



CASEY B. ARMSTRONG
County Administrator



ROCKINGHAM COUNTY

BOARD OF SUPERVISORS
DEWEY L. RITCHIE
Election District No. 1
SALLIE WOLFE-GARRISON
Election District No. 2
MATT J. DALE
Election District No. 3
LEILA C. LONGCOR
Election District No. 4
JOEL L. HENSLEY
Election District No. 5

BOARD OF SUPERVISORS MEETING January 14, 2026

- 3:00 P.M. CALL TO ORDER – COUNTY ADMINISTRATOR CASEY B. ARMSTRONG
INVOCATION – SUPERVISOR DEWEY L. RITCHIE
PLEDGE OF ALLEGIANCE – DIRECTOR OF COMMUNITY DEVELOPMENT
RACHEL A. SALATIN
1. Approval of Minutes – Regular Meeting of December 10, 2025
 2. Reorganization of Board for 2026
 - a. Election of Chair
 - b. Election of Vice-Chair
 - c. Recognition of Outgoing Chair – Joel L. Hensley
 - d. Setting of Time and Place for 2026 Regular Meetings and Inclement Weather Policy
 3. Review of 2026 Chair’s Committee Appointments
 4. Report – Virginia Department of Transportation – Residency Administrator Donald F. Komara
 - a. Resolution – Meadowbrook Subdivision
 5. Presentation – Massanutten Regional Library – Library Director Zach Elder
 6. Acceptance of Abstract of Votes Cast in Rockingham County for the November 2025 General Election
 7. Staff Reports:
 - a. County Administrator – Casey B. Armstrong
 - b. County Attorney – Thomas H. Miller, Jr.
 - c. Deputy County Administrator – Patricia D. Davidson
 - d. Deputy County Administrator – Dwayne L. Martin
 - e. Director of Finance – Rebecca F. Guthrie
 - f. Director of Public Works – Philip S. Rhodes
 - g. Director of Community Development – Rachel A. Salatin
 8. Committee Reports: Airport, Buildings and Grounds, Central Shenandoah Planning District Commission, Chamber of Commerce, Community Criminal Justice Board, Harrisonburg-Rockingham Metropolitan Planning Organization, Harrisonburg-Rockingham Regional Sewer Authority, Massanutten Regional Library, Shenandoah Valley Partnership, Social Services, Technology, VACo Liaison, Chairman, Other
- ***
Recess

9. Meeting of Countryside Sanitary District
 - a. Call to Order – Chair
 - b. Approval of Minutes – Regular Meeting of January 8, 2025
 - c. Reorganization of Board for 2026
 - 1) Election of Chair
 - 2) Election of Vice-Chair
 - d. New Business (if any)
 - e. Adjourn
 10. Meeting of Lake Shenandoah Stormwater Control Authority
 - a. Call to Order – Chair
 - b. Approval of Minutes – Regular Meeting of January 8, 2025
 - c. Reorganization of Board for 2026
 - 1) Election of Chair
 - 2) Election of Vice-Chair
 - d. New Business (if any)
 - e. Adjourn

11. Meeting of Lilly Subdivision Sanitary District
 - a. Call to Order – Chair
 - b. Approval of Minutes – Regular Meeting of January 8, 2025
 - c. Reorganization of Board for 2026
 - 1) Election of Chair
 - 2) Election of Vice-Chair
 - d. New Business (if any)
 - e. Adjourn

12. Meeting of Massanutten Water and Sewer Authority
 - a. Call to Order – Chair
 - b. Approval of Minutes – Regular Meeting of November 3, 2025
 - c. Reorganization of Board for 2026
 - 1) Election of Chair
 - 2) Election of Vice-Chair
 - d. New Business (if any)
 - e. Adjourn

13. Meeting of Smith Creek Water and Waste Authority
 - a. Call to Order – Chair
 - b. Approval of Minutes – Regular Meeting of January 8, 2025
 - c. Reorganization of Board for 2026
 - 1) Election of Chair
 - 2) Election of Vice-Chair
 - d. New Business (if any)
 - e. Adjourn

Resume Regular Meeting

14. Unfinished Business

ADJOURN

BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

1. Public Hearings - the order of presentation shall be as follows, unless varied by the Chairman.
 - a. Staff report.
 - b. Applicant's presentation.
 - c. Comments, statements or presentations from members of the public. If a planning or zoning matter, those who are in support of the matter before the Board will speak first; those who have questions or concerns will speak next; those who are opposed will close the public comment period.
 - d. Questions from members of the Board

2. The initial presentation by the applicant shall be limited to 10 minutes. Additional time will be granted at the discretion of the Chairman.

3. Each speaker shall be limited to 3 minutes, whether speaking on behalf of a group or as an individual. Additional time will be granted at the discretion of the Chairman.

4. When a large group is anticipated, a speakers' sign-up sheet will be located outside the hearing room. Speakers arriving after the commencement of the hearing will be recognized at the discretion of the Chairman.

5. Repetitive testimony is discouraged.

6. All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited.

7. Public remarks shall be confined to the matter under discussion and shall be relevant. The Chairman shall have the authority to end a presentation that violates these rules.

8. Following discussion of all matters considered in the public hearing, the members will consider one of three actions regarding each matter:
 - Approval (with conditions, as applicable);

- Denial; or
- Table for further review.

9. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

Approved by the Board of Supervisors on May 22, 1996.

December 10, 2025

The Regular Meeting of the Rockingham County Board of Supervisors was held on Wednesday, December 10, 2025, at 3:00 p.m., at the Rockingham County Administration Center, Harrisonburg, Virginia.

The following members were present:

- DEWEY L. RITCHIE, Election District #1
- SALLIE WOLFE-GARRISON, Election District #2
- RICK L. CHANDLER, Election District #3
- LEILA C. LONGCOR, Election District #4
- JOEL L. HENSLEY, Election District #5

Also present:

- CASEY B. ARMSTRONG, County Administrator
- THOMAS H. MILLER, JR., County Attorney
- SHEILA K. PALADINO, Deputy County Attorney
- PATRICIA D. DAVIDSON, Deputy County Administrator
- DWAYNE L. MARTIN, Deputy County Administrator for Agriculture & Strategic Project Management
- MICHAEL L. BOWEN, Director of Technology
- KIRBY W. DEAN, Director of Parks & Recreation
- PAULA A. GREENHAGEN, Director of Human Resources
- REBECCA F. GUTHRIE, Director of Finance
- JEREMY C. HOLLOWAY, Fire & Rescue Chief
- ROSS C. MORLAND, Director of Engineering
- PHILIP S. RHODES, Director of Public Works
- ANN MARIE RITCHIE, Director of Court Services
- RACHEL A. SALATIN, Director of Community Development
- KELLY S. GETZ, Zoning Administrator
- DANIEL J. BARNETT, Deputy Zoning Administrator
- JOSH HAUGH, Zoning & Building Coordinator
- DYLAN L. NICELY, Deputy Director of Community Development
- JULIA C. COTTRELL, Planner
- JESSICA G. KILBY, Deputy Clerk
- DONALD F. KOMARA, Residency Administrator
Virginia Department of Transportation
- JEREMY S. MASON, Assistant Residency Administrator
Virginia Department of Transportation

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**CALL TO ORDER
PLEDGE OF ALLEGIANCE
INVOCATION.**

Chair Hensley called the meeting to order at 3:00 p.m. and provided the invocation. Public Works Director Rhodes led the Pledge of Allegiance.

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APPROVAL OF MINUTES.

On motion by Supervisor Longcor, seconded by Supervisor Chandler, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board approved the minutes of the regular meeting of November 12, 2025.

1001-01220-00000-000-501100-000 SALARIES & WAGES-FULLTIME \$30,000
 1001-00000-15201-000-352000-000 GEN FUND: FUND RESERVE \$30,000

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FINANCE DIRECTOR’S STAFF REPORT.

Finance Director Guthrie presented a list of vehicles that are no longer used by the County for the Board to declare as surplus.

On motion by Supervisor Ritchie, seconded by Supervisor Chandler, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board declared the following items surplus to be disposed of via the public surplus website:

| <u>Vehicle Number</u> | <u>Description</u> | <u>Quantity</u> |
|-----------------------|---------------------|-----------------|
| 2937 | 2014 Ford Taurus | 1 |
| 2949 | 2015 Ford Explorer | 1 |
| 2982 | 2017 Ford Explorer | 1 |
| 1932 | 2017 Ford Explorer | 1 |
| 2940 | 2014 Ford Explorer | 1 |
| 1204 | 2001 Chevy Cavalier | 1 |

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REMOVAL FROM THE TABLE – ORDINANCE AMENDMENT 25-0486.

Supervisor Longcor moved to remove the short-term rental ordinance from the table. The motion was seconded by Supervisor Chandler.

Carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board removed OA25-0486; health, safety, and welfare standards to the operation of short-term rentals and establishment of an administrative permit process from the table.

County Attorney Miller opened the discussion by emphasizing that the proposed ordinance addresses health, safety, and welfare, and is not a zoning ordinance. He recalled that in January 2024, the Board of Supervisors expressed concern related to short term rentals in the County. The Short-term Rental Steering Committee was formed, met on multiple occasions, and began drafting an ordinance relating to health, safety, and welfare. During the process, staff also conducted a public opinion survey which received over 90 responses.

Mr. Miller explained that Board input is required to complete the proposed ordinance, specifically related to the requirements of waste disposal, appeal of permit issuance and revocation, grace period for existing short-term rentals, membrane structures, and off-grid sites.

County Attorney Miller reviewed the draft sections to be finalized by the Board.

Discussion ensued. Related to maximum overnight occupancy, Supervisor Longcor moved to approve the maximum overnight occupancy, not to exceed two (2) occupants per bedroom plus four (4) additional occupants for properties served by public sewer; and not to exceed two (2) occupants per bedroom for properties served by a septic system.

The motion was seconded by Supervisor Ritchie and carried by a roll call vote of 5 to 0, as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE.

The Board discussed two options for waste disposal: Option A) requires short-term rentals to be served by either public sewer or septic systems, explicitly disallowing pit privies,

incinerator toilets, composting toilets, vault privies, and portable privies; or, Option B) Allow any waste disposal systems as approved by the Health Department.

After discussion, Supervisor Longcor moved to adopt Option A. Seconded by Supervisor Chandler, and carried by a roll call vote of 4 to 1, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – NAY; the Board adopted Option A for waste disposal as follows:

“All short-term rentals must be served by either sewer or a septic system approved by the Virginia Department of Health, not to include pit privies, incinerator toilets, composting toilets, vault privies, or portable privies”.

Next, the Board discussed several options for the appeals process: Option A) the formation of a Board of Appeals for short-term rentals; or, Option B) the Board of Supervisors to hear appeals.

Supervisor Chandler moved to adopt Option B selecting the Board of Supervisors to hear appeals. Supervisor Ritchie seconded the motion, which carried by a roll call vote of 3 to 2, voting recorded as follows: CHANDLER – AYE; HENSLEY – NAY; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – NAY.

County Attorney Miller indicated the ordinance originally proposed a grace period until July 1, 2026. After discussion, the Board concluded the grace period should be one year to allow time for staff to form and implement the new program and to allow owners time to submit applications and come into compliance. Supervisor Ritchie said allowing a one-year grace period will not adequately address existing agricultural components and safety issues and strongly recommended a grace period of no more than six months.

On motion by Supervisor Chandler, seconded by Supervisor Longcor, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board implemented a one-year grace period for properties operated as short-term rentals at the time of adoption of this ordinance and have until December 31, 2026, to submit applications.

The Board discussed membrane structures like yurts and decided they are allowed if they meet all building codes like residential structures.

Supervisor Longcor noted that the County does not have a noise ordinance and recommended staff return in January 2026 with a proposed amendment to address noise and quiet hour requirements.

On motion by Supervisor Chandler, seconded by Supervisor Longcor, and carried by a roll call vote of 3 to 2, voting recorded as follows: CHANDLER – AYE; HENSLEY – NAY; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – NAY; the Board adopted the following Short-Term Rental Ordinance effective immediately, with the application deadline for existing operators set for December 31, 2026:

**AN ORDINANCE
RENAMING THE TITLE OF CHAPTER 9, HEALTH AND SANITATION
AND
REPEALING AND RE-ENACTING CHAPTER 9, ARTICLE II, SECTIONS 9-3
THROUGH 9-7
OF THE CODE OF ORDINANCES
OF
ROCKINGHAM COUNTY, VIRGINIA**

BE IT ORDAINED by the Board of Supervisors of Rockingham County that the title of Chapter 9, Health and Sanitation, of the Code of Ordinances is hereby amended and renamed as **CHAPTER 9 – HEALTH AND SAFETY**.

BE IT FURTHER ORDAINED that Chapter 9, Article II, Sections 9-3 through 9-7, Reserved, be and hereby are repealed and re-enacted as follows:

Chapter 9 – HEALTH AND SAFETY

Article II. – SHORT TERM RENTAL

Sec. 9-3. Definitions.

For the purpose of Article II of this chapter, the following words and phrases have the respective meanings:

Operator: The proprietor of any dwelling, lodging, or sleeping accommodations offered as a short-term rental, whether in the capacity of owner, lessee, sublessee, mortgagee in possession, licensee, or any other ownership or possessory capacity, or the agent or broker for the party in ownership or possessory capacity.

Short-term Rental: The provision of a room or space that is suitable or intended for occupancy for dwelling, sleeping, or lodging purposes, for a period of fewer than thirty (30) consecutive days, in exchange for a charge for the occupancy. This definition does not apply to hotels, motels, bed and breakfast establishments, time-shares, or campgrounds.

Sec. 9-4. Short-term Rental Permit

- (a) It is unlawful to advertise, operate, or offer property as a short-term rental without first obtaining the administrative permit.
- (b) The operator of a short-term rental must obtain an administrative permit from the Department of Community Development for each dwelling, lodging, or sleeping accommodation offered as a short-term rental. Written consent of the property owner for the proposed short-term rental must be included with the permit application, if the operator is not the owner of the property.
- (c) Properties operated as short-term rentals at the time of adoption of this ordinance have until December 31, 2026, to submit applications.
- (d) A completed application includes the following:
 - 1) a property management plan, as described below;
 - 2) unless the property is served by public sewer, verification of the approved waste disposal system from the Virginia Department of Health, as described below;
 - 3) proof of liability insurance coverage, by a company licensed to do business in Virginia, for use of the property as a short-term rental;
 - 4) authorization for inspection of the premises by county officials to verify compliance with all applicable ordinances; and
 - 5) payment of the application fee.
- (e) The property management plan must include:
 - 1) maximum overnight occupancy, not to exceed two (2) occupants per bedroom plus four (4) additional occupants for properties served by public sewer; and not to exceed two (2) occupants per bedroom for properties served by a septic system;
 - 2) a site layout of the premises in a form acceptable to the Department of Community Development showing the location on the parcel of the room or

- space offered for short-term rental, any additional structures on the parcel, setbacks, vehicular access to the short-term rental to include width of drive aisle, and on-site parking areas. Parking must be adequate for the proposed occupancy;
- 3) the fire safety and evacuation plan, including the evacuation diagram for each bedroom; and
 - 4) the name and contact information of the operator and any designated Responsible Agent. The term Responsible Agent is described below.
- (f) The Department of Community Development may require the operator to provide supplemental documentation and additional information within the property management plan during the review process.
- (g) Before the Department of Community Development may issue the administrative permit to the operator, the fire marshal, in consultation with the building official, must approve of the short-term rental use as set forth in the application. The fire marshal's review must consider the following:
- 1) the occupancy characteristics of the structure as described and permitted in all applicable building permits and certificates of occupancy, including but not limited to consideration of the number of bedrooms having acceptable ingress and egress;
 - 2) sufficiency of the fire safety and evacuation plan and evacuation diagram as provided in the property management plan (and posted in an accessible location within the short-term rental);
 - 3) adequacy of access to the premises for emergency vehicles and personnel; and
 - 4) any other feature of the premises or structure determined by the fire marshal to be relevant to a particular application.
- (h) A short-term rental permit is valid for one year from the date of issuance. Short-term rental permits are non-transferable to another operator or property.
- (i) Permits may be renewed by submitting the application fee and an affidavit verifying that the operator has complied with all terms and conditions of this ordinance. Any proposed change to the approved site layout shall be submitted to the Department of Community Development for review by applicable offices and agencies.

Sec. 9-5. General Standards

- (a) The operator may only advertise and operate a short-term rental consistent with the terms of the short-term rental permit issued by the Department of Community Development.
- (b) The operator must designate a Responsible Agent who must respond to an emergency or a complaint at all times the premises is occupied as a short-term rental. The Responsible Agent must be at least eighteen (18) years of age and respond within thirty (30) minutes of contact and attempt to address the concern. If necessary, the Responsible Agent must respond in person on the premises within two (2) hours of initial contact to address concerns arising in connection with the short-term rental. The operator must provide the name, telephone number, and email address of the Responsible Agent to the Department of Community Development and owners of all properties adjoining the short-term rental property and must post such information in an accessible location within the short-term rental.
- (c) The operator must provide and maintain smoke alarms in good working order on each floor and in every bedroom and must install an operational fire extinguisher in a visible and readily accessible area within each dwelling unit. Each emergency egress required by law or the short-term rental permit must remain clear of any obstruction. All short-term rentals shall be assigned a 911 address which must be posted in conformance with county code requirements.

- (d) The property owner and operator consent to inspection of the short-term rental unit by county officials upon reasonable notice to verify that operation of the rental unit complies with all applicable statutes, ordinances, regulations, and permits.
- (e) All short-term rentals must be served by either public sewer or a septic system approved by the Virginia Department of Health, not to include pit privies, incinerator toilets, composting toilets, vault privies, or portable privies.
- (f) Operators must obtain permits, inspections, and approvals from the Rockingham County Building Office and all other pertinent offices and agencies for any structural, mechanical, electrical, or plumbing component of any structure used as a short-term rental. Membrane structures must meet the requirements of Section 3102 of the Virginia Construction Code and manufacturers specifications. Any component not covered under the Virginia Construction Code must meet manufacturer’s specifications. The building official may, at his discretion, require the operator of a short-term rental to submit for approval a design, plan, or ‘as built’ from a registered design professional licensed in the Commonwealth of Virginia, for any component of a short-term rental.

Sec. 9-6. Administration and enforcement.

The Department of Community Development has all necessary authority to administer and enforce the provisions and requirements of this article, including ordering the remedying of any condition found in violation of this article or any federal, state, or local statutes, ordinances, regulations, or permits, pertinent to the intent of this article, and the bringing of legal action to ensure compliance with this article, including, but not limited to, injunction, abatement, or other appropriate action or proceeding.

Notices of violation and notices of permit revocation must be sent to the operator and property owner by certified mail to the address(es) of the owner and operator on file with the county. The notice must include a statement setting forth the factual basis for violations and revocations.

Determinations of violation and revocation, and refusals to grant a short-term rental permit, may be appealed to the Board of Supervisors within thirty (30) days from the date of notice of violation or revocation. If not appealed within thirty (30) days, the decision is final and not appealable. Filing of a notice of appeal is not considered complete without the payment of the applicable appeal fee as specified in the county’s fee compendium.

The property may not be operated, advertised, or offered as a short-term rental for a period of twelve (12) months following revocation of the permit. The authority to revoke a short-term rental permit, as provided in this section, is cumulative to any other remedy allowed at law or equity.

Sec. 9-7. Appeal.

Appeals of a final decision of the Board of Supervisors may be filed with the Clerk of the Circuit Court of Rockingham County within thirty (30) days of the decision. If not appealed within thirty (30) days, the decision is final and not appealable.

All other portions of Chapter 9 continue as they were, reaffirmed and unaffected.

This ordinance shall be effective from the 10th day of December 2025.

Adopted the 10th day of December 2025.

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CLOSED MEETING.

On motion by Supervisor Longcor, seconded by Supervisor Chandler, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE;

LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board recessed the meeting from 5:02 p.m. to 5:30 p.m., for a closed meeting pursuant to Section 2.2-3711.A(29) Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

MOTION: SUPERVISOR CHANDLER
SECOND: SUPERVISOR RITCHIE

RESOLUTION NO: 25-17
MEETING DATE: DECEMBER 10, 2025

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Rockingham County Board of Supervisors 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; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board of Supervisors that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Rockingham County Board of Supervisors 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 Board of Supervisors.

VOTE:

AYES: CHANDLER, HENSLEY, LONGCOR, RITCHIE, WOLFE-GARRISON

ABSTAIN:

NAYS: NONE

ABSENT:

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RECESS.

At 5:30 p.m., Chair Hensley recessed the meeting for dinner.

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PUBLIC HEARING – SPECIAL USE PERMIT.

Deputy Zoning Administrator Barnett reviewed the following special use request:

SUP25-1594 Dustin Knicely for two off premise signs one located at 6683 West Dry River Road and the other located directly north of the Ottobine Road (Rt 257) and Dry River Road (Rt 738) intersection. Tax Map # 122-A-85B and 122-A-150C. Zoned A-1 (Prime Agricultural District). Election District 2.

The applicant was present.

Chair Hensley opened the public hearing at 6:05 p.m.

No comments were received. Chairman Hensley closed the public hearing at 6:06 p.m.

On motion by Supervisor Wolfe-Garrison, seconded by Supervisor Chandler, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board approved SUP25-1594 Dustin Knicely; for two off premise signs one located at 6683 West Dry River Road and the other located directly north of the Ottobine Road (Route 257) and Dry River Road

(Route 738) intersection. Tax Map # 122-A-85B and 122-A-150C. Zoned A-1 (Prime Agricultural District). Election District 2.

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ALL POINTS BROADBAND PROJECT UPDATE.

Tom Innes, Senior Vice President of All Points Broadband, provided an update on the broadband expansion in the County. He said the Dominion Energy middle mile construction is 80 percent complete, and construction is currently active in various service areas. The first several thousand homes are expected to be serviceable in early 2026. Residents are encouraged to pre-register and view the referral program on the All-Points Broadband website at <https://allpointsbroadband.com>.

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REMOVAL FROM THE TABLE – SUP25-0885 COSNER CONSTRUCTION, INC.

On motion by Supervisor Ritchie, seconded by Supervisor Longcor, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board removed SUP25-0885 for Cosner Construction, Inc. from the table.

Mr. Cosner was in attendance.

Supervisor Ritchie recalled he had tabled the request to explore alternative connection options for public water and sewer with the Town of Broadway. He said after an extensive review, it was determined that there are no feasible connection options in that location.

On motion by Supervisor Ritchie, seconded by Supervisor Longcor, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board approved SUP25-0885 Cosner Construction Inc. for two single-family dwellings to be served by private well and septic within an urban growth area. Located at 12204 Daphna Road, Broadway. Zoned R-1 (Low-Density Residential). Tax Map # 52-A-119. Election District 1.

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CHAIRMAN.

Chairman Hensley recognized Supervisor Chandler for his service. Supervisor Chandler expressed gratitude for the opportunity to serve the County for over 35 years. He said that public service had been the right work for him. Supervisor Chandler wished incoming board member, Matt Dale, all the best in his new role.

The Rockingham County Board of Supervisors will hold its first meeting of the new year on January 14, 2026, at 3 p.m., in the Board of Supervisors meeting room. The Board will adopt the meeting schedule and inclement weather policy for 2026 at the meeting.

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ADJOURN.

Chairman Hensley declared the meeting adjourned at 6:26 p.m.

Chairman

Beginning with this meeting held on January 14, 2026, and each second Wednesday thereafter, the first meeting of the month shall commence at 3:00 p.m.

Beginning January 28, 2026, and the fourth Wednesday of each month thereafter, the second meeting of the month shall commence at 6:00 p.m., with the following exceptions: there will be only one meeting held in August on August 26, 2026, at 3:00 p.m., in November on November 11, 2026, at 3:00 p.m., and in December on December 9, 2026, at 3:00 p.m.

With regard to meetings delayed due to inclement weather, if a meeting cannot be held due to inclement weather or for any reason as determined by the Chair, or the Vice-Chair if the Chair is not available, the meeting will be held at the scheduled time on the following Wednesday, unless otherwise determined by the Board.

**Rockingham County Board of Supervisors
Proposed Meeting Dates for 2026**

Unless Otherwise Stated, All Meetings will be held in the
Board of Supervisors Meeting Room
Rockingham County Administration Center

| Date | Time |
|--------------|-----------|
| January 14 | 3:00 p.m. |
| January 28 | 6:00 p.m. |
| February 11 | 3:00 p.m. |
| February 25 | 6:00 p.m. |
| March 11 | 3:00 p.m. |
| March 25 | 6:00 p.m. |
| April 8 | 3:00 p.m. |
| April 22 | 6:00 p.m. |
| May 13 | 3:00 p.m. |
| May 27 | 6:00 p.m. |
| June 10 | 3:00 p.m. |
| June 24 | 6:00 p.m. |
| July 8 | 3:00 p.m. |
| July 22 | 6:00 p.m. |
| August 26 | 3:00 p.m. |
| September 9 | 3:00 p.m. |
| September 23 | 6:00 p.m. |
| October 14 | 3:00 p.m. |
| October 28 | 6:00 p.m. |
| November 11 | 3:00 p.m. |
| December 9 | 3:00 p.m. |



In Rockingham County

by Resolution of the governing body adopted

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

A Copy Testee Signed (County Official): _____

Report of Changes in the Secondary System of State Highways

Project/Subdivision: **Meadowbrook Subdivision**

| CHANGE TYPE | RTE NUM & STREET NAME | CHANGE DESCRIPTION | FROM TERMINI | TO TERMINI | LENGTH | NUMBER OF LANES | RECORDATION REFERENCE | ROW WIDTH |
|-------------|---------------------------|----------------------------------|--------------------------------|--------------------------------|--------|-----------------|-----------------------|-----------|
| Addition | Rt. 1340 - Suffolk Drive | New subdivision street §33.2-705 | CL Rt. 1341 (Tanners Court) | CL Rt. 1346 (Finn Court) | 0.12 | 2 | DB 4973 PG 653 | 50 |
| Addition | Rt. 1340 - Suffolk Drive | VDOT Project §33.2-705 | CL Rt. 1346 (Finn Court) | CL Rt. 1344 (Merino Lane) | 0.07 | 2 | DB4973 PG653 | 50 |
| Addition | Rt. 1341 - Buck Run Court | New subdivision street §33.2-705 | ESM Cul De Sac | CL Rt. 1340 (Suffolk Drive) | 0.0130 | 2 | DB 2753 PG 194 | 50 |
| Addition | Rt. 1342 - Tanners Court | New subdivision street §33.2-705 | ESM Cul-De-Sac | CL Rt. 1340 (Suffolk Drive) | 0.08 | 2 | DB 2962 PG 472 | 50 |
| Addition | Rt. 1344 - Merino Lane | VDOT Project §33.2-705 | CL Rt. 1340 (Suffolk Drive) | CL Rt. 1343 (Wiltshire Street) | 0.11 | 2 | DB 5235 PG 371 | 50 |
| Addition | Rt. 1344 - Romney Court | VDOT Project §33.2-705 | ESM (Cul-De-Sac) | CL Rt. 1340 (Suffolk Drive) | 0.13 | 2 | DB5302 PG101 | 100 |
| Addition | Rt. 1345 - Cotswold Court | New subdivision street §33.2-705 | CL Rt. 1343 (Wiltshire Street) | ESM Cul-De-Sac | 0.06 | 2 | DB 5491 PG 296 | 50 |
| Addition | Rt. 1346 - Finn Court | New subdivision street §33.2-705 | CL Rt. 1340 (Suffolk Drive) | ESM Cul De Sac | 0.04 | 2 | DB 4973 PG 653 | 50 |

§33.2-705 – Land Development Additions to Secondary Route

RESOLUTION

WHEREAS, Meadowbrook, (Phase 2, Phase 4, Phase 5A, Phase 5B, Phase 5C) has been completed; and

WHEREAS, the streets Meadowbrook, (Phase 2, Phase 4, Phase 5A, Phase 5B, Phase 5C) meet the public service criteria of the Secondary Street Acceptance Requirements; and

WHEREAS, the development sketch and VDOT Form AM 4.3, attached and incorporated herein as part of this resolution, define additions required in the Secondary System of State Highways as a result of construction; and

WHEREAS, certain segments identified on the incorporated Form AM 4.3 are ready to be accepted into the Secondary System of State Highways.

NOW THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the segments identified on the incorporated Form AM 4.3 to the Secondary System of State Highways, pursuant to §33.2-705 of the *Code of Virginia*, for which segments this Board hereby guarantees the right of way to be clear and unrestricted, including any necessary easements for cuts, fills, and drainage, and

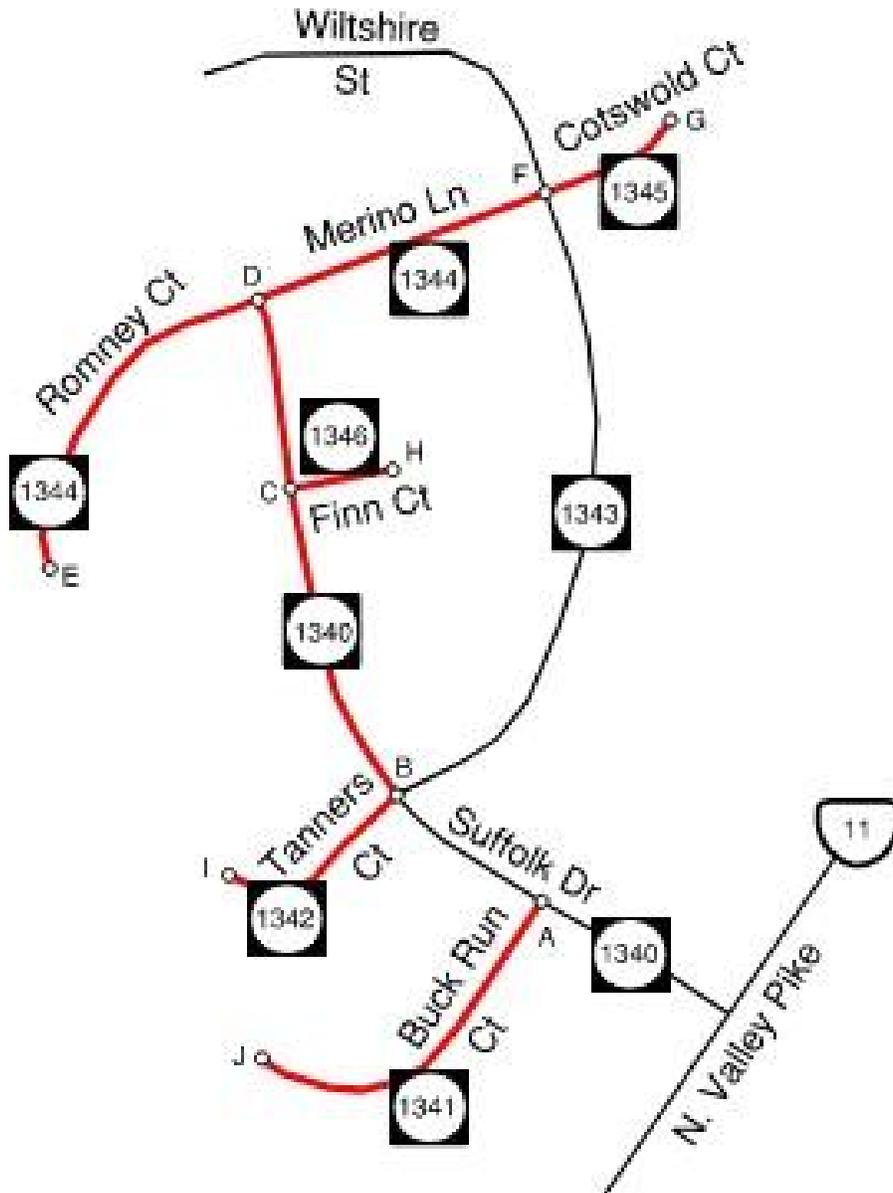
BE IT FINALLY RESOLVED, a certified copy of this resolution be forwarded to the Virginia Department of Transportation.

LEGEND
 Staunton District
 Harrisonburg Residency
ROCKINGHAM COUNTY (082)
 Changes in the Secondary System due to Subdivision Street Addition
 Meadowbrook Subdivision - Phase 2, 4, 5A, 5B, 5C



- Segment(s) of new location to be added to the Secondary System (Va Code 33.2-705)
- Existing Street in the System

| Link | Link | Link | Link | Link |
|------|------|----------------|------|--|
| J-A | 1341 | Buck Run Court | 0.13 | End State Maintenance (ESM) Rt. 1341 (Buck Run Court) to CL Rte 1340 (Suffolk Drive) |
| I-B | 1342 | Tanners Court | 0.08 | ESM Rt. 1342 (Tanners Court) to CL Rte 1340 (Suffolk Drive) |
| B-C | 1340 | Suffolk Drive | 0.12 | CL Rte 1343 (Wiltshire Street) to CL Rt. 1346 (Finn Court) |
| C-D | 1340 | Suffolk Drive | 0.07 | CL Rte 1346 (Finn Court) to CL Rt. 1344 (Merino Lane) |
| C-H | 1346 | Finn Court | 0.04 | CL Rte 1340 (Suffolk Drive) to ESM Rt. 1346 (Finn Court) |
| E-D | 1344 | Romney Court | 0.13 | ESM Rte 1344 (Romney Court) to CL Rte 1340 (Suffolk Drive) |
| D-F | 1344 | Merino Lane | 0.11 | CL Rt. 1340 (Suffolk Drive) to CL Rte 1343 (Wiltshire Street) |
| F-G | 1345 | Cotswold Court | 0.06 | CL Rte 1343 (Wiltshire Street) to ESM Rte 1341 (Cotswold Court) |





Annual Report 2025-2026



At-A-Glance: FY 2025 Statistical Increases

MRL PROVIDED
A RETURN ON
INVESTMENT OF **\$19.5
MILLION*** BY
PROVIDING LIBRARY
SERVICES

LIBRARY VISITS: MORE
THAN 242,000

CHECK-OUTS: MORE
THAN 890,000; THE MOST
IN MRL HISTORY

COMPUTER USE: MORE
THAN 10,000 SESSIONS

WI-FI USAGE: 1.7 MILLION
SESSIONS FROM 50,000
DEVICES SYSTEMWIDE

LIBRARY CARDS: 3,900
NEW REGISTRATIONS;
TOTAL WITH RENEWALS
NEARLY 10,000

*Ohio Library Council 2025 ROI template

Highlights: Strategic Plan Activities

- Increased operating hours across all seven branches, including Friday and Saturday morning hours at Central Library, and 5 days per week at Elkton Community Library.
- Hired a full-time Young Adult Specialist position, leading to an expansion of consistent ongoing teen programming and outreach.
- Major events such as the Big Read and Rocktown Author Festival brought new patrons, greater visibility, and strengthened our sense of community.



Highlights: Awards

- 2025 Library of the Year by the Virginia Library Association
- 2025 Nonprofit of the Year by the Harrisonburg-Rockingham Chamber of Commerce
- 2025 "Scenemaker of the Year" award by Harrisonburg Downtown Renaissance



Highlights: Bringing People Together

- In FY 2025, meeting and study room usage nearly doubled to 2400 thanks to greater use of our online reservation system
- New Library Speaker's Consortium membership provides live virtual author talks to our patrons
- Big Read in March/April 2025 brought a thousand readers/participants together



Highlights: Programming

- Programming and Outreach: more than 54,000 participated in more than 2400 programs
 - The 10th highest of 93 public library systems in Virginia
 - Teen programs increased 4x
- Summer Reading Challenge 2025 engaged 5,000 participants of all ages
 - Children read over 2.55 million minutes



Highlights: Outreach

- Youth Services staff regularly visit 44 school and daycare locations monthly.
- We delivered nearly 2700 books for well-baby pediatric visits through our Prescription for Reading program.
- Adult Services team grew weekly programs for those with developmental disabilities and provides enrichment and education in visits to three area retirement communities



Highlights: Collections

- The Community Gear Library expanded its selection this year and has experienced a 400% increase in checkouts
- New, free passes to the American Shakespeare Center at every branch
- We have expanded our foreign language offerings by more than 1,000 titles this year
- New online resources: ValueLine Investment Information, Ferguson's Career Guidance Center



Highlights: Spreading the Word

- 25,000 viewers of our weekly newsletter
- Social media reach of more than 7,200 followers and 25,000 users weekly
- More than 40,000 website pageviews monthly, and 230,000 website visitors per year



Challenges

- Federal Funding and online resources
 - Grant funding for a digital literacy project was rescinded by the federal government
 - Online resources provided by the Library of Virginia continue to be at risk as IMLS funding is currently being eliminated in the President's budget proposal, though it has been restored in both the House and Senate. Impacts of a December Federal Court ruling are unknown at this time.



Challenges

- The rising cost and demand of eBooks and e-audiobooks
 - More than 90,000 e-checkouts
 - Costs can vary widely by publisher, but physical books are often around \$18, while leasing an eBook is often \$60 or more, and e-audiobooks can be even more expensive.

Borrow ebooks
& audiobooks

Libby.

The library reading app



Challenges

- An increased need for library space, due to:
 - More diverse titles and collections
 - Increased visits
 - Need for meeting and conference spaces
 - Requests for teenaged patrons to have their own space
- A space audit by Third Way Space confirmed a need for additional and repurposed spaces and confirmed aging infrastructure.



MRL is your library!

- As we approach our 100th year of service to our community, we remain focused on our vision:

To be the welcoming heart of our community where all come to learn, discover, create, and connect.

**Thank You for Supporting
Massanutten Regional Library!**



Q/A



ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Governor

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|-------|
| Abigail D. Spanberger - Democratic | 11622 |
| Winsome Earle-Sears - Republican | 24498 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 76 |
| Total Number of Overvotes for Office | 2 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Governor.

Given under our hands this 12th day of November, 2025



David K. McQuinn, Chairman
Rebecca J. Rushman, Vice Chairman
Susan C. Sheewitz, Secretary/Acting
Susan C. Sheewitz, Secretary (Certified Copy)

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Lieutenant Governor

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|-------|
| Ghazala F. Hashmi - Democratic | 11207 |
| John J. Reid, II - Republican | 24665 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 90 |
| Total Number of Overvotes for Office | 2 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Lieutenant Governor.

Given under our hands this 12th day of November, 2025



David K. McMill, Chairman
Rebecca J. Ruckman, Vice Chairman
Susan C. Sheewitz, Secretary/Acting
Susan C. Sheewitz, Secretary (Certified Copy)

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Attorney General

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|-------|
| Jay C. Jones - Democratic | 9994 |
| Jason S. Miyares - Republican | 25672 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 131 |
| Total Number of Overvotes for Office | 0 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Attorney General.

Given under our hands this 12th day of November, 2025



Daniel K. Hartzell, Chairman
Rebecca J. Ruchman, Vice Chairman
Susan C. Sheewitz, Secretary/Acting
Susan C. Sheewitz, Secretary (Certified Copy)

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Member, House of Delegates (33rd District)

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|------|
| Catherine E. "Cathy" Rec - Democratic | 1524 |
| Justin L. Pence - Republican | 5088 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 13 |
| Total Number of Overvotes for Office | 1 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member, House of Delegates (33rd District).

Given under our hands this 12th day of November, 2025

Bill K. McQuinn, Chairman
Rebecca J. Richman, Vice Chairman
Susan C. Sheewitz, Secretary/Acting
Susan C. Sheewitz, Secretary (Certified Copy)



ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Member, House of Delegates (34th District)

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Andrew D. Payton - Democratic | 5055 |
| Tony O. Wilt - Republican | 10771 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 22 |
| Total Number of Overvotes for Office | 1 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member, House of Delegates (34th District).

Given under our hands this 12th day of November, 2025



David K. McQuill, Chairman
Rebecca J. Ruchman, Vice Chairman
Susan C. Sheewitz, Secretary/Acting
Susan C. Sheewitz, Secretary (Certified Copy)

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Member, House of Delegates (35th District)

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|------|
| Jena L. Crisler - Democratic | 4087 |
| Chris S. Runion - Republican | 9479 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 27 |
| Total Number of Overvotes for Office | 0 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member, House of Delegates (35th District).

Given under our hands this 12th day of November, 2025



Wendy K. McMillan, Chairman

Rebecca J. Kuchman, Vice Chairman

Susan C. Theewitt, Secretary/Acting

Susan C. Theewitt, Secretary (Certified Copy)

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
 at the 2025 November General held on November 04, 2025 for,

Member Board of Supervisors (District 1)

District: DISTRICT 1

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
 (IN FIGURES)

| | |
|---|------|
| Dewey L. Ritchie | 5114 |
| Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification ** | 800 |
| Total Number of Overvotes for Office | 0 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (District 1) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (District 1).

Dewey L. Ritchie

Given under our hands this 12th day of November, 2025



Dril K. McMilli, Chairman
Rebecca J. Rubman, Vice Chairman
Susan C. Sheewitt, Secretary/Acting
Susan C. Sheewitt, Secretary (Certified Copy)



★ VIRGINIA ★
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION
VA. CODE § 24.2-675

Complete this form **ONLY** if (i) the total number of write-ins is 10% or more of the total number of votes cast for the office (for a cross-jurisdictional office, the total number across all jurisdictions), **OR** (ii) a write-in candidate was elected to the office.

Rockingham 11/04/25 General Special Primary
Locality Election Date (MM/DD/YY) Circle Election Type(s)

Board of Supervisors - District 1 Page 1 of 7
Office District (if applicable)

WRITE-INS – SUMMARY

| | Total Votes Received (In Figures) |
|--|---|
| 1. Invalid Write-Ins | <u>72</u> <small>Enter Total Invalid</small> |
| 2. Valid Write-Ins | <u>728</u> <small>Enter Total Valid</small> |
| 3. Total Write-Ins | <u>800</u> <small>Add Lines 1 and 2</small> |
| <small>["Total Write-Ins" must match the "Total Write-In Votes" line on the Abstract for this office.]</small> | |

VALID WRITE-INS – DETAIL

List **valid** write-ins in alphabetical order below and on continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 above.

| | Total Valid Votes Received (In Figures) |
|--------------------------------|---|
| <u>Arnold, Stephanie</u> | <u>1</u> |
| <u>Black, Brenda</u> | <u>1</u> |
| <u>Bray, Lily</u> | <u>1</u> |

Continued on pages 2 through 7

We, the undersigned Electoral Board members, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November / 04 / 2025, do hereby certify that, with the continuation pages indicated, the above is a true and correct certification of the write-in votes cast at said election for the office indicated above.

Given under our hands this 14th day of November, 2025.



David K. McSpick, Chairman
Rebecca J. Ruckman, Vice Chairman
Gusman C. Sheewitts, Secretary/Acting
Gusman C. Sheewitts, Secretary (Certified Copy)



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

WRITE-INS CERTIFICATION
CONTINUATION
VA. CODE § 24.2-675

Rockingham

Locality

11/04/25

Election Date (MM/DD/YY)

General Special Primary
Circle Election Type(s)

Board Of Supervisors - District 1

Office

District (if applicable)

Page 2 of 7

VALID WRITE-INS – DETAIL (continued)

Continue to list **valid** write-ins in alphabetical order below and on additional continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 of page 1.

**Total Valid Votes
Received
(In Figures)**

| | |
|--------------------------|---|
| Bruenig, Jane | 1 |
| Burns, Kevin R. | 1 |
| Callan, Ryan P. | 1 |
| Carini, Kevin | 1 |
| Carney, Kathryn | 1 |
| Comer, Chad | 1 |
| Conner, Luke M. | 1 |
| Cousins III, Lawrence A. | 2 |
| Crist, John | 1 |
| Custer, Jack | 1 |
| Dandless, Ken | 1 |
| Dove, Bryan | 1 |
| Dove, John L. | 3 |
| Dunlap, Stephen | 1 |
| Fawley, Elizabeth "Liz" | 1 |
| Flint, Kevin | 4 |
| Foltz, Lyle | 1 |
| Frantz, Eric | 1 |
| Fritz, Patrick | 4 |
| Fulk, Jeremy | 1 |



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

WRITE-INS CERTIFICATION
CONTINUATION
VA. CODE § 24.2-675

Rockingham

Locality

11/04/25

Election Date (MM/DD/YY)

General Special Primary

Circle Election Type(s)

Board Of Supervisors - District 1

Office

District (if applicable)

Page 3 of 7

VALID WRITE-INS – DETAIL (continued)

Continue to list **valid** write-ins in alphabetical order below and on additional continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 of page 1.

**Total Valid Votes
Received
(In Figures)**

| | |
|--------------------------|---|
| Fulk, Lowell | 2 |
| Garst, Marsha | 1 |
| Gorman, John Thomas | 1 |
| Grandle, Whit | 1 |
| Gray, Allen | 1 |
| Hall, William James | 1 |
| Harper, Brent | 1 |
| Harris, Benjamin Scott | 1 |
| Hawkins, Grayson William | 1 |
| Hoffeditz, Herschel | 4 |
| Hoover, Tom | 1 |
| Hope, Patrick A. | 1 |
| Hottinger Jr., Tom | 1 |
| Hunt, Finley | 1 |
| Hutcheson, Bryan | 2 |
| James, Rick | 1 |
| Jessup, Tyler | 1 |
| Johns, Charles | 1 |
| Kirk, James Tiberius | 1 |
| Kyger, Bill | 1 |



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

WRITE-INS CERTIFICATION
CONTINUATION
VA. CODE § 24.2-675

Rockingham

Locality

11/04/25

Election Date (MM/DD/YY)

General Special Primary

Circle Election Type(s)

Board Of Supervisors - District 1

Office

District (if applicable)

Page 4 of 7

VALID WRITE-INS – DETAIL (continued)

Continue to list **valid** write-ins in alphabetical order below and on additional continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 of page 1.

**Total Valid Votes
Received
(In Figures)**

| | |
|----------------------|-----|
| Layhey, Jim | 1 |
| Lohr, Jackson | 1 |
| Lohr, Matt | 1 |
| Magenhofer, Carl | 1 |
| Marcus, Andy | 1 |
| May, Jonathon | 1 |
| May, Keith | 1 |
| McDonald, Cherie | 1 |
| Miller, Forrest | 1 |
| Miller, Jared | 589 |
| Miller, Jason | 1 |
| Miller, Jeremy | 1 |
| Miller, Jerry | 1 |
| Miller, Justin | 2 |
| Monger III, Guy E. | 2 |
| Mongold, Brandon D. | 1 |
| Mongold, Jay | 1 |
| Moore, Chad | 1 |
| Morris, Karen | 1 |
| Mueliersman, Dawn M. | 1 |



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

WRITE-INS CERTIFICATION
CONTINUATION
VA. CODE § 24.2-675

Rockingham

11/04/25

General Special Primary
Circle Election Type(s)

Locality

Election Date (MM/DD/YY)

Board Of Supervisors - District 1

Page 5 of 7

Office

District (if applicable)

VALID WRITE-INS – DETAIL (continued)

Continue to list **valid** write-ins in alphabetical order below and on additional continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 of page 1.

**Total Valid Votes
Received
(In Figures)**

| | |
|---------------------------|---|
| Myers, Dara | 1 |
| Myers, Mike | 1 |
| Newsaw, Jon | 1 |
| Paris, Allison | 1 |
| Payne, George | 1 |
| Proctor, Jennifer | 1 |
| Rec, Catherine E. "Cathy" | 1 |
| Rhodes, Debbie | 1 |
| Rhodes, Philip | 1 |
| Rice, Sean M. | 1 |
| Robertson, Ian | 2 |
| Rullifson, Allen | 2 |
| Ryan, Eric | 1 |
| Saunders, Ashley | 2 |
| Shameeradeen, Clifmond | 1 |
| Shean, Dora | 1 |
| Shifflett, Diane | 1 |
| Shifflett, Dylan A. | 1 |
| Shifflett, John | 1 |
| Short, Willy | 1 |



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

WRITE-INS CERTIFICATION
CONTINUATION
VA. CODE § 24.2-675

Rockingham

Locality

11/04/25

Election Date (MM/DD/YY)

General Special Primary

Circle Election Type(s)

Board Of Supervisors - District 1

Office

District (if applicable)

Page 6 of 7

VALID WRITE-INS – DETAIL (continued)

Continue to list **valid** write-ins in alphabetical order below and on additional continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 of page 1.

**Total Valid Votes
Received
(In Figures)**

| | |
|-----------------------|---|
| Showalter, Donald | 2 |
| Showalter, John Owen | 7 |
| Siever, David | 2 |
| Sinnett, Tristan | 1 |
| Slater, Anthony | 2 |
| Smith, Jared | 1 |
| Stevenson, Kristopher | 1 |
| Thomas, Destry Keith | 1 |
| Thompson, Brandon S. | 2 |
| Thompson, Mike | 1 |
| Trumbo, Brent | 3 |
| Turner, Bryan | 1 |
| Turner, Gary | 1 |
| Turner, Jodi | 2 |
| Turner, Ronald Wayne | 1 |
| Weeks, Travis | 1 |
| Widner, Max | 1 |
| Willett, John | 1 |
| Williams, Adam | 1 |
| Woodward, Timothy L. | 1 |

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Member Town Council (Town of Broadway)

District: BROADWAY

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|------|
| Joan Hoover Shifflett | 1079 |
| Elizabeth M. "Liz" Fawley | 836 |
| W. W. "Woody" Brown III | 830 |
| Tristan J. Sinnett | 930 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 76 |
| Total Number of Overvotes for Office | 0 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Town Council (Town of Broadway) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Town Council (Town of Broadway).

1. Joan Hoover Shifflett
2. Elizabeth M. "Liz" Fawley
3. Tristan J. Sinnett

Given under our hands this 12th day of November, 2025



David K. McKind, Chairman
Rebecca J. Ruckman, Vice Chairman
Guson C. Sheewitz, Secretary/Acting
Guson C. Sheewitz, Secretary (Certified Copy)

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Member Town Council - Special (Dayton)

District: DAYTON

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|-----|
| Trevor A. Cockburn | 589 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 48 |
| Total Number of Overvotes for Office | 0 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Town Council - Special (Dayton) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Town Council - Special (Dayton).

Trevor A. Cockburn

Given under our hands this 12th day of November, 2025



Dick K. McQuinn, Chairman

Rebecca J. Buckman, Vice Chairman

Susan C. Theewitts, Secretary/Acting

Susan C. Theewitts, Secretary (Certified Copy)

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Member Board of Supervisors (District 3)

District: DISTRICT 3

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|------|
| Matt J. Dale | 6383 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 266 |
| Total Number of Overvotes for Office | 0 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (District 3) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (District 3).

Matt J. Dale

Given under our hands this 12th day of November, 2025



Dril K. McQuinn, Chairman
Rebecca J. Ruckman, Vice Chairman
Guson C. Sheewitts, Secretary/Acting
Guson C. Sheewitts, Secretary (Certified Copy)

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Member School Board (District 1)

District: DISTRICT 1

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|------|
| Ernest O. Calhoun | 3134 |
| Jacqueline O. "Jackie" Lohr | 3152 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 50 |
| Total Number of Overvotes for Office | 1 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (District 1) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (District 1).

Jacqueline O. "Jackie" Lohr

Given under our hands this 12th day of November, 2025



David K. McQuill, Chairman
Rebecca J. Ruckman, Vice Chairman
Susan C. Sheewitz, Secretary/Acting
Susan C. Sheewitz, Secretary (Certified Copy)

ABSTRACT of VOTES

Cast in ROCKINGHAM COUNTY, VIRGINIA
at the 2025 November General held on November 04, 2025 for,

Member School Board (District 3)

District: DISTRICT 3

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

| | |
|--|------|
| Lauren K. Mullen | 1979 |
| Hilary L. Irons | 4064 |
| Matthew W. Cross | 1884 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 43 |
| Total Number of Overvotes for Office | 2 |

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 04, 2025, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (District 3) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (District 3).

Hilary L. Irons

Given under our hands this 12th day of November, 2025



Lauren K. Mullen, Chairman

Rebecca J. Ruckman, Vice Chairman

Susan C. Sheewitz, Secretary/Acting

Susan C. Sheewitz, Secretary (Certified Copy)



COUNTY of ROCKINGHAM

20 E. Gay Street
Harrisonburg, VA 22802

RESOLUTION OF THE BOARD OF SUPERVISORS OF ROCKINGHAM COUNTY, VIRGINIA ADOPTING PROCEDURES FOR THE PROCUREMENT OF DESIGN-BUILD CONTRACTS EFFECTIVE JANUARY 14, 2026

WHEREAS, the Code of Virginia requires that prior to issuing a Request for Proposal for any design build contract, the public body shall have adopted by resolution written procedures governing the selection, evaluation, and award of such contract.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ROCKINGHAM COUNTY, VIRGINIA this January 14, 2026, in accordance with the provisions of Chapter 43.1 of the Code of Virginia, the Board of Supervisors hereby adopts the following updated procedures for the procurement of Design-Build (“D-B”) contracts, as defined in the Chapter, which shall be followed by all departments of Rockingham County (“County”). These updated procedures shall be effective January 14, 2026.

- A. **DEFINITION:** Pursuant to §2.2-4379 of the Code of Virginia, *Design-Build Contract* means a contract between a public body and another party in which the party contracting with the public body agrees to both design and build the structure, or other item specified in the contract.
- B. **LEGISLATIVE AUTHORITY:** Pursuant to §2.2-4382 of the Code of Virginia, the County may contract to secure D-B projects on a fixed price or not-to-exceed basis in accordance with these procedures.
- C. **CRITERIA AND APPROVAL FOR USE OF D-B CONTRACTS:** The County shall follow all the criteria for use of D-B as set forth in the Code of Virginia.
- D. **PREDETERMINATION PROCEDURES:** Pursuant to §2.2-4382 (C), prior to making a determination as to the use of D-B for a specific construction project, the County shall have in its employ or under contract a licensed architect or engineer with professional competence appropriate to the project who shall (i) advise the County regarding the use

design-build for that project and (ii) assist the County with the preparation of the Request for Proposal (RFP) and the evaluation of such proposals.

Pursuant to § 2.2-4382 (D), a written determination shall be made in advance by the County that competitive sealed bidding is not practicable or fiscally advantageous, and such writing shall document the basis for the determination to utilize D-B. The determination shall be included in the Request for Qualifications and be maintained in the procurement file.

Design-build contracts are intended to minimize the project risk for an owner and to reduce the delivery schedule and cost by overlapping the design phase and construction phase of a project.

Once the County has determined that a design-build contract is appropriate, the County shall use a two-step competitive negotiation process consistent with these procedures and with the standards established by the Division of Engineering and Buildings of the Department of General Services for state agencies when procuring a project by design-build.

E. D-B SELECTION PROCEDURES: The following procedures shall be used in selecting a Design-Builder and awarding a contract:

- a. The County shall appoint an Evaluation Committee (“Committee”) which shall consist of at least three (3) members from the County, including a licensed design professional, if possible. In addition to County staff members, the Committee may include a licensed professional engineer or architect with expertise in the specific area of the project, if deemed appropriate by the County Administrator. The County Attorney may also be included as a member of the Committee as needed.
- b. Selection of Qualified Offerors (STEP 1): On projects approved for D-B, the County shall conduct a prequalification process as follows to determine which Offerors are qualified to receive Request for Proposals (RFPs).
 - i. The County shall prepare a Request for Qualifications (“RFQ”) containing the County’s Facility Requirements, building and site criteria, site and survey data (if available), the criteria to be used to evaluate RFQ Responses and other relevant information, including any unique capabilities or qualifications that will be required of the contractor. All Offerors shall have a licensed Class “A” contractor, and an Architect or Engineer registered in the Commonwealth of Virginia as part of the Project Team.

- ii. The RFQ shall be posted for a minimum of thirty (30) days in accordance with Chapter 43.1 and the County shall include in the RFQ acceptable methods of response submission.
 - iii. The Committee shall evaluate each Offeror's RFQ responses and any other relevant information and shall determine which Offerors are fully qualified and suitable for the project.
 - iv. The RFQ evaluation shall result in a short list of at least two (2) Offerors to receive the RFP. An Offeror may be denied prequalification only as specified under § 2.2-4317 or those capabilities or qualifications beyond licensure set out in the RFQ, but the short list shall consist of those deemed best qualified. It is possible for an offeror to be found qualified, but not be selected to the short list.
 - v. The RFQ evaluation process shall evaluate an Offeror's to determine whether the Offeror has constructed, by any method of project delivery, at least three (3) projects similar in program and size.
 - vi. At least thirty (30) days prior to the date established for the submission of proposals, the County shall advise in writing each Offeror which sought prequalification whether that Offeror has been prequalified. In the event that an Offeror is denied prequalification, the written notification to such Offeror shall state the reasons for such denial of prequalification and the factual basis of such reasons.
- c. Selection of Design-Build Contractor (Step 2):
- i. The County shall send an RFP to the D-B Offerors on the short list for the project and request formal proposals from them. The criteria for award shall be included in the RFP. The basis of the award of the contract shall be in accordance with the Code of Virginia and the criteria for the award shall be established in advance and provided in the Request for Proposals (RFP) document. It is noted that cost is a critical component of the selection process. Guidance on methods for award can be found in Virginia's Construction and Professional Services Manual (2024.1 Edition, as amended) § 7.3.1.
 - ii. Sealed Technical Proposals as described in the RFP shall be submitted to the County. Cost Proposals shall be sealed separately and submitted to the County. The Cost Proposals shall be kept sealed until the evaluation of the

Technical Proposals and design adjustments are completed. The County shall include in the RFP where and how submissions can be received.

- iii. The Committee will evaluate the Technical Proposals based on the criteria contained in the RFP. It will inform each D-B Offeror of any adjustments necessary to make its Technical Proposal fully comply with the requirements of the RFP. In addition, the County may require that Offerors make design adjustments necessary to incorporate project improvements and/or additional detailed information identified by the Committee during design development.
- iv. Based on the adjustments made to the Technical Proposals, the Offeror may amend its Cost Proposal.
- v. The Committee shall evaluate (and rank if technical rankings are to be considered as a criterion for award) the Technical Proposals and the Cost Proposals. After evaluation and ranking, the Committee shall conduct negotiations with two (2) or more offerors submitting the highest ranked proposals. The Committee shall make its recommendation for the selection of an offeror to the County based on its evaluation of the Technical Proposal, Cost Proposal, and the outcome of negotiations. Should the County determine in writing and in its sole discretion that only one Offeror is fully qualified, or that one Offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that Offeror after approval of the Procurement Manager. Otherwise, the County shall open the Cost Proposals and apply the criteria for award as specified in the RFP and approved by the County.
- vi. The Committee shall make its recommendation for the selection of a Design Builder to the Board of Supervisors. The contract shall be awarded to the Offeror who is fully qualified and has been determined to have provided the best value in response to the RFP. Once the selection has been made as to which Offeror will be awarded the contract, the County will post a Notice of Award on either eVA at www.eva.virginia.gov or on the County website at <https://www.rockinghamcountyva.gov/>.
- vii. The award documentation will subsequently be followed by a contract incorporating by reference all the requirements, terms and conditions of the solicitation and the Offeror's Technical and Cost Proposals as negotiated.
- viii. The County will notify all Offerors who submitted proposals which Offeror was selected for the project. In the alternative, the County may notify all

Offerors who submitted proposals of the County’s intent to award the contract to a particular Offeror at any time after the County has selected the Design Builder. When the terms and conditions of multiple awards are so provided in the RFP, awards may be made to more than one Offeror.

- ix. Upon written request, documentation of the process used for the final selection shall be made available to the unsuccessfully Offerors.

Additional guidance for the use of these procedures can be found in Section 7.3.1 of Virginia’s Construction and Professional Services Manual (2024.1 Edition, as amended) and all of its subsections.

Adopted this 14th day of January 2026.

Casey B. Armstrong, County Administrator

ATTEST:

Jessica Kilby, Executive Assistant



ROCKINGHAM COUNTY

FINANCE DEPARTMENT

Rebecca Guthrie, CPA
Director of Finance

20 E Gay Street
Harrisonburg, VA 22802

Ph. 540-564-3010
Fax 540-564-1433
rguthrie@rockinghamcountyva.gov

FINANCE STAFF REPORT

January 14, 2026

CPMT Appointments

ACTION:

- Community Policy & Management Team: The Community Policy & Management Team (CPMT) is the entity responsible for all CSA policies and programs to ensure accordance with all state mandates and local CSA policies. We request the board review and approve the CPMT Listing of designees. **By approving the CPMT Listing, you are appointing Rebecca Guthrie as CPMT Chair and Dwayne Martin and CPMT Chair Alternate for the representatives of Rockingham County.**

NO ACTION:

- Family Assessment & Planning Team: The Family Assessment and Planning Team (FAPT) review the needs of at-risk children and make recommendations regarding services plans. A copy of the FAPT Member Listing that was appointed by the CPMT at the January 6, 2026, CPMT meeting has been provided to the board for reference.

Procurement

ACTION:

- Design-Build Procurement Procedures: On December 12, 2018, the Board of Supervisors adopted a revised version of the Design-Build Procedures. The Finance Committee is recommending an update to those current Design-Build Procedures in an effort to increase clarity of the two-step procurement process. A copy of the current (12/12/18) version and the proposed version have been provided for your review.

NO ACTION:

- Administration Building Design-Build RFP: The County has issued a Request for Proposals from qualified contractors Harman Construction, KBS Inc., Lantz Construction, Nielsen Builders Inc., and Warfel Construction, to serve as the Design-Builder for the

construction of a new County Administration Building to be located in the County's Tech Park, Innovation Village at Rockingham. The new building will be constructed next to the current SRI Building located at 140 Research Dr, Harrisonburg VA 22802.

Proposals will be received until 2:30pm, local time, Friday March 6, 2026. Timeline is shown below:

| | |
|---|----------------------------|
| Cutoff for Questions | February 6, 2026 |
| Proposals Due – at least 120 days | March 6, 2026 |
| Evaluation Period | March 9 – March 13, 2026 |
| Interviews | March 17, 2026 (times TBD) |
| RFP Discussion | April 8, 2026 |
| Board of Supervisors Consideration for Approval | April 22, 2026 |

Payroll and Accounts Payable

With the New Year comes W-2s and 1099s. The Finance Department is working hard to ensure all tax forms are completed by February 2, 2026.

Design-Build Procedures of Rockingham County

In accordance with the provisions of §2.2-4382 of the *Code of Virginia* (1950), as amended. Supervisors of Rockingham County, by resolution, hereby adopts the following procedures for procurement via design-build contracts, as defined in §2.2-4382. These procedures shall be effective as of July 22, 2015.

Under authority of *Virginia Code* §2.2-4382 of the *Code of Virginia*, Rockingham County (the County) may contract to procure projects on a fixed price or a not-to-exceed price design-build basis in accordance with these procedures and the requirements of *Virginia Code* §2.2-4382.

The Board of Supervisors shall determine, for a specific construction project, in writing, that: (i) a design-build contract is more advantageous than a competitive sealed bid construction contract; (ii) there is a benefit to the County by using a design-build contract; and (iii) competitive sealed bidding is not practical or fiscally advantageous.

Design-build contracts are intended to minimize the project risk for an owner and to reduce the delivery schedule and cost by overlapping the design phase and construction phase of a project.

Once the Board of Supervisors has determined that a design-build contract is appropriate, the County shall use a two-step competitive negotiation process consistent with these procedures and with the standards established by the Division of Engineering and Buildings of the Department of General Services for state agencies when procuring a project by design-build.

The County Administrator shall appoint an Evaluation Committee (the Committee) which shall consist of at least three members from the County staff, including a licensed design professional, if possible. In addition to County staff members, the Committee may include a licensed professional engineer or architect with expertise in the specific area of the project, if deemed appropriate by the County Administrator. The County Attorney may also be included as a member of the Committee as needed.

The basis of the award of the contract shall be in accordance with §2.2-4302.2 of the *Code of Virginia*. Guidance on methods for award can be found in Virginia's Construction and Professional Services Manual (2012 Edition, as amended) Section 7.30.1.

The Committee shall evaluate the Technical Proposals based on the criteria contained in the RFP. It shall inform each design-build offeror of any adjustments necessary to

make its Technical Proposal fully comply with the requirements of the RFP. In addition, the County may require that offerors make design adjustments necessary to incorporate project improvements or to provide additional detailed information identified by the Committee during design development.

Based on the adjustments made to the Technical Proposals, the offeror may amend its Cost Proposal. In addition, an offeror may submit cost modifications to its original sealed Cost Proposal which are not based upon revisions to the Technical Proposals.

The Committee shall evaluate (and rank if technical rankings are to be considered as a criteria for award) the technical proposals. Should the County determine in writing and in its sole discretion that only one offeror is fully qualified, or that one offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that offeror. Otherwise, the County shall open the cost proposals and apply the criteria for award as specified in the RFP.

The Committee shall make its recommendation for the selection of a design builder to the Board of Supervisors based on its evaluations of the technical and cost proposals and all amendments thereto. The contract shall be awarded to the offeror who is fully qualified and has been determined to have provided the best value in response to the Request for Proposal.

The County shall notify all offerors who submitted proposals which offeror was selected for the project.

Upon request, documentation of the process used for the final selection shall be made available to the unsuccessful proposers.

Guidance for the use of these procedures can be found in Section 7.30.1 of Virginia's Construction and Professional Services Manual (2012 Edition, as amended) and all of its subsections.

1. Personnel

Vacancies:

Public Works Office: No vacancies.

Utilities: 4 vacancies (Utilities Supervisor, Utility worker – 2 full-time, 1 part-time)

Landfill: 1 vacancy (Landfill Worker)

Refuse & Recycling: 1 vacancy (Part-time truck driver)

Facilities Maintenance: No vacancies

2. Utilities

| | | |
|--|-----------------|--|
| Three Springs water plant production – | December 2024 – | 90,199,000 gallons |
| | December 2025 – | 94,603,000 gallons |
| | | (approximately 66,856,000 gallons commercial, 27,747,000 residential) |

| | | |
|--|-----------------|-------|
| Total water connections (Three Springs system) - | November 2024 – | 5,895 |
| | November 2025 – | 6,283 |

-A project for a well building to serve the new well and piping between the well and water plant is being designed with construction anticipated for the Winter of 2025/2026.

Update: Littleton & Associates was awarded the bid for the project and the contract has been signed. Material submittals are being reviewed with an anticipated start date of January 19th.

-A project for relocation of the Lakewood sewage pump station is under design with anticipated construction for the Fall/Winter of 2023. The project involves abandonment of the existing station along Massanetta Springs Road, installing new gravity and force main lines through a portion of LakeView Golf Course and construction of a new pump station on golf course property near Lake Shenandoah.

Update: An easement plat was submitted to the Virginia Department of General Services (DGS) for review.

Revisions to the plat have been made and resubmitted to DGS. The easement will allow for access to the pump station site along an existing road around Lake Shenandoah.

-A project to construct a gravity sewer line and decommission the Taylor Springs sewage pump station has been advertised and bids are due November 7. The project consists of approximately 700’ of 8” sewer main and 1 road bore and includes demolition of the existing station.

Update: Pleasant View Developers was awarded the project with an anticipated start date of mid to late January.

Massanutten Water and Sewer Authority

Total water connections – December 2025 - 2,288

Water plant production – December 2025 - 440,303 gallons

Wastewater plant production – December 2025 – 460,000 gallons

Harrisonburg Rockingham Regional Sewer Authority

Authority capacity – 23 million gallons per day

November average flow – 10.91 million gallons per day

Rockingham County capacity – 5.6 million gallons per day

November average flow – 2.80 million gallons per day

3. Landfill

Tons of waste landfilled – December 2024 – 12,543 tons

December 2025 – 12,540 (residential 3,282, commercial 8,886)

- The Phase B cell expansion has been awarded to A&J Excavating.

Update: A&J Excavating has completed the sub-base layers and is finishing up the various membrane layers and cover materials. Precipitation has caused delays with some of the liner material. The project is complete and all documentation has been submitted to the Department of Environmental Quality. Staff is waiting for the DEQ to schedule a site visit and then acceptance of the project.

- The evaluation and design for the closure of Phases 1-4 has started. Staff is working with DEQ for clarification on the design. Bid documents are anticipated to be ready early 2026

4. Facilities

Administration – Five contractors, Harman Construction, KBS Inc, Lantz Construction, Nielsen Builders Inc, and Warfel Construction have been pre-qualified to be included in the Request for Proposal process for construction a new Administration Building.

Update: A pre-proposal meeting was held on Nov 21st and interviews with each contractor have been scheduled for March 17 and 18.

- Southern Air has been contracted to upgrade the HVAC controls for the building with an anticipated start date of mid-July.

Update: The project is approximately 95% complete.

- The existing chiller for the central portion of the building is being evaluated for replacement.

This includes studying a potential relocation from inside to outside behind the building.

Update: It was decided to relocate the chiller outside the building and the work is approximately 98% complete.

Jail – Detention doors are being rebuilt throughout the facility. Willow Correction Products has been contracted to rebuild another 10 of the existing doors.

Update: The project is complete.

Singers Glen - Staff met with representatives of Valley Engineering to discuss the property and options for a new building. Valley will be preparing a preliminary site layout for review and discussion.

Update: Staff met with Valley Engineering to discuss the existing site layout including the septic system location and condition. Valley is now evaluating the size requirements for a new septic system and to determine what options may be available for the new building location on the site.

Respectfully Submitted,
Philip S. Rhodes
Director of Public Works



The Department of Community Development Staff Report

January 14, 2026

BOARD ACTION

Staff is requesting Board support to draft an ordinance amendment to change the use *Large Solar Energy Facility* from permitted by-right to special use permit in the Industrial Zoning District (I-1). By this change, the Board of Supervisors could have greater discretion in the siting of large solar energy facilities. Additionally, staff would consider amending the definition of ‘area occupied’.

BOARD NOTIFICATION

In 2026, County staff is seeking to enhance public-facing informational content. An ad hoc committee—consisting of Casey Armstrong, Trish Davidson, Joshua Gooden, and Rachel Salatin—has created a content calendar to guide Downtown Creative in producing materials that align with County communication goals. Board members may be asked to participate in interviews or provide soundbites on relevant topics of interest. Downtown Creative will also be present at the January 28th public hearing to obtain general footage of the meeting to use throughout relevant videos. Rachel Salatin, along with the appropriate subject matter leads, will coordinate these efforts.

In 2024, State Code sections 15.2-2209.1:2 and 15.2-2286 were updated to require localities to allow residential projects, solar projects, and energy storage system projects a minimum of three years to commence when approved by Special Use Permit (as opposed to two). Staff will be presenting an ordinance amendment in February to bring Rockingham County Code into compliance with this requirement.

STANDING COMMITTEES

| Standing Committee | Staff Lead(s) | Status | Meeting Date |
|--|---------------|------------------------------|-----------------------------|
| Agricultural & Forestal Advisory Committee | Kayla & Dylan | No new business. | As needed |
| Bicycle & Pedestrian Advisory Committee | Dylan | No new business. | As needed |
| Board of Building Code Appeals | Joe | No new business. | As needed |
| Board of Zoning Appeals | Kelly | No new business. | As needed |
| Planning Commission | Rachel | Action item(s) listed below. | First Tuesday of each month |

At its December 2, 2025, meeting, the Planning Commission acted on the following items that were tabled on November 5, 2025:

| Project # | Applicant | Request | Location | Status |
|------------|-----------------------------------|--|---|---|
| REZ25-1293 | Yasin Soufi Nejad | Requests to rezone 1.6 acres from RR-1 (Residential or Recreational) to A-2 (General Agricultural). Election District 3. | Tax Map # 95-A-83F. | PC recommended approval 12/2. BOS date 1/28/26. |
| REZ25-0185 | Weidig Family Trust and DR Horton | Requests to rezone two parcels totaling approximately 44 acres from A-2 (General Agricultural) to R-5 (Planned Neighborhood). Election District 4. | This property is located west of Port Republic Road (Rt 253), approximately 0.1 mile south of Stone Spring Road (Rt 280). Tax Map # 125-A-20G and a portion of 125-7-1. | PC recommended approval 12/2. BOS date 2/25/26. |

At its January 6, 2026, meeting, the Planning Commission acted on the following item:

| Project # | Applicant | Request | Location | Status |
|------------|--------------------------|--|---|--|
| REZ25-1749 | John and Kathryn Jonhson | Requests to amend the proffers on a 2.716-acre portion of a property zoned R-3 C (General Residential with Conditions) of Election District 3. | Portions of Tax Map # 125-A-263 and 125-A-261 | PC recommended approval. BOS date 1/28/26. |

PROJECTS

| Special Projects | Staff Lead(s) | Description/Status |
|--|---------------|--|
| Agricultural Preservation & Protection Committee | Kelly | The APP Committee, which includes Supervisor Longcor and Supervisor Hensley, met in July and December 2024, and on October 2, 2025. Discussion topics in October included the County's subdivision ordinance and conservation easements. The next meeting is tentatively scheduled for February, 2026. This project is ongoing. |
| Hydrogeological Study Research | Kelly | On July 10, 2024, the Board of Supervisors requested that staff research the logistics and cost of studying groundwater availability and usage in Rockingham County. Staff compiled and shared a written report with the Board in December. On July 9, the BOS directed staff to schedule a representative from the USGS to present to the BOS more information on potential water studies and testing. The presentation from representatives of USGS will be scheduled in 2026. |

| | | |
|--------------------------------|----------------|---|
| Briery Branch Community Center | Kayla & Rachel | On February 6, 2025 Governor Youngkin announced that Rockingham County received a \$100,000 Planning Grant through the Community Development Block Grant (CDBG) program to support the revitalization of the Briery Branch Community Center. Environmental testing, including assessments for asbestos, lead, and water quality, have been completed. Septic system evaluations are currently underway. The next Project Management Team (PMT) meeting is scheduled for January 26 at 4:00 p.m. |
| North Route 11 Corridor | Julia & Kayla | At the July 9, 2025, Board of Supervisor meeting, staff was directed to continue in long range planning and code compliance efforts in the North Route 11 Corridor area. This project is ongoing. |

| Monthly Summary | Staff Lead(s) | Monthly Status: as of December 31, 2025 |
|---|------------------------------|--|
| Deed/Plat Review | Donna | 12 deeds/plats submitted 4 of which are awaiting revisions |
| Code Compliance | Kelly, Brittany & Josh | 71 active code cases 21 of which are pending legal action and 9 are pending action by the magistrate |
| Building Inspections & Plan Review | Joe, Ben, & Matt | 1832 building/other inspections (averaged 91.6 daily) 41 residential plans under review 23 commercial plans under review 223 permits issued |
| Planning & Zoning Applications (Excludes items tabled by BOS) | Kelly, Daniel, Kayla & Dylan | 11 special use permits under review 5 rezonings under review |

TRANSPORTATION PROJECT APPLICATIONS

Revenue Sharing

The VDOT Revenue Sharing Program’s full applications were due on September 15. Revenue Sharing (VDOT’s 50/50 matching grant) funds can be used for eligible rural additions and to construct, reconstruct, improve, or maintain roads.

Staff, with VDOT assistance, submitted the following projects:

- Shoulder widening on a section of Airport Road
- Improving a vertical curve on Friedens Church Road, 0.1 mile east of Oakridge Road, to increase sight distance
- Requesting additional allocation for the Cross Keys Road and Port Republic Road turn lane project

LARGE SCALE SOLAR ENERGY FACILITIES

| Project Name | Location | Projects of 50 Acres or Less (in acres) | Projects of 50 to 150 Acres (in acres) |
|------------------------------------|--|---|--|
| SolAmerica (Scenic L Farms) | South of Rockingham Pike & 50' east of Eagle Rock Road | 18 | |
| Caden Energix Endless Caverns, LLC | South of Craney Island Road | | 149 |
| Sun Ridge Solar | 10276 South East Side Highway (old quarry site) | | 150 |
| Knight Solar | West of intersection of East Point Road & Freeze Farm Lane | | 149 |
| TOTAL | | 18 | 448 |

REQUESTS TABLED BY BOARD OF SUPERVISORS

Special Use Permit Application(s):

| Date | Case # | Applicant | Request | Location | Election District |
|----------|------------|--------------------|----------------------------|---------------------------|-------------------|
| 12/9/20 | SUP20-297 | Todd White | Two additional dwellings | 728 Fellowship Road | 3 |
| 6/9/21 | SUP21-075 | Hank Hensley | Small contractors business | 4765 Pleasant Valley Road | 3 |
| 8/23/23 | SUP23-0921 | Aleksandr Bogdanov | Large utility building | Runkles Gap Road | 5 |
| 11/15/23 | SUP23-1304 | Robert Long | Additional dwelling | Doe Hill Road | 5 |
| 11/13/24 | SUP24-1424 | Marlen Showalter | Two additional dwellings | 17449 Runions Creek Road | 1 |

Rezoning Request(s):

| Date | Case # | Applicant | Request | Location | Election District |
|----------|------------|---------------|--|---|-------------------|
| 11/12/25 | REZ22-2203 | B&A Group LLC | Request to rezone 4.19 acres from B-1 C (General Business with Conditions) to I-1 C (Industrial with Conditions). Tax Map # 94-A-91. | On the west side of Kratzer Road (Rt. 753), approximately 0.10 mile north of Friendship Drive (Rt. 901) | 2 |

Ordinance Amendment(s):

| Case # | Applicant | Request |
|-----------|-----------------|--|
| OA24-1387 | Staff-generated | Chapter 17 (Zoning Ordinance), Section 17-306, Low-Density Residential District (R-1), Section 17-307, Medium Density Residential District (R-2), and Section 17-308, General Residential District (R-3), to limit the number of building permits that may be issued within a development project during any rolling twelve (12) month period. The allowed number of building permits issued within a rolling twelve (12) month period may only be exceeded by special use permit. |
| OA25-0486 | Staff-generated | Ordinance to enact sections 9-3 through 9-9 to Chapter 9 (Health and Sanitation Ordinance) of the Rockingham County Code. The proposed ordinance would add health, safety, and welfare standards to the operation of short-term rentals and establish an administrative permit process through which the standards would be enforced. |

STAFFING AND ACHIEVEMENTS

| Number of Staff | 22 | Number of Vacancies | 1 | Number of Job Postings | 0 |
|-------------------------------------|--|---------------------|---|------------------------|---|
| Recent Staff Changes & Achievements | Building Inspector Walden Hatton will be leaving the building division 1/23/26. His position will be replaced. | | | | |

January 14, 2026

**STAFF REPORT:
ENGINEERING DEPARTMENT**

BOARD ACTION REQUESTED

None as of January 7, 2026.

BOARDS AND COMMISSIONS

| Name | Staff Leads | Site Status | Other Notes |
|--|-------------|--|-----------------|
| Lake Shenandoah Stormwater Control Authority | Ross | Site inspected on 12/31. Property is in very good condition overall. | None to report. |

CAPITAL PROJECT MANAGEMENT *(full project reports available upon request)*

| Project | Staff Leads | Description | Status |
|--------------------------------------|-----------------|--|--|
| Innovation Village Pad Ready Site #1 | Ross and Josh | 40-acre pad-ready site for future development. | Mass earthwork completed per contract. Construction of Research Drive extension pending relocation of power poles by Dominion Energy. |
| Innovation Village Pad Ready Site #2 | Ross and Josh | 27-acre pad-ready site for future development. | Perimeter erosion measures in place. Blasting and mass earthwork well underway. |
| Landfill Scale House | Ross and Logan | Site improvements to correct stormwater drainage issues. | Staff preparing drainage modifications and road maintenance schedule (sweeping) to alleviate the accumulation of sediment around the scales. |
| Public Works Utility Office | Adam and Ross | Construction of new offices and storage bays. | Site plans under review for approval. Architect completing building designs. |
| Taylor Spring Sewer Extension | Nathan and Ross | Installation of gravity sewer main to replace lift station. | Pre-construction meeting held on 12/30. Work to begin in late January 2026. |
| Taylor Spring Park | Ross | Masterplan to convert the stormwater detention basin property into a passive park. | County staff preparing design plans, planting schedule, and required materials to construct park features. |

OTHER DEPARTMENT PROJECTS

| Project | Staff Leads | Description | Status |
|--|--------------|--|--|
| FY27 Department Budget | Ross | Engineering and LSSCA budget for FY27. | Submitting to Finance on 1/9. |
| Design and Construction Standards Manual | Ross & Logan | Evaluation of and revisions to the County's Utility Design and Construction Standards Manual. | Material and construction specification language currently being reviewed by County staff. |
| Performance Bonds for Development Projects | Ross & Kayla | Evaluation of and revisions to the County's bonding policy, procedures and values for construction projects. | Staff finalizing bonding procedures and ordinance language for adoption by BOS. |
| County Site Plan Archives | Ross | Assessment and organization of hardcopy site plan archives as maintained by the department. | Hardcopy site plans being inventoried and cataloged. |

| FLOODPLAIN MANAGEMENT | | | |
|---|--------------------|---|--|
| FEMA Requested Project | Staff Leads | Description | Status |
| Adoption of a Substantial Improvement/ Substantial Damage Policy | Ross & Joe | Creation of a policy for significant improvements and/or repairs to structures within the floodplain. | Program policy and documents being finalized by staff for adoption by BOS. |
| Development Application Review | | | Other Actions or Notes |
| Number of Floodplain Development Permit Applications Under Review | | 3 | None to report. |
| Number of Floodplain Development Permits Issued Year To Date | | 0 | |
| Number of Variances Issued Year To Date | | 0 | |

| ENVIRONMENTAL | | | |
|----------------------|---|---|----------------------------|
| Staff Lead | Plans Under Review | 39 | Currently |
| | Land Disturbance Permits Awaiting Issuance | 149 | Currently |
| Adam | Land Disturbance Permits Issued | 1 | Year to Date |
| | Total Land Disturbance Permits Open (Under Construction) | 215 | Currently |
| | Total Acres of Development Disturbance | 1,820 | Currently |
| | Inspections Conducted | 262 | Between 12/2/25 and 1/7/26 |
| | Violations Issued Year To Date | 0 Notices To Comply 0 Notice of Permit Requirement 0 Stop Work Orders | |

| MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) | | |
|--|--|--|
| Staff Lead | Description | Status |
| Owen | Development of the County's regulatory framework for stormwater systems. | <ul style="list-style-type: none"> Language for MS4 Program's first two Minimum Control Measures has been drafted and internally approved. (There are six (6) minimum control measures in total, along with a TMDL special condition that must be prepared as part of the County's MS4 program.) Mapping of stormwater systems in the County was started in December. Staff estimate that roughly 60% of stormwater outfalls have been identified. Staff researching MS4 and stormwater related ordinances among other localities to prepare County ordinance language for adoption by BOS. |

| SITE PLAN REVIEW | | | | | |
|--|--|---------------------|--|--------------------------------------|--------------------------|
| Number of First Submittals Under Review | | 28 | Average Time for County and Regulatory Agencies to Review Plans and Issue Comments/Approval | | 25 days |
| Number of Revised Submittals Under Review | | 10 | | | |
| Number of Amended Approved Plans Under Review | | 5 | | | |
| Number of Agricultural Plans Under Review | | 7 | | | |
| Number of Plans Approved Year To Date | | 1 | | | |
| Project Name | Location | Proposed Use | Description | Status | Election District |
| RBP Material Storage Building | 17018 Spar Mine Road (VA 617), Timberville | Warehouse | 8,400 sf litter/material storage building | Awaiting corrections and resubmittal | 1 & Town |

| | | | | | |
|---|--|---------------------|--|--------------------------------------|----------|
| Broadway Lions Park | Southside of Turner Avenue, across from Heritage Park, Broadway | Municipal | Driveway and parking lot | Under review | 1 & Town |
| Timberville Walmart - Fuel Station Addition | 375 South Main Street, Timberville | Gas Station | 1,618sf convenience store with 16 fuel pumps | Under review | 1 & Town |
| Trimble Heights – SWM Basin | Trimble Heights subdivision, Broadway | Utility | Modifications to existing SWM basin | APPROVED | 1 & Town |
| OSC Truck Shop | North of Friendship Drive (VA 901) | Truck Repair Center | 4,200 sf garage | Awaiting corrections and resubmittal | 2 & City |
| Brethren & Mennonite Heritage Center | 1921 Heritage Center Way | Roadway | Driveway and parking lot expansion | APPROVED | 2 & City |
| Harrisonburg Raw Waterline - Rt 33 Phase 3.1 | Rawley Pike (US 33) from Bellview Road (VA911) to Muddy Creek Circle (VA 752) | Utility | Replacement of 5,400 lf raw waterline for City of Harrisonburg | Awaiting corrections and resubmittal | 2 |
| Lough Construction Warehouse | 2427 John Wayland Highway (VA 42) | Warehouse | 3,200 sf storage building | Awaiting corrections and resubmittal | 2 |
| Horst Egg Packing Building | East of Horeb Church Road (VA 732), 0.58 miles north of Hinton Road (VA 752) | Egg Facilities | 3,400 sf egg packing building and 5,880 sf barn | Awaiting corrections and resubmittal | 2 |
| Granite Farm - Phase 1 | East of Switchboard Road (VA 910) between Eversole Rd and West Market Street (US 33) | Single-Family | 100 single-family homes | Awaiting corrections and resubmittal | 2 |
| Helmuth Builders Warehouse | Northside of Cecil Wampler Road (VA 704), 1,000 feet west of Valley Pike (US 11) | Contractor Business | 28,200 sf warehouse and office space | Awaiting corrections and resubmittal | 2 |
| A&J Fill Site | Northwest intersection of Cecil Wamper Road (VA 704) and I-81 | Earthwork | Earthwork to expand equipment storage lot | Awaiting corrections and resubmittal | 2 |
| Neff Offices - Site Improvements | 3570 North Valley Pike (US 11) | Site Improvements | Storage areas, parking spaces, and signage | Awaiting corrections and resubmittal | 2 |
| Thomas Funk & Sons Store | 9674 Singers Glen Road (VA 613) | Retail | Remodel of existing building and parking lot | Awaiting corrections and resubmittal | 2 |

| | | | | | |
|---|---|-----------------------|--|--------------------------------------|---|
| Virginia Poultry Growers Cooperative - GUS Mill Addition | 3955 Virginia Poultry Drive (VA 939) | Industrial | Expansion of feed mill operations | Awaiting corrections and resubmittal | 2 |
| Second Mountain Farm - Produce Stand | 767 Hughes Lane | Retail and Offices | 1,500 sf produce stand and offices | Awaiting corrections and resubmittal | 2 |
| Virginia Poultry Growers Coop - Wastewater Addition | 6349 Rawley Pike (US 33) | Commercial Addition | Wastewater equipment building addition | Under review | 2 |
| Helmuth Builders Warehouse | Southeast intersection of Valley Pike (US 11) and Cecil Wampler Road (VA 704) | Warehouse and Offices | 28,200 sf warehouse and office space | Under review | 2 |
| Route 42 Driving School | Southwest intersection of John Wayland Hwy (VA 42) and Grace Chapel Road (VA 853) | Commercial Offices | 17,920 sf office building | APPROVED | 2 |
| Port Place Townhomes | Northeast intersection of Port Republic Road (VA 253) and Boyers Road (VA 704) | Multi-Family | 68 townhome units | Awaiting corrections and resubmittal | 3 |
| Church of the Lamb - Sunday School Classroom | 362 Indian Trail Road (VA 620), Penn Laird | Religious | 1,008 sf classroom | Under review | 3 |
| Church of the Lamb – Utility Extension | 362 Indian Trail Road (VA 620), Penn Laird | Utility | Extension of 1,100 lf private waterline to serve property | Under review | 3 |
| Reservoir Heights - Phase 2 | Westside of Reservoir Street at City line | Multi-Family | 11 apartment buildings with 248 units and 3,000 sf recreational building | Awaiting corrections and resubmittal | 3 |
| Cedar Hill II - Wastewater Treatment Building | 2991 Layman Trestle Road (VA 719) | Utility | Sanitary sewer pump station | Under review | 3 |
| Kroger 319 Marketplace | Southeast intersection of Spotswood Trail (US 33) and Stone Spring Road (VA 280) | Grocery | 99,000 sf grocery store and new fuel center | Awaiting corrections and resubmittal | 3 |
| James Morgan Event Center | 3436 Buffalo Drive | Roadway Improvements | Driveway improvements for event center | Awaiting corrections and resubmittal | 3 |
| Greenport Subdivision | Southwest intersection of Greenport Drive and Albert Long Drive (VA 895) | Multi-Family | 16 townhome units | Awaiting corrections and resubmittal | 3 |

| | | | | | |
|---|---|---------------------|---|--------------------------------------|----------|
| Congers Creek - Phase 4 | Westside of Boyers Road (VA 704), between Locust Grove Court and Congers Creek Road | Multi-Family | 57 townhome units | Awaiting corrections and resubmittal | 3 |
| Shickel Building Additions | 115 Dry River Road, Bridgewater | Industrial | 8,100 sf office, 8,755 sf metal fabrication, and 7,630 sf storage space | Under review | 4 & Town |
| Rockingham County PW Utility Office | 965 Pleasant Valley Road (VA 679) | Utility Operations | 7,550 sf offices, training area, and equipment storage | Awaiting corrections and resubmittal | 4 & City |
| Blue Mountain Cantina | 14025 Spotswood Trail (US 33), Elkton | Restaurant | 3,600 sf restaurant | Awaiting corrections and resubmittal | 5 & Town |
| Old Spotswood Estate | Southside of Old Spotswood Trail (BUS 33), between Quail Run Dr and Florist Rd | Multi-Family | 34 duplex units | Awaiting corrections and resubmittal | 5 |
| Resort Drive Rental Cabins | South of Resort Drive (VA 644), 0.22 miles west of Bloomer Springs Road (VA 646) | Recreational Lodges | First of three 2,200 sf rental cabins | Under review | 5 |
| Massanutten Active Adult Neighborhood - Phase 2 | Northside of Resort Drive (VA 644) across from Woodstone Meadows | Multi-Family | 120 residential homes with single family, townhomes, duplexes, and apartments | Awaiting corrections and resubmittal | 5 |
| Old Spotswood Estate | Northeast intersection of Old Spotswood Trail (BUS 33) and Spotswood Trail (US 33) | Multi-Family | 17 duplex units | Under review | 5 |
| Jim Defnall - Coffee Roaster Shop & Workshop | 9796 McGaheysville Road (VA 996) | Food Processing | Renovation of existing building to roast coffee with workshop space | Under review | 5 |

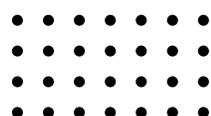
| DEPARTMENT PERSONNEL | | | | | |
|---------------------------------|---|----------------------------|---|-------------------------|---|
| Number of Staff | 8 | Number of Vacancies | 0 | Recent Hiring(s) | 0 |
| Staff Anniversaries | <ul style="list-style-type: none"> January 27th: Drew Thacker, 6 years | | | | |
| Other Staff Achievements | <ul style="list-style-type: none"> Ross Morland was re-certified as a VDOT "Responsible Charge" to administer local transportation projects for the County Staff prepared their first Annual Report highlighting department activities and staff achievements (attached to this staff report) | | | | |

Respectfully submitted,
 Ross C. Morland, P.E.
 Director of Engineering



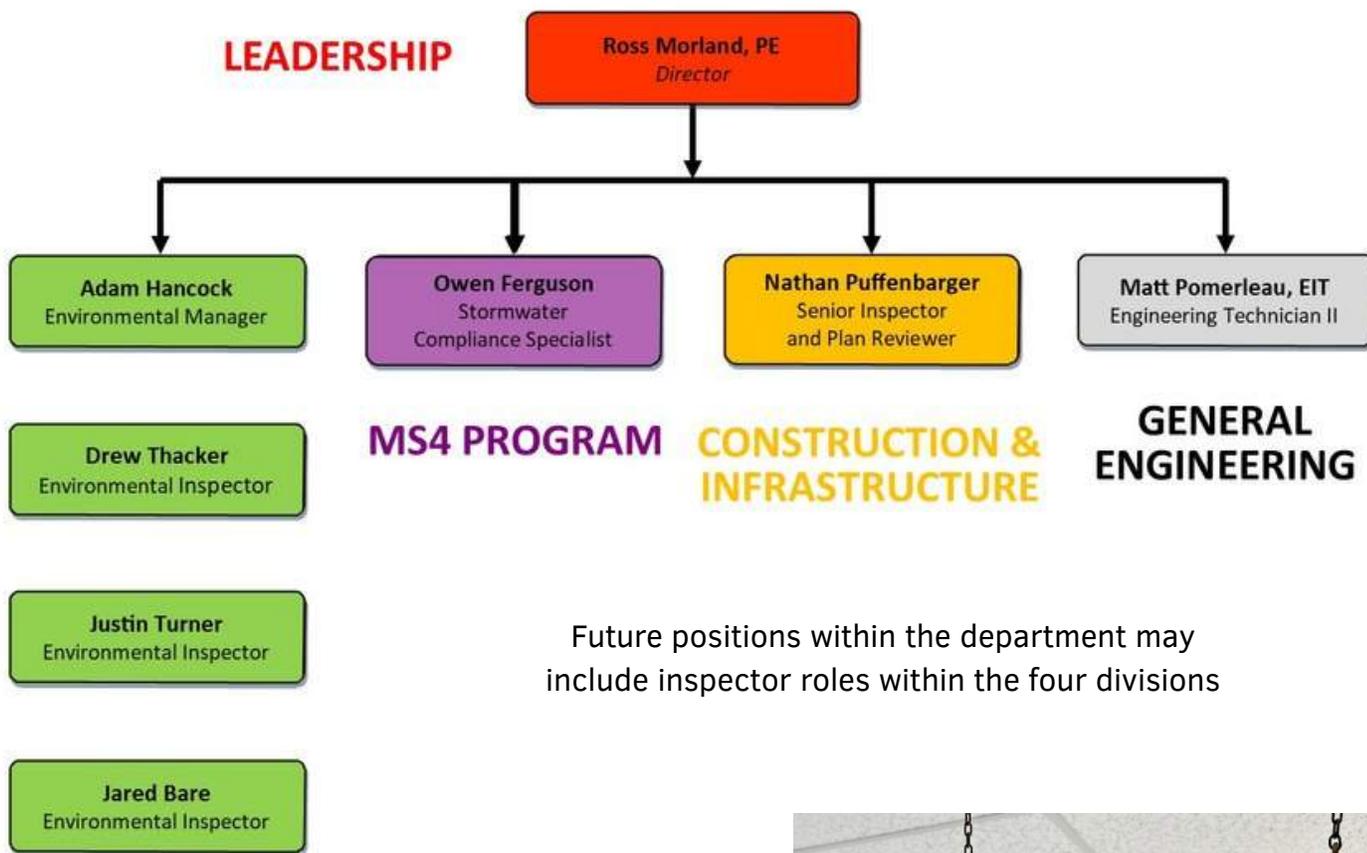
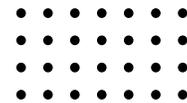
2025 Annual Report

ROCKINGHAM COUNTY
DEPARTMENT OF ENGINEERING



A comprehensive summary of department
activities and staff achievements

Department Organization



ENVIRONMENTAL

MISSION STATEMENT

To deliver superior infrastructure and environmental public services, thereby improving the quality of life and enhancing Rockingham County as a whole.



Department of Engineering



The Engineering Department serves as both an independent and mutually supportive department to serve all of Rockingham County. Staff provide prompt, technical, and essential assistance to developers, contractors, and residents in order to maintain the character of neighborhoods, to promote excellent construction practices, and to encourage the most harmonious development and use of land. Engineering staff review submitted developmental plans and calculations, perform site inspections for environmental and infrastructure construction compliance, manage County capital improvement projects, and collect field data to prepare in-house design projects.

Primary Responsibilities

DEVELOPMENT &
SITE PLAN REVIEW

ENVIRONMENTAL
& FLOODPLAIN

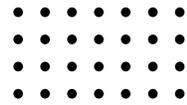
MUNICIPAL
SEPARATE STORM
SEWER SYSTEM

INFRASTRUCTURE
INSPECTIONS

CIP PROJECT
MANAGEMENT



Department Staff



General Engineering



Director: Ross Morland, P.E.
Years of Service: 5
Licensure: VA Professional Engineer

Engineering Technician II:
Matthew Pomerleau, E.I.T.
Years of Service: 0.25
Licensure: Engineer In Training



Infrastructure Inspections



Senior Inspector/Plan Reviewer:
Nathan Puffenbarger
Years of Service: 20
Certifications: Career Studies In Senior Engineering, Computer Aided Drafting, OSHA Construction Safety Officer, and Cross-Connection Specialist

Municipal Separate Storm Sewer System (MS4)

Stormwater Compliance Specialist:
Owen Ferguson
Years of Service: 0.75
Certifications: DEQ E&S Inspector
DEQ Stormwater Management Inspector



Environmental



Environmental Manager:

Adam Hancock

Years of Service: 10

Certifications: DEQ Combined E&S and Stormwater Administrator
FAA Remote Drone Pilot

Environmental Inspector:

Drew Thacker

Years of Service: 5

Certifications: DEQ Combined E&S and Stormwater Administrator
Invirocert E&S and Stormwater Inspector



Environmental Inspector: Jared Bare

Years of Service: 4

Certifications: DEQ Combined E&S Administrator

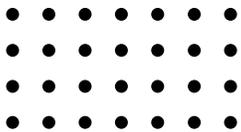


Environmental Inspector:

Justin Turner

Years of Service: 6

Certifications: DEQ E&S Inspector



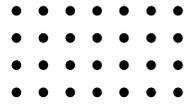
YEARS OF EXPERIENCE

53

TOTAL STAFF YEARS WITH THE COUNTY

55

TOTAL STAFF YEARS IN RELATED FIELDS PRIOR



Development & Site Plan Review

The purpose of site plan review is to provide prompt, technical, and essential assistance to the developers and citizens in order to maintain the character and integrity of neighborhoods, to promote excellence of commercial and residential development; to prevent undue traffic and safety hazards; and to encourage the most harmonious development and use of land.



**AVERAGE TIME
TO REVIEW
DESIGN PLANS** **23 DAYS**

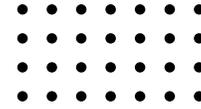


REGULATIONS & REQUIREMENTS

Submitting development plans provides all required regulatory agencies to review and make comment for general compliance with all applicable regulations and requirements. The applicant will be advised of specific design and construction requirements, such as:

- Zoning and permitted use of a project
- Property setbacks for building placement
- Public water distribution and sewer collection systems
- Erosion and sediment control measures
- Stormwater management measures
- Floodplain development criteria
- Vehicular traffic patterns and parking
- Landscaping, screening, and buffering
- Site lighting and signage
- Other site requirements that may affect development

Site Compliance Inspections

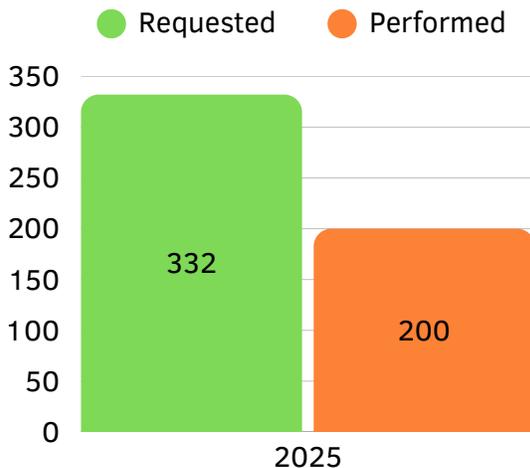


Site compliance inspections are necessary to ensure that development projects are executed in accordance with approved design plans, regulatory codes, safety standards, and proffered conditions. Such inspections are critical to identify deficiencies early, prevent costly rework, and reduce delays.

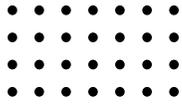
Engineering staff currently **only perform final site inspections** to ensure the project was constructed in accordance with the approved engineered plans. It is the department's desire to perform additional inspections at certain intervals and/or phases of project construction based on the scope and complexity of the project.



Final Site Inspections



CIP Project Management



Capital Improvement Program (CIP) project management is overseen by the Engineering Department for County building and infrastructure projects from start to finish. Staff provide professional oversight for scope, costs, quality, and scheduling to ensure the project meets the County's goals efficiently. It involves planning, coordinating, budgeting, and supervising all phases, serving as an agent of County Administration to align design, engineering, and construction teams - ensuring the final outcome matches expectations.

As required by the Federal Highway Administration for the County to administer local transportation projects, the Engineering Director is a VDOT certified "Responsible Charge" to provide project oversight and accountability.

KEY RESPONSIBILITIES

- **Planning & Design:** Defining project goals, assisting with funding, reviewing proposals and timelines, and selecting architects/engineers.
- **Budget & Cost Control:** Reviewing estimates, tracking expenses, and managing contracts to stay within budget.
- **Scheduling:** Reviewing work schedules and tasks for on time completion.
- **Quality Control:** Ensuring work meets specified standards and quality levels.
- **Risk Management:** Identifying potential risks, developing mitigation strategies, and managing contingencies.
- **Communication:** Serving as the point of contact, reporting progress to engineers, contractors, and admin.
- **Site Management:** Routinely inspecting operations, enforcing safety, and managing permits.



Engineering staff proudly standing before the County Rec Center's Tier 2 Bioretention Basin which they designed in-house and then constructed with the assistance of Public Works staff

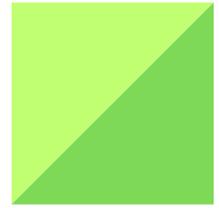
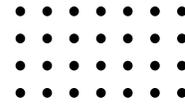
ADDITIONALLY



The Engineering Department drafts construction designs, performs calculations, and gathers field data for minor capital projects under the licensure and certifications of department staff. This results in cost savings, faster preparation of plans, and greater project flexibility by completing project engineering work in-house. Larger or more complex capital projects are performed by the County's consultant engineering firms or through the Request for Proposal (RFP) process.

2025

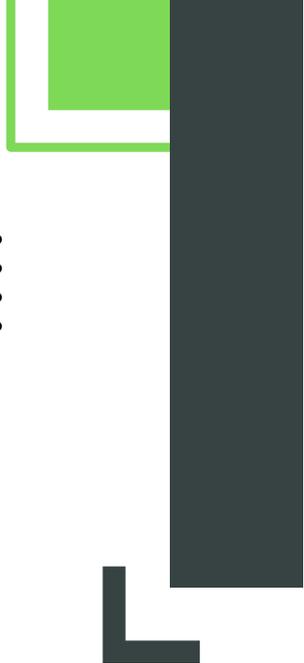
CIP Highlights



2025 PROJECT LIST

- Briery Branch Community Center
- Cheese Run Pump Station Bridge Replacement
- City-County Railroad Crossing Elimination
- Innovation Village Pad Ready Site #1
- Innovation Village Pad Ready Site #2
- Landfill Scale House Drainage Improvements
- Public Works Utility Office Building
- Rockingham Park Ball Field Netting
- Rockingham Park Exit Right Turn Delineators
- Rockingham Park Indoor Rec Facility
- Rockingham Park Irrigation Expansion
- Rockingham Park Zipline Relocation
- Taylor Spring Park
- Taylor Spring Sewer Extension
- Three Springs Third Well House

Environmental Services



The Environmental Division of the Engineering Department oversees the County's Erosion and Sediment Control Program, focusing on protecting property owners and watersheds from soil erosion, sediment deposition, and nonagricultural runoff from land-disturbing activities as specified in the Code of Virginia.

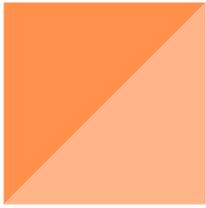
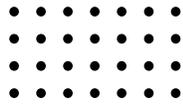
Additionally, the Environmental Division oversees the County's Stormwater Management Program, which focuses on the management of the quality and quantity of stormwater runoff resulting from land-disturbing activities. It is the goal of the program to protect properties, safeguard the general health, safety, and welfare of the public, and to preserve aquatic resources.

The administration, plan review, inspection, and enforcement of both programs is achieved using the specifications and guidelines set forth by the Department of Environmental Quality (DEQ).



LAND DISTURBANCE PERMITS ACTIVE 215
ACRES OF OPEN DISTURBANCE 1,820





INSPECTIONS & ENFORCEMENT

All development sites are inspected by County staff on a regular basis to ensure compliance with the approved site plan.



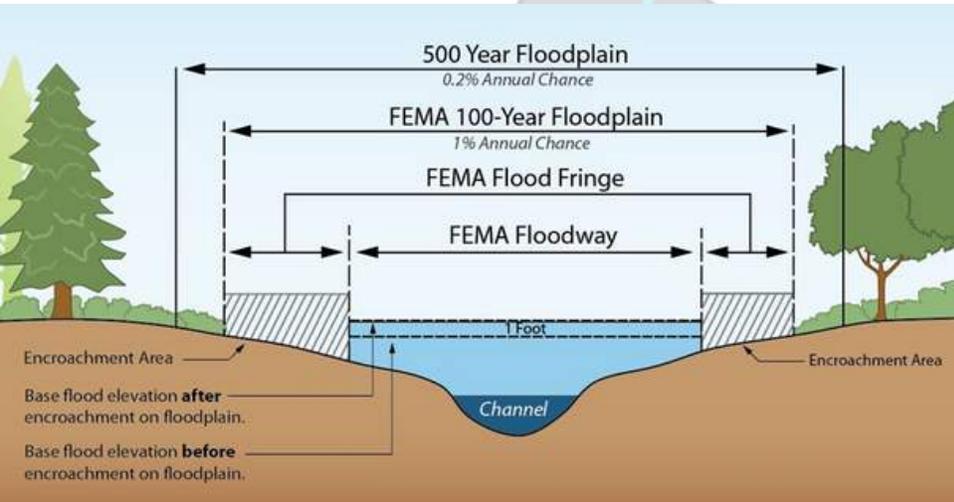
The frequency of site inspection is based on a two, four, or eight-week schedule, depending upon the project's scope and complexity. Each site within the County is subject to an inspection cycle, including single-family dwellings. During an inspection, every effort is made to contact the land owner or responsible party to ensure they understand all comments or corrections noted by the County Environmental Inspector.

WATER QUALITY STUDIES & STANDARDS

Throughout the Commonwealth, DEQ has established water quality studies known as Total Maximum Daily Loads or "TMDLs". These studies identify pollution loads and create reduction goals to attain water quality standards. Rockingham County has taken an active role in these community-based environmental improvements, serving on steering committees and advisory groups.



Floodplain Development



The purpose of the County's floodplain ordinance is to regulate the uses, activities, and developments within FEMA's Special Flood Hazard Areas ("100-year floodplain") which may threaten the loss of life and property, create health or safety hazards, disrupt commerce and governmental services; all of which resulting in extraordinary and unnecessary expenditure of public funds for flood protection and relief.

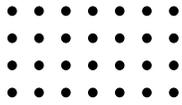
Such developments, alone or in combination with other existing property uses, will cause unacceptable increases in flood heights, velocities, and frequencies. To guard against this, flood-prone areas are required to be protected against flooding and flood damage. These regulatory requirements apply to all residential, commercial, industrial, and agricultural projects located within the floodplain.

In addition to safeguarding public health and safety, floodplains are also regulated because of the flood risk reduction benefits they provide by slowing runoff and storing flood waters. They provide other benefits of considerable economic, social, and environmental value. Floodplains frequently contain wetlands and other important ecological areas which directly affect the quality of the local environment.

27,296 ac
COUNTY LANDS
LOCATED WITHIN
A FEMA SPECIAL
FLOOD HAZARD AREA



Municipal Separate Storm Sewer Systems



Virginia DEQ's Municipal Separate Storm Sewer System (MS4) program is designed to regulate stormwater drainage systems that collect and discharge stormwater to surface waters. For the number of urbanized areas throughout the County, DEQ designated Rockingham an MS4 community in early 2025.

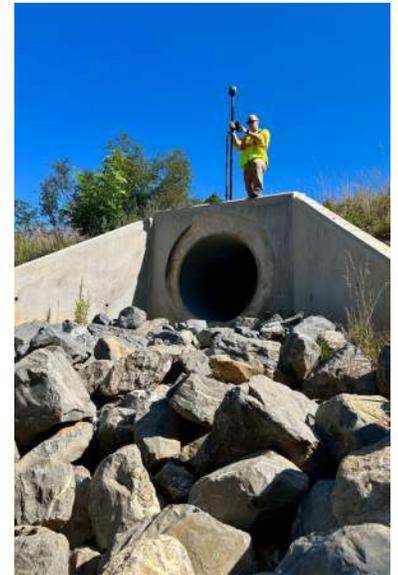
The County's MS4 program is comprised of seven sections of regulatory framework designed to address the unique challenges associated with urban areas, where stormwater can pick up pollutants from various sources and ultimately discharge into local waters. Within the last nine months, staff have developed and approved two of the sections - Public Education and Outreach and Public Participation.

MANDATORY MS4 PROGRAM COMPONENTS

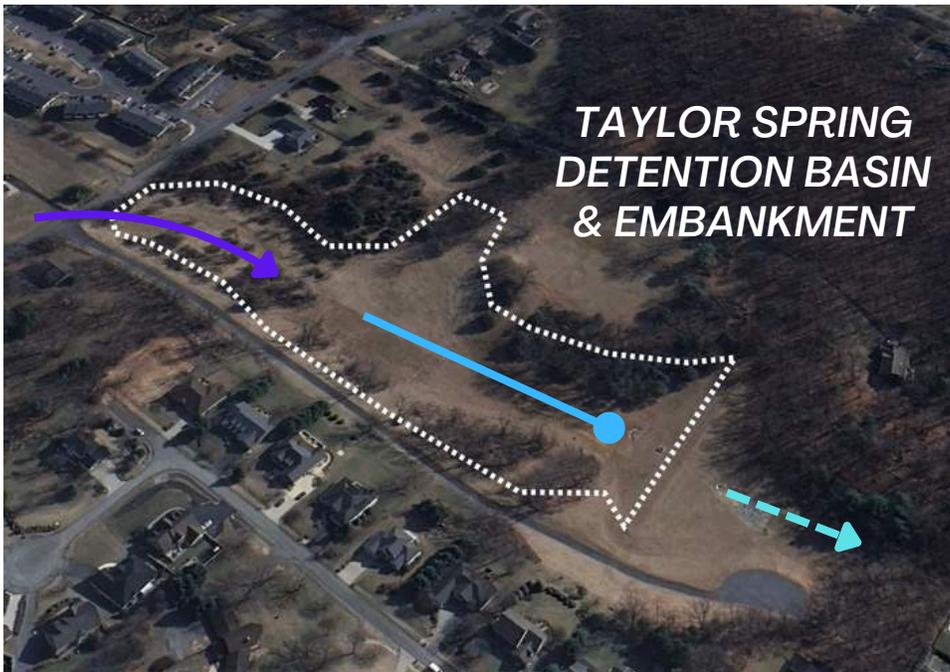
- **Permitting operations of stormwater management systems**
- **Developing and implementing stormwater management plans**
- **Conducting public education and outreach initiatives**
- **Detecting, identifying, and eliminating illicit discharges**
- **Regulating construction site runoff to prevent erosion**
- **Creating long-term maintenance plans for stormwater infrastructure to preserve water quality**
- **Implementing pollution prevention practices for municipal-owned facilities and operations**
- **Monitoring and reporting of stormwater discharge qualities**

Additionally, over **1,000 GIS data points** of stormwater outfalls and BMPs have been collected in the field in the effort to identify and quantify infrastructure located within the County's urbanized areas.

Equally as critical as program development is the regional collaboration with adjacent MS4 communities. County staff have taken part in over 10 meetings with seasoned MS4 staff from other localities within the Shenandoah Valley and across the Commonwealth. Topics of conversation have included MS4 program creation and implementation, creating valuable relationships, and opportunities for knowledge sharing.



Lake Shenandoah Stormwater Control Authority



Over the past 40 years, development in the Lake Shenandoah watershed has led to increased runoff, and older stormwater infrastructure can no longer adequately manage it, causing recurring flooding in nearby homes and roads, especially near Congers Creek. To address this, Rockingham County created the Lake Shenandoah Stormwater Control Authority (LSSCA) in 2019 with the primary goal of reducing the frequency of urban

flooding. The first and most-beneficial solution the County elected to pursue was to construct a regional stormwater detention basin. Funded by a \$730,000 FEMA and VDEM grant, a 19-foot-high earthen embankment was completed in March 2023 forming a 6.7-acre detention basin.

The basin continues to be closely monitored for functional performance, maintenance, and overall site conditions. To further utilize the LSSCA property, the development of a passive park, complete with walking trails, open greenspaces, native plantings, and informational kiosks is currently being designed by Engineering staff to be constructed in the late-spring of 2026.

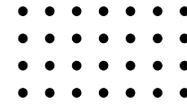
Homes in LSSCA | Reported Damages

2,809 0

\$0.04 $\frac{\text{SQFT}}{\text{ROOFTOP}}$

LAKE SHENANDOAH STORMWATER TAX

Infrastructure Inspections



The Engineering Department assists Public Works staff with the inspection of all County-owned utilities, including material and component selection and installation methods associated with public water distribution and sewage collection systems.

Staff further assist with inspections of public pedestrian pathways and private roadways. All public roadways, traffic signals, and signage are owned, inspected, and maintained by VDOT.



TYPES OF INSPECTIONS

- **Progressive Construction:** To ensure the selection, installation, and testing of components are in compliance with the approved site plan and the County's *Design and Construction Standards Manual*. Additionally, construction sites are inspected for safe working conditions.
- **Incident-Driven:** Triggered by the incorrect installation and/or failure of materials. Such issues are promptly inspected and directly reported on for immediate repair.
- **Complaint-Based:** As reported to the County based on disruption in service, quality, or perceived work being performed by the contractor.



Aerial Drone & GIS Mapping



To aid in the inspection and data collection of large-scale development and capital projects, Engineering staff utilize an aerial drone to collect high-resolution photos and videos, as well as to evaluate the site conditions, vegetative cover, and erosion and water quality conditions. The collected data has greatly improved efficiency, accuracy, and safety of field inspections.

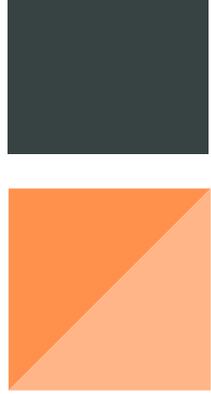
| Projects Documented | Hours of Drone Flight | Data Points Collected |
|---------------------|-----------------------|-----------------------|
| 22 | 5.5 | 1,500+ |



Staff also heavily rely on the use of GIS data collectors to capture precise geographic locations and attributes, linking them to real-world features. The department's GIS unit allows for streamlined data collection, mapping, and integration with the County's GIS maps, as well as the mapping of features and public assets in the field.



Public Education & Outreach



Public education and outreach help inform residents of County services, regulatory policies, and a variety of environmental and utility programs. Such events also afford staff the chance to showcase their job and to share what they love most about serving their community and the environment.

Throughout the year, Engineering staff conduct multiple educational presentations and information sessions in a variety of settings from school classrooms and fieldtrips to community fairs and on-site training.



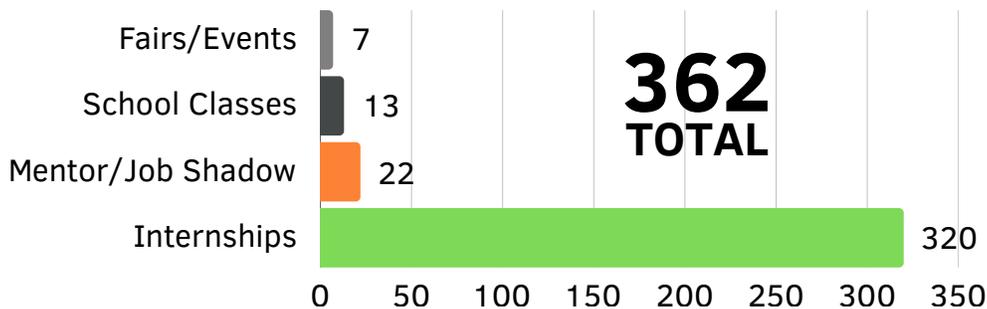
Additionally, staff host learning opportunities in the form of paid summer internships for college seniors, mentorships and job shadowing experiences for college and high school students, and keystone projects for students attending local governor school programs.



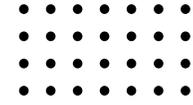
*2025 County "Future Leaders In Public Service" Intern:
Mr. Dalton Nicely,
James Madison University*



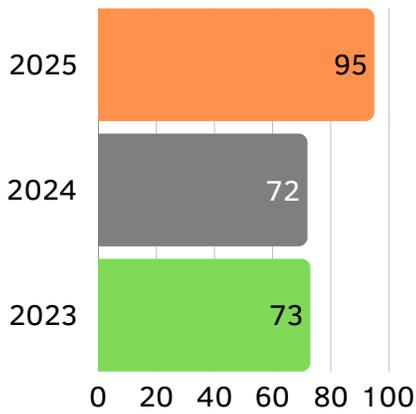
DEPARTMENT PUBLIC EDUCATION HOURS



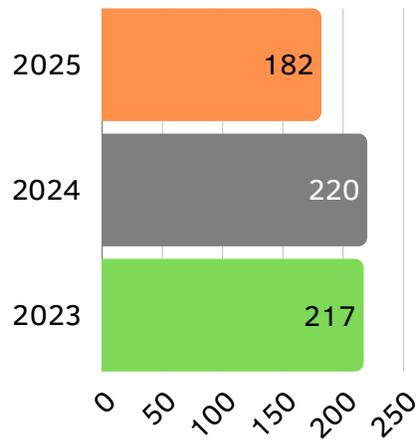
Additional 2025 Department Statistics



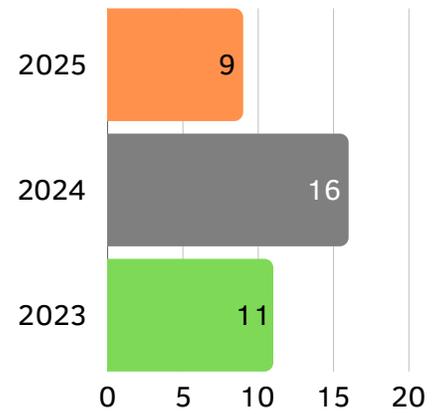
**Development
Plans Submitted**



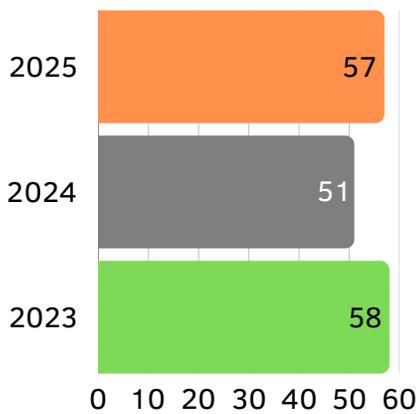
**Staff Reviews
Performed**



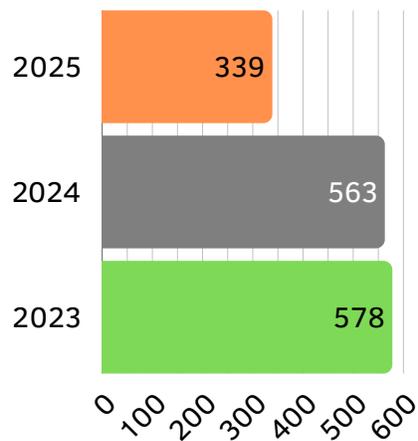
**Floodplain
Permits Issued**



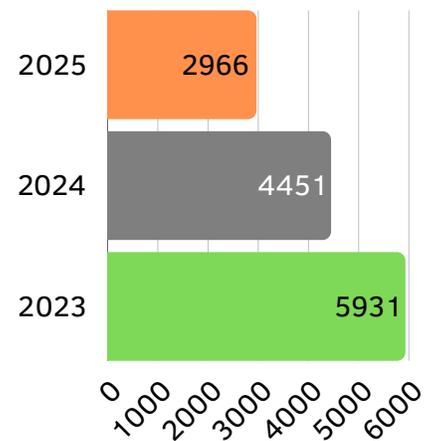
**Land Disturbance
Permits Issued**



**Development
Acres Disturbed**

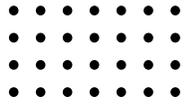


**Environmental
Inspections
Performed***



* Reduction of environmental inspection performed due to permitting efficiencies (issuing a single permit for multi-hundred home developments) and construction of large scale utility projects (i.e., solar sites and mass grading)

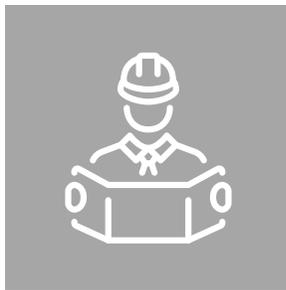
Photos on the Job





2025 Recap & Future Plans

2025 was a banner year for the Engineering Department and individual staff. The most noteworthy event was the **department relocating** from the back offices of Community Development to the open department space vacated by Parks and Recreation. The move not only added more office space and a private conference room, but allows staff to better serve citizens and the community with **direct public access** to department services.

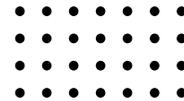


Two **new staff** joined the Engineering Team in 2025 – a Stormwater Compliance Specialist to administer the County’s new MS4 program, and an Engineering Technician to administer the site plan review process and to support the general operations of the department. This past fall, Mr. Owen Ferguson successfully **obtained DEQ inspector certifications** in the fields of Erosion & Sediment Control and Stormwater Management.

Along with the department move, Engineering staff began to **organize the County’s site plan archives**. Phase 1 to compile, organize, and file over 25 years of hardcopy plan sets was completed in October (an eight-month process). Phase 2 to inventory, document, and catalog the plan sets began in December and is to be finished by June 2026. Once complete, Phase 3 will be to scan all hardcopy plan sets into digital files.



Engineering staff assisted Public Works staff with the complete **rewrite of the County’s *Design and Construction Standards Manual***. Work not only included amending construction narratives and standard practices, but the research and updating of acceptable materials and tolerances, and the redrafting of dozens of construction details for site plans. A completed version is to be finished in the spring of 2026.



The Engineering Department is also assisting Community Development to **update the County's Performance Bond Policy**, along with a number of development-related ordinances and studies. As part of the Floodplain Development Program, staff are consulting with the Building Division to **adopt a Substantial Improvement/Substantial Damage Policy**. All aforementioned policy documents are expected to be completed in early 2026.



As Rockingham County continues to grow in population and development, so, too, will the need for **more resources to meet the demands of public service**. The volume and complexity of construction and site development within the County will continue to be closely monitored to ensure that projects are executed in accordance with approved design plans, regulatory codes, and safety standards, thereby enhancing communities and preserving the agricultural heritage of the County.





FOR MORE INFORMATION



(540) 564-6095



www.rockinghamcountyva.gov



20 East Gay Street,
Harrisonburg, VA 22802



Technology Department Staff Report: January 2026 – A Year in Review

Overview

This year, the Technology Department updated systems, improved our cybersecurity protections, and added new technology services to support the county as it grows. These efforts helped our operations run more smoothly, improved the support we provide, and made sure every county department has safe, dependable, and up-to-date technology to do its work.

Operational Achievements

- Resolved over 3,000 help desk tickets and closed 57 project requests across all departments.
- Created 351 new user accounts, supporting staffing transitions and organizational expansion.

Facilities and Infrastructure Expansion

New technology infrastructure and services were deployed at the following locations:

- Massanutten Wastewater Treatment Plant (WWTP)
- Massanutten Water Treatment Plant (WTP)
- Fulks Run Station
- Rockingham Recreation Center (RRC)

Renovation and Relocation Support

The department provided comprehensive technological support for departmental moves and renovations involving:

- Technology
- Engineering
- Community Development
- Social Services

Supported activities included upgrading network cabling, and device relocations.

Software and System Implementations

The department implemented several new stand-alone software platforms to enhance operational efficiency, cybersecurity, and public engagement. These included:

- Cartegraph
- Pre-Trial Software
- Alert Media
- OpenGov
- Citibot
- Temetra
- SentinelOne
- Guardicore
- NextRequest

Network, Hardware, and Security Upgrades

- Installed 5 new firewalls
- Deployed 13 new network switches
- Added 18 new wireless access points

These upgrades improved network performance, reliability, and security across county facilities.

Device and Server Modernization

- Deployed over 400 devices for the Windows 11 upgrade
- Refreshed 4 host servers to increase capacity and stability
- Issued 55 additional mobile devices to support field operations and remote work requirements

Physical Security Improvements

- Installed 9 new security cameras
- Added 16 new door access control units

These enhancements expanded the county's physical security infrastructure and improved monitoring and access management capabilities.

Conclusion

Over the past year, the Technology Department has made major improvements to the county's technology infrastructure and systems. By upgrading equipment, investing in better tools, and providing strong day-to-day support, we've helped make our technology more secure, efficient, and reliable. We remain dedicated to helping every county department deliver excellent services to the community.

Respectfully Submitted,

Michael L. Bowen
Director of Technology

1. Personnel

The department currently has no open positions.

2. Fire & Life Safety: Division Chief Joe Mullens, Capt. Todd Spitzer, Lt. Tyler Jessup, Fire and Life Safety Specialist Fiona Albertson, and Assistant Fire Marshal Brent Powell, Part-Time Assistant Marshal Cameron Delawder, and Fire and Life Safety Technician Ryan Pettit

- A. Plan Review
 - 1. Total Number of Plans Reviewed – 36
 - 2. Community Development Fees Generated for Fire/Rescue - \$4,416.87
- B. Inspections
 - 1. Total Number of Inspections – 97
 - 2. Inspection Fees Generated - \$520.00
- C. Operational Permits Issued
 - 1. Operational Permits Issued -102
 - 2. Permit Fees Generated – \$0.00
- D. Incident Responses and Disposition
 - 1. Fire Marshal’s Office Total Incident Responses - 23
 - 2. Structure Fires - 7
 - 3. Vehicle Fires - 0
 - 4. Brush/Grass/Woods Fires - 3
 - 5. Open Burning -5
 - 6. Fire Lane Warnings - 0
 - 7. Fire Lane Tickets - 1
 - 8. On Going Investigations - 0
 - 9. Number of Open-Air Burning Notice of Violations Issued – 1
 - 10. Number of Court Summons Issued – 0
 - 11. Number of Arrest Warrants Obtained – 0
- E. Public Education
 - 1. Prevention Programs
 - a. Alarms Installed
 - i. Smoke Alarms Installed – 25
 - ii. Batteries Replaced - 23
 - iii. CO Alarms Installed – 6
 - iv. Hearing Impaired Smoke Alarms Installed – 1
 - b. Home Safety Visits – 15
 - c. Social Media Posts – 36
 - d. Fire Extinguisher Presentations – 0
 - i. Number of Participants – 0
 - e. School Program Presentations - 13
 - i. Number of Participants – 79

- f. Presentation of Education Materials Events – 1
 - i. Number of Participants – 150
 - F. Comments
- 3. Training Division: Division Chief Dustin Gladwell, Capt. Dennis Albertson, Lt. Chris Thompson, Laura Clark, and Lt. Stephanie Brown**
 - A. Continued Education Training Provided
 - 1. Monthly EMS Training
 - 2. CE Hours Obtained during Recruit EMT Class
 - B. Certification Training Provided
 - 1. Volunteer Academy Hazmat
 - a. Number of Participants - 20
 - b. Number of Instructional Hours – 38
 - 2. MTC EMT Class
 - a. Number of Participants – 9
 - b. Number of Instructional Hours – 30
 - 3. EMT Vehicle Extrication and Special Equipment
 - a. Number of Participants – 10
 - b. Number of Instructional Hours – 3
 - 4. Volunteer Firefighter I
 - a. Number of Participants – 14
 - b. Number of Instruction Hours – 48
 - 5. Recruit 26A EMT
 - a. Number of Participants – 10
 - b. Number of Instruction Hours – 75
 - 6. Recruit CPR and First Aid/Infection Control
 - a. Number of Participants – 10
 - b. Number of Instruction Hours – 8
 - C. Meetings and Trainings Attended
 - 1. Meetings with Command Staff and HR
 - 2. Staff Meetings
 - 3. Recruit Long Day of Training
 - 4. EMT-A Release and Mega Code Evaluation
 - 5. New Hire Evaluations
 - 6. Quarterly Safety Topic
 - 7. Monthly EMS Training
 - 8. OSHA-Multiple Annual Training Courses
 - 9. BLS Release and Evaluations
 - 10. Rope and Winch Training
 - 11. Tech Rescue Team Training
 - 12. New Rescue Familiarization

13. FAA Part 107 Renewal and Night Operations Training
14. EVOC Update
- D. Other Activities
 1. Assist with Interviews
 2. Read HMO Test to MTC Student
 3. Class Scheduling and Preparations
 4. Scheduling for EMT, EMT-A, and Paramedic Students
 5. Inventoried EMS Supplies
 6. Prepared Infection Control Training
 7. Acquired Structure Burn
 8. Repairs to Training Structure
 9. Inventory of Training Trailer
 10. Inventory and Clean up from Academy
 11. Education Coordinator Proficiency for National Registry Test
 12. Recruit 26A Family Night and Team Building
 13. Updated and Prepped Recruit Manual
 14. Set Up and Updated Tests and Quizzes in Platinum Planner
 15. Regional School Scheduling
 16. Scheduled Recruits for Fridays in Stations
 17. Reviewed and Verified Lab Skills and Opportunity Documentation Submitted
 18. Scheduled Students for Precepting in Field
 19. Submitted CE Hours for Recruit Class
 20. Instructor I Class Preparation
 21. Sent EMT Certification Renewal Letters to Affiliated Providers

4. Call Report for September 2025

5. Consolidated Call Report

December and End of Year 2025

| <u>Agency</u> | <u>Monthly Calls</u> | <u>% of Monthly Calls</u> | <u>Year To Date Calls</u> | <u>% of Year To Date Calls</u> |
|--------------------------|----------------------|---------------------------|---------------------------|--------------------------------|
| Fire | | | | |
| <u>Bergton</u> | <u>5</u> | <u>0.18%</u> | <u>147</u> | <u>0.44%</u> |
| <u>Bridgewater</u> | <u>92</u> | <u>3.30%</u> | <u>1085</u> | <u>3.28%</u> |
| <u>Broadway</u> | <u>60</u> | <u>2.15%</u> | <u>739</u> | <u>2.23%</u> |
| <u>Clover Hill</u> | <u>33</u> | <u>1.18%</u> | <u>380</u> | <u>1.15%</u> |
| <u>Elkton</u> | <u>62</u> | <u>2.23%</u> | <u>794</u> | <u>2.40%</u> |
| <u>Grottoes</u> | <u>37</u> | <u>1.33%</u> | <u>479</u> | <u>1.45%</u> |
| <u>Hose Company #4</u> | <u>3</u> | <u>0.11%</u> | <u>74</u> | <u>0.22%</u> |
| <u>McGaheysville</u> | <u>85</u> | <u>3.05%</u> | <u>760</u> | <u>2.30%</u> |
| <u>New Market</u> | <u>2</u> | <u>0.07%</u> | <u>125</u> | <u>0.38%</u> |
| <u>Rockingham County</u> | <u>112</u> | <u>4.02%</u> | <u>1135</u> | <u>3.43%</u> |
| <u>Shenandoah</u> | <u>11</u> | <u>0.39%</u> | <u>112</u> | <u>0.34%</u> |
| <u>Singers Glen</u> | <u>11</u> | <u>0.39%</u> | <u>251</u> | <u>0.76%</u> |
| <u>Station 10</u> | <u>76</u> | <u>2.73%</u> | <u>732</u> | <u>2.21%</u> |
| <u>Station 12</u> | <u>21</u> | <u>0.75%</u> | <u>54</u> | <u>0.16%</u> |
| <u>Station 41</u> | <u>86</u> | <u>3.09%</u> | <u>1179</u> | <u>3.57%</u> |
| <u>Timberville</u> | <u>39</u> | <u>1.40%</u> | <u>400</u> | <u>1.21%</u> |
| <u>Weyers Cave</u> | <u>15</u> | <u>0.54%</u> | <u>182</u> | <u>0.55%</u> |
| Rescue | | | | |
| <u>Bergton</u> | <u>6</u> | <u>0.22%</u> | <u>131</u> | <u>0.40%</u> |
| <u>Bridgewater</u> | <u>178</u> | <u>6.39%</u> | <u>2020</u> | <u>6.11%</u> |
| <u>Broadway</u> | <u>204</u> | <u>7.32%</u> | <u>2990</u> | <u>9.04%</u> |
| <u>Clover Hill</u> | <u>82</u> | <u>2.94%</u> | <u>1009</u> | <u>3.05%</u> |
| <u>Elkton</u> | <u>135</u> | <u>4.85%</u> | <u>1578</u> | <u>4.77%</u> |
| <u>Grottoes</u> | <u>98</u> | <u>3.52%</u> | <u>1207</u> | <u>3.65%</u> |
| <u>Harrisonburg</u> | <u>893</u> | <u>32.05%</u> | <u>10866</u> | <u>32.86%</u> |
| <u>McGaheysville</u> | <u>176</u> | <u>6.32%</u> | <u>1778</u> | <u>5.38%</u> |
| <u>New Market</u> | <u>9</u> | <u>0.32%</u> | <u>249</u> | <u>0.75%</u> |
| <u>Shenandoah</u> | <u>6</u> | <u>0.22%</u> | <u>122</u> | <u>0.37%</u> |
| <u>Singers Glen</u> | <u>10</u> | <u>0.36%</u> | <u>202</u> | <u>0.61%</u> |
| <u>Station 10</u> | <u>125</u> | <u>4.49%</u> | <u>1604</u> | <u>4.85%</u> |
| <u>Station 12</u> | <u>60</u> | <u>2.15%</u> | <u>122</u> | <u>0.37%</u> |
| <u>Weyers Cave</u> | <u>54</u> | <u>1.94%</u> | <u>561</u> | <u>1.70%</u> |
| <u>Total</u> | <u>2786</u> | <u>100.00%</u> | <u>33067</u> | <u>100.00%</u> |

Respectfully Submitted by:

Chief Jeremy Holloway



**December 2025 STAFF REPORT
January 7, 2025**

Agenda Item#

Staff & Title

| | |
|--|--|
| Kirby Dean- Director of Parks & Recreation | Marco Knorr- Deputy Director |
| Denise Dean- Administrative Assistant | Taylor May- Social Media & Rec. Coordinator |
| John Marshall-Turf & Park Grounds Supervisor | Tucker Thigpen- Outdoor Athletics & Facilities |
| Kevin Jones- Indoor Athletics & Facilities | Andrew Kipps- Recreation Programmer |
| Riley Kingsley- Park Coordinator | John Dofflemyer- Park Maintenance Tech |
| Sherrill Wright-Park Grounds | Wyn Coleman- Athletic Tech |

Parks and Rec Athletic Staff
Work Summary – December 2025

Park Staff:

- Equipment Maintenance
- Trash removal throughout Park
- Minor Landscaping
 - Pruning, Weed removal
- Infield work on Baseball/Softball Fields
 - Edging
 - Adding Infield Mix
- Mowing:
 - Athletic Fields
 - Green Spaces
- Misc. Repairs on equipment
- Set-up Indoor Track equipment

Recreation Staff:

Administration of Athletic Programs etc.:

- RCPR Boys Basketball League
 - 355 Participants
- Program development for upcoming Activity Guide
- Planning for Winter/Spring Athletics
 - Indoor Track Series
 - Shenandoah Valley Track Club
 - Spring Flag Football
 - Toddler Start Smart Programming
 - Pickleball Clinics

Rockingham Park at the Crossroads

Estimated Visitors:

- December: 2100 (estimated)

Activities:

- Fields Shut down

Rockingham Recreation Center

Estimated Visitors:

- November:
 - Visitors: 4400 (est) – Visits: 9600 (est)
- Visitors Year to date: 25,800 (est)
- Totals Visits since opening: 72,600 (est)

Recreation Center Income (Classes, Programming & Rentals):

- December: \$28,868.99
- FY (July 1) to Date: \$107,748.94
- Since Opening: \$177,024.94

Daily use/rentals:

- Redeemer Classical School Basketball Teams
- Individuals
- Teams
- RCPR Boys Basketball Season
- RCPS Indoor Track Teams
- Open Gym
 - Pickleball
 - Basketball
 - Volleyball
 - Ping Pong
 - Walking
- Senior Classes & Programming
 - Bingo
 - Fitness Classes
 - AARP
 - General Education Classes
 - Private Classroom Use/rentals
- RCPR Use
 - Staff & Coaches Meetings
- Sensory Room
 - RCPS Classes
 - Individual/Family uses

Special Events

- Photos with Santa-88 participants

Programs & Trips

- Snapology Classes
- Pole Vault Sessions
- Toddler Open Gym
- Hollywood Casinos
- Potomac Mills Mall
- Wild Guyde Adventures
- Winter Wander Lights

Community Center Rentals

- Bergton Community Center-7
- PDCC paid rentals-55
- PDCC non-paying rentals-22

Recreation Department Emphasized Items of Interest:

1. The indoor track (season) schedule is now complete, and **The Rockingham Recreation Center will be hosting 17 track meets during the upcoming indoor season.** Meets scheduled include:

- Two district championships meets: Valley District & Jefferson District
- Three regional championship meets with four regions participating totaling 57 high schools represented. Schools who will be in attendance include:

Region 1B

Altavista
Appomattox Regional Gov. School
Brunswick
Buffalo Gap
Carver College/Career Academy
Cumberland
Franklin
Galileo
Luray
Rappahannock County
Riverheads
Smith Mountain Lake Christian Academy
Surry
Sussex
William County

Region 2B

Buckingham County
Central
Clarke County
Fort Defiance
Madison County
Page County
Stonewall Jackson
Strasburg
Stuarts Draft

Region 3C

Alleghany
Broadway
Brookville
East Rockingham
Fluvanna County
Harrisonburg
Heritage (Lynchburg)
Liberty Christian
Monticello
Rockbridge County
Rocktown
Rustburg
Spotswood
Staunton
Turner Ashby
Waynesboro
Western Albemarle
Wilson Memorial

Region 4D

Amherst
Blacksburg
Charlottesville
E.C. Glass
George Washington
Halifax County
James Wood
Jefferson Forest
Liberty (Bealeton)
Mecklenburg County
Millbrook
Orange County
Salem
Sherando

- Two Bridgewater College Meets
 - The First ever 'Ed Long Invitational' hosted by Rockingham County
 - Two Virginia Track Coaches Association indoor meets
 - East Rockingham High School Invitational
 - Henley Middle School (Albemarle County) Invitational
2. Boys' basketball season ended with final games on Saturday December 20. This year's record participation of 355 boys saw great improvement throughout the season!
 3. You can officially mark your calendar for the last weekend in February 2027 and 2028 as the Old Dominion Athletic Conference Indoor Track Championships will be hosted at the Rockingham Recreation Center!! Schools participating will include:

Hampden Sydney College
Averett University
Washington & Lee University
Virginia Wesleyan University
Guilford College
Shenandoah University
University of Lynchburg
Randolph College
Hollins University
Bridgewater College
Eastern Mennonite University

Rockingham County



Drug and Alcohol Testing Program For Safety Sensitive Positions

PURPOSE

To ensure a safe, healthy, and productive work environment, and to comply with applicable federal and state regulations, Rockingham County has established a drug and alcohol testing program for employees in safety-sensitive positions.

SCOPE

This policy applies to all employees in positions classified as safety-sensitive, including but not limited to:

- Truck Drivers (CDL and Non-CDL)
- Utility Workers
- Landfill Employees - including heavy equipment operators, scale operators, landfill workers, and landfill administrative and management staff.
- Public Safety Employees - including Fire & Rescue and Law Enforcement personnel.

DEFINITIONS

Safety-Sensitive Position: A safety-sensitive position is defined under this policy as “a job, including any supervisory or management position, in which an impairment caused by drug, alcohol, or cannabis usage where an employee’s job duties or performance directly affects the safety of themselves or others. This includes roles where inadequate task performance or failure to perform could lead to safety incidents.”

Random Testing: Unannounced drug and/or alcohol tests administered using a statistically random selection process.

Prohibited Substances: Substances tested under this policy include, but are not limited to, marijuana, cocaine, opiates, barbiturates, amphetamines, benzodiazepine, MDMA, methamphetamine, methadone, oxycodone, phencyclidine.

For the protection of our employees and the general public, Rockingham County demands our vehicles be operated in a safe and controlled manner. The Federal and State governments also feel this need as they have decreed a drug and alcohol testing program be initiated for all CDL drivers in intrastate and interstate commerce. The procedures for testing, confidentiality record keeping and sanctions are defined in the FHWA guidelines (49 CFR Part 40). The Federal Department of Transportation and the Virginia State Police will conduct enforcement of the rules. Additionally, the County has designated some positions as safety sensitive positions that are subject to this policy.

Rockingham County expects all employees to adhere to normal, common sense rules of behavior while working. Rockingham County has determined, however, that certain actions may lead to appropriate disciplinary action up to and including termination of employment. These actions include the use, sale, purchase, transfer or possession of prohibited drugs and alcohol while on County property, in, on or about county vehicles, or while conducting County business. Any of these actions may result in immediate suspension pending investigation subject to discharge.

TESTING POLICY AND PROCEDURES

All applicants and employees in safety sensitive positions will be tested for alcohol and prohibited drugs in the following situations, as appropriate:

1. Pre-employment
2. Reasonable suspicion and/or probable cause
3. Post accident
4. Random testing
5. Return to duty
6. Follow-up Testing

1. Pre-employment testing for applicant

Prior to employment, all final applicants will be required to submit to a drug screen. All applicants refusing a drug screen or testing positive will not be hired.

2. Reasonable suspicion and/or probable cause

Whenever an employee covered under this policy is reasonably suspected of using a prohibited drug or being under the influence of alcohol, the employee shall be required to submit to a drug and alcohol test. Where practical, at least two supervisors shall substantiate the decision to test an employee. The decision to test will be based on a reasonable belief the employee is using a prohibited drug or under the influence of alcohol on the basis of specific, contemporaneous, physical, behavioral, or performance indicators of drug or alcohol use.

3. Post accident

As required by the Federal and State regulations or otherwise within this policy, every employee involved in a reportable accident must subject him/herself to a drug test **immediately** after the accident but not later than 32 hours after the accident if out of the area. It is expected that there will be no out of the area accidents as all work is located within Rockingham County. A reportable accident includes any of the following: any vehicle having to be towed from the scene of the accident, or a personal injury requiring treatment away from the scene of the accident, or a fatality. If the employee is seriously injured and cannot provide a specimen at the time of the accident, documentation must be obtained from the hospital that would indicate whether there were prohibited substances in the employee's system.

4. Random

All employees covered under this policy are required to submit to drug and alcohol testing on a random basis as required by the Federal and State regulations;

- a. Random testing shall be unannounced.
- b. Employees subject to the tests will be randomly selected.
- c. For all current CDL drivers, the annual amount of tests will equal not less than 50% for drugs, 10% for alcohol. Other safety sensitive positions are also included in the random testing program.
- d. The testing frequency and selection process will continue as long as the employee is employed in a safety sensitive position.

5. Return to Duty

For CDL drivers, the requirements for return-to-duty testing will be performed in accordance with 49 CFR Part 40.305, Subpart O. Likewise, those working safety sensitive positions will be tested prior to return to duty, if applicable, and must have a negative drug and/or alcohol test result.

6. Follow-up Testing

CDL drivers are subject to the requirements for return-to-duty testing detailed in 49 CFR Part 40.307, Subpart O. Other safety sensitive positions will be required to participate in follow-up testing if it is included as part of the plan recommended by the Employee Assistance Program professional.

Covered employees testing positive will be placed on immediate suspension. Every situation in which an employee tests positive will be judged on a case-by-case basis. All options, including rehabilitation or discipline up to and including termination, will be considered.

REHABILITATION

If a Rockingham County employee voluntarily admits to a drug or alcohol problem before an accident or incident, and is covered under our health insurance plan, the employee will be referred to our insurance mental health and substance abuse program. Rockingham County will attempt to hold a job for the employee for 60 calendar days. Upon successful completion of the rehabilitation program, the employee will enter the County's last chance return to work program. The employee may use any accumulated annual leave or sick leave during the rehabilitation treatment program.

LAST CHANCE PROGRAM

Upon successful completion of a rehabilitation program, the employee may be rehired or returned to work, on the condition the employee tests negative during any random testing for the next 60 months. If at anytime the employee tests positive, the employee will be terminated or discharged from employment with the County.

DRUG AND ALCOHOL TESTING FACILITY

All samples will be taken at our designated drug and health provider (MRO). Laboratory work to be processed by their certified National Institute of Drug Abuse

(NIDA) laboratory. Results will be reviewed by the Medical Review Officer (MRO) of our designated provider.

RECORD KEEPING

The MRO will notify covered employees of positive or negative tests results. For positive tests the specific drug detected will be indicated. Rockingham County is required to retain for five years all records pertaining to the administration and results of the drug-testing program. Rockingham County must maintain an annual summary of the results from the driver qualification file for five years (exception: one year only for negative test results);

- a. Date of urine collection
- b. Location of collection site
- c. Identity of the lab performing the test
- d. Name of the Medical Review Officer (MRO)
- e. Whether the test results were positive or negative, if positive the names of the drug(s).

The Medical Review Officer (MRO) used by Rockingham County is required to have sole custody of individual tests results and is required to retain these tests results for at least five years.

STANDARDS SPECIFIC TO CDL DRIVERS

All drug and alcohol testing will be performed according to government standards as published in the Federal Register (49 CFR part 40) or current federal regulations, as applicable. These regulations are designed to ensure the drug-testing program, supervised by health care professionals, will yield accurate results while maintaining employee confidentiality.

Rockingham County shall ensure that all persons designated to supervise drivers receive training on alcohol misuse and controlled substances use. The training will be used by the supervisors to determine whether reasonable suspicion exists to require a driver to undergo testing under Sec. 382.307. The training shall include the physical, behavioral, speech, and performance indicators of probable alcohol misuse and use of controlled substances.

Rockingham County shall provide educational material that explains the requirements of 49 CFR Part 40 and the employer's policies and procedures with respect to meeting these requirements. This will be done prior to the start of alcohol and controlled substances testing under this part and to each driver subsequently hired or transferred into a position requiring driving a commercial motor vehicle.

SANCTIONS SPECIFIC TO CDL DRIVERS

Job applicants will not be hired if they test positive for prohibited drug or alcohol use. Rockingham County will not place in service any applicant before receiving the results of the pre-employment drug test. Employees who refuse to be tested or who test positive must be considered medically unqualified to operate a commercial motor vehicle until they:

- a. No longer use controlled substances;
- b. Test negative for use of controlled substances;
- c. Are medically re-certified as being qualified to operate a vehicle;
- d. Continue to participate in any program or aftercare required by an employee assistance program counselor and;
- e. Agree to be subject to follow-up testing for up to 60 months after returning to work.

An employee who tests positive for drug use does not have to be offered an opportunity for rehabilitation. Any driver involved in a fatal accident who refuses to be tested or tests positive for drug or alcohol use must be deemed medically unqualified to operate a commercial motor vehicle for one year.

APPENDIX A

Drug and Alcohol Testing Program Commercial Driver License Drivers

Forms

December 2025

**REQUEST FOR PRIOR EMPLOYER TEST RESULTS
COUNTY OF ROCKINGHAM, VIRGINIA**

TO:

FROM: Human Resources Department

SUBJECT: Request to Obtain Past Drug and Alcohol Test Results

DATE:

_____ has advised us that he/she worked for your company as a driver, or that he/she applied to your company for work as a driver during that past two (2) years.

Social Security #

Date of Birth

Regulations of the Federal Highway Administration (FHWA) (49 CFR 382,413) require us to obtain from your company and require your company to provide us, information concerning the above-named driver's past drug and alcohol test results (including refusals to be tested).

In accordance with the FHWA's regulations, therefore, we are providing you with the Driver's written authorization directing your company to provide us with the following information concerning this driver:

- all positive test results during the past two (2) years;
- all alcohol test results of 0.04 or greater during the past two (2) years;
- all instances in which the driver refused to submit to a DOT-required drug and/or alcohol test during the past two (2) years.

Please provide this information to Human Resource Director, County of Rockingham, P O Box 1252, Harrisonburg, Virginia 22803, as soon as possible by facsimile or mail. (Fax # (540) 564-1790 as required by the FHWA, the information which you furnish will be treated as strictly confidential.

Thank you for your cooperation.

**APPLICANT'S AUTHORIZATION TO OBTAIN
PAST CONTROLLED SUBSTANCES AND ALCOHOL TEST RESULTS**

1. _____, understand that as a condition of hire with the County of Rockingham I must give the County written authorization to receive the results of all DOT required controlled substances and/or alcohol tests (including refusals to be tested) from ALL of the companies for which I have worked as a driver, for which I took a pre-employment controlled substances and/or alcohol test, during the past two (2) years. I also authorize the County to contact and receive results from any consortium that represents the companies I worked for or applied to. I understand that my signing of this authorization does not guarantee me a job or guarantee that I will be offered a position with the County of Rockingham.

Listed below are ALL of the companies for which I worked as a driver, or to which I applied as a driver during the past two (2) years. I authorize the County of Rockingham to obtain from those companies, and I authorize those companies to furnish, the following information concerning my controlled substances and alcohol tests: (1) all positive controlled substances test results during the past two years; (2) all alcohol test results greater than 0.02 during the past two years; all instances in which I refused to submit to a DOT-required controlled substances and/or alcohol test during the past two years.

The following is a list of ALL of the companies for which I worked as a driver, or to which I applied for work as a driver, during the past two (2) years:

| Company Name & Address: | Dates worked for/applied to: |
|-------------------------|------------------------------|
| | |
| | |
| | |
| | |

I have read and understand this authorization to release my past controlled substances and alcohol test results. I certify that all of the information which I have furnished on this form is true and complete, and that I have identified ALL of the companies for which I have either worked, or applied for work, as a driver during the past two years.

| | | |
|-------------|------------|-------|
| Print Name: | Signature: | Date: |
|-------------|------------|-------|

| | | |
|--------------------|----------------|--|
| Social Security #: | Date of Birth: | |
|--------------------|----------------|--|

**ACKNOWLEDGEMENT OF RECEIPT
OF DRUG AND ALCOHOL TESTING PROGRAM
COMMERCIAL DRIVER 'S LICENSE
COUNTY OF ROCKINGHAM, VIRGINIA**

I hereby acknowledge that:

- I have received a copy of the County's Drug and Alcohol Testing Program for CDL Drivers and Safety Sensitive Positions;
- I have read and fully understand its contents;
- I understand I may be subject to drug and/or controlled substances testing; and
- I may be disciplined or dismissed for testing positive, or refusing to cooperate in testing, or for violating any provisions of this policy.

SIGNED:

| | | |
|--------------------|-------------|-------|
| Print Name: | Signature: | Date: |
| Social Security #: | Department: | |

**CONSENT FORM FOR ALCOHOL AND
CONTROLLED SUBSTANCES TESTING**

COUNTY OF ROCKINGHAM, VIRGINIA

Name: _____

Social Security Number: _____

Department: _____

I freely consent to tests of my urine for evidence of marijuana, cocaine, amphetamines, opiates, and PCP. I freely consent to tests of my breath. I freely consent to the release of hospital treatment records related to post-accident situations in which my breath could not be tested.

I also consent to the release of test results and other relevant medical information to County management, the designated Medical Review Officer, Sentara RMH or other medical provider/test site. Further, I release the County of Rockingham, designated collection sites, RMH or other medical facility, and designated laboratories from any and all liability to me which they might otherwise have arising out of or related to such testing or the reporting of the test results to County management or to other persons permitted or required by law or regulation to receive such information.

AGREED:

Signature

Date



Court Services

Staff Report – January 12, 2026

Reporting Period: FY26 through December 31, 2025

I. Organizational Structure

Director

- Deputy Director
- Administrative Assistant

Pretrial Services

- Pretrial Officer – Supervisor
- Pretrial Officers (4 Full-Time)
- Pretrial Evaluator

Probation Services

- Probation Officers (3 Full-Time, 1 Part-Time)

Drug Court Program

- Drug Court Coordinator – *Vacant*
-

II. Program Updates

A. Probation Services

Note: Data is still pending due to DCJS software upgrade issues.

FY26 Activity (as of December 31, 2025)

| | |
|------------------|---------------------|
| Total Placements | 88 |
| Total Offenders | 207 |
| Total Closed | <i>Data Pending</i> |

Program Overview:

Probation supervision provides structured sentencing alternatives for the courts. Offenders are held accountable through community service work, screening and assessments, substance abuse testing and treatment, and compliance with all conditions imposed by the judiciary.

B. Pretrial Services

Note: Data is still pending due to DCJS software upgrade issues.

FY26 Activity (as of December 31, 2025)

| | |
|------------------|---------------------|
| Total Screenings | <i>Data Pending</i> |
| Total Placements | 195 |
| Total Defendants | 274 |
| Pending Intakes | 34 |

Program Overview:

Pretrial Services provides investigative reports and supervision recommendations to assist judicial officers in determining defendant release conditions. Staff utilize the validated Virginia Pretrial Risk Assessment Instrument (VPRIA) to evaluate both flight risk and community safety risk.

C. Rockingham/Harrisonburg Adult Recovery Court

FY26 Activity (as of December 31, 2025)

| | |
|--------------------|----|
| Total Participants | 45 |
| Total Graduates | 8 |

Program Overview:

The Adult Recovery Court is a fifteen-month program designed for eligible offenders with substance use and/or mental health disorders. It delivers intensive treatment, structured accountability, and evidence-based interventions aimed at reducing recidivism and promoting sustained recovery.

D. Electronic Monitoring

FY26 (as of December 31, 2025)

GPS 15
TAD / SoberLink
4

E. Day Reporting / Residential Program

Total Participants (as of December 31, 2025): 0

F. CRT Crisis Response Team

New Consumer Contacts in FY26 (as of December 31, 2025): 148

G. Work Program – Litter Control

FY26 Totals (as of November 30, 2025)

- 673 bags of trash collected
 - Locations: Pleasant Valley Rd, Ridgedale Rd, Cecil Wampler, Stone Spring, Rt. 11, 33, Landfill
-

H. Crisis Intervention Team (CIT) Program

Next Training: January 2026

CIT-Trained Personnel (Cumulative Totals)

- Rockingham County Sheriff's Office/Jail – 203
- Harrisonburg Police Department – 136
- James Madison University Police Department – 67
- Timberville PD – 8
- Broadway PD – 10
- Bridgewater PD – 16
- Dayton PD – 7

- Elkton PD – 5
 - Grottoes PD – 7
 - Virginia State Police – 17
 - EMU Public Safety – 1
 - Bridgewater College PD – 2
 - Norfolk Police Department – 3
 - Magistrates – 3
 - Community Services Board – 14
 - Rockingham–Harrisonburg Court Services Unit – 7 (1 new)
 - Emergency Communications Center – 88
 - Rockingham County Fire & Rescue – 3
 - Harrisonburg Fire Department – 12
 - State Probation & Parole – 18
 - Federal Probation – 1
 - Sentara RMH – 1
 - USDA Forest Service – 2
 - VDOC Augusta Correctional Center – 3
 - Social Services – 2
 - National Park Service – Shenandoah – 13
 - CCAP DOC – 2
 - Other (Alleghany County) – 2
-

III. Summary

The Court Services Unit continues to provide community-based supervision, treatment, and pretrial support across multiple programs. Additional services include crisis response, recovery housing support, and other essential interventions that strengthen community safety and stability. Although some data remains pending due to the statewide DCJS software upgrade, all services continue to operate effectively and consistently meet both community and judicial needs.

January 8, 2025

A Reorganizational Meeting of the Board of Directors of the Countryside Sanitary District was held at 4:18 p.m. on Wednesday, January 8, 2025, at the Rockingham County Administration Center, Harrisonburg, Virginia.

Present:

- DEWEY L. RITCHIE, Election District #1
- SALLIE WOLFE-GARRISON, Election District #2
- RICK L. CHANDLER, Election District #3
- LEILA C. LONGCOR, Election District #4
- JOEL L. HENSLEY, Election District #5

Also present:

- STEPHEN G. KING, County Administrator
- THOMAS H. MILLER, JR., County Attorney
- CASEY B. ARMSTRONG, Assistant County Administrator
- PATRICIA D. DAVIDSON, Director of Finance
- PHILIP S. RHODES, Director of Public Works
- MOLLY S. BARNETT, Deputy Clerk

ooooOoooo

CALL TO ORDER.

Chair Hensley called the Meeting to order at 4:18 p.m.

ooooOoooo

APPROVAL OF MINUTES.

On motion by Supervisor Chandler, seconded by Supervisor Longcor, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board approved the minutes of the regular meeting of the Countryside Sanitary District held on January 10, 2024.

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2025 REORGANIZATION OF THE BOARD.

ELECTION OF CHAIR AND VICE CHAIR.

On motion by Supervisor Chandler, seconded by Supervisor Ritchie, and carried by a roll call vote of 5 to 0, voting recorded as follows CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board elected the Chair and Vice-Chair of the Rockingham County Board of Supervisors to serve as the respective Chair and Vice-Chair of the Countryside Sanitary District during 2025.

ooooOoooo

ADJOURN.

Chair Hensley adjourned the January 8, 2025, meeting of the Countryside Sanitary District at 4:19 p.m.

Chair

DRAFT

January 8, 2025

A Reorganizational Meeting of the Board of Directors of the Lake Shenandoah Stormwater Control Authority was held at 4:20 p.m. on Wednesday, January 8, 2025, at the Rockingham County Administration Center, Harrisonburg, Virginia.

Directors Present:

DEWEY L. RITCHIE, Election District #1
SALLIE WOLFE-GARRISON, Election District #2
RICK L. CHANDLER, Election District #3
LEILA C. LONGCOR, Election District #4
JOEL L. HENSLEY, Election District #5

Also present:

STEPHEN G. KING, Chief Administrative Officer and Secretary
THOMAS H. MILLER, JR., County Attorney
CASEY B. ARMSTRONG, Assistant County Administrator
PATRICIA D. DAVIDSON, Treasurer
PHILIP S. RHODES, Director of Public Works
MOLLY S. BARNETT, Deputy Clerk to Board of Supervisors

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CALL TO ORDER.

Chair Hensley called the meeting to order at 4:20 p.m.

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APPROVAL OF MINUTES.

On motion by Supervisor Longcor, seconded by Supervisor Chandler, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board approved the minutes of the regular meeting of the Lake Shenandoah Stormwater Control Authority of April 24, 2024.

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2025 REORGANIZATION OF THE BOARD.

ELECTION OF CHAIR AND VICE CHAIR.

On motion by Supervisor Chandler, seconded by Supervisor Ritchie, and carried by a roll call vote of 5 to 0, voting recorded as follows CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board elected the Chair and Vice-Chair of the Rockingham County Board of Supervisors to serve as the respective Chair and Vice-Chair of the Lake Shenandoah Stormwater Control Authority during 2025.

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ADJOURN.

Chair Hensley adjourned the meeting of the Lake Shenandoah Stormwater Control Authority at 4:21 p.m.

Chair

January 8, 2025

A Reorganizational Meeting of the Board of Directors of the Lilly Subdivision Sanitary District was held at 4:22 p.m. on Wednesday, January 8, 2025, at the Rockingham County Administration Center, Harrisonburg, Virginia.

Present:

- DEWEY L. RITCHIE, Election District #1
- SALLIE WOLFE-GARRISON, Election District #2
- RICK L. CHANDLER, Election District #3
- LEILA C. LONGCOR, Election District #4
- JOEL L. HENSLEY, Election District #5

Also present:

- STEPHEN G. KING, County Administrator
- THOMAS H. MILLER, JR., County Attorney
- CASEY B. ARMSTRONG, Assistant County Administrator
- PATRICIA D. DAVIDSON, Director of Finance
- PHILIP S. RHODES, Director of Public Works
- MOLLY S. BARNETT, Deputy Clerk

ooooOoooo

CALL TO ORDER.

Chair Hensley called the meeting to order at 4:22 p.m.

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APPROVAL OF MINUTES.

On motion by Supervisor Longcor, seconded by Supervisor Ritchie, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board approved the minutes of the regular meeting of the Lilly Subdivision Sanitary District held on January 10, 2024.

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2025 REORGANIZATION OF THE BOARD.

ELECTION OF CHAIR AND VICE CHAIR.

On motion by Supervisor Chandler, seconded by Supervisor Ritchie, and carried by a roll call vote of 5 to 0, voting recorded as follows CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board elected the Chair and Vice-Chair of the Rockingham County Board of Supervisors to serve as the respective Chair and Vice-Chair of the Lilly Subdivision Sanitary District during 2025.

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ADJOURN.

Chair Hensley adjourned the January 8, 2025, meeting of the Lilly Subdivision Sanitary District at 4:23 p.m.

Chair

November 3, 2025

A Meeting of the Board of Directors of the Massanutten Water and Sewer Authority was held on Monday, November 3, 2025, at 6:00 p.m., at the J.C. Powell Conference Room, 3980 Massanutten Drive, Massanutten, Virginia.

Present:

- DEWEY L. RITCHIE, Election District #1
- SALLIE WOLFE-GARRISON, Election District #2 – *attended virtually*
- RICK L. CHANDLER, Election District #3
- LEILA C. LONGCOR, Election District #4
- JOEL L. HENSLEY, Election District #5

Also present:

- CASEY B. ARMSTRONG, County Administrator
- THOMAS H. MILLER, County Attorney
- PATRICIA D. DAVIDSON, Deputy County Administrator
- PHILIP S. RHODES, Director of Public Works
- LOGAN T. BORROR, Deputy Director of Public Works
- MOLLY S. BARNETT, Deputy Clerk

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**CALL TO ORDER
PLEDGE OF ALLEGIANCE
INVOCATION.**

Chair Hensley called the meeting to order at 6:00 p.m., and Supervisor Chandler provided the invocation. County Administrator Armstrong led the Pledge of Allegiance.

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APPROVAL OF MINUTES.

On motion by Supervisor Longcor, seconded by Supervisor Ritchie, and carried by a roll call vote of 4 to 0 to 1, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – ABSTAIN; the Board approved the minutes of the regular meeting of October 8, 2025.

Supervisor Wolfe-Garrison stated that she must abstain from voting since she attended the meeting virtually for a reason unrelated to illness.

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PUBLIC HEARING – RATE/FEE SCHEDULE.

County Attorney Miller stated that the Massanutten Water and Sewer Authority is separate from the County system and pays its own costs and expenses. He said the Authority must make some necessary upgrades and purchases for the system, and the proposed rates are essentially revenue neutral. Mr. Miller pointed out that Massanutten residents will be able to view how the Authority is using funds.

Assistant County Administrator Davidson reviewed the proposed rate changes. She emphasized that the Authority is making efforts to keep rates the same or lower them, if possible. Ms. Davidson said the County General Fund fronted \$30.7 million on October 6, 2025, to close the acquisition deal. She said all monthly revenues and expenditures related to this acquisition can be viewed on the County website. One initial major expense will be replacing the meters, and the first billing cycle will be done by manual readings, said Ms. Davidson.

Chair Hensley opened the public hearing at 6:13 p.m.

Sophia Zukrowski questioned what happened to the funds received when MPSC first purchased the system.

Mr. Miller clarified that when a public body purchases something like this through condemnation, it must pay fair market value, and the amount MPSC paid for the system years ago does not come into that calculation. Mr. Miller stated a bond will be issued for \$30.7 million and the County will be reimbursed with an advance, and Massanutten residents and businesses will pay the debt service of the bond, which will be built into the rates.

Greg Sanders inquired about how connection fees are calculated and how they compared to previous connection fees. Mr. Sanders pointed out that he was not concerned about the fees, he just would like to know what those fees cover.

Mr. Miller responded that MPSC set connection fees in the context of a private company that deals with investors and avoids retained earnings. Public utility companies set connection fees and collect money for capital improvements, repair and replacement. Mr. Miller said typically public utilities have higher connection fees.

In response to a question from Kevin McLaughlin, Ms. Davidson said online accounts can be set up after the first billing cycle.

Joan Hart asked if the Authority would have its own dedicated employees. Mr. Miller said all MPSC employees were kept on board, and the County will provide administrative services for the Authority.

Kimberly Aleknas expressed opposition to the difference in commercial and residential rates, and said her understanding was that there would not be different rate classes.

Ms. Davidson stated the Authority has essentially taken the commercial rate and married it with the hospitality rate as a first step toward equalizing the rates. Ms. Davidson clarified that while the concerns are understood and shared by the Authority, this is a process that cannot be completed all at once.

Mr. Miller added that the Authority must stabilize and learn the system prior to equalizing rates. Any extra money generated will grow in an account and eventually be spent on improvements, making it possible to lower rates in the future, he said.

Supervisor Longcor emphasized that the Authority is working to serve the people on Massanutten mountain, but commercial rates cannot be significantly raised all at once. County Administrator Armstrong stated that the Authority can commit to work toward rate equalization, but a specific timeline cannot be promised yet. Mr. Armstrong pointed out that there are miles of infrastructure to be evaluated.

Terry Wilmer, President of Massanutten Property Owners Association, expressed frustration that the Authority would not commit to equalizing rates within one year. Mr. Wilmer said Massanutten residents have been treated unfairly for years and said the Authority should provide firm commitment for a single rate structure within a year.

Sophia Zukrowski stated that while she agreed that rates should be equal, she said pressing the Authority for a premature commitment that they are not currently in a position to make is erroneous.

Rick Tharp questioned why the Authority did not have a better understanding of the system prior to acquiring it, given the amount of money spent. Mr. Miller responded that this was the most complex condemnation case in Virginia in recent years and fair market value does not necessarily hinge on the physical condition of the system.

Chair Hensley closed the public hearing at 7:13 p.m.

On motion by Supervisor Chandler, seconded by Supervisor Longcor, and carried by a roll call vote of 4 to 0 to 1, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – ABSTAIN; the Board established the following water and sewer rates:

Owner Deposit: \$50 Water Only, \$50 Sewer Only, \$100 for Both
Renter Deposit: \$75 Water Only, \$75 Sewer Only, \$150 Both

Water Base Rate

| | |
|------|--------|
| 5/8" | 18.00 |
| 3/4" | 35.00 |
| 1" | 55.00 |
| 1.5" | 100.00 |
| 2" | 150.00 |
| 3" | 275.00 |
| 4" | 450.00 |
| 6" | 890.00 |

| | |
|-----|----------|
| 8" | 1,415.00 |
| 10" | 2,030.00 |

Wastewater Base Rate

| | |
|------|----------|
| 5/8" | 18.00 |
| 3/4" | 35.00 |
| 1" | 55.00 |
| 1.5" | 100.00 |
| 2" | 150.00 |
| 3" | 275.00 |
| 4" | 450.00 |
| 6" | 890.00 |
| 8" | 1,415.00 |
| 10" | 2,030.00 |

Per 1,000 Rate

| | |
|------------------------|-------|
| WaterPark | 6.00 |
| Residential Water | 18.00 |
| Residential Wastewater | 20.00 |
| Commercial Water | 12.00 |
| Commercial Wastewater | 14.00 |
| Hospitality Water | 12.00 |
| Hospitality Wastewater | 14.00 |

| Connection Fees | Water | Wastewater | GPM | Max Eq Connections |
|------------------------|--------------|-------------------|------------|---------------------------|
| 3/4" & 5/8" | \$3,750 | \$6,750 | 20 | 1 |
| 1" | \$9,360 | \$16,840 | 50 | 4 |
| 1.5" | \$18,750 | \$33,750 | 100 | 10 |
| 2" | \$30,000 | \$54,000 | 160 | 30 |
| 3" | \$60,000 | \$108,000 | 300 | 75 |
| 4" | \$96,500 | \$168,500 | 500 | 200 |
| 6" | \$187,000 | \$337,000 | 1,000 | 600 |
| 8" | \$282,000 | \$508,000 | 1,500 | 1,200 |
| 10" | \$468,000 | \$842,000 | 2,500 | 3,000 |

Water and Sewer bills are due on the 1st of each month, or a 1% interest will be incurred.

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PUBLIC HEARING – APPROPRIATION OF \$30.7 MILLION.

Ms. Davidson stated that a public hearing is required for the appropriation of \$30.7 million for the Authority to pay back the General Fund for the payment on October 6, 2025, since the amount is greater than one percent of the total County budget.

Chair Hensley opened the public hearing at 7:15 p.m.

In response to a question from Larry Cameron, Mr. Miller said that any future enlargements of the water or sewer plant will be a decision made by the Authority through a public process at that time.

Kevin McLaughlin said Great Eastern is planning a new resort expansion and said he felt their connection fees should go toward repairing and maintaining the system.

Kimberly Aleknas shared concern that Great Eastern received free connections and special deals with the previous expansion of the sewer system.

Mr. Miller clarified that Great Eastern paid \$8.1 million for that expansion and a certain number of connections were part of that contract. He pointed out this was not an unearned favor but rather a business deal, and the mountain received an improved and enlarged system at that time.

Chair Hensley closed the public hearing at 7:24 p.m.

On motion by Supervisor Chandler, seconded by Supervisor Longcor, and carried by a roll call vote of 4 to 0 to 1, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – ABSTAIN; the Board approved the following supplemental appropriation:

Massanutten Water and Sewer Authority

The purpose of this amendment and appropriation authorizes the expenditure of \$30,700,000 of proceeds from the General Fund Reserve to be reimbursed through a debt issuance in the spring of 2026 and paid for by the users of the Massanutten Water and Sewer Authority.

| | Adopted | Amended |
|---------------------------------------|----------------|----------------|
| Revenue: | | |
| Transfer from the General Fund | \$ 0 | \$ 30,700,000 |
| Expenditure: | | |
| Massanutten Water and Sewer Authority | \$ 0 | \$ 30,700,000 |

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APPROPRIATION – FY26 OPERATING BUDGET.

On motion by Supervisor Chandler, seconded by Supervisor Longcor, and carried by a roll call vote of 4 to 0 to 1, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – ABSTAIN; the Board approved the following budget appropriation for FY2025-2026:

Massanutten Water and Sewer Authority

A new budget appropriation in the amount of \$2,199,693 to establish the budget for the newly acquired Massanutten Water and Sewer Authority (MWSA). Based on information obtained from the previous owner staff has estimated the cost to run the authority for the remaining eight months of the fiscal year.

Budget Appropriation: \$2,199,693

Revenue

| | |
|-------------------------|-----------|
| WATERPARK CHARGES | \$32,075 |
| RESIDENTIAL WATER | \$419,277 |
| RESIDENTIAL WASTE WATER | \$452,560 |
| HOSPITALITY WATER | \$575,666 |
| HOSPITALITY WASTE WATER | \$720,115 |

Expenditure

| | | |
|---------------------------------|-------------------------------|------------|
| 1407-04402-00000-000-501100-000 | SALARIES & WAGES-FULLTIME | 79,744.83 |
| 1407-04402-00000-000-501200-000 | OVERTIME | 8,333.33 |
| 1407-04402-00000-000-502100-000 | FICA / MEDICARE | 6,737.98 |
| 1407-04402-00000-000-502202-000 | RETIREMENT-HYBRID | 11,961.72 |
| 1407-04402-00000-000-502300-000 | HEALTH INSURANCE | 10,000.00 |
| 1407-04402-00000-000-502400-000 | GROUP LIFE INSURANCE | 366.67 |
| 1407-04402-00000-000-502703-000 | WORKERS COMP INSURANCE | 1,333.33 |
| 1407-04402-00000-000-503301-000 | REPAIRS & MAINTENANCE | 80,000.00 |
| 1407-04402-00000-000-503600-000 | ADVERTISING | 166.67 |
| 1407-04402-00000-000-505101-000 | ELECTRICAL SERVICES | 20,000.00 |
| 1407-04402-00000-000-505201-000 | POSTAGE | 10,000.00 |
| 1407-04402-00000-000-505203-000 | TELECOMMUNICATIONS | 8,666.67 |
| 1407-04402-00000-000-505304-000 | OTHER PROPERTY INSURANCE | 11,466.67 |
| 1407-04402-00000-000-505504-000 | PROFESSIONAL DEVELOPMENT | 1,666.67 |
| 1407-04402-00000-000-506001-000 | OFFICE SUPPLIES | 500.00 |
| 1407-04402-00000-000-506007-000 | REPAIR & MAINTENANCE SUPPLIES | 33,333.33 |
| 1407-04402-00000-000-506014-000 | OTHER OPERATING SUPPLIES | 13,333.33 |
| 1407-04402-00000-000-508011-000 | DEPRECIATION | 333,333.33 |
| 1407-04402-00000-000-508305-000 | SITE IMPROVEMENTS | 666,666.40 |

Department:04402 - TOTAL WATER & SEWER DISTRIBUTION EXPENDITURES \$1,297,610.93

Department:04403 WATER TREATMENT EXPENDITURES:

| | | |
|---------------------------------|---------------------------|-----------|
| 1407-04403-00000-000-501100-000 | SALARIES & WAGES-FULLTIME | 42,838.56 |
| 1407-04403-00000-000-501200-000 | OVERTIME | 4,166.67 |
| 1407-04403-00000-000-502100-000 | FICA / MEDICARE | 3,595.90 |
| 1407-04403-00000-000-502202-000 | RETIREMENT HYBRID | 6,425.78 |
| 1407-04403-00000-000-502300-000 | HEALTH INSURANCE | 5,000.00 |
| 1407-04403-00000-000-502400-000 | GROUP LIFE INSURANCE | 183.33 |
| 1407-04403-00000-000-502703-000 | WORKERS COMP INSURANCE | 666.67 |

| | | |
|--|-------------------------------|---------------------|
| 1407-04403-00000-000-503109-000 | OTHER PROFESSIONAL SERVICES | 20,000.00 |
| 1407-04403-00000-000-503301-000 | REPAIRS & MAINTENANCE | 23,333.33 |
| 1407-04403-00000-000-503600-000 | ADVERTISING | 166.67 |
| 1407-04403-00000-000-505101-000 | ELECTRICAL SERVICES | 66,666.67 |
| 1407-04403-00000-000-505201-000 | POSTAGE | 333.33 |
| 1407-04403-00000-000-505203-000 | TELECOMMUNICATIONS | 1,666.67 |
| 1407-04403-00000-000-505304-000 | OTHER PROPERTY INSURANCE | - |
| 1407-04403-00000-000-505504-000 | PROFESSIONAL DEVELOPMENT | 833.33 |
| 1407-04403-00000-000-506001-000 | OFFICE SUPPLIES | 333.33 |
| 1407-04403-00000-000-506007-000 | REPAIR & MAINTENANCE SUPPLIES | 13,333.33 |
| 1407-04403-00000-000-506014-000 | OTHER OPERATING SUPPLIES | 33,333.33 |
| 1407-04403-00000-000-506024-000 | WATER TREATMENT CHEMICALS | 106,666.67 |
| 1407-04403-00000-000-508005-000 | VEHICLES | - |
| 1407-04403-00000-000-508305-000 | SITE IMPROVEMENTS | 66,666.67 |
| Department:04403 - TOTAL WATER TREATMENT EXPENDITURES | | \$396,210.24 |

Department:04404 WASTE WATER TREATMENT EXPENDITURES:

| | | |
|--|-------------------------------|-----------------------|
| 1407-04404-00000-000-501100-000 | SALARIES & WAGES-FULLTIME | 115,667.01 |
| 1407-04404-00000-000-501200-000 | OVERTIME | 12,500.00 |
| 1407-04404-00000-000-502100-000 | FICA / MEDICARE | 9,804.78 |
| 1407-04404-00000-000-502202-000 | RETIREMENT HYBRID | 17,350.05 |
| 1407-04404-00000-000-502300-000 | HEALTH INSURANCE | 15,000.00 |
| 1407-04404-00000-000-502400-000 | GROUP LIFE INSURANCE | 550.00 |
| 1407-04404-00000-000-502703-000 | WORKERS COMP INSURANCE | 2,000.00 |
| 1407-04404-00000-000-503109-000 | OTHER PROFESSIONAL SERVICES | 133,333.33 |
| 1407-04404-00000-000-503301-000 | REPAIRS & MAINTENANCE | 50,000.00 |
| 1407-04404-00000-000-503600-000 | ADVERTISING | 166.67 |
| 1407-04404-00000-000-505101-000 | ELECTRICAL SERVICES | 106,666.67 |
| 1407-04404-00000-000-505201-000 | POSTAGE | 333.33 |
| 1407-04404-00000-000-505203-000 | TELECOMMUNICATIONS | 2,666.67 |
| 1407-04404-00000-000-505304-000 | OTHER PROPERTY INSURANCE | - |
| 1407-04404-00000-000-505504-000 | PROFESSIONAL DEVELOPMENT | 2,500.00 |
| 1407-04404-00000-000-506001-000 | OFFICE SUPPLIES | 666.67 |
| 1407-04404-00000-000-506007-000 | REPAIR & MAINTENANCE SUPPLIES | 23,333.33 |
| 1407-04404-00000-000-508305-000 | SITE IMPROVEMENTS | 13,333.33 |
| Department:04404 - TOTAL SEWER TREATMENT EXPENDITURES | | \$505,871.83 |
| TOTAL MWSA EXPENDITURES | | \$2,199,693.00 |

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ADJOURN.

Chair Hensley adjourned the meeting at 7:26 p.m.

Chair

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January 8, 2025

A Reorganizational Meeting of the Board of Directors of the Smith Creek Water and Waste Authority was held at 4:24 p.m. on Wednesday, January 8, 2025, at the Rockingham County Administration Center, Harrisonburg, Virginia.

Present:

- DEWEY L. RITCHIE, Election District #1
- SALLIE WOLFE-GARRISON, Election District #2
- RICK L. CHANDLER, Election District #3
- LEILA C. LONGCOR, Election District #4
- JOEL L. HENSLEY, Election District #5

Also present:

- STEPHEN G. KING, Chief Administrative Officer and Secretary
- THOMAS H. MILLER, JR., County Attorney
- CASEY B. ARMSTRONG, Assistant County Administrator
- PATRICIA D. DAVIDSON, Director of Finance
- PHILIP S. RHODES, Director of Public Works
- MOLLY S. BARNETT, Deputy Clerk to Board of Supervisors

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CALL TO ORDER.

Chair Hensley called the meeting to order at 4:24 p.m.

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APPROVAL OF MINUTES.

On motion by Supervisor Longcor, seconded by Supervisor Ritchie, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board approved the minutes of the meeting held on March 7, 2024.

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2025 REORGANIZATION OF THE BOARD.

ELECTION OF CHAIR AND VICE CHAIR.

On motion by Supervisor Chandler, seconded by Supervisor Wolfe-Garrison, and carried by a roll call vote of 5 to 0, voting recorded as follows: CHANDLER – AYE; HENSLEY – AYE; LONGCOR – AYE; RITCHIE – AYE; WOLFE-GARRISON – AYE; the Board elected the Chair and Vice-Chair of the Rockingham County Board of Supervisors to serve as the respective Chair and Vice-Chair of the Smith Creek Water and Waste Authority during 2025.

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ADJOURN.

Chair Hensley adjourned the meeting at 4:25 p.m.

Chair