

VIRGINIA: A REGULAR MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS
HELD IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY
GOVERNMENT CENTER ON JUNE 6, 2013 AT 7:00P.M.

PRESENT: SUPERVISOR JOHN M. SEWARD, CHAIRPERSON
SUPERVISOR JUDY S. LYTTLE
SUPERVISOR KENNETH R. HOLMES
SUPERVISOR GIRON R. WOODEN, SR.

ABSENT: SUPERVISOR ERNEST L. BLOUNT, VICE-CHAIR

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR
MR. WILLIAM HEFTY, COUNTY ATTORNEY
MS. TERRI E. HALE, DIRECTOR OF FINANCE
MS. RHONDA R. MACK, DIRECTOR OF PLANNING
SHERIFF ALVIN W. CLAYTON, SR.
MRS. VALERIE PIERCE, DIRECTOR, SURRY SOCIAL SERVICES
MRS. TAMARA ARTHUR, EMERGENCY SERVICES COORDINATOR
MR. ERVIN JONES, DIRECTOR PARKS & RECREATION
MR. STACEY WILLIAMS, BUILDING OFFICIAL
MRS. MONIQUE BARNES, DIRECTOR OF FINANCE, SURRY SCHOOLS

CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Seward who then asked for a moment of silence. Following the moment of silence, he asked those present to stand and say the pledge of allegiance.

CONSENT ITEMS

1. Approval of May 2, 2013 Minutes, Board of Supervisors
2. Approval of May 9, 2013 Minutes, Board of Supervisors
3. Approval of June 2013 Accounts Payable:

	Accounts Payable	Additional	Total
General Fund	\$114,053.92	\$139,728.27	\$253,782.19
Debt Service	\$586.63	\$586.63	\$1,173.26
Capital	\$5,781.50	\$84,721.05	\$90,502.55
Water & Sewer	\$34,492.35	\$14,195.11	\$48,687.46
CSA	\$0.00	\$25,381.28	\$25,381.28
Indoor Plumbing	\$0.00	\$0.00	\$0.00
Econ. Dev. Expense	\$0.00	\$0.00	\$0.00
Totals	\$154,914.40	\$264,612.34	\$419,526.74

4. Appropriation Requests:

School System - June 2013	Instruction	\$2,323,468.00
	Admin./Health	\$18,000.00
	Pupil Transp.	\$227,000.00
	Operation/Maint.	\$270,000.00
	Food Serv.	\$81,000.00
	Debt Service	\$0.00
	Capital Projects	\$70,000.00
	Technology	\$114,000.00
	Total	\$3,103,468.00
<hr/> Dept. of Social Serv. - June 2013		\$150,000.00

5. Surry County Surplus – Sheriff’s Department, Retired Uniforms

Prior to the vote, Chairman Seward stated that the School System appropriation would be pulled from the Consent Agenda to allow for discussion, and would be re-considered later in the evening.

Supervisor Lyttle made a motion that the Board approve the Consent Items as enumerated; Supervisor Holmes seconded the motion. Supervisors Seward, Wooden, Lyttle and Holmes voted affirmatively to approve the motion.

PUBLIC HEARING

1. VDOT Six-Year Secondary Road Improvement Plan

Chairman Seward called the Public Hearing to order. Mr. Franklin stated that the public hearing was being conducted to receive public comments regarding the VDOT / Surry County Six-Year Secondary Road Improvement Plan (FY 14-19). Mr. Rossie Carroll, Williamsburg Residency Administrator, was present to address the Board. Mr. Carroll informed that the County only had one project, the Lebanon Road (Rt. 626) project, which would be advertised for bid later in June 2013. ***(A copy of the Six-Year Plan is attached as an integral component of these minutes.)***

Chairman Seward opened the floor for public comments.

Mr. Mike Eggleston (Dendron District) stated that White Marsh Road (Rt. 617) was also in need of repair and that he considered it to be a heavily used roadway for access to Smithfield and Newport News.

Mrs. Helen Eggleston (Dendron District) spoke in agreement with Mr. Eggleston reporting that White Marsh Road needed to be resurfaced.

There being no further comments from the public, Chairman Seward closed the floor to public comments and asked for closing comments from staff. Mr. Franklin stated that staff supported VDOT's recommendations.

Supervisor Holmes made a motion that the Board authorize Resolution 2013-13 adopting the Six-Year Secondary Road Improvement Plan as presented; Supervisor Wooden seconded the motion. Supervisors Seward, Lyttle, Holmes and Wooden voted affirmatively.

PROGRESS REPORTS

1. VDOT (No Report)

A. Resolution 2013-15: HB 2313

Mr. Franklin reported that during its 2013 session, the General Assembly adopted House Bill 2313 which imposes additional sales tax and gas tax in the localities of the Hampton Roads area that are part of Planning District 23. The County is a member of Planning District 19 and, therefore, a member of the Crater Planning District Commission along with Dinwiddie, Greensville, Prince George, Sussex Counties and the cities of Colonial Heights, Emporia, Hopewell and Petersburg. Surry County became a voluntary member of the Hampton Roads Planning District Commission (HRPDC), which represents District 23 localities, in 1998.

Mr. Franklin further reported that the Commonwealth has indicated that citizens of Surry County will be subject to the new taxes imposed by HB 2313, effective July 1, 2013, because of its affiliation with the HRPDC. The County's position is that the citizens of Surry County should not be subject to said taxes, even though it is a voluntary member of the HRPDC, because it is not a member of Planning District 23. The Commonwealth has not yet indicated whether or not it is in agreement.

Resolution 2013-15 authorizes Surry County to either withdraw from the HRPDC if it is determined that the County is not subject to HB 2313, or agreeing to be a contract member of the Hampton Roads Transportation Planning Organization if it is determined that the County is subject to HB 2313.

Mr. Franklin asked Mrs. Tamara Arthur and Mr. Ervin Jones to report on the benefits of membership in the HRPDC, particularly with regard

to Emergency Services. They informed that grant funding obtained through the HRPDC had paid for the Orion Radio System, generators for emergency shelter locations, mobile radios (\$91,000), and a trailer for sheltering pets (\$60,000). Mrs. Arthur and Mr. Jones stressed the importance of maintaining relationships with surrounding Hampton Roads localities for assistance during HAZMAT and other emergency events. They further reminded the Board that Route 10 through Surry County was well established as a hurricane evacuation route for Hampton Roads communities.

Mr. Hefty explained that localities are only subject to one Planning District; but, if in proximity, may choose to hold membership in an adjoining Planning District Commission. In his opinion, only those localities included in the Planning District should be subject to the new taxes. Mr. Hefty further stated that if the Commonwealth determined that Surry was not subject to the taxes, the County could remain a voluntary member of the HRPDC for the reasons stated by Mrs. Arthur and Mr. Jones. Mr. Hefty also stated that if the County did not receive a response from the Commonwealth by the July 1, 2013 deadline, there was a legal avenue to delay the collection of the new taxes.

Chairman Seward asked Mr. Hefty to amend the draft resolution to state that Surry County could remain a member of the HRPDC unless the County has to withdraw to be exempt from the taxes. Supervisor Lyttle made a motion that the Board adopt the amended Resolution 2013-15 addressing the County's response to HB 2313. Supervisor Holmes seconded the motion which passed with unanimous approval.

PUBLIC HEARING (Cont'd.)

2. CUP 2013-03 Peninsula Trail Riders, Inc.

Chairman Seward called the Public Hearing to order. Mr. Franklin stated that the public hearing was being conducted to receive public comments regarding an application by Peninsula Trail Riders, Inc., Conditional Use Permit 2013-03, requesting authorization for a multi-year permit to allow a once annual motorcycle racing event at the Southwark Hunt Club property located on the south side of Swanns Point Road (Tax Map # 13-5).

Mr. George Greer, representing Peninsula Trail Riders, Inc., the applicant, appeared before the Board to provide additional information and answer any questions Board members may have. Mr. Greer provided the Board with an

economic impact study relating to the motorcycle racing event. *(A copy of materials provided by Mr. Greer is attached as an integral component of these minutes.)*

Ms. Rhonda Mack, Director of Planning and Community Development, advised that the applicant was seeking a multi-year permit for a once annual motorcycle racing event in the fall at the Southwark Hunt Club property on the south side of Swanns Point Road, Tax Map #13-5. The event was hosted in 2012 without serious incident. Anomalies included a broken limb. Ms. Mack further informed that staff had noted concerns related to participants crossing the active racing lane and pets onsite. The Planning Commission considered and acted favorably on the application, subject to the eleven recommended conditions, at their April 22, 2013 meeting.

Supervisor Lyttle inquired regarding security for the event. Ms. Mack responded that the applicant had agreed to use sworn public safety officers and had provided her office with a schedule detailing hours officers will be working.

Chairman Seward opened the floor for public comments.

Mr. Mike Eggleston (Dendron District) spoke in support of the event.

Mayor Yvonne Pierce (Dendron District) addressed the Board to invite Board members and the public to attend Dendron Day on June 15, 2013 in the Town of Dendron.

Mr. Ervin Jones, Director of Parks and Recreation, announced that his department would again be sponsoring a fireworks display on Wednesday, July 3, 2013.

Chairman Seward asked if there were any other comments from the public related to the public hearing for CUP 2013-03. There being no further comments, he closed the floor to public comments and asked for closing comments from staff. Staff had no additional comments.

Following brief discussion among Board members, Supervisor Lyttle made a motion that the Board approve CUP 2013-03 subject to the eleven conditions recommended by the Planning Commission. Supervisor Holmes seconded the motion which passed with unanimous support.

PROGRESS REPORTS (Cont'd.)

2. Treasurer

A. Investment Letter

Chairman Seward read the Investment Letter provided by Mary H. Shaw, Treasurer, which stated that as of May 2, 2013 the County had \$17,831,643.95 in the LGIP Fund. Since that report, accrued interest for April 2013 in the amount of \$2,246.75 had increased that balance to \$17,833,890.70. Since the May 2013 report, \$1,500,000.00 was transferred from the LGIP to the general fund leaving a balance of \$16,333,890.70. As of June 6, 2013 the county had \$16,840,049.36 in total investments, including one CD valued at \$506,158.66 which matures January 18, 2014.

3. County Administration

A. Presentation: VACo

Mr. Larry Land, CAE, Director of Policy Development for the Virginia Association of Counties (VACo) was not present.

B. Presentation: Economic Development

Ms. Nancy Rodrigues, contractor for Economic Development, appeared before the Board to provide an update regarding recent activities and accomplishments in the areas of Tourism and Economic Development. She discussed the needs of existing businesses in their consideration of expansion as well as those of potential businesses considering the possibility of locating in the County. Ms. Rodrigues made recommendations regarding the need for additional infrastructure and reported on steps that have been taken to address those needs. She also reported on recent tourism initiatives and the upcoming assessment of the County by the Virginia Tourism Corporation.

C. Resolution 2013-14 – Senior Recognition

Mr. Franklin presented the Board with Resolution 2013-14 recognizing Ms. Maria Edler of the Bacon's Castle District who has obtained the age of 90 years.

Supervisor Lyttle made a motion that the Board approve Resolution 2013-14. The motion was seconded by Supervisor Wooden; the motion was passed by unanimous vote.

D. Appointment – John Tyler ASAP Policy board

No action was taken.

UNFINISHED BUSINESS

Mr. Tyrone Franklin informed the Board that staff had reconsidered the level of security at the Dendron Dumpster Site following comments at previous

Board meetings and were in process of contracting with a security firm to provide more effective surveillance of the site. In the meanwhile, he reported that the Sheriff's Office had agreed to conduct random checks at the site to limit illegal dumping which has become an increasing problem.

Chairman Seward asked the Board to consider the monthly appropriation request from the School System at this time. Supervisor Wooden announced that his contract had not been renewed by the School Board, so he was no longer an employee of the Schools. Chairman Seward expressed concern that the amount requested by the School Board seemed to be in excess of the usual amount and requested that Mrs. Monique Barnes, Director of Finance for the School System, address questions that Board members might have in this regard.

Mrs. Barnes informed that the increase in the request amount, specifically in the Instructional line, was to pay salaries of 10 month employees who typically receive a three month salary in June. She assured Board members that there were no raises or bonuses included in the June appropriation request, but stated that there was a 3% salary increase included in the FY 14 budget. Supervisor Holmes expressed concern regarding the current salary of the Division Superintendent and Supervisor Wooden questioned the priority of certain school system expenditures. Chairman Seward commented with regard to a recent newspaper article which reported that the School Board had decided to accept out-of-district students at no cost to the student.

Supervisor Lyttle made a motion, although she expressed reservations regarding some of the School Board's recent financial decisions, that the Board approve the June appropriation request from the School System in the total amount of \$3,103,468. The motion was seconded by Supervisor Wooden; Supervisors Seward, Holmes, Lyttle and Wooden voted affirmatively.

Supervisor Wooden informed that he had been notified by letter of a situation with an electrical outlet at the Claremont Library and asked for additional information. Mr. Franklin responded that County Staff had been unaware of the Library's practice of allowing patrons to utilize the outside electrical outlet while accessing WiFi at the Library after operating hours. He reported that he had been made aware of its usage through the Sheriff's Department and made a decision to have the receptacle disconnected because the County pays the monthly bills for electrical usage at the facility. He stated that he would request Maintenance staff to reconnect the outlet if asked to do so by the Board. Chairman Seward remarked that the Board should not promote the unsupervised public use of a County facility. Supervisor Lyttle added that if this benefit were made available to citizens in the Town of Claremont, then citizens throughout the County may also

demand similar access to County funded electrical sources. Additionally, she thanked Mr. Franklin for his timely response to the issue.

NEW BUSINESS

None.

CITIZENS COMMENTS

Mrs. Donna Skinner (Claremont District) addressed the Board with regard to the County's action to disconnect the outside electrical outlet at the Claremont Library.

Mr. Mike Eggleston (Dendron District) appeared before the Board state that, in his opinion, the School Board should not have discontinued the Building Trades program and questioned School System expenditures and administrative costs.

Mrs. Helen Eggleston (Dendron District) spoke in support of Mrs. Skinner and in agreement with Mr. Eggleston with regard to the School System. She also questioned the fiscal decision to do away with the Building Trades program and, at the same time, starting a nurses training program.

Mr. John Stokes (Surry District) also addressed the Board with regard to the School Board's decision to discontinue the Building Trades program. He stated that he felt it was an important program and should not have been discontinued.

CLOSED SESSION

There being no further comments from the public, Supervisor Lyttle made a motion that the Board move to Closed Session to discuss economic development, prospective businesses or industries or the expansion of existing businesses or industries where no previous announcement has been made of their interest in locating/expanding in the County, as permitted by the Code of Virginia § 2.2-3711(A)(5). Supervisor Holmes seconded the motion. Supervisors Seward, Wooden, Lyttle and Holmes voted in favor of the motion.

Supervisor Seward moved that the Board return to open session and certify by roll call that the closed session was concluded and that nothing had been discussed except the matter or matters permitted to be discussed under the provisions of the Virginia Freedom of Information Act. Supervisor Holmes seconded the motion; all members present voted affirmatively.

ADJOURNMENT

Supervisor Lyttle made a motion to adjourn. Supervisor Holmes seconded the motion. Supervisors Seward, Wooden, Lyttle and Holmes voted affirmatively.

Secondary System
 Surry County
 Construction Program
 Estimated Allocations

Fund	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	Total
CTB Formula - Unpaved State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Formula Secondary State	\$0	\$0	\$0	\$60,987	\$75,264	\$90,260	\$226,511
Secondary Unpaved Roads	\$0	\$0	\$0	\$735	\$907	\$1,087	\$2,729
TeleFee	\$20,433	\$21,318	\$21,318	\$21,318	\$21,318	\$21,318	\$127,023
Residue Parcel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$20,433	\$21,318	\$21,318	\$83,040	\$97,489	\$112,665	\$356,263

Board Approval Date:

District Program Manager

Date

County Administrator

Date

District: Hampton Roads

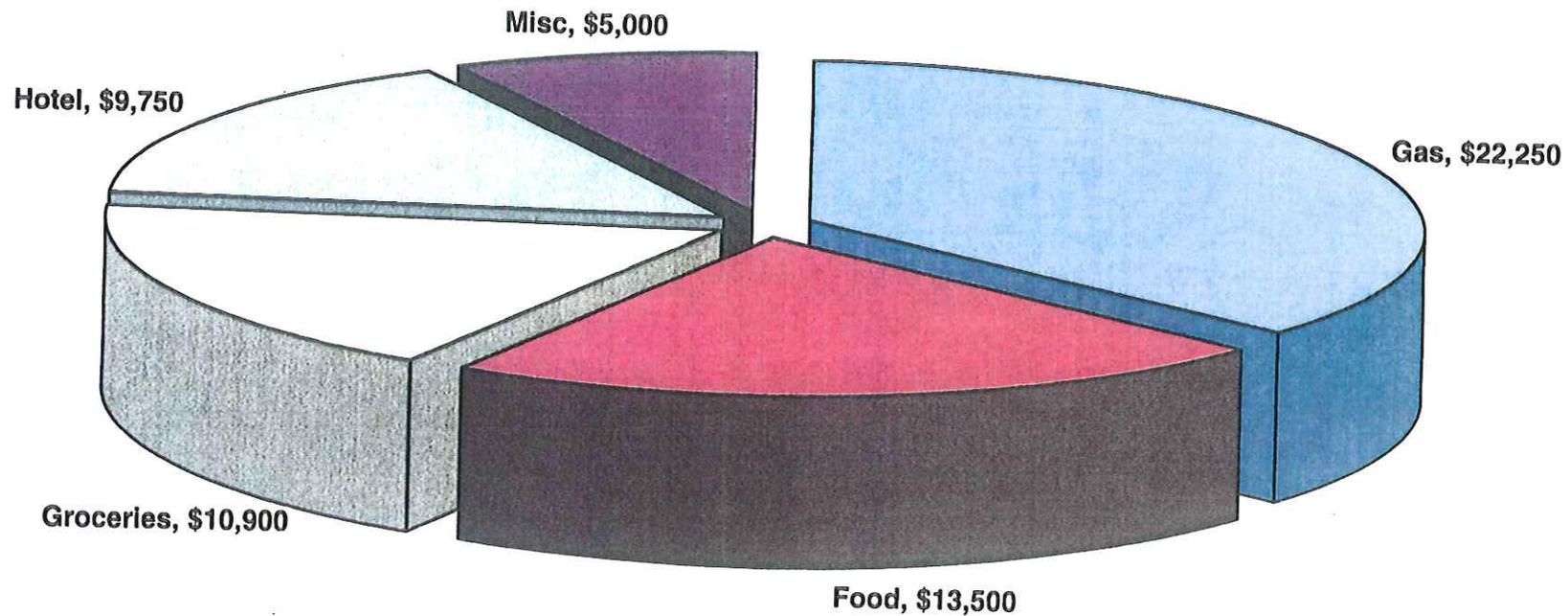
County: Surry County

Board Approval Date:

2014-15 through 2018-19

Route	Road Name	Estimated Cost	Traffic Count
PPMS ID	Project #		Scope of Work
Accomplishment	Description		FHWA #
Type of Funds	FROM		Comments
Type of Project	TO		
Priority #	Length	Ad Date	
0626	LEBANON ROAD	PE \$377,000	530
14924	0626090171	RW \$499,425	Reconstruction w/o Added Capacity
RAAP CONTRACT	RTE 626 - Widen pavement and address geometric deficiencies	CN \$1,324,617	14004
STP	0.02 Mi. W. INT. ROUTE 618 (Southwark Rd.)	Total \$2,201,042	State funds - AC for future federal conversion
MIN PLAN,FED-AID,SECONDARY	0.531 Mi. E. ROUTE 618 (Southwark Rd.)		
0001.00	0.6	6/12/2013	
4002		PE \$0	
-3351	1204002	RW \$0	
	COUNTYWIDE PIPE & ENTRANCE	CN \$0	
	VARIOUS LOCATIONS IN COUNTY	Total \$0	INSTALLATION CHARGE FOR PIPES AT PRIVATE ENTRANCES AND OTHER MINOR DRAINAGE IMPROVEMENTS.
9999.02			
4003		PE \$0	
99985	1204003	RW \$0	Reconstruction w/o Added Capacity
S	COUNTYWIDE RURAL ADDITIONS	CN \$250,000	16004
	VARIOUS LOCATIONS IN COUNTY	Total \$250,000	RURAL ADDITIONS - SECTION 33.1-72.1. ROLLOVER OF FUNDS CAN BE FOR FIVE YEARS.
	VARIOUS LOCATIONS IN COUNTY		
9999.03		3/1/2011	
4005		PE \$0	
99984	1204005	RW \$0	Preliminary Engineering
S	COUNTYWIDE ENGINEERING & SURVEY	CN \$250,000	16015
	VARIOUS LOCATIONS IN COUNTY	Total \$250,000	MINOR SURVEY & PRELIMINARY ENGINEERING FOR BUDGET ITEMS AND INCIDENTAL TYPE WORK.
	VARIOUS LOCATIONS IN COUNTY		
9999.05		3/1/2011	
4007		PE \$0	
99774	1204007	RW \$0	Safety
S	COUNTYWIDE TRAFFIC SERVICES	CN \$250,000	16021
	VARIOUS LOCATIONS IN COUNTY	Total \$250,000	TRAFFIC SERVICES INCLUDE SECONDARY SPEED ZONES, SPEED STUDIES, OTHER NEW SECONDARY SIGNS
	VARIOUS LOCATIONS IN COUNTY		
9999.07		3/1/2011	
4008		PE \$0	
100301	1204008	RW \$0	Right of Way
S	COUNTYWIDE RIGHT OF WAY ENGR.	CN \$250,000	16016
	VARIOUS LOCATIONS IN COUNTY	Total \$250,000	USE WHEN IMPARTIAL TO OPEN A PROJECT: ATTORNEY FEES and ACQUISITION COST.
	VARIOUS LOCATIONS IN COUNTY		
9999.08		1/30/2011	
0630		PE \$155,000	
85947	0630090704	RW \$40,288	Bridge Rehab w/o Added Capacity
RAAP CONTRACT	Loafers Oak Rd over Cypress Swamp Va struc 6018	CN \$493,388	16014
BROS	1 mi to Int Rte 618	Total \$688,676	
	1.9 mi to Int Rte 616		
9999.99		10/8/2013	

**Average Local Income at VCHSS Race Locations
(Total Income to Race Localities = \$61,400)**



Note: This survey was taken at our Newport News Dept of Parks and Recreation event a couple years ago.

TO: Ms. Rhonda Mack, Director of Department of Planning & Community Development

From: Mr. George Greer, Peninsula Trailrider Inc Event Coordinator

Subject: Security, Fire Protection, Emergency Medical Service, Traffic/Parking/Crowd/Pet Control, Refuse & Hazardous Waste Collection, Portable Bathrooms, Event Insurance, and Food Server requirements.

The following is a detailed plan for the motorcycle event occurring on September 22, 2013 in Surry, VA.

- A) **Security:** Personnel listed below will provide security for this event in addition to crowd control and parking assistance if required. All security personnel will be provided with the telephone number of the Surry County Sheriff's Department for use if law enforcement assistance is required. In addition to those listed below, the promoting series also has five (5) full time volunteers on hand to assist with any security issues that may arise. Designated security times for each volunteer is listed below their names.
1. Ted Marriner, Virginia Beach police officer (retired).
 - a) Sept 21 9 a.m. through Sept 22 1 p.m. & Sept 22 4 p.m. to 6 p.m..
 2. Donnie Lewis, Portsmouth police officer (Sergeant, retired).
 - a) Sept 22 10 a.m. to 6 p.m.
 3. Curt White, Virginia Beach Sheriffs Dept (Deputy)
 - a) Sept 21 9 a.m. through Sept 22 6 p.m.
 4. Rick Hall, Navy security detachment (Navy Chief, retired)
 - a) Sept 21 9 a.m. through Sept 22 1 p.m. & Sept 22 4 p.m. to 6 p.m.
 5. George Greer, former U.S. Coast Guard Petty Officer law enforcement officer.
 - a) Will be on site for all event activities.
 6. Sheriff Clayton of the Surry County Sheriff's department has been notified of this event. Proof of notification is attached.
- B) **Fire Protection:** Gary Greer (retired fire Captain at the Norfolk Naval Base & former Fire Chief of the Buckroe volunteer fire dept) will provide assistance for any fire related issues during all event activities. He will be provided with the telephone number of the Surry Volunteer Fire Department for use if fire related assistance is required. George Greer (former designated fire warden at Norfolk Naval Shipyard) will assist on an as-needed basis. Fire extinguishers will be on-hand to provide immediate response to fire related issues.
- C) **Emergency Medical Service:** Mr. Barry Burns (Captain of the Surry Volunteer Rescue Squad) has agreed to provide emergency medical services for this event. A copy of that agreement is attached.
- D) **Pet Control:** Persons bringing companion pets to this event will be required to furnish proof of proper pet vaccinations and will be required to keep pets on a leash and under control of an adult at all times. Gary Greer (Animal Control Officer for the City of Hampton) will ensure each owner has proper proof of vaccinations. He will be assisted by George Greer on an 'as needed' basis.

(continued)

(continued)

- E) **Traffic Control:** Only official workers will be allowed on the property prior to the gate being opened for public access at approximately 9 a.m. on Saturday (Sept 21).
1. Southwark Hunt Club, Eastover Land Trust personnel and Peninsula Trailriders Inc (as needed) will be responsible for traffic control. Event officials responsible for controlling access to the property will be stationed well within the confines of the property to ensure traffic does not back up on nor impede traffic at the track entrance on Swanns Point Road.
 2. Persons attending this event will be informed not to park or block road access on Swanns Point Road.
 3. Peak Hours: 1 p.m. to 8 p.m. on Saturday Sept 21. 6 a.m. to noon & 2 p.m. to 6 p.m. on Sunday Sept 22. Once the event is over on Sunday afternoon (Sept 22), there will be a skeleton crew staying onsite for clean up. Any personnel remaining on the property after the completion of the events will be required to leave no later than noon Monday (Sept 23).
- F) **Parking Control:** Eastover Land Trust and/or Southwark Hunt Club and/or Peninsula Trailrider personnel will designate parking locations for all recreational vehicles (RV's). Parking will be in a manner that allows access for emergency personnel and exit of event attendees. All non-rv attendees will be allowed to park at will but still in a uniform direction to allow access for emergency personnel and exit of event attendees. A general parking plan is attached.
- G) **Crowd Control:** Signs will be posted adjacent to the race course and along the property entry driveway informing spectators to keep off of the race course.
- H) **Refuse Collection:** A dumpster is being obtained from Surry County for on site disposal of garbage. ~~Proof of obtaining this service is attached.~~
- I) **Hazardous Waste Collection:** An oil containment drum will be centrally located in the parking area and clearly marked for attendees to use if they need to work on their motorcycles and need to dispose of oil or gas products. George Greer will properly dispose of any collected waste products.
- J) **Portable Bathrooms:** Six (6) portable bathrooms will be provided by All Virginia Environmental Solutions in Smithfield, VA. These bathrooms will be delivered on Friday Sept 20, 2013 and will be removed from the property prior to Wednesday Sept 25, 2013. A copy of this service being provided is attached.
- K) **Event Insurance:** Proof of event insurance will be provided to the Dept of Planning & Community Development no later than 30 days prior to the event. In addition to the landowner and promoter of this event being listed, Surry County will be also be listed in this policy.
- L) **Food Server/Health Department requirements:** Prior to any food being sold at this event, Landover Land Trust and/or Southwark Hunt Club personnel will obtain any required Surry County permits.

Respectfully,



George Greer
Event Coordinator

TO: Ms. Rhonda Mack, Director of Department of Planning & Community Development

From: Mr. George Greer, Peninsula Trailrider Inc Event Coordinator

Subject: Conditional Use Permit Application No. 2013-03

Below is a list of events scheduled to occur for the subject event. No motorized events will take place between 8 a.m. All events will be completed by 6 p.m. at the latest.

A) Sept 21 – Saturday Pre-Functions:

- 9 a.m. – Gates open for public entry to property
- 2 p.m to 4 p.m. – Registration of participants
- 5 p.m. to 7 p.m. – Planned fundraiser food service by the Southwark Hunt Club
- 10 p.m. – Gates locked to secure property. Keys will be maintained 'on site' by an event official.

B) Sept 22 – Sunday Schedule of Events:

- 6 a.m. – Gates open for public entry to property.
- 7 a.m. to 1 p.m. – Registration of participants.
- 7 a.m. to 5 p.m. – Planned fundraiser food service by the Southwark Hunt Club
- 8:30 a.m. – Start of Youth event (16 yrs old & under)
- 9:00 a.m. – Start of Youth event (4 yrs old to 11 yrs old)
- 10:30 a.m. – Start of adult Novice event
- 1:30 p.m. – Start of Adult Main event
- 4:00 p.m. – Estimated time of completion of all events
- 7:00 p.m. – Property cleared of event personnel and gates locked (see exception Note below)

Regards,



George Greer
Event Coordinator

Note: Any event participants allowed to remain on the property (possibly due to late completion of events and long travel distances) will be required to leave no later than noon Monday Sept 23. An event official (with keys to the locked gate) will remain 'on site' until all participants have exited the property.

March 13, 2013

George Greer
Peninsula Trailriders Inc.
14065 Bethany Church Rd
Smithfield VA 23430

Dear Mr. Greer:

The Eastover Land Trust has granted you permission to hold your annual motorcycle event on September 21, and 22, 2013 in Surry County on land that is owned by Eastover Land Trust and is described as Parcel Pin: 13-5, Deed Book: 88, Deed Page: 227 in the Surry County website on Tax Mapping page.

We will require a certificate of insurance covering Eastover Land Trust property.

Hopefully this letter will assist you in securing the permits necessary to hold this event.

If you have any questions or need additional information please contact me and I will be happy to assist you.

Sincerely,



Kenneth Farmer
Trustee, Eastover Land Trust

PARKING PLAN

LEGEND:
= RV & Trailers
= Building

PIANTED FIELD

SWANNS PT Rd

ENTRANCE

RV CAMPING

WATER

REST CATERING

TREES

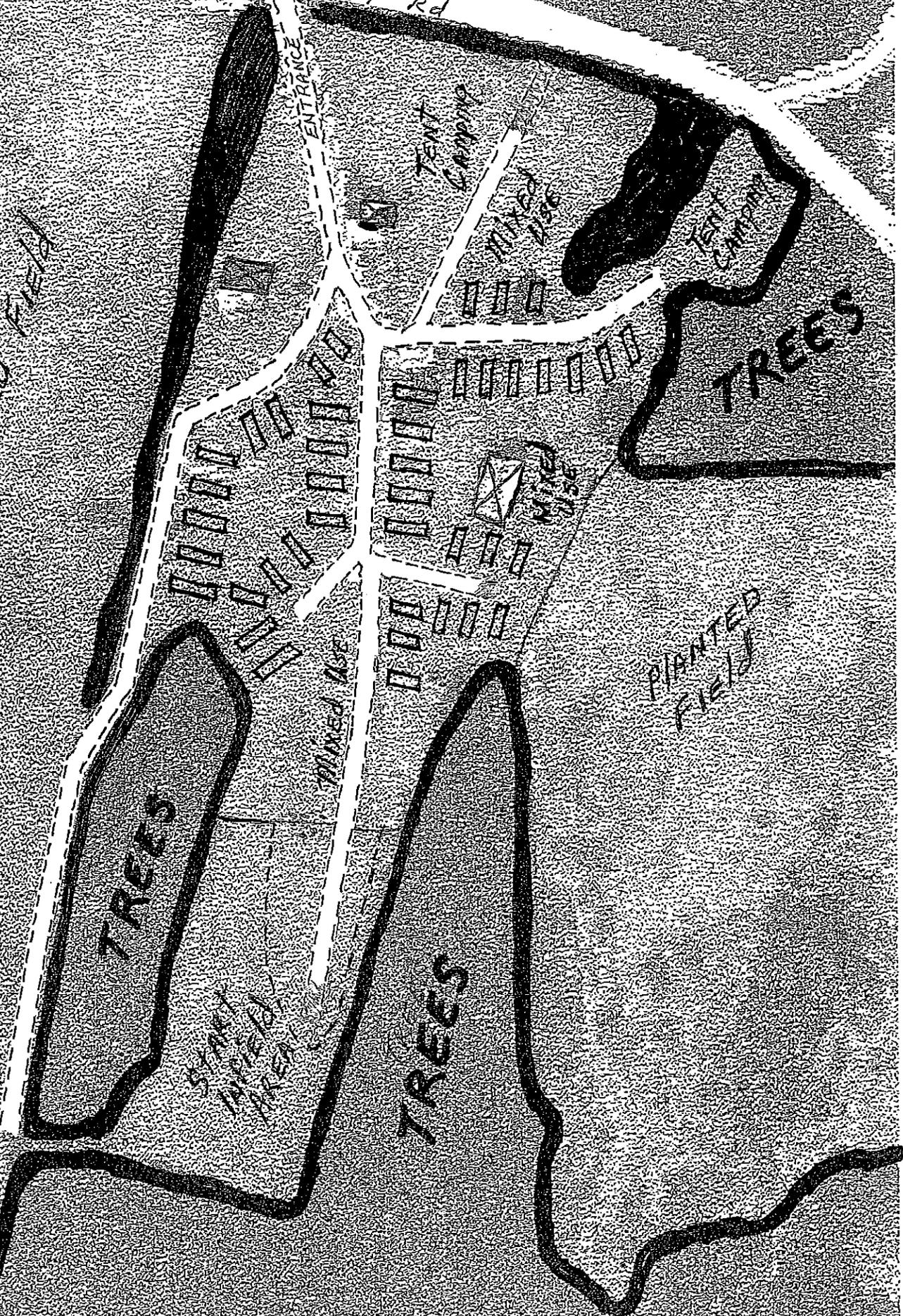
Misc

PIANTED FIELD

PAVED ASE

TREES

TREES





April 20, 2012

Mr. George Greer
14065 Bethany Church Road
Smithfield, Virginia 23430

Dear Mr. Greer:

This letter shall serve as confirmation that the Peninsula Trailriders Association was granted permission to use watershed property for the Annual Peninsula 100 Hare Scrambles Motorcycle Race which was an annual event, beginning in 1976. Up until two years ago, the Peninsula Trailriders coordinated efforts with the Newport News Department of Parks, Recreation and Tourism as co-sponsors, to provide this quality event. In 2009, the City made commitments to sell part of the property used for this event, therefore, bringing the use of this location to an end. During the 34 years, strict observance and adherence to several guarantees permitted the Peninsula Trailriders to continue this annual event on City property.

1. Coordination – All details, permits, and authorization pertaining to this event were coordinated with City representatives to include the Park Operations Superintendent and the Watershed Superintendent of Public Utilities. A list of all club members who were involved in designing and preparing the course site, prior to the event, was forwarded to both Superintendents.
2. Course Approval – The proposed course was inspected and approved by these City representatives prior to its establishment and again after establishment. The course avoided ephemeral ponds ("sinkholes"), unbridged stream crossings, and other ecologically significant/sensitive environments.
3. Final Inspection – All sign removal, clean-up, and repair activities were completed within ten (10) calendar days following the race. A final inspection of the clean-up and repair operations were performed by the City after being notified that the clean-up had been completed; Peninsula Trailriders Association agreed to carry out additional repairs or maintenance, if recommended, in a timely manner and, in any event, no later than two weeks after notification.

13. Fees – A Special Activity Fee was applicable to this event in addition to overtime expenses for Park Ranger assistance during prior to or during the event. Historically, Park Rangers (3) were scheduled to assist with parking from 7am until 4pm.

In conclusion, the Peninsula Trailriders provided a well known, quality event on Newport News Park and Watershed property. With few incidents and detailed coordination, the Peninsula 100 was considered a successful event for over 34 years.

Sincerely,



Andy Lunsford

Superintendent of Park Operations

pc: Superintendent – Watershed
Park Event Coordinator

Moody's/A.V.E.S.

All Virginia Environmental Solutions, Inc.

Your Local Waste & Recycling Company

P.O. Box 953

Smithfield, VA 23431

1-877- 357-9997 toll free

(757) 357-9995 & (757) 357-9996

(757) 357-9911 fax

May 10, 2013

George Greer
Peninsula Trailriders, Inc.
14065 Bethany Church Rd
Smithfield, VA 23430
(757) 272-2705
greeroffroad@gmail.com

Re: Swanns Point Road
Spring Grove, VA

(6) PJs without sinks.....	\$68.00 each
Set up fee.....	\$45.00
*Environmental/fuel fees added	
Total	\$499.20

Scheduled delivery September 20th, pick up September 23rd

Thank You

Lacey Moody
(757) 357-9997

**Surry Volunteer Rescue Squad
11627 Rolfe Hwy
Surry, Va 23883**

Memo

To:

From: Barry T. Burns, Captain Surry Volunteer Rescue Squad

CC:

Date: 5/3/2013

Re: Support for Motocross Races

The Surry Volunteer Rescue Squad has committed to provide one ambulance and assigned crew to standby for the events of the motor cross races to be held in the following locations in Surry County.

MAY 26 REDDY HOLE SURRY VA - Tony Seward

SEPTEMBER 22 PENINSULA CLASSIC SURRY VA - Southwark Hunt Club

NOVEMBER 10 PIPSICO SUGAR GROVE VA - Boy Scout Camp

The Crews will be working closely to ensure that coverage is on site and maintained during the events.

Barry T. Burns
Captain, Surry Volunteer Rescue Squad

804-921-3016 (cell)

Sheriffs Dept Letter of Notification

To: Surry Sheriffs Department

From: George Greer, Peninsula Trailriders Inc. (PTI)

Subject: Motorcycle Race & Pre-Functions, Sept 21 & 22, 2013

This is not a request for support, services or assistance from the Surry County Sheriffs Department. The purpose of this notification is to ensure the Surry County Sheriffs Department is aware of an off road motorcycle event occurring in Surry County on September 21 & 22, 2013. The event received approval from the Surry County Board of Supervisors. The event will be held on property owned by the Eastover Land Trust (Southwark Hunt Club) located at 4256 Swanns Point Road, Surry, Va. (bordered by Beaverdam and Swanns Point Roads, Surry, Va.

The intent of this Letter of Notification is to ensure the Surry Sheriffs Department is made aware of this event and to provide a means of showing Surry County administration officials that the Surry County Sheriffs Department has been made aware of this event. Please contact the PTI representative below if any additional information is required.



George H. Greer (PTI Representative - cell: 757-272-2705)



Letter of Notification Received (Surry County Sheriffs Dept)