



TOWN COUNCIL WORK SESSION
Monday, March 4, 2013 @ 7:00pm
Front Royal Administration Building Conference Room

Town/Staff Related Issues:

1. Part-Time Project Manager Position – *Director of Energy Services*
2. Deputy Zoning Administrator – *Director of Planning/ Zoning*
3. Traffic Signal Bond at Main St/Commerce Ave – *Director of Planning/ Zoning*
4. Employee Handbook Continued Discussion – *Town Manager*

Council/Mayor Related Issues:

5. Liaison Committee Items for March 21
6. Bicycle Trail Easement (PowerPoint) – *Councilman Tewalt*
7. Hatch Act Exemption – *Vice Mayor Parker*
8. Kratos Proposal – *Councilman Hrbeke*
9. RSW Regional Jail Continued Discussion – *Mayor Darr*
10. Council Discussion/Goals *(time permitting)*
11. CLOSED MEETING – Consultation with Legal Counsel – RSW Regional Jail Decision

Motion to Go Into Closed Meeting

I move that Council convene and go into Closed Meeting for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters, requiring the provision of legal advice by such counsel, namely, the Rappahannock-Shenandoah-Warren Regional Jail's decision to handle its waste water treatment through an on-site package plant pursuant to Section 2.2-3711. A. 7. of the Code of Virginia.

Motion to Certify Closed Meeting at its Conclusion *[At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:]*

I move that Council certify that to the best of each member's knowledge, as recognized by each Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Action as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

Town of Front Royal, Virginia Work Session Agenda Form

Date: March 4, 2013

Agenda Item: Part-Time Project Manager Position

Summary: Requesting the open position, Assistant Operation Manager, be classified as a part-time position to allow the Energy Service Department to utilize this position to assist the Operations Manager in project management. We currently have two major projects in progress, the new Riverton Substation and the South Fork Bridge replacement.

Council Discussion: Council is requested to consider reclassification of the Assistant Operation Manager to a part-time position.

Staff Evaluation: Staff have determined that utilization of a part-time position will allow the Department of Energy Services to manage the anticipated large projects involving contractors.

Budget/Funding: No change in current labor budget. The Director of Finance will be available to discuss fiscal issues.

Legal Evaluation: The Town Attorney will be available to discuss legal issues.

Staff Recommendations: Staff recommends the change and will benefit the Town of Front Royal on completing these two projects successfully.

Town Manager Recommendation: The Town Manager recommends reclassification of the Assistant Operation Manager position to a part-time position

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action

Consensus Poll on Action: ____ (Aye) ____ (Nay)



Town of Front Royal, Virginia Work Session Agenda Form

Date: March 4, 2013

Agenda Item: Reclassification of Part-Time Code Enforcement Officer to a Full-Time Deputy Zoning Administrator Position.

Summary: Richard Kurzenknabe, the Town of Front Royal's Code Enforcement Officer, has recently resigned from his position, effective the end of the day on March 12, 2013. His position is currently classified as part-time, although Mr. Kurzenknabe regularly works 39 hours a week. The reason the position is classified as part-time is primarily due to the fact that Mr. Kurzenknabe, who is a retired police officer, is limited from working full-time in a government held position. His new position is in the private sector, which allows him to work full-time, and also receive full benefits.

To assist with filling the soon to be open position, it would be beneficial to reclassify the position from part-time to full-time. Council approval is required for job reclassifications of this nature.

There are adequate funds within the Planning & Zoning Department's current budget to accommodate the reclassification.

The Planning & Zoning Director has modified the job description and title of the position to better meet the needs of the Town, and to be more consistent with similar positions in the region. A copy of the current and proposed job description is attached.

Council Discussion: This agenda item is scheduled for discussion between Town Council and Staff during the March 4, 2013 Town Council Work Session.

Staff Evaluation: The Planning Director will be at the upcoming Town Council work session to discuss the recent changes and alternatives to Town Council.

Budget/Funding: No additional funds are needed to accommodate the request. An interdepartmental budget transfer would accommodate the change.

Legal Evaluation: The Town Attorney will be available at the upcoming meeting for questioning, if needed.

Staff Recommendations: Staff recommends the proposed reclassification and job description and job title change. This would be followed by the advertisement and filling of the position in accordance with Town Policy.

Town Manager Recommendation: The Town Manager will be available at the upcoming work session for discussion and questions.

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action
Consensus Poll on Action: ___(Aye) ___(Nay)

TOWN OF FRONT ROYAL
POSITION SUMMARY

<i>Job Title:</i>	Deputy Zoning Administrator	<i>Position Type:</i>	Full-Time
<i>Salary:</i>	GS-20 (\$38,084.80-\$60,881.60 annually)	<i>Job Category:</i>	Exempt
<i>Department:</i>	Planning & Zoning		

Job Purpose:

The Deputy Zoning Administrator assists the Planning and Zoning Director with the management of all aspects of zoning, including permitting, inspections and zoning administration.

Duties:

The primary job duties of the position include the following:

- To oversee daily zoning enforcement activities;
- To oversee daily zoning inspections;
- To provide customer service, including, but not limited to, interaction with walk-in customers, as well as answering calls and email inquiries;
- To assist with the enforcement of other chapters of the Town Code, such as, but not limited to, Chapters 170, 148, 135, 145, and 107; and
- To coordinate code enforcement activities with the Police Department, Town Attorney, and other Town Departments, under the general supervision of the Director of Planning & Zoning/Zoning Administrator.
- To work on other activities, projects or assignments as required by the Director, including ordinance amendments, staffing of local boards or commissions, such as, but not limited to, the Board of Zoning Appeals, preparing tracking reports, preparing Staff reports and memos to the Director, or other related activities necessary for the operation of the Department of Planning & Zoning.

To perform the primary duties of the position, the following activities are necessary:

- To maintain records and files, reviews permit applications, researches records, and writes letters and reports.
- To assist with the coordination of community awareness and public education campaigns to increase citizen participation and compliance with Town ordinances.
- To conduct inspections to ascertain code violations of Chapter 175, and other chapters, of the Town Code.
- To conduct follow-up inspections and investigative work to ensure compliance with the Town Code.
- Prepares letters and notices for mailing, and/or serves notices of violation to property owners and/or tenants.
- Prepares data for court and testifies on ordinance and code violations.
- Performs routine patrols to encourage pro-active enforcement of zoning violations.
- To attend occasional evening meetings, as needed.

This position will act for the Zoning Administrator in his/her absence.

TOWN OF FRONT ROYAL
POSITION SUMMARY

Qualifications:

Minimum job qualifications include:

- Knowledge of local government, including familiarity with the Town Code and Virginia Code.
- Knowledge of zoning enforcement methods, practices and procedures.
- Knowledge of the Town.
- Ability to carry out oral and written instructions and to prepare clear comprehensive reports.
- Ability to deal courteously, firmly and tactfully with the public.
- Good judgment making and time management skills, with the ability to learn quickly.
- Physical ability and endurance to inspect properties of all conditions.
- Ability to operate a motor vehicle.
- Ability to establish and maintain effective working relations with the general public to enforce ordinances with firmness, tact and impartiality.

Special Requirements:

Possession of an appropriate driver's license valid in the Commonwealth of Virginia. Must meet and maintain all department and State training and education requirements for the position. CZA/CZO certification is required at the time of hire, or within a specific amount of time after being hired. Other certifications may be required in the future as determined by the Director.

Work Conditions:

This is medium work requiring the exertion of up to 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, and/or promptly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for depth perception, color perception, night vision, peripheral vision, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, vibration, hazards, atmospheric conditions. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment

The position presently is provided a vehicle for use during normal business hours.

Description Updated By:		Date:	
Approved By:		Date:	



Town of Front Royal, Virginia Work Session Agenda Form

Date: March 4, 2013

Agenda Item: Traffic Signal Bond at Commerce Avenue and East Main Street Intersection.
Director of Planning & Zoning

Summary: Primax Properties, LLC, the developer of Advanced Auto on Commerce Avenue, entered into a traffic signalization agreement with the Town in 2003. This agreement included a condition that the Town would secure a performance bond from Primax Properties, LLC in the amount of \$40,000. The purpose of the performance bond was for Primax Properties, LLC to pay their *pro rata* share of the cost of a traffic signal if a traffic signal was warranted in the next 10 years at the intersection of Commerce Avenue and E. Main Street.

The end of the 10 year period comes to an end on March 26, 2013. The Town may let the traffic signalization agreement and bond expire, or begin the process to construct a traffic light and utilize the \$40,000. A rough estimate to construct a traffic signal is \$200,000. Therefore, the Town would need to provide approximately \$160,000 at this time to construct a traffic signal.

Council Discussion: This agenda item is scheduled for discussion between Town Council and Staff at the March 4, 2013 Town Council Work Session.

Staff Evaluation: The Planning Director will be at the upcoming Town Council work session to answer questions that Town Council may have.

There was 1 accident at the subject intersection within the past year, and 2 accidents the year prior. Based on this relatively low accident data, a site evaluation, and discussion among Staff, including the Town Engineer/Town Manager, Director of Environmental Services, Police Chief, Town Attorney, and Director of Energy Services, the intersection appears to function at an acceptable level of service without a traffic signal.

Budget/Funding: Additional funds would be needed to construct a traffic signal.

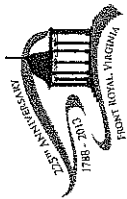
Legal Evaluation: The Town Attorney will be available at the upcoming Town Council work session to answer questions that Town Council may have.

Staff Recommendations: No action is necessary unless Town Council would like to construct a traffic signal at the subject intersection.

Town Manager Recommendation: The Town Manager will be available at the upcoming work session for discussion and questions.

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action
Consensus Poll on Action: ____ (Aye) ____ (Nay)



Town of Front Royal, Virginia Work Session Agenda Form

Date: March 4, 2013

Agenda Item: Employee Handbook Update

Summary: Staff has developed an update to the Employee Handbook to address current legal and human resources issues. A copy of the handbook with sections highlighting significant changes has been provided for your review. Chapter 2, Section 8.D. has been added to specify commercial drivers licenses for certain employees. Comments from the Town Attorney are anticipated to be minor in nature and will be incorporated when receive.

Council Discussion: Council is requested to review and consider adoption of the updated Employee Handbook.

Staff Evaluation: Staff has worked to incorporate updates based upon legal updates, changes to our retirement program, and other updates necessary to promote performance in the workplace. Staff also added the following language specific to requiring commercial drivers licensing:

Certain positions shall be required to obtain and maintain a commercial drivers license as a requirement for employment. Non-administrative positions in Environmental Services not associated with plant operations and non-administrative positions in Energy Services shall be required to possess a commercial drivers license. The Town shall reimburse employees for their first application for the commercial drivers license and for renewal expenses.

Budget/Funding: The Director of Finance will be available to address fiscal issues.

Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: Staff recommends that Council provide comments on the updated Employee Handbook and adopt the revised Handbook.

Town Manager Recommendation: The Town Manager recommends that Council provide comments on the updated Employee Handbook and adopt the revised Handbook.

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action

Consensus Poll on Action: ____ (Aye) ____ (Nay)

Town of Front Royal, Virginia
Work Session Agenda Form

Date: March 4, 2013

Agenda Item: Liaison Committee Items for March 21

Summary: Council is requested to add items to the Liaison Committee Meeting Agenda scheduled for March 21, 2013. Items will be voted on at the regularly scheduled meeting on March 11, 2013. (Attached are items from the County of Warren)

Council Discussion: Council takes desired action

Staff Evaluation: N/A

Budget/Funding: N/A

Legal Evaluation: N/A

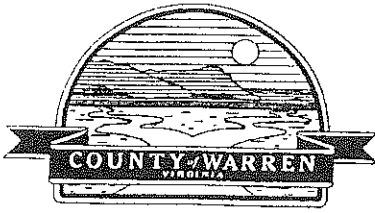
Staff Recommendations: N/A

Town Manager Recommendation: N/A

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action

Consensus Poll on Action: ____ (Aye) ____ (Nay)



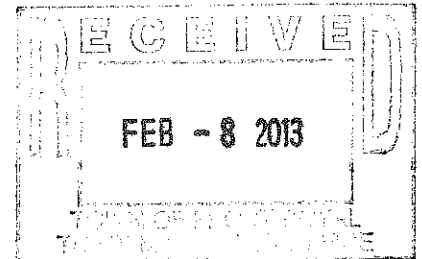
COUNTY OF WARREN

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

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

Douglas P. Stanley
County Administrator

February 7, 2013



Board of
Supervisors

Chairman
Archie A. Fox
Fork
District

Vice-Chairman
Linda P. Glavis
South River
District

Tony F. Carter
Happy Creek
District

Daniel J. Murray, Jr.
North River
District

Richard H. Traczyk
Shenandoah
District

Mr. Steve Burke, Town Manager
Town of Front Royal
P.O. Box 1560
Front Royal, Virginia 22630

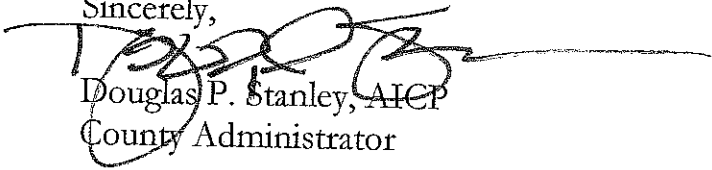
RE: *March Liaison Committee Agenda Items*

Dear Steve:

At its meeting on Tuesday, February 5th, the Warren County Board of Supervisors requested that the following items be included for discussion at the May Liaison Committee meeting:

- ▶ Update - Grading and drainage proposal for Catlett Mountain Landfill
- ▶ Update - Building Inspections software package
- ▶ Update - Leach Run Parkway RFP
- ▶ Update - Channel 16 Software Implementation
- ▶ Update - McKay property historical investigation
- ▶ Town/County/EDA search for park-n-ride locations
- ▶ Town voting precincts or establish a single Town voting precinct
- ▶ Route 340/522 Corridor Committee

Sincerely,


Douglas P. Stanley, AICP
County Administrator

DPS

cc: Warren County Board of Supervisors
Jennifer Berry, Clerk of Council

*Front Royal-Warren County
Rivers of Opportunity-Mountains of Success*

Town of Front Royal, Virginia
Work Session Agenda Form

Date: March 4, 2013

Agenda Item: Walking and Bicycle Trail Easement

Summary: Councilman Tewalt will be showing a Powerpoint Presentation for this item

Council Discussion: Council takes desired action

Staff Evaluation: N/A

Budget/Funding: N/A

Legal Evaluation: N/A

Staff Recommendations: N/A

Town Manager Recommendation: N/A

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action

Consensus Poll on Action: ____ (Aye) ____ (Nay)

TOWN OF FRONT ROYAL

DOUGLAS W. NAPIER
Town Attorney
email: dnapier@frontroyalva.com

GEORGE M. SONNETT
Assistant Town Attorney
email: gsonnett@frontroyalva.com

OFFICE OF THE TOWN ATTORNEY
P.O. BOX 1560
FRONT ROYAL, VIRGINIA 22630-2612
(540) 635-7872
FAX (540) 635-4281

JOAN F. WILLIAMS
Senior Legal Assistant
email: jwilliams@frontroyalva.com

BRANDI N. CAMERON
Legal Assistant
email: bcameron@frontroyalva.com

February 27, 2013

Joseph F. Silek, Esquire
Lawson & Silek, P.C.
P.O. Box 602
Front Royal, VA 22620

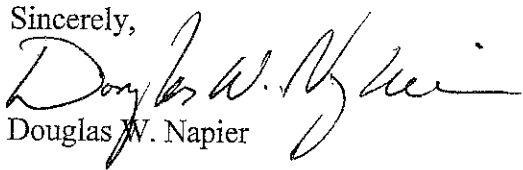
Re: Walking and Bicycle Trail Easement

Dear Joe:

This is to confirm our telephone conversation of yesterday wherein you graciously agreed to extend the time for acceptance of the above-referenced proposed agreement from the 45 day period, as set forth in your letter of February 14, 2013, to ninety (90) days. This extension will be very helpful in giving Town Council more time to discuss and act on the proposed agreement.

With best regards,

Sincerely,


Douglas W. Napier

cc: Hon. Eugene Tewalt, Town Council Member
Steven M. Burke, Town Manager

COPY

LAWSON AND SILEK, P.L.C.

43 CHESTER STREET
POST OFFICE BOX 602
FRONT ROYAL, VIRGINIA 22630
TELEPHONE: (540) 635-9415
FACSIMILE: (540) 635-9421
EMAIL: JSILEK@LAWSONANDSILEK.COM

February 14, 2013

Douglas W. Napier, Esquire
102 East Main Street
Post Office Box 1560
Front Royal, Virginia 22630

Re: Bicycle Trail Easement

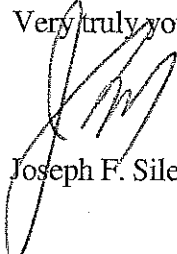
Dear Doug:

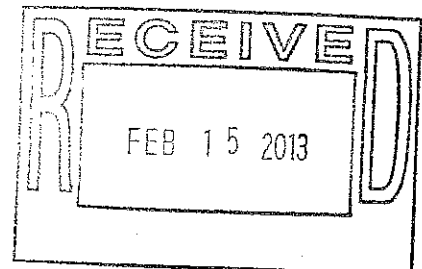
Please find enclosed three executed Agreements between the Town of Front Royal and The Boisseau Family, L.C.; The Boisseau Family, L.C. II, and Royal Plaza Associates. The enclosed Agreement was acceptable to my clients. I am transmitting them to you for review and signature by the Town of Front Royal. My client has instructed me to inform you that the process of the Town trying to acquire an easement over their properties has been going on for many years and that the Town should not make any changes to the enclosed Agreement. This process has gone on way too long and my client has spent too much money on trying to get this Agreement to its present form.

I am transmitting these Agreements to you on the condition that they are accepted and executed by the Town of Front Royal within 45 days of the date of this letter. If they are not, you may consider the Agreements withdrawn and of no force and effect. Once the Agreements have been executed by the Town, please return two fully executed copies to me - one for The Boisseau Family, L.C. and one for Royal Plaza Associates. If you have any questions, don't hesitate to contact me.

With kindest regards, I am

Very truly yours,


Joseph F. Silek, Jr.



JFSjr/slg
Enclosures
cc: Richard Boisseau (w/o enclosures)

THIS AGREEMENT is made and entered into this _____ day of _____, 2013, by and between THE TOWN OF FRONT ROYAL, VIRGINIA, a Municipal Corporation organized, Chartered, and existing under the laws of the Commonwealth of Virginia, ("the Town"), and THE BOISSEAU FAMILY L.C., a Virginia limited liability company, ("LLC 1"); THE BOISSEAU FAMILY, L.C. II, a Virginia limited liability company ("LLC 2"), and ROYAL PLAZA ASSOCIATES, a Virginia limited partnership ("RPA").

WHEREAS, the Town desires to acquire a permanent easement over and across other property owned by LLC 1 & LLC 2, for the construction of a bicycle and walking trail, together with a temporary construction easement surrounding such permanent easement, and to add LLC 1, LLC 2, and RPA to the Town's liability insurance as an "additional insureds", if the Town's insurance carrier permits, as to the said bicycle and walking trail; and

WHEREAS, RPA has a leasehold interest in the entirety of the Royal Plaza Shopping Center property and hereby joins in this Contract for the sole purpose of consenting to the easements being granted herein across the Royal Plaza Shopping Center property; and

WHEREAS, the Town desires to acquire, in fee simple, a parcel of real estate near Remount Road (U. S. Route 522) owned by LLC 2; and

WHEREAS, the Town desires to acquire, in fee simple, a small parcel of real estate near Commerce Avenue owned by LLC 2.

NOW, THEREFORE, WITNESSETH that the parties covenant and agree as follows:

Shown On The Subdivision Plat of A Portion of The Paul W. Rudacille Estate As Recorded in Slide 180 H", prepared by Darryl G. Merchant, Land Surveyor, dated September 23, 2009, a copy of which is attached hereto and incorporated herein.

2. Provided that the Town's liability insurance carrier consents thereto, the Town agrees to add each of LLC 1, LLC 2, and RPA, and each of their respective successors and assigns, to the Town's policy of liability insurance as "additional insureds", effective on the day that construction of the walking and bike trail is concluded, at no expense to LLC 1, LLC 2 or to RPA. Further, the Town agrees that the entirety of the contemplated bicycle and walking trails to be constructed by the Town and located within the easement granted herein on the shopping center property shall be lighted to a minimum average of foot candle level of two (2) from dusk to dawn. The Town further agrees to clear and keep maintained and cleared of brush and debris once per year the contemplated bicycle and walking trail to be constructed by the Town within the easement granted herein, in the area from the trail to Happy Creek. The Town further agrees to cut, once, the scrub trees and brush, and to clean thoroughly, once, the area of trash between U. S. Route 522 and Happy Creek, and to relocate, once, any beavers that have built a dam after execution of this agreement. It is further agreed by the Town that if the Town should decide to construct a sidewalk on the east side of Happy Creek, the Town will not assess LLC 1, LLC 2, or RPA for any of the costs of construction thereof. Further, the Town agrees that if the Virginia Department of Highways constructs a more modern bridge on Criser Road, LLC 1, LLC2, and RPA will not be assessed for the costs of construction thereof. It is understood and agreed by all

parties that the provisions of Virginia Code § 29.1-509 are intended to be made a part of and incorporated by reference into this Contract.

3. Subject to complete compliance with the requirements of Section 15.2-2100, *et seq.*, of the Code of Virginia, 1950, as amended, and, especially a three-fourths (3/4ths) majority vote of the elected Members of the Town Council to approve such conveyance, the Town agrees that it will convey to LLC 1 the fee simple interest, with Special Warranty of title, to that certain parcel of land approximately eighty feet (80') in width and designated as "Parcel A-1" as depicted on the Criser Plat by Darryl G. Merchant, Land Surveyor, dated 23 July 2010, Revised 31 August 2010, a copy of which is attached hereto and incorporated herein by reference (the "Criser Plat"). The Town further agrees to relocate, at its cost, the power pole that is in the center of Parcel A-1. Provided, however, that the Town shall reserve unto itself a permanent easement of 50 ft. depth and 80 ft. width on Criser Road marked on said Criser Plat "Hereby Reserved By The Town Of Front Royal For Public Street Use (4,000sq. Ft.)", which shall run with the land, for utility installation and maintenance of same, as well as for ingress, egress and regress, over, across, and through said realty. No improvements or structures may constructed, placed, or erected by LLC 1, LLC 2, RPA, or any of their successors or assigns, on the easement reserved by the Town which would in any manner or at any time interfere with the Town's use of its reserved easement; provided, however, that this sentence shall not prevent LLC 1, LLC 2, RPA, and/or any of their successors or assigns from asphalt-paving said reserved easement, provided the same is done to the public street standards of the Town of Front Royal.

4. **IT IS UNDERSTOOD AND AGREED** by the parties that the Town will require anyone at any time in the future who constructs a bridge leading from U. S. Route 522 (Remount Road) to serve the properties of LLC 1, LLC 2, and/or RPA, their successors and assigns, to construct such bridge directly across U. S. Route 522 from one of the existing entrances to what is currently the properties of Gateway Shopping Center, so that one traffic light serves both the bridge and one of the said existing entrances of what is currently Gateway Shopping Center.

5. **IT IS UNDERSTOOD AND AGREED** by the parties that the obligations set forth in Paragraph (3) above are a condition precedent to the parties' other obligations as provided for in this Contract. In the event that the Town fails, for any reason whatsoever, to approve this Contract in complete compliance with the requirements of §15.2-2100 *et seq.* of the Code of Virginia as set forth in Paragraph (3) above, this Contract shall be void and of no effect, and the parties shall have no further obligation to one another under this Contract whatsoever.

IN WITNESS WHEREOF the Town Council of the Town of Front Royal, Virginia, has caused this Contract to be executed on its behalf by Timothy W. Darr, its duly elected Mayor, and to have its official seal hereunto affixed and attested to by Jennifer L. Berry, its Clerk, all in accordance with a Motion approving this Contract adopted on _____, 2013, a true copy of an extract of the official Minutes of the Regular Meeting of said Council being attached hereto and incorporated herein;

AND IN WITNESS WHEREOF The Boisseau Family, L.C. and The Boisseau Family, L.C. II have caused this instrument to be executed by RICHARD W. BOISSEAU, III, its Manager;

AND IN WITNESS THEREOF, for the sole purpose of consenting to the easements granted in this Contract across the shopping center property, Royal Plaza Associates has caused this instrument to be executed by GEORGE C. STUCKEY, Manager of Stuckey Associates, LLC, itself the General Partner of Royal Plaza Associates.

THIS INSTRUMENT was executed in duplicate by all of the foregoing persons on ____ day of 2013, with one (1) copy to the Town, one (1) copy to Richard W. Boisseau, III, and one copy to George C. Stuckey.

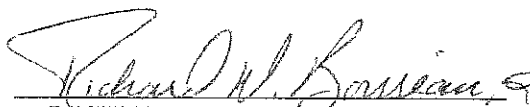
TOWN OF FRONT ROYAL, VIRGINIA

BY: _____
TIMOTHY W. DARR, MAYOR

ATTESTED TO:

JENNIFER L. BERRY, CLERK

THE BOISSEAU FAMILY, L.C.

BY: 
RICHARD W. BOISSEAU, III
MANAGER

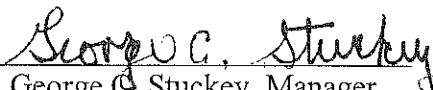
THE BOISSEAU FAMILY, L.C. II

BY:


RICHARD W. BOISSEAU, III
MANAGER

ROYAL PLAZA ASSOCIATES

By: STUCKEY ASSOCIATES, LLC
General Partner

By: 
George C. Stuckey, Manager

APPROVED AS TO FORM:

Douglas W. Napier, Town Attorney

1. LLC 1 and LLC 2 agree:

(a) A deed of easement will be granted and conveyed from LLC 1 and LLC 2 to the Town for a permanent easement appurtenant, which shall run with LLC 1 and LLC 2's land, together with a temporary construction easement not to exceed five (5) years measured from the date said deed of easement is recorded, all as depicted on a plat titled "Happy Creek Trail System, Plat Showing Proposed Ingress-Egress Easements and Temporary Construction Easements, Prepared for the Town of Front Royal", prepared by Darryl G. Merchant, Land Surveyor, dated 23 September, 2009, revised 13 July, 2010, a copy of which is attached hereto and incorporated herein;

(b) A special warranty deed conveying a fee simple interest to the Town will be granted and conveyed from LLC 2 for a parcel of land containing 1.2916 acres, more or less, near Remount Road (U. S. Route 522), as shown on that plat titled "Plat Showing Parcel A1, Town of Front Royal, LR 01-1293, And the Land of The Boisseau Family L.C. II, Et Al", prepared by Darryl G. Merchant, Land Surveyor, dated 23 July 2010, Revised 31 August 2010, (the "Criser Plat") a copy of which is attached hereto and incorporated herein; provided, however, LLC 2 reserves to itself, its successors and assigns, a fifteen foot (15') wide access easement on that portion of said parcel marked "15' Wide Access Easement Reserved By The Boisseau Family L.C. II, Et Al (4,161 Sq. Ft.)";

(c) A special warranty deed conveying a fee simple interest to the Town from LLC 2 for a small parcel of land containing 0.0841 of an acre near Commerce Avenue, and depicted on a plat titled "Plat Showing 0.0841 Acre Parcel of Land as

NOTES:

1. NO TITLE REPORT FURNISHED.
PLAT SUBJECT TO EASEMENTS
AND RESTRICTIONS OF RECORD.
2. PLAT REF.: SLIDE 180 H
3. DEED REF: D.B. R PG 84; D.B. 15 PG. 1
W.B. R PG 181

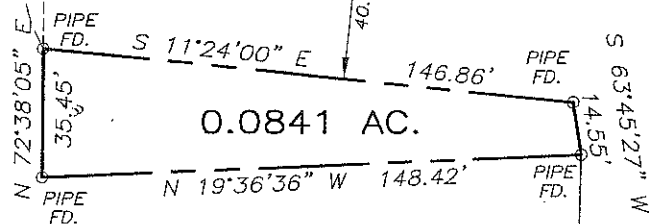


PARCEL B
3.0500 AC.

TURNER LANE

PARCEL A
13.1667 AC.

ROUTE 522 - COMMERCE AVE.



0.0841 AC.

OLD CHESTER GAP ROAD
(NOT IN USE)

Happy Creek

BOUNDARY INFORMATION SHOWN HEREON BASED
ON DEEDS OF RECORD AND IS NOT THE RESULT
OF A CURRENT BOUNDARY SURVEY.



www.measure-map.com
540-636-4949

Darryl G. Merchant

Consulting Land Surveyor
P.O. BOX 1508
FRONT ROYAL, VA 22630

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09-F107 DWG. No. AM-1757

PLAT SHOWING

0.0841 ACRE PARCEL OF LAND
AS SHOWN ON THE SUBDIVISION PLAT
OF A PORTION OF THE
PAUL W. RUDACILLE ESTATE
AS RECORDED IN SLIDE 180 H
TOWN OF FRONT ROYAL
WARREN COUNTY, VIRGINIA

DATE: 23 SEPTEMBER 2009

SCALE: 1" = 40'

VIRGINIA GRID NORTH NAD83

ROUTE 522

REMOUNT ROAD

PLAT SHOWING

PARCEL A1, TOWN OF FRONT ROYAL

LR 01-1293

AND THE LAND OF

THE BOISSEAU FAMILY L.C. II, ET AL

LR 01-565 D.B. 454 PG. 719

TOWN OF FRONT ROYAL - WARREN COUNTY, VIRGINIA

DATE: 23 JULY 2010

REVISED: 31 AUGUST 2010

SCALE 1" = 80'

15'-WIDE ACCESS EASEMENT
RESERVED BY THE
BOISSEAU FAMILY L.C. II, ET AL
(4,161 SQ. FT.)

TM 20A18 ((5)) 7
THE BOISSEAU FAMILY LC, ET AL
LR 01-561

THE BOISSEAU FAMILY L.C. II, ET AL
1.2916 ACRES
TM 20A18 ((5)) 4
LR 01-565 D.B. 454 PG. 719

EXIST. ACCESS EASEMENT
D.B. 278 PG. 562

N/F COUNTY OF WARREN
LR 01-1293
'BURRELL BROOKS PARK'
2.6731 AC. SLIDE 188L

PARCEL A-1 0.6991 AC.
TOWN OF FRONT ROYAL
LR 01-1293 TM 20A18 ((5)) 5A1
S 09°35'05" W 381.60'

N/F WARRENCOUNTY SCHOOL BOARD
D.B. 152 PG. 52
'SAMUEL'S PUBLIC LIBRARY'

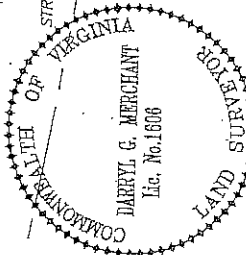
CRISER ROAD
WIDTH VARIES

LINE	BEARING	DISTANCE
L1	S 22°55'12" W	144.03'
L2	S 19°12'08" W	150.04'
L3	S 13°46'36" W	44.88'
L4	S 06°35'46" E	16.88'

NOTES:
1. NO TITLE REPORT FURNISHED.
PLAT SUBJECT TO EASEMENTS
AND RESTRICTIONS OF RECORD.



HEREBY RESERVED BY
THE TOWN OF FRONT
ROYAL FOR PUBLIC
STREET USE (4,000 SQ. FT.)



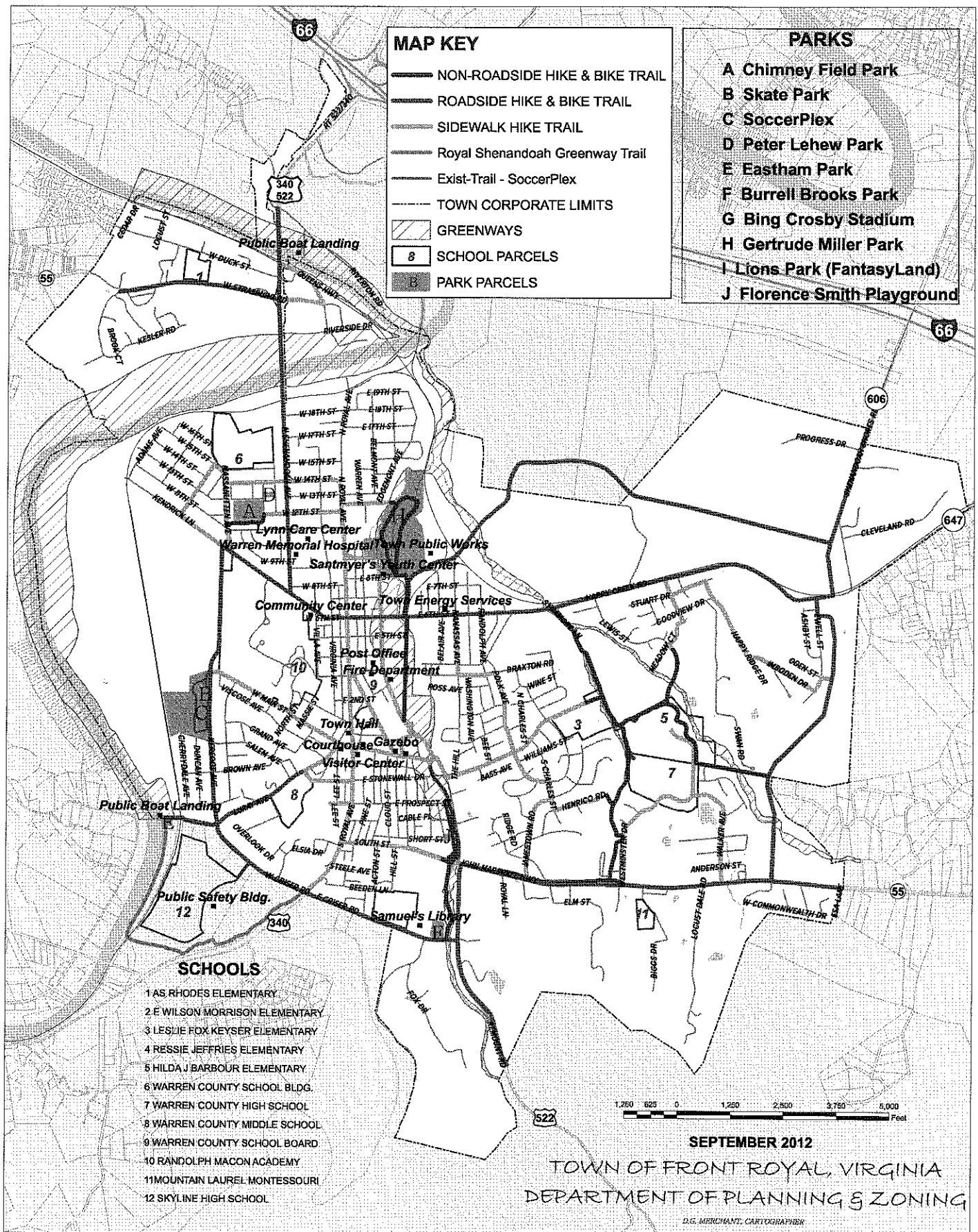
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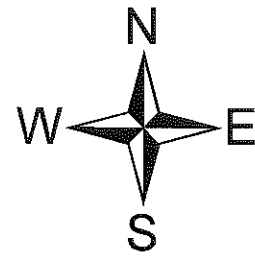
JOB No. 10-F101 DWG. No. AM-1740

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TRAILS AND BIKEPATHS





Front Royal, Virginia

HAPPY CREEK TRAIL

*Criser Road
To
Front Street*

Legend

- Proposed Trail - (Boisseau)
- Exist Trail

200 100 0 200 Feet

