. I am happy to provide any additional information or answer any questions the Board may have.

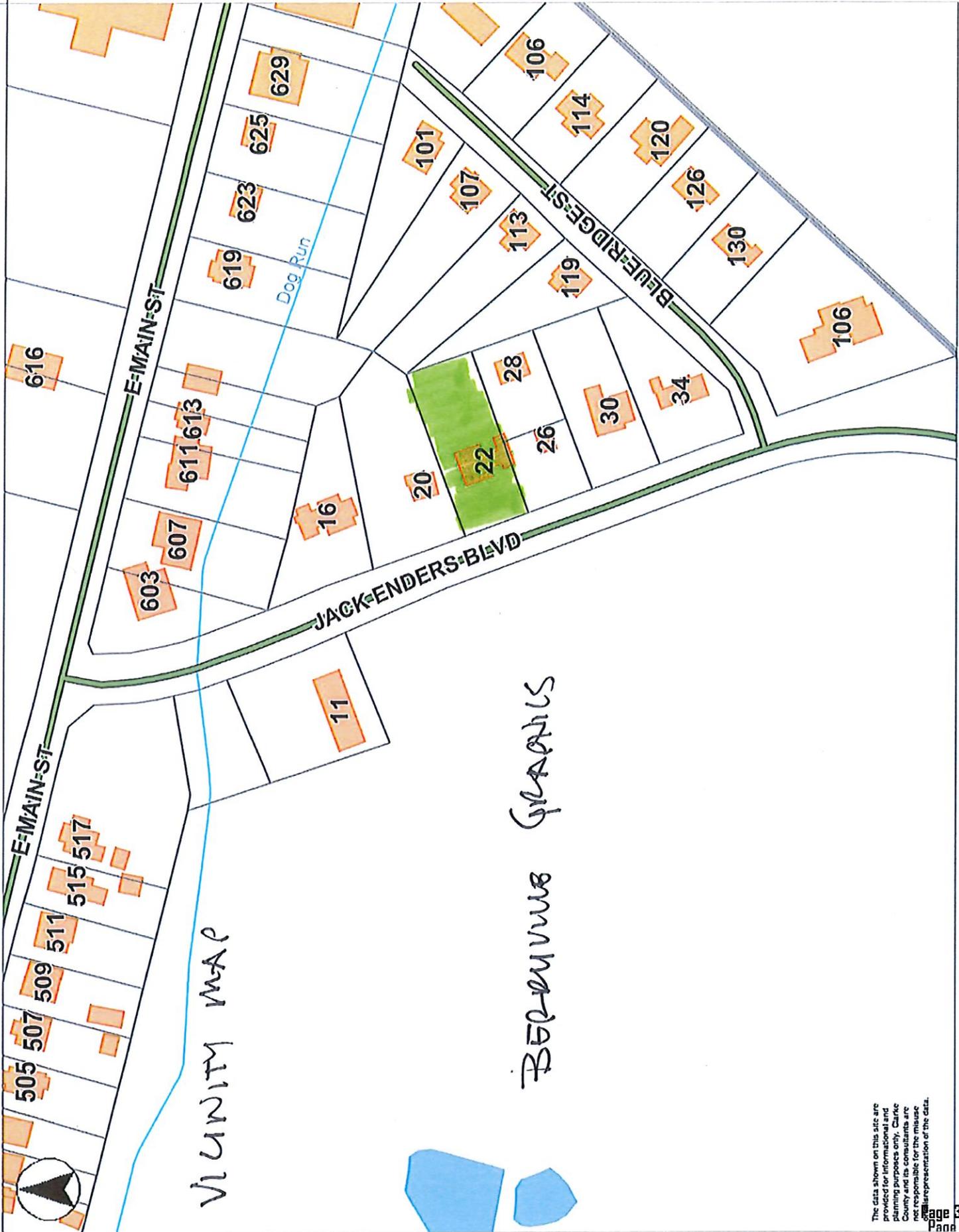
Megan Urban

Figure 1





- Public Parcels
- Clarke County Boundary
- Major Roads
- US Highway
- State Highway
- Surrounding Counties Ops
- Clarke County Roads
- Private Roads
- Roads
- Rail
- Buildings
- Appalachian Trail
- Streams
- Perennial Streams
- Intermittent Streams
- Ponds
- Rivers



VICINITY MAP

BERNARD GRAPHICS

The data shown on this site are provided for informational and planning purposes only. Clarke County and its consultants are not responsible for the misuse or misrepresentation of the data.

(2/01) SECTION 315 – HOME OCCUPATIONS, HOME OFFICES

315.1 INTENT

The Town Council intends to allow Home Occupations and Home Offices in the town to foster economic activity. Through the application of this Ordinance, the Town Council intends to preserve the sanctity, tranquility, value, appearance, and ambiance of the residential neighborhoods, residential units, or residential uses in the Town and to prevent, eliminate, or discontinue home-based businesses that negatively impact residents living near, around, or next to the site of the home-based business.

315.2 ALLOWANCE OF HOME OCCUPATIONS AND HOME OFFICES

- (a) Under the terms of the Section, a Home Office may be conducted by right in any dwelling unit in any residence in the Town.
- (b) Home occupations are allowed in residences either by right or by Special Use Permit as permitted in a given zoning district.
- (c) No such use shall be instituted or maintained unless the Zoning Administrator has first issued a zoning permit for this use.

315.3 ADMINISTRATION AND ENFORCEMENT

- (a) The practitioner of the proposed Home Occupation or Home Office shall file a zoning permit application with the Zoning Administrator. The application shall include a description of the business to be conducted, the square footage of the dwelling unit and the square footage to be used for the Home Occupation or Home Office, and the names and addresses of the proposed owners.
- (b) A Home Occupation or Home Office may be conducted within a dwelling unit or accessory building only so long as the business use remains incidental and secondary to the use of the dwelling unit as a place of residence. The Zoning Administrator shall determine if a Home Occupation or Home Office is not, or stops being, incidental and secondary to the use of the dwelling unit as a place of residence if and when Town officers, or residents living near, around, or next to the dwelling unit used for a Home Occupation or Home Office may hear, see, smell, or detect the existence of this use, in such a manner as alters the residential character of the zoning district in which the Home Occupation or Home Office is located. In making this determination, the Zoning Administrator shall rely on the intent Section of the respective zoning district regulations, the Intent Section of this Article, and any public affidavits filed by such residents. If the Zoning Administrator determines that due to growth or change in the Home Occupation or Home Office, the Home Occupation or Home Office is no longer consistent with this Article and other relevant provisions of this Section, the Zoning Administrator may revoke the zoning permit issued to the person conducting the Home Occupation or Home Office. The person conducting this use shall cease operation after forty-five days written notice mailed by certified mail. During this time period the business owner may apply to the Board of Zoning Appeals for a determination of the Zoning Administrator's decision.

- (c) The Town Treasurer shall refuse to issue a business license to any person conducting a Home Occupation or Home Office that the Zoning Administrator certifies is in violation of this Article.
- (d) No vested rights shall accrue to any person as to a Home Occupation or Home Office that begins as conforming to this Article and through growth or change becomes inconsistent with this Article and related provisions of this Section.

315.4 GENERAL RESTRICTIONS ON HOME OCCUPATIONS AND HOME OFFICES (2/01)

A use within a residential dwelling shall meet the following criteria in order to qualify as either a Home Occupation or Home Office:

- (a) Such use shall be clearly incidental to a dwelling and if located within the dwelling, it must not occupy more than twenty-five (25) percent of the floor area of the principal structure.
- (b) No Home Occupation conducted in any accessory building shall occupy more than four hundred (400) square feet, which area shall be included in the maximum square footage allowed in Section 315.4(a). If located within an accessory building, a landscaping plan must be submitted for review and approval by the Zoning Administrator. If a Special Use Permit is required, the landscaping plan will be reviewed by the Planning Commission.
- (c) Such use shall be carried on by a resident or residents of the premises. No person not a resident on the premises may be employed, nor may there be sub-contracting of any work performed at the premises.
- (d) No stock, commodity, equipment or process shall be used in the Home Occupation which creates noise, vibration, glare, fumes, odors, electromagnetic interference, or radio frequency interference detectable to the normal senses off the lot if the occupation is conducted in a detached single-family residence, or outside the dwelling unit if conducted in an attached residence.
- (e) There shall be no exterior evidence that the building is being used for any purpose other than a dwelling.
- (f) There shall be no motor vehicle regularly operated from the premises that carries advertising.
- (g) All applicable licenses and permits shall be secured and other local, state, and federal requirements satisfied.
- (h) A Town of Berryville business license shall be obtained in accordance with Chapter 9 of the Code of the Town of Berryville (if applicable).
- (i) Home Occupation/Home Office permits shall be automatically renewed annually; however, permit shall be reviewed upon receipt of complaints.

315.5 HOME OCCUPATIONS (12/92)

In addition to those requirements listed in Section 315.4 above, a use within a residential dwelling shall meet the following criteria in order to qualify as a Home Occupation:

- (a) There shall be no advertising sign displayed other than a nameplate not exceeding two (2) square feet in area on each face of said plate.

Section 315 – Home Occupations, Home Offices

- (b) No storage of explosive or hazardous material is permitted in quantities not normally found in a residence.
- (c) Vehicular repair is specifically prohibited as a Home Occupation.

315.6 HOME OFFICE

In addition to the requirements listed in Section 315.4, a Home Office shall be a permitted use in a residential dwelling when fully meeting each of the following criteria:

- (a) Customers shall not come to the premises in order to receive the service provided.
- (b) There shall be no signs identifying or advertising the Home Office either attached to the dwelling or posted in the yard.
- (c) There shall be no advertising of the street address.

SECTION 316 – PROVISIONS FOR CUL-DE-SAC LOTS

316 PROVISIONS FOR CUL-DE-SAC LOTS

The minimum width of any lot 15,000 square feet or greater in area that fronts on a cul-de-sac, as defined in Section IX of the Subdivision Ordinance, shall not be more than a twenty (20) percent reduction at the setback line as set forth in the appropriate zoning district regulations. (9/98)

SECTION 317 – KARST FEATURES (07/04)

- 317.1** Prior to the issuance of a Zoning Permit for principal structures or additions thereto on lots in subdivisions for which a Karst Plan has been prepared or lots of record on which karst features have been identified, a geotechnical study shall be conducted at the site of the principle structure or addition to determine the existence of karst features. If karst features are found, a remediation plan shall be prepared by a PE or PG in order to protect the health, safety, and welfare of the occupants of the structure. This remediation plan shall:
- a. provide for mitigation of all karst features and sinkholes, except those identified as Critical Environmental Areas, in accordance with the Virginia Department of Transportation’s Location and Design Division Instructional and Informational Memorandum 228 (IIM-LD-228) or other applicable mitigation standard as recommended by a PE or PG and approved by the Town’s Engineer and the Town’s Zoning Administrator, or
 - b. the applicant shall submit a report prepared by a PE or PG that identifies subsurface conditions within one-hundred (100) feet, or an appropriate distance as determined by the Town Zoning Administrator and Town’s Engineer, of the discernable edge of any sinkhole or karst feature and establishes a minimum recommended setback for structures and a minimum recommended ground water protection buffer approved by the Town’s Engineer and the Town’s Zoning Administrator shall review and approve the report before issuance of said permit. (7/04)

Cash Balance Report

Period Ending 8/31/2024

Town of Berryville

9/4/2024 4:09 PM

Page 1/1

	Bank Information	Balance
1	Bank of Clarke Operating Acct#- 1138499	-\$353,859.01
2	Bank of Clarke NOW Acct#- 1138502	\$8,657,725.54
3	Bank of Clarke Payroll Acct#- 1139510	\$40,165.21
4	Bank of Clarke CIP Acct#- 1138405	\$15,666,848.90
5	Bank of Clarke SW Acct#- 1138413	\$482,553.11
6	Bank of Clarke PDAF Acct#- 1138421	\$27,391.89
7	Bank of Clarke DSR Acct#- 1138456	\$112,477.29
9	Bank of Clarke RAU Acct#- 1138472	\$949.69
10	Bank of Clarke VRA Reserve Acct#- 6041647	\$470,000.00
11	Bank of Clarke Proffer Reserve Acct#- 1897098	\$90,313.38
12	Bank of Clarke Performance Bonds Acct#- 1910841	\$11,311.40
13	TRUIST Acct#- 5137523525	\$568,602.05
14	Bank of Clarke PD Contributions Acct#- 5759859	\$6,142.91

Total Cash Balance:	\$25,780,622.36
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Check Listing

Date From: 8/1/2024 Date To: 8/31/2024
Vendor Range: 1-800 FLOWERS - ZUKOWSKI FLEET SERVICES INC

Town of Berryville
09/03/2024 12:40 PM

Page: 1 of 3

Check Number	Bank	Vendor	Date	Amount
9144	1	CORE & MAIN LP	08/02/2024	<u>\$8,115.46</u>
9145	1	Fire Protection Company, LLC	08/02/2024	<u>\$69.75</u>
9146	1	H20 Pipe Cleaning LLC	08/02/2024	<u>\$1,560.00</u>
9147	1	PEACOCK STAR SERVICES	08/02/2024	<u>\$3,041.00</u>
9148	1	Red Bud Supply	08/02/2024	<u>\$443.22</u>
9149	1	Stuart M. Perry, Inc	VOIDED	<u>\$2,888.42</u>
9150	1	The Power Connection, Inc.	08/02/2024	<u>\$790.00</u>
9151	1	The Winchester Star	08/02/2024	<u>\$960.00</u>
9152	1	Treasurer of Frederick County	08/02/2024	<u>\$750.00</u>
9153	1	COMBS WASTEWATER MANAGEMENT LLC	08/06/2024	<u>\$75.00</u>
9154	1	Criswell Ford of Woodstock	08/06/2024	<u>\$77,485.57</u>
9155	1	DSS ENTERPRISES, LC	08/06/2024	<u>\$297.50</u>
9156	1	ECONO SIGNS, LLC	08/06/2024	<u>\$192.25</u>
9157	1	H20 Pipe Cleaning LLC	08/06/2024	<u>\$1,560.00</u>
9158	1	Indian River Equipment Co.	08/06/2024	<u>\$392.20</u>
9159	1	KLINGENBERG CITLALLI APARICIO 10852	08/06/2024	<u>\$40.52</u>
9160	1	Michelle M. Jones	08/06/2024	<u>\$1,060.00</u>
9161	1	Minnesota Life Insurance Co.	08/06/2024	<u>\$254.94</u>
9162	1	Stuart M. Perry, Inc	08/06/2024	<u>\$1,917.94</u>
9163	1	The Hall Company	08/06/2024	<u>\$3,163.75</u>
9164	1	VALLEY REGIONAL ENTERPRISES, INC.	08/06/2024	<u>\$100.00</u>
9165	1	VUPS	08/06/2024	<u>\$58.65</u>
9166	1	Waterloo Electric Service, LLC	08/06/2024	<u>\$571.92</u>
9167	1	HURT AND PROFFIT	08/07/2024	<u>\$2,600.00</u>
9168	1	ANDERSON LAWN CARE, INC.	08/13/2024	<u>\$430.00</u>
9169	1	AT&T	08/13/2024	<u>\$544.67</u>
9170	1	BRAITHWAITE CONSTRUCTION	08/13/2024	<u>\$404.12</u>
9171	1	FRAZIER & FRAZIER INC	08/13/2024	<u>\$200.00</u>
9172	1	Hach Company	08/13/2024	<u>\$13,714.80</u>
9173	1	HEYWARD INCORPORATED OF VA	08/13/2024	<u>\$29,657.27</u>
9174	1	INBODEN ENVIRONMENTAL SVCS	08/13/2024	<u>\$27,741.70</u>
9175	1	Inframark	08/13/2024	<u>\$1,137.50</u>

Check Listing

Date From: 8/1/2024 Date To: 8/31/2024
Vendor Range: 1-800 FLOWERS - ZUKOWSKI FLEET SERVICES INC

Town of Berryville
09/03/2024 12:40 PM

Page: 2 of 3

Check Number	Bank	Vendor	Date	Amount
9176	1	MUNICIPAL EMERGENCY SERVICES INC	08/13/2024	<u>\$3,300.00</u>
9177	1	PENNONI ASSOCIATES INC	08/13/2024	<u>\$4,115.00</u>
9178	1	R BAILEY	08/13/2024	<u>\$24.20</u>
9179	1	RADIAL TIRE DISTRIBUTORS	08/13/2024	<u>\$1,214.92</u>
9180	1	The Power Connection, Inc. VOIDED	08/13/2024	<u>\$6,819.77</u>
9181	1	THOMSON REUTERS	08/13/2024	<u>\$109.20</u>
9182	1	Treasurer of Frederick County	08/13/2024	<u>\$8,793.00</u>
9183	1	TULLEY III RICHARD 11409	08/13/2024	<u>\$426.40</u>
9184	1	UBEO MIDCO LLC	08/13/2024	<u>\$15.00</u>
9185	1	UNIVAR SOLUTIONS LLC	08/13/2024	<u>\$1,585.00</u>
9186	1	Valley Automation	08/13/2024	<u>\$3,400.31</u>
9187	1	Treasurer of Clarke County	08/14/2024	<u>\$31,762.55</u>
9188	1	BKT UNIFORMS	08/21/2024	<u>\$294.60</u>
9189	1	CANDICE L WOODWARD	08/21/2024	<u>\$31.92</u>
9190	1	DS SERVICES OF AMERICA INC	08/21/2024	<u>\$53.35</u>
9191	1	DSS ENTERPRISES, LC	08/21/2024	<u>\$297.50</u>
9192	1	Jean Petti	08/21/2024	<u>\$50.00</u>
9193	1	JONATHAN MULLINS	08/21/2024	<u>\$178.47</u>
9194	1	Keith Dalton	08/21/2024	<u>\$50.00</u>
9195	1	LANGUAGE LINE SERVICES INC	08/21/2024	<u>\$47.10</u>
9196	1	MUNICIPAL EMERGENCY SERVICES INC	08/21/2024	<u>\$215.00</u>
9197	1	RANDHAWA MOHAN R 10378	08/21/2024	<u>\$138.21</u>
9198	1	SETH LISKEY	08/21/2024	<u>\$223.05</u>
9199	1	SUZANNE GREENE	08/21/2024	<u>\$37.53</u>
9200	1	The Power Connection, Inc.	08/21/2024	<u>\$6,022.04</u>
9201	1	THERESA BUGG	08/21/2024	<u>\$89.34</u>
9202	1	UBEO MIDCO LLC	08/21/2024	<u>\$30.00</u>
9203	1	VIRASEC IT Support Services, Inc.	08/21/2024	<u>\$3,442.42</u>
9204	1	Stuart M. Perry, Inc	08/22/2024	<u>\$187,744.59</u>
9205	1	Commercial Press Inc	08/29/2024	<u>\$251.00</u>
9206	1	DANA LIBBY	08/29/2024	<u>\$40.00</u>
9207	1	Gwen Malone	08/29/2024	<u>\$40.00</u>

Check Listing

Date From: 8/1/2024 Date To: 8/31/2024
Vendor Range: 1-800 FLOWERS - ZUKOWSKI FLEET SERVICES INC

Town of Berryville
09/03/2024 12:40 PM

Page: 3 of 3

Check Number	Bank	Vendor	Date	Amount
9208	1	JUAREZ LEIVA GREVIL & LEEANN R BENITES 10218	08/29/2024	<u>\$392.00</u>
9209	1	MICHAEL EUGENE BELL JR	08/29/2024	<u>\$40.00</u>
9210	1	Michelle K. Marino	08/29/2024	<u>\$40.00</u>
9211	1	Minnesota Life Insurance Co.	08/29/2024	<u>\$295.91</u>
9212	1	PENNONI ASSOCIATES INC	08/29/2024	<u>\$38,398.06</u>
9213	1	SHERWOOD-LOGAN & ASSOC VOIDED	08/29/2024	<u>\$895.00</u>
9214	1	TENCARVA	08/29/2024	<u>\$3,963.86</u>
9215	1	TREASURER OF VIRGINIA - DPOR	08/29/2024	<u>\$100.00</u>
9216	1	WILLIAM MITCHELL GILPIN	08/29/2024	<u>\$40.00</u>
9217	1	William Steinmetz	08/29/2024	<u>\$75.00</u>
9218	1	TREASURER OF VIRGINIA - DPOR	08/29/2024	<u>\$100.00</u>
75	Checks Totaling -			\$487,399.45

Totals By Fund

	Checks	Voids	Total
100	\$286,393.01	\$970.48	\$285,422.53
501	\$103,885.10	\$1,917.94	\$101,967.16
502	\$97,121.34	\$7,714.77	\$89,406.57
Totals:	\$487,399.45	\$10,603.19	\$476,796.26



Purchasing Card

BERRYVILLE TOWN OF
 August 01, 2024 - August 31, 2024

Company Statement

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441 TTY Hearing Impaired: Dial "711" Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 08/31/24 Payment Due Date 09/24/24 Days in Billing Cycle 31 Credit Limit \$500,000 Cash Limit \$0 Total Payment Due \$100,503.44	Previous Balance \$87,227.83 Payments -\$87,227.83 Credits -\$30.00 Cash \$0.00 Purchases \$100,533.44 Other Debits \$0.00 Overlimit Fee \$0.00 Late Payment Fee \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Finance Charge \$0.00 Current Balance \$100,503.44

Important Messages

Please do not send payment. Your automatic payment is scheduled to be credited to this account on 09/24/24.

Global Card Access - your card information whenever, wherever and however you need it. From the dashboard, you can quickly check your credit limit, balance, available credit and recent card activity. Other features like View PIN, Change PIN, Lock Card and Alerts help you keep your card secure. For added convenience, you can easily view or download your current statement up to 12 months of past statements. Visit www.bofa.com/globalcardaccess to register your card and start using Global Card Access today.

Cardholder Activity Summary

Account Number	Credits	Cash	Purchases and Other Debits	Total Activity
Credit Limit				

8722783 0050344 0050344 4715291201837237

Account Number: [REDACTED]
 August 01, 2024 - August 31, 2024

Total Payment Due **\$100,503.44**
Payment Due Date **09/24/24**

Enter payment amount

\$

BANK OF AMERICA
 PO BOX 15731
 WILMINGTON, DE 19886-5731

BERRYVILLE TOWN OF
 STE A
 101 CHALMERS CT
 BERRYVILLE, VA 22611-1387

Mail this coupon along with your check payable to:
 BANK OF AMERICA

Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.

Service for the hearing impaired (TTY/TDD): We accept calls made through relay services (dial 711).

Telephone monitoring: For the purposes of monitoring and improving the quality of service, Bank's supervisory personnel may listen to and/or record telephone calls between Bank employees and any person acting on Company's behalf.

In case of errors or questions about your bill: Errors or questions about your bill must be received in writing no later than 60 days after we sent you the first statement on which the error or problem appeared. Please mail this information to BANKCARD CENTER, PO BOX 660441, DALLAS, TX 75266-0441. Your letter must include the following information:

- . The company name, cardholder name and account number in question.
- . The dollar amount of the suspected error.
- . A written description of the error and why you believe there is an error. If you need more information, describe the item you are unsure about.

Customer Service:	For questions regarding transactions, general assistance, and reporting lost and stolen cards, call:	
	<u>Within the U.S.</u>	<u>Outside the U.S.</u>
	1.888.449.2273	1.509.353.6656 (collect calls accepted)

Thank you for your business.

Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.

BERRYVILLE TOWN OF
 [REDACTED]
 August 01, 2024 - August 31, 2024
 Page 3 of 6

Cardholder Activity Summary

Account Number Credit Limit	Credits	Cash	Purchases and Other Debits	Total Activity
BOOR, RICK [REDACTED]				
15,000	0.00	0.00	2,176.00	2,176.00
BOOTH, KEVIN [REDACTED]				
1,000	0.00	0.00	225.06	225.06
BRISTOL, TIM [REDACTED]				
50,000	0.00	0.00	80.00	80.00
BUSSERT, ERNIE [REDACTED]				
47,425	0.00	0.00	965.73	965.73
COLE, HEIDI [REDACTED]				
50,000	30.00	0.00	36,454.12	36,424.12
DALTON, KEITH [REDACTED]				
50,000	0.00	0.00	10,000.00	10,000.00
DODSON, MIRANDA [REDACTED]				
1,000	0.00	0.00	96.26	96.26
DORSEY, DANIEL [REDACTED]				
500	0.00	0.00	21.54	21.54
DUNKLE, CHRISTY [REDACTED]				
500	0.00	0.00	316.41	316.41
ELLIOTT, RALPH [REDACTED]				
50,000	0.00	0.00	472.82	472.82
GREEN, CONNOR [REDACTED]				
500	0.00	0.00	126.00	126.00
GRIFFITH, RICHARD A [REDACTED]				
500	0.00	0.00	127.31	127.31
JOHNSON, KAREN [REDACTED]				
1,000	0.00	0.00	0.71	0.71
LINK, BRIAN [REDACTED]				
50,000	0.00	0.00	400.37	400.37
MILBURN, AUSTIN [REDACTED]				
500	0.00	0.00	230.69	230.69
PETTI, JEAN [REDACTED]				
50,000	0.00	0.00	39,299.09	39,299.09
POULIN, CYNTHIA [REDACTED]				
50,000	0.00	0.00	3,697.40	3,697.40
SHEETZ, CULLEN [REDACTED]				
500	0.00	0.00	191.23	191.23
SHEPPARD, JEFF [REDACTED]				
500	0.00	0.00	278.70	278.70
SHOREMOUNT, JOSEPH E [REDACTED]				
500	0.00	0.00	2.59	2.59
STOVER, KEITH [REDACTED]				
50,000	0.00	0.00	496.69	496.69

BERRYVILLE TOWN OF

August 01, 2024 - August 31, 2024

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Cardholder Activity Summary

Account Number	Credits	Cash	Purchases and Other Debits	Total Activity
Credit Limit				
WHITE, NEAL				
15,000	0.00	0.00	4,874.72	4,874.72

Transactions

Posting Date	Transaction Date	Description	Reference Number	MCC	Charge	Credit
						Total Activity
BERRYVILLE TOWN OF						-\$87,227.83
Account Number: [REDACTED]						
08/23	08/23	AUTO PAYMENT DEDUCTION		0071		87,227.83
						Total Activity
BOOR, RICK						2,176.00
Account Number: [REDACTED]						
08/01	07/31	BROY & SON PUMP SERVICE 540-9553928 VA	24073144213900018100018	1799	1,921.82	
08/08	08/07	WWP*PEST MGMT SRVS. 703-723-2899 VA	24445004220300573583088	7342	74.00	
08/09	08/08	JNO. S SOLENBERGER AND C WINCHESTER VA	24138294222018358053567	5251	57.95	
08/23	08/22	MARIO'S PIZZA BERRYVILLE VA	24333224235066377320827	5812	122.23	
						Total Activity
BOOTH, KEVIN						225.08
Account Number: [REDACTED]						
08/13	08/12	GRAND TRUE VALUE RENTALS WINCHESTER VA	24323004225024845000158	7394	48.40	
08/13	08/12	JNO. S SOLENBERGER AND C WINCHESTER VA	24138294226019653053779	5251	108.83	
08/15	08/14	GIANT MARTINS #6558 BERRYVILLE VA	24692164227108468568329	5411	20.16	
08/21	08/20	JNO. S SOLENBERGER AND C WINCHESTER VA	24138294234022322055977	5251	19.52	
08/23	08/22	FISHER AUTO PARTS 009 BERRYVILLE VA	24431064236041520064705	5533	28.15	
						Total Activity
BRISTOL, TIM						80.00
Account Number: [REDACTED]						
08/26	08/24	FESTIVAL CLEANERS BERRYVILLE VA	24022444238900013100085	7216	80.00	
						Total Activity
BUSSERT, ERNIE						965.73
Account Number: [REDACTED]						
08/01	08/01	USABlueBook Atlanta GA	24793384214001468788053	5085	747.65	
08/02	07/31	MCMaster-CARR 630-834-9600 IL	24789304214073300072099	5085	218.08	
						Total Activity
COLE, HEIDI						36,424.12
Account Number: [REDACTED]						
08/08	08/07	VERIZON BILL PAYMENT 800-VERIZON FL	24692164220102073841541	4814	562.64	
08/08	08/07	VERIZON BILL PAYMENT 800-VERIZON FL	24692164220102073841558	4814	905.18	
08/08	08/07	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24941664220022661180714	4900	7,680.26	
08/08	08/07	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24941664220022661183361	4900	10,000.00	
08/08	08/07	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24941664220022661183890	4900	10,000.00	
08/08	08/07	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24941664220022661184484	4900	995.15	
08/08	08/07	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24941664220022661200348	4900	30.00	
08/19	08/17	COMCAST 800-COMCAST MD	24692164230100605433868	4899	161.00	
08/19	08/17	COMCAST 800-COMCAST MD	24692164230100605434056	4899	126.07	
08/20	08/19	RAPPAHANNOCK ELECTRIC EBILL.MYREC.CVA	24231684232747004921704	4900	4,935.73	
08/21	08/20	VERIZONWRLSS*RTCCR VB 800-922-0204 FL	24692164233103181098599	4814	1,058.09	
08/21	08/20	REPUBLIC SERVICES TRASH PHOENIX AZ	74941664234028280425108	4900		30.00
						Total Activity
DALTON, KEITH						10,000.00
Account Number: [REDACTED]						
08/08	08/07	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24941664220022661184310	4900	10,000.00	
						Total Activity
DODSON, MIRANDA						96.26
Account Number: [REDACTED]						
08/05	08/02	STAPLS7637706500000001 877-8267755 NJ	24164074215105441285173	5111	39.77	
08/09	08/08	STAPLS7638118583000001 877-8267755 NJ	24164074221105441317572	5111	56.49	
						Total Activity
DORSEY, DANIEL						21.54
Account Number: [REDACTED]						
08/21	08/20	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801974234064743894629	5251	21.54	
						Total Activity
DUNKLE, CHRISTY						316.41
Account Number: [REDACTED]						
08/02	08/01	USPS PO 5107560300 BERRYVILLE VA	24137464215001645269807	9402	292.00	
08/05	08/02	USPS PO 5107560300 BERRYVILLE VA	24137464216001651615892	9402	10.55	
08/22	08/21	USPS PO 5107560300 BERRYVILLE VA	24137464235001559492821	9402	13.86	
						Total Activity
ELLIOTT, RALPH						472.82
Account Number: [REDACTED]						
08/02	08/01	HARBOR FREIGHT TOOLS 595 WINCHESTER VA	24231684215046520221454	5251	114.99	
08/02	08/01	HELENA 34202 WINCHESTER VA	24755424215122151840636	5169	200.00	
08/02	08/01	JNO. S SOLENBERGER AND C WINCHESTER VA	24138294215016000057712	5251	15.36	
08/07	08/06	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801974220051251897108	5251	25.47	
08/19	08/16	A SIGN PLACE/PERSONALIZE WINCHESTER VA	24223694231030087577382	5099	117.00	

BERRYVILLE TOWN OF

August 01, 2024 - August 31, 2024

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Transactions

Posting Date	Transaction Date	Description	Reference Number	MCC	Charge	Credit
GREEN, CONNOR						Total Activity
Account Number: [REDACTED]						126.00
08/01	07/31	PSI SERVICES LLC USD	818-847-6180 CA	24492154213715048537241	8299	126.00
GRIFFITH, RICHARD A						Total Activity
Account Number: [REDACTED]						127.31
08/26	08/25	WAL-MART #1406	WINCHESTER VA	24226384239001719444199	5411	48.40
08/26	08/25	WM SUPERCENTER #3344	WINCHESTER VA	24445004239400218349041	5411	78.91
JOHNSON, KAREN						Total Activity
Account Number: [REDACTED]						0.71
08/05	08/02	Amazon web services	aws.amazon.coWA	24692164215108021206205	7399	0.71
LINK, BRIAN						Total Activity
Account Number: [REDACTED]						400.37
08/13	08/12	SHADE EQUIPMENT CO-WINCHESTER	WINCHESTER VA	24412904225027013308025	5599	169.80
08/13	08/12	JNO. S SOLENBERGER AND C	540-974-4336 VA	24138294226019653053787	5251	3.92
08/13	08/12	BERRYVILLE TRUE VALUE	BERRYVILLE VA	24801974226057005900001	5251	113.67
08/21	08/20	LOWES #02724*	Winchester VA	24692164233103398382976	5200	112.98
MILBURN, AUSTIN						Total Activity
Account Number: [REDACTED]						230.69
08/01	07/31	BERRYVILLE TRUE VALUE	BERRYVILLE VA	24801974214045458977133	5251	19.59
08/07	08/06	GIANT MARTINS #6558	BERRYVILLE VA	24692164219101678503780	5411	20.16
08/19	08/17	STOKES GENERAL STORE CO	IFRONT ROYAL VA	24755424230282302700351	5611	179.00
08/30	08/29	FISHER AUTO PARTS 009	BERRYVILLE VA	24431064243045674070484	5533	11.94
PETTI, JEAN						Total Activity
Account Number: [REDACTED]						39,299.09
08/02	08/01	Indeed 95667673	800-4625842 TX	24793384214000706212025	7311	45.99
08/05	08/02	HAMPTON FREDERICKSBURG	585-6712050 VA	24755424216162169547152	3665	306.38
Arrival: 07/31/24						
08/08	08/07	COYNE CHEMICAL	CROYDON PA	24137464220300730309152	5169	2,241.80
08/08	08/07	COYNE CHEMICAL	CROYDON PA	24137464220300730309236	5169	2,567.10
08/08	08/07	COYNE CHEMICAL	215-785-3000 PA	24137464220300730309319	5169	601.91
08/09	08/08	LOWES #00656*	WINCHESTER VA	24692164221103247311337	5200	263.92
08/09	08/09	USABlueBook	Atlanta GA	24793384222001333213055	5085	2,050.32
08/12	08/10	GIH*GLOBALINDUSTRIALEQ	800-645-2986 FL	24692164223104428198996	5085	276.76
08/12	08/09	INN AT VA TECH LODGING	540-2318000 VA	24755424224732249620789	7011	594.95
Arrival: 08/04/24						
08/12	08/10	INN AT VA TECH LODGING	540-2318000 VA	24755424224732249620979	7011	594.95
Arrival: 08/04/24						
08/13	08/12	COYNE CHEMICAL	CROYDON PA	24137464225300717001058	5169	16,500.32
08/13	08/13	USABlueBook	Atlanta GA	24793384226001611294054	5085	167.34
08/14	08/13	COYNE CHEMICAL	215-785-3000 PA	24137464226300723913592	5169	2,032.80
08/15	08/14	Amazon.com*RU2JG33X2	Amzn.com/billWA	24692164227108384430083	5942	10.41
08/19	08/16	AMAZON RETA* RU4WG15S2	WWW.AMAZON.COWA	24011344229000040157798	5331	13.57
08/19	08/16	MCMaster-CARR	630-834-9600 IL	24789304231166200048141	5085	562.37
08/22	08/21	COYNE CHEMICAL	CROYDON PA	24137464234300725092403	5169	6,247.08
08/23	08/22	QUILL CORPORATION	quill.com SC	24164074235105441437952	5111	279.45
08/26	08/23	COYNE CHEMICAL	CROYDON PA	24137464236300789480872	5169	190.00
08/26	08/26	AMAZON MKTPL*RK0ZO7342	Amzn.com/billWA	24692164239108202748647	5942	49.96
08/27	08/26	ZORO TOOLS INC	855-2899676 IL	24755424239272398324555	5085	448.56
08/29	08/29	USABlueBook	Atlanta GA	24793384242001300033052	5085	3,253.15
POULIN, CYNTHIA						Total Activity
Account Number: [REDACTED]						3,697.40
08/12	08/09	VA DMV ONLINE BILLING	PAY804-4977100 VA	24755424223732233677168	9399	1,500.00
08/12	08/09	VA DMV ONLINE BILLING	PAY804-4977100 VA	24755424223732233677234	9399	1,325.00
08/15	08/14	SQ *TREASURERS' ASSOCIAT	Igosq.com VA	24692164227108272195723	8699	250.00
08/20	08/19	IN *TRUESHRED	888-7508783 VA	24692164232102856249959	7399	62.00
08/23	08/22	MSFT * E0100TBJNC	msbill.info WA	24906414235207388096428	5045	12.50
08/23	08/22	MSFT * E0100BTCJ	MSBILL.INFO WA	24430994235066365566340	5045	6.00
08/23	08/22	MSFT * E0100TBKG3	MSBILL.INFO WA	24430994235066365604836	5045	264.00
08/26	08/23	MARTINS 6102	CHARLES TOWN WV	24692164236105944989607	5411	277.90
SHEETZ, CULLEN						Total Activity
Account Number: [REDACTED]						191.23
08/28	08/27	BERRYVILLE TRUE VALUE	BERRYVILLE VA	24801974241071521025962	5251	6.85
08/29	08/28	GIANT MARTINS #6558	BERRYVILLE VA	24692164241100332490113	5411	20.16
08/29	08/28	BERRYVILLE TRUE VALUE	BERRYVILLE VA	24801974242072512061296	5251	34.23
08/30	08/29	TRACTOR-SUPPLY-CO #0697	WINCHESTER VA	24137464243001601666257	5599	129.99
SHEPPARD, JEFF						Total Activity
Account Number: [REDACTED]						278.70
08/05	08/01	JERSEY MIKES 6052	FREDERICKSBURVA	24733094215008068231738	5812	18.53

Transactions

Posting Transaction

Date	Date	Description	Reference Number	MCC	Charge	Credit
08/05	08/03	EXXON HANDY MART #11 FRONT ROYAL VA	24003224217001679203828	5542	22.46	
08/06	08/05	FRONT ROYAL RURAL KING FRONT ROYAL VA	24055234219050316609727	5999	31.56	
08/14	08/13	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801974227057973917960	5251	183.15	
08/15	08/14	GIANT MARTINS #6558 BERRYVILLE VA	24692164227108262226082	5411	18.18	
08/27	08/26	GIANT MARTINS #6558 BERRYVILLE VA	24692164239108552129042	5411	4.82	

SHOREMOUNT, JOSEPH E Total Activity 2.59

Account Number: [REDACTED]

08/13	08/12	USPS PO 5107560300 BERRYVILLE VA	24137464226001527837678	9402	2.59	
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STOVER, KEITH Total Activity 496.69

Account Number: [REDACTED]

08/05	08/02	LOWES #02724* Winchester VA	24692164215108185424305	5200	87.78	
08/07	08/06	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801974220051251897454	5251	51.96	
08/08	08/07	GRAND TRUE VALUE RENTALS WINCHESTER VA	24323004220022749000063	7394	24.20	
08/08	08/07	HARBOR FREIGHT TOOLS 595 WINCHESTER VA	24231684221052263975050	5251	39.98	
08/08	08/07	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801974221052218941376	5251	49.96	
08/16	08/15	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801974229059956022477	5251	16.65	
08/19	08/16	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801974230060968207327	5251	88.47	
08/22	08/21	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801974235065714939029	5251	6.23	
08/30	08/29	LOWES #02724* Winchester VA	24692164242100929984139	5200	151.46	

WHITE, NEAL Total Activity 4,874.72

Account Number: [REDACTED]

08/01	07/31	GALLS 859-266-7227 KY	24435654213010989017950	5137	400.00	
08/05	08/02	GALLS 859-266-7227 KY	24435654215011495028083	5137	110.00	
08/06	08/05	THOMSON WEST* TCD 800-328-4880 MN	24692164218100696895351	8999	123.71	
08/07	08/05	KUSTOM SIGNALS 913-492-1400 KS	24247604219500697357646	5065	250.00	
08/07	08/06	AMAZON MKTPL*RF6502KW0 Amzn.com/billWA	24692164219101315815894	5942	107.08	
08/07	08/05	BERRYVILLE AUTO PARTS BERRYVILLE VA	24431054219021930167381	5533	3,169.58	
08/07	08/06	POSITIVE PROMOTIONS 800-6352666 NY	24275394219900015261467	5099	559.52	
08/09	08/08	AMAZON.COM*RM8BA8E92 SEATTLE WA	24431064221033191636991	5942	60.69	
08/16	08/15	AMAZON MARK* RU2LH91V2 HTTPSAMAZON.CWA	24011344228000049845758	5999	64.14	
08/16	08/15	FESTIVAL CLEANERS BERRYVILLE VA	24022444228900012300159	7216	30.00	

Resolved Disputed Transactions

Posting Date	Transaction Date	Description	Account Number	Resolution Identifier	Reference Number	Amount
08/08	08/07	REPUBLIC SERVICES TRASH 866-576-5548 AZ US 866-576-5548	9048	C	24941664220022661200348	30.00

Resolution Identifier: C = Resolved In favor of Client M = Resolved In favor of Merchant

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	0.00%	\$0.00	\$0.00
CASH	0.00%	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

September 10, 2024
Monthly Update

American Rescue Plan Act of 2021

Funds expended over the past month

The August 2024 expenditure report is attached.

Attachments

- August 2024 ARPA Expenditure Report
- ARPA Master List
- Project Status Reports

	<u>BUDGETED</u>	<u>USED THIS MONTH</u>	<u>TOTAL USED</u>	<u>BALANCE</u>	<u>PERCENT USED</u>
<u>Signage</u>					
Estimated cost of these actions					
- Signage	\$ 140,000.00	\$ 200.00	\$ 41,750.00	\$ 98,050.00	30%
- Total			\$ 41,950.00		
Fund balance from first payment					\$ 32,465.34
Fund balance from second payment					\$ 65,584.66
<u>Complete necessary water and sewer infrastructure projects</u>					
<u>Capital Projects</u>					
Estimated cost of these actions					
- Cost of the projects	\$ 3,495,500.79	-	\$ 1,435,229.91	\$ -	85.00%
Total			\$ 1,547,013.25	\$ 513,257.63	
Fund balance from first payment					\$ -
Fund balance from second payment					\$ 513,257.63
<u>Pay for administrative costs</u>					
Estimated cost of these actions					
- Administrative costs per FY (5.5)	\$ 60,000.00	-	\$ 44,407.40	\$ 15,592.60	74%
- Total			\$ 44,407.40		\$ 60,000.00
Fund balance from first payment					\$ 15,592.60
<u>NOTES:</u>					
<u>INFRASTRUCTURE COSTS:</u>					
Frazier Assoc.(Wayfinding)	\$ 200.00			\$ 2,267,493.00	
Core & Main	-			\$ 2,219,435.06	
VA RIGGERS	-			\$ 48,057.94	
Pete McLean	-			\$ 2,267,493.00	
Norfolk Southern	-			\$ 1,688,650.71	
Marsh & Legge Casey Tree	-			\$ 578,842.29	
Pennoni (I&I, SSES Study)	-				
Webster Nursery(Concrete walls)	-				
Total	\$ 200.00				

ARPA MASTER LIST

8/31/2024

	PROJECT NAME	BUDGET	SPENT TO DATE	BALANCE	%COMPLETE
1	Computers:Utility Clerk,PWs	\$ 2,437.90	\$ 2,437.90	\$ -	100% Admin
2	Police Radio Replacements	\$ 75,000.00	\$ 75,000.00	\$ -	100%
3	PW Compressor	\$ 23,629.85	\$ 23,629.85	\$ -	100% infra
4	Water Dist Sys Flushing Equip	\$ 7,500.00	\$ 9,844.38	\$ -	100% infra
5	Water Meter Reading Equip	\$ 12,458.03	\$ 12,458.03	\$ -	100% infrastr
6	Grants for Improper Con to Sewer Sys	\$ 4,500.00	\$ 4,500.00	\$ -	100% grant
7	W/s Admin Fees	\$ 175,260.82	\$ 175,260.82	\$ -	100%
8	Premiuim Pay for Employees	\$ 172,000.00	\$ 174,323.86	\$ -	100% premium pay
9	Grant John H Enders/Rescue Squad *	\$ 80,000.00	\$ 80,000.00	\$ -	100% grant
10	Grant to Barns of Rose Hill *	\$ 40,000.00	\$ 40,000.00	\$ -	100% grant
11	Grant for Façade Improvement	\$ 196,185.08	\$ 196,185.08	\$ -	100% grant
12	Website	\$ 5,845.29	\$ 5,845.29	\$ -	100% Admin
13	Leak Study	\$ 8,662.50	\$ 8,662.50	\$ -	100% infra
14	SSES Study	\$ 117,868.73	\$ 117,868.73	\$ -	100% infra
15	River Pumping Station Upgrade	\$ 25,000.00	\$ 28,538.55	\$ -	100% infra
16	Water Meter & Setter Replacements *	\$ 350,000.00	\$ 350,000.00	\$ -	95% infra
17	Hermitage Pump Station	\$ 26,000.00	\$ 26,000.00	\$ -	100% infra
18	Booster Building Upgrade	\$ 20,000.00	\$ 22,985.85	\$ -	100% infra
19	WWTP Headworks Lighting Upgrade	\$ 4,764.00	\$ 4,764.00	\$ -	100% infra
20	Ridge Road Water Main	\$ 25,939.04	\$ 25,939.04	\$ -	100% infra
21	Water, Sewer and Drainage Projects	\$ 2,228,476.76	\$ 2,228,476.76	\$ -	100% infra
22	Rockcroft Water Main Abandonment	\$ 10,000.00	\$ 10,550.96	\$ -	100% infra
23	Security Upgrades	\$ 125,000.00	\$ 100,995.91	\$ -	100% infra/admin70
24	Drainage Dorsey, Walnut, Treadwell	\$ 1,500.00	\$ 1,500.00	\$ -	100% infra
25	Bel Voi and Battletown Water Main Repl	\$ -	\$ 11,612.50	\$ -	100% infra
26	Wayfinding Signs	\$ 140,000.00	\$ 41,950.00	\$ 98,050.00	30%
27	Raw Water Intake Land-Easement Acquisition	\$ 13,672.50	\$ 13,672.50	\$ -	100% infra
28	Grant Housing (3 years)	\$ 40,000.00	\$ 40,000.00	\$ -	100%
29	Capital Projects	\$ 543,285.50	\$ 30,027.87	\$ 513,257.63	0%
	Administrative /Legal Fees	\$ 60,000.00	\$ 45,055.39	\$ 15,592.60	75% Admin
	Total Encumbered	\$ 4,534,986.00	\$ 3,908,085.77	\$ 626,900.23	
	Total ARPA	\$ 4,534,986.00			
*	Project For (2) two years				

Project Status Report

Date: 9/10/2024

Project Name:

Water Meter and Setter Replacements

Project Budget: \$350,000.00

Expected Completion Date: June 2023

Executive Summary:

Upgrade ¼ of the Town’s water Meters and setters.

Project Goals:

1. Improve capture of water use.
2. Improve back flow protection.
3. Reduce meter reading costs.

Project Status:

Status Item	Status	Summary
Budget \$350,000.00	Completed	Total Spend: \$350,000.00
Schedule/Timeline	On Track	% Complete: 95

Project Milestones:

Description	% Complete	Status
1. Order meters, setters, valves, plus other supplies	100%	Completed
2. Install meters / setters	90%	On Track

Project Issues or Concerns:

1. Multiyear project

Project Status Report

Date: 9/10/2024

Project Name:
Wayfinding Signs

Project Budget: \$140,000.00
Expected Completion Date: December 2023

Executive Summary:
Design, construct, and install entrance and wayfinding signs.

Project Goals:
1. To improve business environment in downtown business district.

Project Status:

Status Item	Status	Summary
Budget 140,000.00	On Track	Total Spend: \$41,950.00
Schedule/Timeline	On Track	Complete: 30%

Project Milestones:

Description	% Complete	Status
1. Design	0%	On Track
2. Determine Sign locations	0%	Not Started
3. Secure VDOT approvals	80%	On Track
4. Develop offering for design and construction/award/have signs fabricated	0%	Not Started
5. Secure contractor to install signs	0%	Not Started
6. Have signs installed	0%	Not Started
RFP ISSUED ON 6/30/2022 & COUNCIL AUTHORIZED THE TOWN MANAGER TO AWARD BID.		

Project Issues or Concerns:

Project Status Report

Date: 9/10/2024

Project Name: Capital Projects

Project Budget: \$543,285.50

Expected Completion Date:

Project List Under Consideration:

Bel Voi Water Main Replacement

Bar Screen at STP

North Crow Street Drainage

Rose Hill Park Bridge

Project Goals:

Project Status:

Status Item	Status	Summary
Budget \$543,285.50	Not Started	Total Spend: \$30,027.87
Schedule/Timeline	Not Started	% Complete: 5

Project Milestones:

Description	% Complete	Status
1. Construction plans	0%	Not Started
2. Develop IFB	0%	Not Started
3. Secure Easements	0%	Not Started
4. Issue offering/ review offering	0%	Not Started
5. Select Contractor	0%	Not Started
6. Complete project	0%	Not Started

Project Issues or Concerns:

**Town of Berryville
Town Council
Resolution**

WHEREAS, Section § 58.1-3940 of the Code of Virginia, 1950, as amended, provides the collection of local personal property taxes shall only be enforceable for five years following December 31 of the year for which the taxes were assessed, and

WHEREAS, the attached personal property taxes assessed by the Town of Berryville, Virginia for the tax years 2017 and 2018, have remained delinquent for the years for which such taxes were assessed and are therefore rendered unenforceable,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Berryville in meeting duly assembled this tenth day of September ,2024, that the attached list of delinquent personal property taxes for the tax years of 2017 and 2018 shall be charged off the tax records of the Town of Berryville as uncollectable.

PASSED THIS 10th DAY OF SEPTEMBER 2024.

Harry L. Arnold, Jr., Mayor

I hereby certify that the foregoing Resolution was duly adopted by the Council of the Town of Berryville in meeting assembled September 10,2024

ATTEST:

Erecka L. Gibson, Vice Mayor

TOWN COUNCIL
Motion for Approval
ADOPTION OF RESOLUTION TO CHARGE OFF DELINQUENT
PERSONAL PROPERTY TAXES FOR TAX YEARS 2017 AND 2018

Date: September 10,2024

Motion By:

I hereby move that the Council of the Town of Berryville adopt the attached resolution to charge off delinquent personal property taxes for the tax years 2017 and 2018.

VOTE

Aye:

Nay:

Absent:

Abstain:

ATTEST

Erecka Gibson, Vice Mayor

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Totals By Year:

Tax Year:	Amount:
2017	\$5,339.37
Total:	\$5,339.37

Totals By Year And Revenue:

Tax Year:	Reveue Name:	Amount:
2017	DMV FEE	\$655.93
2017	MC LICENSE FEE	\$36.00
2017	PERSONAL ADVERTISING	\$535.73
2017	PERSONAL INTEREST	\$730.53
2017	PERSONAL PENALTY	\$117.84
2017	PERSONAL PRINCIPAL	\$1,187.71
2017	RV LICENSE FEE	\$8.00
2017	SETOFF FEE PP	\$21.66
2017	TRLR LICENSE FEE	\$8.00
2017	VEH LICENSE FEE	\$1,424.45
2017	VLF LATE FEE	\$613.52
	Total:	\$5,339.37
	Total:	\$5,339.37

Totals By Revenue:

Reveue Name:	Amount:
DMV FEE	\$655.93
MC LICENSE FEE	\$36.00
PERSONAL ADVERTISING	\$535.73
PERSONAL INTEREST	\$730.53
PERSONAL PENALTY	\$117.84
PERSONAL PRINCIPAL	\$1,187.71
RV LICENSE FEE	\$8.00
SETOFF FEE PP	\$21.66
TRLR LICENSE FEE	\$8.00
VEH LICENSE FEE	\$1,424.45
VLF LATE FEE	\$613.52
Total:	\$5,339.37
Total:	\$5,339.37

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Account #	Customer Name	Status	Customer Balance
4110	ANDERSON JEROME D	InActive	\$439.39
Prop Type:	Personal	Prop Pin: SHSRD78463U12 9046	Tax Year: 2017 Balance: \$62.40
Prop Type:	Personal	Prop Pin: 4S3BK4351T7303 804	Tax Year: 2017 Balance: \$37.95
Account #	Customer Name	Status	Customer Balance
3874	ANDREJKO DANIELLE PENDLETON	Active	\$660.82
Prop Type:	Personal	Prop Pin: 4T1BE46K07U126 948	Tax Year: 2017 Balance: \$72.75
Prop Type:	Personal	Prop Pin: 1G4HP52L6RH49 4118	Tax Year: 2017 Balance: \$37.95
Account #	Customer Name	Status	Customer Balance
1692	ANDREJKO DAVID ALAN	Active	\$282.47
Prop Type:	Personal	Prop Pin: 1GNDT13W1Y240 6617	Tax Year: 2017 Balance: \$52.26
Account #	Customer Name	Status	Customer Balance
4509	BENNER MARK A	InActive	\$214.23
Prop Type:	Personal	Prop Pin: 3GNCA23B99S53 3836	Tax Year: 2017 Balance: \$63.23
Account #	Customer Name	Status	Customer Balance
5728	BLAKE PENNI M	InActive	\$49.73
Prop Type:	Personal	Prop Pin: 1FTZX18W0WNC 40890	Tax Year: 2017 Balance: \$5.42
Prop Type:	Personal	Prop Pin: YV1LS5542W2434 556	Tax Year: 2017 Balance: \$44.31
Account #	Customer Name	Status	Customer Balance
4917	BOLDEN CANDACE L	InActive	\$10.99
Prop Type:	Personal	Prop Pin: 1HGCM664X7A05 1817	Tax Year: 2017 Balance: \$10.99
Account #	Customer Name	Status	Customer Balance
2196	BOWIE LARRY E	InActive	\$44.31
Prop Type:	Personal	Prop Pin: 1FTCR10A4RTA77 886	Tax Year: 2017 Balance: \$44.31
Account #	Customer Name	Status	Customer Balance
4144	BROWN STEVEN M	Active	\$547.88
Prop Type:	Personal	Prop Pin: 1FTZR45EX8PA13 365	Tax Year: 2017 Balance: \$95.75
Account #	Customer Name	Status	Customer Balance
4949	CLARK TIFFANY N	InActive	\$229.09
Prop Type:	Personal	Prop Pin: KNDJP3A52F7776 271	Tax Year: 2017 Balance: \$187.62

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Account #	Customer Name	Status	Customer Balance
3816	COCONIS DAVID H	InActive	\$369.09
Prop Type:	Personal	Prop Pin: 6G2VX12G04L193 912	Tax Year: 2017 Balance: \$88.11
Account #	Customer Name	Status	Customer Balance
4736	DAVIS TINA M	InActive	\$523.74
Prop Type:	Personal	Prop Pin: 2B3CA3CV8AH18 1219	Tax Year: 2017 Balance: \$81.12
Prop Type:	Personal	Prop Pin: 1FMPU18L3YLB0 2048	Tax Year: 2017 Balance: \$47.68
Account #	Customer Name	Status	Customer Balance
1984	DIETRICH JOHN WILLIAM	InActive	\$111.58
Prop Type:	Personal	Prop Pin: 1B7GG22X7WS61 6887	Tax Year: 2017 Balance: \$58.84
Account #	Customer Name	Status	Customer Balance
4978	DOLINGER ALLEN L	InActive	\$74.15
Prop Type:	Personal	Prop Pin: 1FMZU74K54UC1 2287	Tax Year: 2017 Balance: \$74.15
Account #	Customer Name	Status	Customer Balance
5811	FIFUEKD DESIGN CONSTRUCTION INC	InActive	\$71.00
Prop Type:	Personal	Prop Pin: 2017-85	Tax Year: 2017 Balance: \$71.00
Account #	Customer Name	Status	Customer Balance
4671	FORD TIMOTHY SPENCER	Active	\$715.80
Prop Type:	Personal	Prop Pin: 1GNDT13X14K16 4012	Tax Year: 2017 Balance: \$53.20
Prop Type:	Personal	Prop Pin: 4S2CY58ZXN4321 215	Tax Year: 2017 Balance: \$37.95
Prop Type:	Personal	Prop Pin: 1J4FX48S1WC287 367	Tax Year: 2017 Balance: \$48.56
Account #	Customer Name	Status	Customer Balance
2498	FREEMAN WILLIAM E JR	InActive	\$44.37
Prop Type:	Personal	Prop Pin: 1J4GW48SX32 8329	Tax Year: 2017 Balance: \$44.37
Account #	Customer Name	Status	Customer Balance
4285	GALLAGHER MICHAEL J	InActive	\$277.06
Prop Type:	Personal	Prop Pin: 1GCCS196X48185 329	Tax Year: 2017 Balance: \$71.39
Account #	Customer Name	Status	Customer Balance
2145	GREEN SHERYL B	InActive	\$315.49
Prop Type:	Personal	Prop Pin: KNDJN2A23G7401 111	Tax Year: 2017 Balance: \$114.67

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Account #	Customer Name	Status	Customer Balance
5268	GUSTAFSON ERIC A	InActive	\$54.35
Prop Type:	Personal	Prop Pin: WAUVT64B52N12 6658	Tax Year: 2017 Balance: \$54.35
Account #	Customer Name	Status	Customer Balance
1840	HEMP SMITH CHRISTINA L	InActive	\$212.18
Prop Type:	Personal	Prop Pin: 2HKRM3H53CH50 0240	Tax Year: 2017 Balance: \$169.06
Account #	Customer Name	Status	Customer Balance
3993	HOLLINGSWORTH CHRISTOPHER JOHN	InActive	\$66.55
Prop Type:	Personal	Prop Pin: WBAEW53472PG 16109	Tax Year: 2017 Balance: \$59.04
Account #	Customer Name	Status	Customer Balance
2962	HUMMER CARRIE E	InActive	\$15.67
Prop Type:	Personal	Prop Pin: 1HGCP26349A001 439	Tax Year: 2017 Balance: \$15.67
Account #	Customer Name	Status	Customer Balance
5039	JOHNSON OLYMPIA ANNA MARIE	InActive	\$249.46
Prop Type:	Personal	Prop Pin: 5N1AR18W56C65 9350	Tax Year: 2017 Balance: \$29.72
Prop Type:	Personal	Prop Pin: 5NPEB4AC9DH66 3088	Tax Year: 2017 Balance: \$68.63
Prop Type:	Personal	Prop Pin: 2B8GP44G41R115 907	Tax Year: 2017 Balance: \$47.18
Account #	Customer Name	Status	Customer Balance
5055	KERNS KEVIN M	InActive	\$254.52
Prop Type:	Personal	Prop Pin: 3B7HF13Y3WG22 1668	Tax Year: 2017 Balance: \$59.15
Account #	Customer Name	Status	Customer Balance
5057	KESSINGER BRIAN K II	Active	\$338.82
Prop Type:	Personal	Prop Pin: 1G2AS18H797219 609	Tax Year: 2017 Balance: \$110.52
Account #	Customer Name	Status	Customer Balance
2264	MALICK KENNETH R JR	Active	\$384.24
Prop Type:	Personal	Prop Pin: 3B7HC13YX1G71 9285	Tax Year: 2017 Balance: \$58.73
Account #	Customer Name	Status	Customer Balance
2644	MASQUITH MICHAEL JOSEPH	InActive	\$219.98
Prop Type:	Personal	Prop Pin: ZGULPC0006M11 3116	Tax Year: 2017 Balance: \$53.49
Account #	Customer Name	Status	Customer Balance
3217	MASQUITH SANDRA LEE	InActive	\$1,226.16

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Prop Type:	Personal	Prop Pin:	4X4TSVB28DL021 096	Tax Year:	2017	Balance:	\$404.39
Prop Type:	Personal	Prop Pin:	1VWCN7A3XEC08 9255	Tax Year:	2017	Balance:	\$19.26
Prop Type:	Personal	Prop Pin:	1FTNX21F32EC11 859	Tax Year:	2017	Balance:	\$93.98
Account #	Customer Name			Status		Customer Balance	
2171	MCALISTER GLENN ALLEN			InActive		\$44.31	
Prop Type:	Personal	Prop Pin:	2F02F209901	Tax Year:	2017	Balance:	\$44.31
Account #	Customer Name			Status		Customer Balance	
5926	MCGEOUGH JAMES			Active		\$676.15	
Prop Type:	Personal	Prop Pin:	1FDXE45F31HA71 440	Tax Year:	2017	Balance:	\$55.08
Prop Type:	Personal	Prop Pin:	JM3LW28G7Y016 3224	Tax Year:	2017	Balance:	\$37.95
Account #	Customer Name			Status		Customer Balance	
2279	MCMANAMAY AIMEE MICHELLE			Active		\$533.16	
Prop Type:	Personal	Prop Pin:	5LMPU28L0WLJ1 0186	Tax Year:	2017	Balance:	\$52.05
Prop Type:	Personal	Prop Pin:	1MEBM6036HH65 4782	Tax Year:	2017	Balance:	\$37.95
Account #	Customer Name			Status		Customer Balance	
3482	MILBOURNE DALTON T II			InActive		\$963.48	
Prop Type:	Personal	Prop Pin:	5J11YB99W000 176	Tax Year:	2017	Balance:	\$102.35
Prop Type:	Personal	Prop Pin:	1FTPW14V09FB2 1565	Tax Year:	2017	Balance:	\$129.62
Account #	Customer Name			Status		Customer Balance	
4506	MILLER PAUL GERHARD			InActive		\$118.78	
Prop Type:	Personal	Prop Pin:	2T1BR32E43C163 611	Tax Year:	2017	Balance:	\$58.05
Account #	Customer Name			Status		Customer Balance	
2156	MONTGOMERY CLIFFORD G III			Active		\$533.78	
Prop Type:	Personal	Prop Pin:	1N6SD16S78C457 494	Tax Year:	2017	Balance:	\$37.95
Prop Type:	Personal	Prop Pin:	1FMPU16L2YLA9 3801	Tax Year:	2017	Balance:	\$52.47
Account #	Customer Name			Status		Customer Balance	
6886	PAYNE MELINDA LE RAE			InActive		\$116.54	
Prop Type:	Personal	Prop Pin:	5GZCZ53485S808 976	Tax Year:	2017	Balance:	\$102.59
Account #	Customer Name			Status		Customer Balance	
2133	PERRY RYAN L			Active		\$599.68	

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Prop Type: Personal Prop Pin: 3FA6P0H74DR101 Tax Year: 2017 Balance: \$153.32
688

Account #	Customer Name	Status	Customer Balance
3651	PIERCE MOLLY CATHRYN	InActive	\$740.95

Prop Type: Personal Prop Pin: KMHFU45E85A42 Tax Year: 2017 Balance: \$51.28
0323

Prop Type: Personal Prop Pin: 1J4GZ58S2TC235 Tax Year: 2017 Balance: \$37.95
083

Prop Type: Personal Prop Pin: 1GCDM19X15B10 Tax Year: 2017 Balance: \$54.62
5928

Account #	Customer Name	Status	Customer Balance
2715	POOLE JAMES E III	InActive	\$104.07

Prop Type: Personal Prop Pin: 1HD1FRW11XY60 Tax Year: 2017 Balance: \$66.74
4495

Account #	Customer Name	Status	Customer Balance
4185	POWELL JESSE P JR	Active	\$338.28

Prop Type: Personal Prop Pin: JTEBU14R760102 Tax Year: 2017 Balance: \$106.41
640

Account #	Customer Name	Status	Customer Balance
4198	QUEEN DAVID BRUCE	InActive	\$13.80

Prop Type: Personal Prop Pin: 1FTYR10X7XPA96 Tax Year: 2017 Balance: \$13.80
870

Account #	Customer Name	Status	Customer Balance
2255	REID EBONY CHARISSE	Active	\$540.54

Prop Type: Personal Prop Pin: 1G4HD57159U133 Tax Year: 2017 Balance: \$43.80
163

Prop Type: Personal Prop Pin: 1FMPU18LOXLA3 Tax Year: 2017 Balance: \$43.99
7691

Account #	Customer Name	Status	Customer Balance
5290	ROBERTS ANTONIO FRANKLIN	Active	\$309.07

Prop Type: Personal Prop Pin: 3VWSF29M9XM10 Tax Year: 2017 Balance: \$53.18
1213

Account #	Customer Name	Status	Customer Balance
2540	SCHOFIELD SHAWN M	Active	\$635.81

Prop Type: Personal Prop Pin: 2B4FP2537VR292 Tax Year: 2017 Balance: \$37.95
955

Prop Type: Personal Prop Pin: 1J4GL48K84W310 Tax Year: 2017 Balance: \$108.43
459

Account #	Customer Name	Status	Customer Balance
6782	SMITH JENNIFER M	InActive	\$577.99

Prop Type: Personal Prop Pin: 1C4PJLCB2HD21 Tax Year: 2017 Balance: \$191.72
6530

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Account #	Customer Name	Status	Customer Balance
4058	STRADY MARY L	Active	\$333.96
Prop Type:	Personal	Prop Pin: 1B3HB48B57D259 596	Tax Year: 2017 Balance: \$58.73
Account #	Customer Name	Status	Customer Balance
5211	TURNER MICHAEL T	Active	\$440.75
Prop Type:	Personal	Prop Pin: 1D7HA18NX4J286 774	Tax Year: 2017 Balance: \$72.96
Account #	Customer Name	Status	Customer Balance
4195	VIRGINIA SIDING INC	Active	\$284.14
Prop Type:	Personal	Prop Pin: 4YMCL14299V025 692	Tax Year: 2017 Balance: \$56.38
Account #	Customer Name	Status	Customer Balance
6817	WATKINS MEGHAN N	Active	\$960.97
Prop Type:	Personal	Prop Pin: JTEBT17R278040 615	Tax Year: 2017 Balance: \$174.71
Prop Type:	Personal	Prop Pin: 2C8GP64L94R576 780	Tax Year: 2017 Balance: \$46.73
Prop Type:	Personal	Prop Pin: 3C3EL45XXWT33 5745	Tax Year: 2017 Balance: \$37.95
Account #	Customer Name	Status	Customer Balance
1675	WEBB AND SONS CONSTRUCTION INC	InActive	\$593.81
Prop Type:	Personal	Prop Pin: 2FMDK48C98BA0 5947	Tax Year: 2017 Balance: \$200.24
Account #	Customer Name	Status	Customer Balance
2056	WELLS KATHY J	InActive	\$23.92
Prop Type:	Personal	Prop Pin: 1J4GR48K46C332 784	Tax Year: 2017 Balance: \$23.92
Account #	Customer Name	Status	Customer Balance
6824	WHITE TAYLOR BARTON	InActive	\$335.78
Prop Type:	Personal	Prop Pin: JTDKB20U383441 729	Tax Year: 2017 Balance: \$109.15
Account #	Customer Name	Status	Customer Balance
3633	WILLINGHAM DOROTHY LEE	InActive	\$69.86
Prop Type:	Personal	Prop Pin: 1G8AJ55F47Z150 169	Tax Year: 2017 Balance: \$69.86
Account #	Customer Name	Status	Customer Balance
2533	WOODWARD ROGER W	InActive	\$66.03
Prop Type:	Personal	Prop Pin: 3N1BC1CP2CK24 3260	Tax Year: 2017 Balance: \$66.03

Grand Total: \$5,339.37

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Totals By Year:

Tax Year:	Amount:
2018	\$6,071.38
Total:	\$6,071.38

Totals By Year And Revenue:

Tax Year:	Reveue Name:	Amount:
2018	DMV FEE	\$842.43
2018	MC LICENSE FEE	\$24.00
2018	PERSONAL ADVERTISING	\$397.55
2018	PERSONAL INTEREST	\$819.12
2018	PERSONAL PENALTY	\$154.06
2018	PERSONAL PRINCIPAL	\$1,556.81
2018	SETOFF FEE PP	\$41.20
2018	TRLR LICENSE FEE	\$32.00
2018	VEH LICENSE FEE	\$1,534.21
2018	VLF LATE FEE	\$670.00
	Total:	\$6,071.38
	Total:	\$6,071.38

Totals By Revenue:

Reveue Name:	Amount:
DMV FEE	\$842.43
MC LICENSE FEE	\$24.00
PERSONAL ADVERTISING	\$397.55
PERSONAL INTEREST	\$819.12
PERSONAL PENALTY	\$154.06
PERSONAL PRINCIPAL	\$1,556.81
SETOFF FEE PP	\$41.20
TRLR LICENSE FEE	\$32.00
VEH LICENSE FEE	\$1,534.21
VLF LATE FEE	\$670.00
Total:	\$6,071.38
Total:	\$6,071.38

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Account #	Customer Name	Status	Customer Balance
5701	AMANAKA GEORGE R	InActive	\$121.60
Prop Type:	Personal	Prop Pin: 4T1BE30K15U432 976	Tax Year: 2018 Balance: \$14.54
Prop Type:	Personal	Prop Pin: 4T1BF28B32U220 362	Tax Year: 2018 Balance: \$102.74
Account #	Customer Name	Status	Customer Balance
4110	ANDERSON JEROME D	InActive	\$439.39
Prop Type:	Personal	Prop Pin: SHSRD78463U12 9046	Tax Year: 2018 Balance: \$54.40
Prop Type:	Personal	Prop Pin: 4S3BK4351T7303 804	Tax Year: 2018 Balance: \$37.95
Account #	Customer Name	Status	Customer Balance
3874	ANDREJKO DANIELLE PENDLETON	Active	\$660.82
Prop Type:	Personal	Prop Pin: 4T1BE46K07U126 948	Tax Year: 2018 Balance: \$60.21
Prop Type:	Personal	Prop Pin: 1G4HP52L6RH49 4118	Tax Year: 2018 Balance: \$37.95
Account #	Customer Name	Status	Customer Balance
1692	ANDREJKO DAVID ALAN	Active	\$282.47
Prop Type:	Personal	Prop Pin: 1GNDD13W1Y240 6617	Tax Year: 2018 Balance: \$46.93
Account #	Customer Name	Status	Customer Balance
5247	AVALOS CLARA P	Active	\$569.97
Prop Type:	Personal	Prop Pin: 5UXWX7C50DL98 3013	Tax Year: 2018 Balance: \$195.78
Account #	Customer Name	Status	Customer Balance
4509	BENNER MARK A	InActive	\$214.23
Prop Type:	Personal	Prop Pin: 3GNCA23B99S53 3836	Tax Year: 2018 Balance: \$54.10
Account #	Customer Name	Status	Customer Balance
6154	BONO WILLIAM J	InActive	\$222.88
Prop Type:	Personal	Prop Pin: KMHDH4AE3CU1 86086	Tax Year: 2018 Balance: \$40.54
Prop Type:	Personal	Prop Pin: 5NPE34AF3GH30 3844	Tax Year: 2018 Balance: \$126.75
Account #	Customer Name	Status	Customer Balance
4144	BROWN STEVEN M	Active	\$547.88
Prop Type:	Personal	Prop Pin: 1FTZR45EX8PA13 365	Tax Year: 2018 Balance: \$83.96
Account #	Customer Name	Status	Customer Balance
4949	CLARK TIFFANY N	InActive	\$229.09

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Prop Type: Personal Prop Pin: KNDJP3A52F7776 Tax Year: 2018 Balance: \$41.47
271

Account #	Customer Name	Status	Customer Balance
3816	COCONIS DAVID H	InActive	\$369.09

Prop Type: Personal Prop Pin: 6G2VX12G04L193 Tax Year: 2018 Balance: \$81.58
912

Account #	Customer Name	Status	Customer Balance
4736	DAVIS TINA M	InActive	\$523.74

Prop Type: Personal Prop Pin: 2B3CA3CV8AH18 Tax Year: 2018 Balance: \$66.53
1219

Prop Type: Personal Prop Pin: 1FMPU18L3YLB0 Tax Year: 2018 Balance: \$45.83
2048

Account #	Customer Name	Status	Customer Balance
1984	DIETRICH JOHN WILLIAM	InActive	\$111.58

Prop Type: Personal Prop Pin: 1B7GG22X7WS61 Tax Year: 2018 Balance: \$52.74
6887

Account #	Customer Name	Status	Customer Balance
4671	FORD TIMOTHY SPENCER	Active	\$715.80

Prop Type: Personal Prop Pin: 1GNDD13X14K16 Tax Year: 2018 Balance: \$12.37
4012

Prop Type: Personal Prop Pin: 4S2CY58ZXN4321 Tax Year: 2018 Balance: \$37.95
215

Prop Type: Personal Prop Pin: 1J4FX48S1WC287 Tax Year: 2018 Balance: \$46.82
367

Account #	Customer Name	Status	Customer Balance
4285	GALLAGHER MICHAEL J	InActive	\$277.06

Prop Type: Personal Prop Pin: 1GCCS196X48185 Tax Year: 2018 Balance: \$58.76
329

Account #	Customer Name	Status	Customer Balance
4727	GOODMAN BRENDA LEE	Active	\$1,231.14

Prop Type: Personal Prop Pin: JTEES43AX82003 Tax Year: 2018 Balance: \$21.93
379

Prop Type: Personal Prop Pin: JTMDFREV7HJ17 Tax Year: 2018 Balance: \$251.37
4906

Prop Type: Personal Prop Pin: 1D7HW48N85S11 Tax Year: 2018 Balance: \$33.08
0207

Account #	Customer Name	Status	Customer Balance
7307	GREEN POINT INC	InActive	\$123.28

Prop Type: Personal Prop Pin: 2B4HB15X22K124 Tax Year: 2018 Balance: \$118.44
276

Account #	Customer Name	Status	Customer Balance
2145	GREEN SHERYL B	InActive	\$315.49

Prop Type: Personal Prop Pin: KNDJN2A23G7401 Tax Year: 2018 Balance: \$149.83
111

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Account #	Customer Name	Status	Customer Balance
1840	HEMP SMITH CHRISTINA L	InActive	\$212.18
Prop Type:	Personal	Prop Pin: 2HKRM3H53CH50 0240	Tax Year: 2018 Balance: \$43.12
Account #	Customer Name	Status	Customer Balance
3993	HOLLINGSWORTH CHRISTOPHER JOHN	InActive	\$66.55
Prop Type:	Personal	Prop Pin: WBAEW53472PG 16109	Tax Year: 2018 Balance: \$7.51
Account #	Customer Name	Status	Customer Balance
5039	JOHNSON OLYMPIA ANNA MARIE	InActive	\$249.46
Prop Type:	Personal	Prop Pin: 5NPEB4AC9DH66 3088	Tax Year: 2018 Balance: \$13.22
Prop Type:	Personal	Prop Pin: 2B8GP44G41R115 907	Tax Year: 2018 Balance: \$90.71
Account #	Customer Name	Status	Customer Balance
5055	KERNS KEVIN M	InActive	\$254.52
Prop Type:	Personal	Prop Pin: 3B7HF13Y3WG22 1668	Tax Year: 2018 Balance: \$53.78
Account #	Customer Name	Status	Customer Balance
5057	KESSINGER BRIAN K II	Active	\$338.82
Prop Type:	Personal	Prop Pin: 1G2AS18H797219 609	Tax Year: 2018 Balance: \$4.31
Prop Type:	Personal	Prop Pin: 1FAFP55243A178 222	Tax Year: 2018 Balance: \$40.71
Account #	Customer Name	Status	Customer Balance
4174	KNIGHT TIMOTHY ALAN	InActive	\$156.27
Prop Type:	Personal	Prop Pin: JT6HF10U4X0066 286	Tax Year: 2018 Balance: \$105.86
Account #	Customer Name	Status	Customer Balance
2574	LEE TOUAZENG	InActive	\$206.48
Prop Type:	Personal	Prop Pin: JNKBY01F38M551 014	Tax Year: 2018 Balance: \$135.52
Account #	Customer Name	Status	Customer Balance
2971	LOY SHANNON DANIELL	Active	\$382.56
Prop Type:	Personal	Prop Pin: 3C4PDCBG4CT22 1493	Tax Year: 2018 Balance: \$78.35
Account #	Customer Name	Status	Customer Balance
2264	MALICK KENNETH R JR	Active	\$384.24
Prop Type:	Personal	Prop Pin: 3B7HC13YX1G71 9285	Tax Year: 2018 Balance: \$51.92
Account #	Customer Name	Status	Customer Balance
2644	MASQUITH MICHAEL JOSEPH	InActive	\$219.98

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Prop Type:	Personal	Prop Pin:	ZGULPC0006M11 3116	Tax Year:	2018	Balance:	\$46.88
Account #	Customer Name					Status	Customer Balance
3217	MASQUITH SANDRA LEE					InActive	\$1,226.16
Prop Type:	Personal	Prop Pin:	4X4TSVB28DL021 096	Tax Year:	2018	Balance:	\$300.51
Prop Type:	Personal	Prop Pin:	1FTNX21F32EC11 859	Tax Year:	2018	Balance:	\$31.95
Account #	Customer Name					Status	Customer Balance
5926	MCGEOUGH JAMES					Active	\$676.15
Prop Type:	Personal	Prop Pin:	1FDXE45F31HA71 440	Tax Year:	2018	Balance:	\$50.15
Prop Type:	Personal	Prop Pin:	JM3LW28G7Y016 3224	Tax Year:	2018	Balance:	\$37.95
Account #	Customer Name					Status	Customer Balance
3618	MCLAIN DAVID H					Active	\$416.71
Prop Type:	Personal	Prop Pin:	5J6RM4H71CL054 991	Tax Year:	2018	Balance:	\$9.43
Prop Type:	Personal	Prop Pin:	UNKO2004	Tax Year:	2018	Balance:	\$22.99
Prop Type:	Personal	Prop Pin:	JF1SF6358YH712 468	Tax Year:	2018	Balance:	\$98.09
Prop Type:	Personal	Prop Pin:	5A4YKHL1862000 537	Tax Year:	2018	Balance:	\$22.99
Prop Type:	Personal	Prop Pin:	1FTRE1427WHA4 2363	Tax Year:	2018	Balance:	\$51.85
Account #	Customer Name					Status	Customer Balance
2279	MCMANAMAY AIMEE MICHELLE					Active	\$533.16
Prop Type:	Personal	Prop Pin:	5LMPU28LOWLJ1 0186	Tax Year:	2018	Balance:	\$46.93
Prop Type:	Personal	Prop Pin:	1MEBM6036HH65 4782	Tax Year:	2018	Balance:	\$37.95
Account #	Customer Name					Status	Customer Balance
3482	MILBOURNE DALTON T II					InActive	\$963.48
Prop Type:	Personal	Prop Pin:	5J11YBJB99W000 176	Tax Year:	2018	Balance:	\$101.07
Prop Type:	Personal	Prop Pin:	1FTPW14V09FB2 1565	Tax Year:	2018	Balance:	\$118.29
Account #	Customer Name					Status	Customer Balance
4506	MILLER PAUL GERHARD					InActive	\$118.78
Prop Type:	Personal	Prop Pin:	2T1BR32E43C163 611	Tax Year:	2018	Balance:	\$50.15
Account #	Customer Name					Status	Customer Balance
2156	MONTGOMERY CLIFFORD G III					Active	\$533.78
Prop Type:	Personal	Prop Pin:	1N6SD16S78C457	Tax Year:	2018	Balance:	\$37.95

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

494

Prop Type:	Personal	Prop Pin:	1FMPU16L2YLA9 3801	Tax Year:	2018	Balance:	\$47.13
Account #	Customer Name					Status	Customer Balance
7387	NEAL JAMES BURTON					Active	\$1,024.55
Prop Type:	Personal	Prop Pin:	KNDMC5C13F602 3594	Tax Year:	2018	Balance:	\$125.18
Prop Type:	Personal	Prop Pin:	1C4HJWEG1EL18 9787	Tax Year:	2018	Balance:	\$129.67
Account #	Customer Name					Status	Customer Balance
6886	PAYNE MELINDA LE RAE					InActive	\$116.54
Prop Type:	Personal	Prop Pin:	5GZCZ53485S808 976	Tax Year:	2018	Balance:	\$13.95
Account #	Customer Name					Status	Customer Balance
2133	PERRY RYAN L					Active	\$599.68
Prop Type:	Personal	Prop Pin:	3FA6P0H74DR101 688	Tax Year:	2018	Balance:	\$87.39
Account #	Customer Name					Status	Customer Balance
4748	PHILLIPS-KNIGHT CAROLYN E					InActive	\$180.80
Prop Type:	Personal	Prop Pin:	JTJHF10U220259 776	Tax Year:	2018	Balance:	\$113.74
Account #	Customer Name					Status	Customer Balance
3651	PIERCE MOLLY CATHRYN					InActive	\$740.95
Prop Type:	Personal	Prop Pin:	KMHFU45E85A42 0323	Tax Year:	2018	Balance:	\$45.63
Prop Type:	Personal	Prop Pin:	1J4GZ58S2TC235 083	Tax Year:	2018	Balance:	\$37.95
Prop Type:	Personal	Prop Pin:	1GCDM19X15B10 5928	Tax Year:	2018	Balance:	\$52.32
Account #	Customer Name					Status	Customer Balance
2715	POOLE JAMES E III					InActive	\$104.07
Prop Type:	Personal	Prop Pin:	1HD1FRW11XY60 4495	Tax Year:	2018	Balance:	\$37.33
Account #	Customer Name					Status	Customer Balance
4185	POWELL JESSE P JR					Active	\$338.28
Prop Type:	Personal	Prop Pin:	JTEBU14R760102 640	Tax Year:	2018	Balance:	\$93.60
Account #	Customer Name					Status	Customer Balance
2255	REID EBONY CHARISSE					Active	\$540.54
Prop Type:	Personal	Prop Pin:	1G4HD57159U133 163	Tax Year:	2018	Balance:	\$86.83
Account #	Customer Name					Status	Customer Balance
7417	RICHARDS TAYLOR CHARON					Active	\$357.49

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Prop Type:	Personal	Prop Pin:	2T1BR30E96C563 705	Tax Year:	2018	Balance:	\$102.65
Account #	Customer Name					Status	Customer Balance
4314	RITTER DARRIN MICHAEL					Active	\$990.54
Prop Type:	Personal	Prop Pin:	3FA6P0H75GR222 430	Tax Year:	2018	Balance:	\$114.36
Account #	Customer Name					Status	Customer Balance
2692	ROBERSON MARTHA LOU					InActive	\$149.44
Prop Type:	Personal	Prop Pin:	1J4GW58N91C55 8806	Tax Year:	2018	Balance:	\$102.53
Account #	Customer Name					Status	Customer Balance
5290	ROBERTS ANTONIO FRANKLIN					Active	\$309.07
Prop Type:	Personal	Prop Pin:	3VWSF29M9XM10 1213	Tax Year:	2018	Balance:	\$49.01
Account #	Customer Name					Status	Customer Balance
4666	ROMANOWICZ ROBERT ANTHONY					InActive	\$124.03
Prop Type:	Personal	Prop Pin:	JT3HN87R9V0104 571	Tax Year:	2018	Balance:	\$73.93
Account #	Customer Name					Status	Customer Balance
6753	RUPPERT JAMES W					InActive	\$114.45
Prop Type:	Personal	Prop Pin:	1FAHP3HN6AW13 6508	Tax Year:	2018	Balance:	\$110.21
Account #	Customer Name					Status	Customer Balance
2540	SCHOFIELD SHAWN M					Active	\$635.81
Prop Type:	Personal	Prop Pin:	2B4FP2537VR292 955	Tax Year:	2018	Balance:	\$37.95
Prop Type:	Personal	Prop Pin:	1J4GL48K84W310 459	Tax Year:	2018	Balance:	\$51.92
Account #	Customer Name					Status	Customer Balance
6782	SMITH JENNIFER M					InActive	\$577.99
Prop Type:	Personal	Prop Pin:	1C4PJLCB2HD21 6530	Tax Year:	2018	Balance:	\$139.57
Account #	Customer Name					Status	Customer Balance
4249	STILES STEPHANIE MICHELLE					InActive	\$128.29
Prop Type:	Personal	Prop Pin:	1FM5K8D82EGA4 7748	Tax Year:	2018	Balance:	\$128.29
Account #	Customer Name					Status	Customer Balance
4058	STRADY MARY L					Active	\$333.96
Prop Type:	Personal	Prop Pin:	1B3HB48B57D259 596	Tax Year:	2018	Balance:	\$50.88
Account #	Customer Name					Status	Customer Balance
5211	TURNER MICHAEL T					Active	\$440.75

Tax Master Balance Listing

TOWN OF BERRYVILLE (540)955-1099

Customer Status: Both

Source Date: 8/31/2024

Prop Type: Personal Prop Pin: 1D7HA18NX4J286 Tax Year: 2018 Balance: \$111.67
774

Account #	Customer Name	Status	Customer Balance
7467	USSERY JAMISON LEE	InActive	\$272.29

Prop Type: Personal Prop Pin: 3VWSA81H2VM08 Tax Year: 2018 Balance: \$87.95
7684

Prop Type: Personal Prop Pin: JM1BK12F451329 Tax Year: 2018 Balance: \$45.00
554

Account #	Customer Name	Status	Customer Balance
4195	VIRGINIA SIDING INC	Active	\$284.14

Prop Type: Personal Prop Pin: 4YMCL14299V025 Tax Year: 2018 Balance: \$48.74
692

Account #	Customer Name	Status	Customer Balance
6817	WATKINS MEGHAN N	Active	\$960.97

Prop Type: Personal Prop Pin: JTEBT17R278040 Tax Year: 2018 Balance: \$108.65
615

Prop Type: Personal Prop Pin: 2C8GP64L94R576 Tax Year: 2018 Balance: \$49.77
780

Account #	Customer Name	Status	Customer Balance
1675	WEBB AND SONS CONSTRUCTION INC	InActive	\$593.81

Prop Type: Personal Prop Pin: 1GDK7H1J6TJ503 Tax Year: 2018 Balance: \$4.35
150

Prop Type: Personal Prop Pin: 2FMDK48C98BA0 Tax Year: 2018 Balance: \$156.26
5947

Account #	Customer Name	Status	Customer Balance
6824	WHITE TAYLOR BARTON	InActive	\$335.78

Prop Type: Personal Prop Pin: JTDKB20U383441 Tax Year: 2018 Balance: \$62.28
729

Grand Total: \$6,071.38

**Deputy Town Manager Report
10 September 2024**

Item Title: Berryville Main Street- Hogan's Alley

Prepared By: Jean Petti

Activity to date:

Ironwork and planters are installed, drainage improvements are finished, mural is completed and sealed, interpretive sign has been erected, and removable bollards are in place at south end of alley.

Current Activity:

REC determined that the electrical pole in the alley needed to be replaced, necessitating a short delay. They expedited the work and had it installed by the end of August.

Christina Kraybill, Berryville Main Street President, secured an extension to the grant term. String lights and the accompanying outlets/hardware are scheduled to be installed September 9th. Following this, the alley topcoat will be applied. This will conclude the alley renovation.

Halloween Trick-or-Treating

Background

§13-38 of the Berryville Code enables the Town Council to designate the date upon which, and hours during which, trick-or-treating may occur within the Town. The full text of the code section in question is:

Sec. 13-38. - Designation of date and hours for Halloween activities.

- (a) The council may, in its discretion and as it may deem appropriate, designate on an annual basis the date upon which, and hours during which, Halloween night will be celebrated in the Town of Berryville for the purpose of the conduct of such activity as is embraced in the colloquial expression "trick or treating." Such designation shall be made by appropriate formal motion of the council in meeting duly assembled.
- (b) Any such designation as is provided for in subparagraph (a) herein will be advertised in a manner to advise residents of the designation as deemed appropriate by the town manager.
- (c) It shall be unlawful for any minor, as defined in subsection 13-3(a) herein, to violate, or for any parent, guardian or other adult person having the care, custody and control of any minor to permit or allow such minor child to violate the provisions of this section.
- (d) Violations of this section shall be prosecuted as a misdemeanor. Any minor violating the provisions of this section shall be dealt with in accordance with the state juvenile and domestic relation law and procedure.

(Ord. of 10-10-89; Ord. of 12-9-14(1))

State Law reference— Similar provisions, Code of Virginia, § 15.2-926.

Typically, the decisions made in this regard center on the whether the observance should be moved from October 31 or whether the hours may need to be altered from the previous year for some reason. The decision on this designation is usually made in September of a given year.

Recommendation

Establish trick-or-treating observance in Town for October 31, 2023 between the hours of 6:00 p.m. and 8:30 p.m.

Sample Motion

I move that the Council of the Town of Berryville, in accordance with §13-38 of the Berryville Code, designate October 31, 2023 between the hours of 6:00 p.m. and 8:30 p.m. as the period in which trick-or-treating may occur within the Berryville town limits. Residents who wish to participate in giving treats should turn on their porch lights during designated hours. Trick-or-treaters should only visit homes at which a porch light is activated.

Town of Berryville
Town Council
MOTION TO ENTER CLOSED SESSION

Date: September 10, 2024

MOTION BY:

SECOND BY:

I move that the Council of the Town of Berryville enter closed session in accordance with §2.2-3711-A-1 of the Code of Virginia for consideration of prospective candidates for employment.

VOTE:

Aye:

Nay:

Attest: _____

Erecka L. Gibson, Vice Mayor

TOWN COUNCIL
MOTION
CLOSED SESSION RESOLUTION

DATE: September 10, 2024

MOTION BY:

SECOND BY:

I move that the Council of the Town of Berryville adopt the following resolution certifying it has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act:

Resolution

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

VOTE:

Aye:

Nay:

Absent/Abstain:

ATTEST: _____
Erecka L. Gibson, Vice Mayor