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## BOARD OF COUNTY COMMISSIONERS

July 25, 2017

### Agenda

- 10:00 A.M. INVOCATION AND PLEDGE OF ALLEGIANCE  
CALL TO ORDER, *President Terry L. Baker*  
APPROVAL OF MINUTES –JULY 18, 2017
- 10:05 A.M. COMMISSIONERS’ REPORTS AND COMMENTS
- 10:10 A.M. REPORTS FROM COUNTY STAFF
- 10:15 A.M. CITIZENS PARTICIPATION
- 10:20 A.M. YOUTH APPRENTICESHIP PROGRAM – *Secretary Schulz, MD Dept of Labor, Licensing and Regulation*
- 10:45 A.M. WASHINGTON COUNTY YOUTH ACADEMY GRADUATION – *James Jenkins, Public Relations Manager and the Board of County Commissioners*
- 11:05 A.M. WASHINGTON COUNTY GAMING COMMISSION’S ANNUAL REPORT AND FISCAL YEAR 2017, GAMING FUND ALLOCATION ANNOUNCEMENT – *Jim Hovis, Director, Office of Community Grant Management and Jim Nipps, Chair, Washington County Gaming Commission*
- 11:25 A.M. HOTEL RENTAL TAX FUNDING REQUEST, HAGERSTOWN-WASHINGTON COUNTY CONVENTION BUREAU - *Jim Hovis, Director, Office of Community Grant Management*
- 11:35 A.M. RENEWAL OF COUNTY’S COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN PARTICIPATION AND RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLANS - *Susan Buchanan, Office of Community of Grant Management*
- 11:40 A.M. CONOCHEAGUE TREATMENT PLANT ENR UPGRADE – *Mark Bradshaw, Deputy Director, Environmental Management*
- 11:45 A.M. LOCATION OF THE WASHINGTON COUNTY BOARD OF ELECTIONS – *Kaye Robucci, Election Director; Bruce Field, President, Board of Elections and Roger Schlossberg, Board Counsel*

- 11:55 A.M. PLEASANT VALLEY LIVESTOCK LLC, CREP EASEMENT – *Chris Boggs, Planning and Zoning*
- 12:00 P.M. WASHINGTON COUNTY AGRITOURISM APP – *Leslie Hart, Business Development Specialist, Department of Business Development, James Jenkins, Public Relations Manager and Lauren Pogue, Marketing Specialist, Department of Public Relations and Community Affairs*
- 12:05 P.M. AIRPORT CAPITAL IMPROVEMENTS BUDGET TRANSFER – *Phil Ridenour, Airport Director, Hagerstown Regional Airport*
- 12:10 P.M. CLOSED SESSION  
*(To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State; and to consult with counsel to obtain legal advice on a legal matter.)*
- 12:40 P.M. ADJOURNMENT



Open Session Item

**SUBJECT:** Washington County Youth Academy Graduation

**PRESENTATION DATE:** July 25, 2017 at 10:45 a.m.

**PRESENTATION BY:** James Jenkins, Public Relations Manager and the Board of County Commissioners

**RECOMMENDED MOTION:** N/A

**REPORT-IN-BRIEF:** The Washington County Public Relations & Community Affairs Department created and organized a Youth Academy for the youth participating in the Cultural Exchange Mentoring Program organized by Mr. Arthur Hicks. The Youth Academy sessions were branched off of the Citizens Academy that was completed last month.

The youth participants traveled and toured different Washington County Divisions/Departments with local government. The youth visited: Hagerstown Regional Airport, Agricultural – Ag Expo and Fair, Wastewater Treatment Plant and Emergency Services.

The participants that have completed the sessions will be given certificates from the Board of County Commissioners.

**DISCUSSION:** N/A

**FISCAL IMPACT:** N/A

**CONCURRENCES:**

**ALTERNATIVES:** N/A

**ATTACHMENTS:** N/A

**AUDIO/VISUAL NEEDS:**



Open Session Item

**SUBJECT:** Washington County Gaming Commission's Annual Report and Fiscal Year 2017, Gaming Fund Allocation Announcement

**PRESENTATION DATE:** July 25, 2017

**PRESENTATION BY:** James B. Hovis, Director, Office of Community Grant Management and Jim Nipps, Chair, Washington County Gaming Commission

**RECOMMENDED MOTION:** This presentation is for informational purposes only. No motion or action is requested.

**REPORT-IN-BRIEF:** The Washington County Gaming Commission wishes to present their annual report to the Board of County Commissioners. They will also announce their fiscal year 2017 funding decisions. In fiscal year 2017, the Gaming Commission had available \$1,938,257.45 for distribution to local charitable organizations and the Volunteer Fire & Rescue Association. This figure reflects a decrease in revenues of \$46,660.67 or -2.4% when compared to fiscal year 2016. In accordance with State Statute, 50% of the funding received was allocated to the Washington County Volunteer Fire & Rescue Association and the remained has been allocated to charitable organizations in Washington County.

**DISCUSSION:** In May of 2017, the Gaming Commission received 99 funding applications from 87 charitable organizations. The total amount of funding requested within those 99 applications was \$1,842,895.35. The applications were reviewed and considered by each Commissioner. After review, group deliberations and public hearings, the Gaming Commission determine appropriate funding allocations based on the published and approved "Guidelines for Distribution of Gaming Funds" and were consistent with the State Statute governing the distribution of such funds.

**FISCAL IMPACT:** There is no fiscal impact to the Washington County general fund.

**CONCURRENCES:** N/A

**ALTERNATIVES:** N/A

**ATTACHMENTS:** Funding Allocation Press Release (to be provided during presentation).

**AUDIO/VISUAL NEEDS:** N/A



Open Session Item

**SUBJECT:** Hotel Rental Tax Funding Request, Hagerstown-Washington County Convention Visitors Bureau

**PRESENTATION DATE:** July 25, 2017

**PRESENTATION BY:** James Hovis, Director, Office of Community Grant Management, Dan Spedden, President, Hagerstown/Washington County CVB

**RECOMMENDED MOTION:** Move to approve the request for Hotel Rental Tax funding from the Hagerstown/Washington County Convention Visitors Bureau in the amount of \$\_\_\_\_\_, for direct expenses associated with the USA Cycling Amateur Road National Championships to be held on July 26-29, 2018.

**REPORT-IN-BRIEF:** The Hagerstown/Washington County Convention Visitors Bureau (CVB) has submitted a request for Hotel Rental Tax funding to support the USA Cycling Amateur Road National Championships to be held on July 26-29, 2018. The amount of funding requested for this event by the CVB is \$25,000.

**DISCUSSION:** The USA Cycling Amateur Road National Championship is a nationally recognized event that is certain to bring economic benefits to our region. As a host community of the USAC Championships the region can anticipate increased visitor spending on lodging, food & beverage, retail, gas, and amusements. The USAC Championships will also generate labor income in the hospitality, transportation, government, health, waste, insurance, emergency services, construction and utilities sectors. This national event will elevate the profile of our community and present it as a preferred destination among cyclists. The 2016 USA Cycling Amateur Road National Championships event managers have reported 800 registered athletes for this year's event, historically the event attracts between 700 and 1,000 unique participants. On average two spectators accompany each athlete. Additionally, 30 + staff members and officials will be in the region for this event. A minimum of 140 room nights will be generated from this event from staff and officials. It is anticipated that athletes and spectators will generate an additional 2,000 -3,500 room nights during the course of the event.

USA Cycling championship events in Bend Oregon and Augusta Georgia were formally studied to determine economic impact. The studies calculated a \$1.44 million impact in Bend in 2009 and a \$1.17 million impact in Augusta in 2012. Visit Hagerstown expects to see a \$1.5 million impact in Hagerstown and Washington County in 2018.

The total event budget for 2018 is set at \$70,000. The CVB has secured funding from the CVB/Maryland Sports Commission and local & national sponsors for this event totaling \$45,000.

The project budget for County Hotel Rental Tax funding includes \$3,250 for promotion and advertising, \$13,500 for law enforcement and EMS services, \$4,500 for waste management and \$3,750 for rental equipment - set up and tear down.

This event meets all 7 of the Board of County Commissioner's goals and criteria for the use of Hotel Rental Tax Funds. There are no issues of outstanding obligations to the County that would prevent the CVB from receiving funding. It is the recommendation of the Washington County Office of Community Grant Management that this application be approved in an amount determined to be appropriate by the Board of County Commissioners.

**FISCAL IMPACT:** The Hotel Rental Tax Fund will be reduced by the amount of this award.

**CONCURRENCES:** N/A

**ALTERNATIVES:** Deny the request for Hotel Rental Tax Funding.

**ATTACHMENTS:** Hotel Rental Tax Funding Application

**AUDIO/VISUAL NEEDS:** N/A

# Washington County, Maryland

## Hotel Rental Tax Funding

### Grant Application

100 West Washington Street  
Room 2200  
Hagerstown, Maryland 21740  
240-313-2040

Organization/Agency:	Hagerstown/Washington County CVB	E-mail Address:	dan@visithagerstown.com
Address:	16 Public Square Hagerstown, Maryland 21740		
Contact Person:	Dan Spedden	Title:	President
Phone Number:	(301) 745-5770	Fax Number:	(301) 791-2601
Tax ID/Federal ID#:	52-1866211	<input type="radio"/> Capital Request <input checked="" type="radio"/> Operating Request	
Project Classification:	<input checked="" type="radio"/> Tourism/Attraction <input type="radio"/> Economic Development <input type="radio"/> Cultural <input type="radio"/> Recreation		
Project Name:	USA Cycling Amateur Road National Championships 2018 and 2019		
Project Start Date:	Jul 26, 2018	Project End Date:	Jul 29, 2018

#### Project Justification and Economic Benefit/Impact to the Visitor Industry, if Applicable

The USA Cycling Amateur Road National Championship is a nationally recognized event that is certain to bring economic benefits to our region. As a host community of the USAC Championships the region can anticipate increased visitor spending on lodging, food & beverage, retail, gas, and amusements. The USAC Championships will also generate labor income in the hospitality, transportation, government, health, waste, insurance, emergency services, construction and utilities sectors. This national event will elevate the profile of our community and present it as a preferred destination among cyclists.

USA Cycling championship events in Bend Oregon and Augusta Georgia were formally studied to determine economic impact. The studies calculated a \$1.44 million impact in Bend in 2009 and a \$1.17 million impact in Augusta in 2012. Visit Hagerstown expects to see a \$1.5 million impact in Hagerstown and Washington County in 2018.

#### Anticipated Visitor Attendance and Impact on Hotel Rental Occupancy, if Applicable

The 2016 USA Cycling Amateur Road National Championships event managers have reported 800 registered athletes for this years event, historically the event attracts between 700 and 1,000 unique participants. On average two spectators accompany each athlete. Additionally, 30 + staff members and officials will be in the region for this event. A minimum of 140 room nights will be generated from this event from staff and officials. It is anticipated that athletes and spectators will generate an additional 2,000 -3,500 room nights during the course of the event.

**Narrative Description of Project:** Include purpose of project, outline of project procedures, intended results of project or any additional comments that support the need for project and/or merit as an event or activity designed to promote Washington County, Maryland.

Recognized by the United States Olympic Committee and the Union Cycliste Internationale, USA Cycling is the official governing body for all disciplines of competitive cycling in the United States, including BMX, cyclocross, mountain bike, road and track. As a membership-based organization, USA Cycling comprises 60,000+ annual members; 2,500+ clubs and teams; and 34 local associations. The national governing body sanctions over 3,000 competitive and non-competitive events throughout the U.S. each year and is responsible for the identification, development, and support of American cyclists.

The mission of USA Cycling is to develop the sport of cycling in the United States at all levels and to achieve sustained international racing success while fostering a shared commitment to safety, integrity, and the joy of cycling.

The vision of USA Cycling is that the sport of cycling in the United States is safe, fun, and locally accessible for a vibrant community of racers, enthusiasts, supporters and event directors, and is represented by highly successful athletes competing with integrity on the world stage.

The purpose of this event is to generate tourism and fulfill our mission to improve the economy of our destination. In partnership with , USAC, Visit Hagerstown aims to provide event participants with a memorable experience that encompasses our regions historic significance, culture and scenic road ways. As the host destination for the USAC Amateur Road National Championship businesses will be able to benefit from a visitor segment known for their lengthy overnight hotel stays as well as increased spending. To maximize our impact of the visitors during the event, the CVB plans to provide an on-site expo demonstrating opportunities for local businesses.

By leveraging an event with such national prestige, we intend to elevate the status of the community in the tourism sports market.

## Total Project Budget

A. Amount of Hotel Rental Tax Grant Funding Requested	\$25,000.00
B. List Other Funding Sources and Their Respective Amounts	
Source: CVB/MD Sports Commission	\$25,000.00
Source: National and Local Sponsors	\$20,000.00
Source:	
C. Total Project/Event Funding (A + B)	\$70,000.00

**Itemize your total project budget into the appropriate classifications:**

A. Tourism Attraction (Be specific in expense breakdown):	
Promotion, Advertising, Social Media, Mobile Ap.,	\$3,250.00
B. Economic Development Enhancement (Be specific in expense breakdown):	
Direct payments to: Law Enforcement, EMS, Traffic Control	\$13,500.00
Waste Management	\$4,500.00
Opportunities for rental equipment, staging, set up, and tear down.	\$3,750.00
C. Cultural Projects (Be specific in expense breakdown):	
D. Recreational Projects (Be specific in expense breakdown):	
<b>Total Project Budget</b>	<b>\$25,000.00</b>

Certification:

We certify the information contained in this application is complete, accurate and fully discloses the scope and intent of our request for funding from the Hotel Rental Tax Fund. We agree to comply with the County's requests for information regarding the use of awarded funds and to provide access to accounting records related to these funds.

We acknowledge that if expenditures of funds is approved, such approval will be for line-item-by-line-item expenditures, which must be adhered to within the maximum 10% line item deviation.

We further acknowledge that any deviations beyond 10% allowable amount will require us to submit a program amendment which will have to be approved by the Office of Community Grant Management prior to any further expenditures.

By signing this application, I/we accept and agree to be bound by the terms and conditions of Hotel Rental Tax Regulations as administered by the Washington County Commissioners in compliance with current State laws.

Signature:

Dan Spedden

Digitally signed by Dan Spedden  
Date: 2017.07.06 15:02:37 -04'00'

Date: Jul 6, 2017

Applicant/Organization: Hagerstown/Washington County Convention and Visitors Bureau

Recommended by:

James Hovis

Digitally signed by James Hovis  
Date: 2017.07.07 10:58:40 -04'00'

Date: Jul 7, 2017

Director, Office of Community Grant Management

Approve

Denied

Comments:

The requesting organization is qualified to receive funding and has no outstanding obligations to the County. The event and proposed funding meet all BCC approved funding criteria.  
Funding recommendation is deferred to the Board of County Commissioners.

Approved By:



County Administrator

Date: 7/7/16

Approved

Denied

Comments:

For Requests over \$25,000

Approved By:

President, Board of County Commissioners

Date

Approved

Denied

Return Application To:  
Washington County Office of Community Grant Management  
100 West Washington Street Room 2200  
Hagerstown, Maryland 21740  
240-313-2040



Open Session Item

**SUBJECT:** Renewal of County's Community Development Block Grant Citizen Participation and Residential Anti-Displacement and Relocation Assistance Plans

**PRESENTATION DATE:** July 25, 2017

**PRESENTATION BY:** Susan Buchanan, Office of Community Grant Management

**RECOMMENDED MOTION:** Move to renew the County's Community Development Block Grant Citizen Participation and the Residential Anti-Displacement and Relocation Assistance Plans.

**REPORT-IN-BRIEF:** Federal regulations require that each unit of local government receiving or expecting to receive Community Development Block Grant ("CDBG") funds must adopt a Citizen Participation Plan to meet citizen participation requirements contained in the code of federal regulations pertaining to Community Development Block Grants. Each unit of local government is also required to adopt and make public a Residential Anti-displacement and Relocation Assistance Plan. It is required that each plan must be current and effective for a five year period. The County adopted these plans in 2014 and they will expire in August 2017, so must be renewed to maintain compliance with Department of Housing and Community Development (DHCD) regulations.

**DISCUSSION:** The Citizen Participation Plan is a document that states the County will do the following: Provide for and encourage citizen participation; ensure that citizens will be given reasonable and timely access to local meetings, information and records relating to the County's proposed and actual use of CDBG funds; furnish the citizens information about CDBG funds and activities; provide technical assistance; provide a minimum of two public hearings; provide citizens with notice of, and opportunity to comment on, proposed activities in an application to the State of Maryland; and provide citizens with the opportunity to submit complaints and grievances.

The Residential Anti-displacement and Relocation Plan states the County or its designee will do the following when any tenant is to be displaced as a result of CDBG financed activities: The county or its designee will replace all occupied, and vacant occupiable, low/moderate income housing in connection with activities assisted with funds provided under the HCD Act of 1974, as amended.

The County or their designee will provide relocation assistance, as described in 24 CFR 42.350, to each low/moderate income household displaced by the acquisition or demolition of housing or

by the conversion or rehabilitation of low/moderate income dwelling to another use as a direct result of assisted activities.

**FISCAL IMPACT:** N/A

**CONCURRENCES:** N/A

**ALTERNATIVES:** Deny the request to renew the plans.

**ATTACHMENTS:** Washington County Community Development Block Grant Program Citizen Participation Plan, Washington County Community Development Block Grant Program Residential Anti-displacement and Relocation Assistance Plan

**AUDIO/VISUAL NEEDS:** N/A

## **MARYLAND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CITIZEN PARTICIPATION PLAN**

The Board of County Commissioners of Washington County, Maryland (the "Board") has adopted this Citizen Participation Plan to meet the citizen participation requirements of 24 CFR 570.486 and 24 CFR 91.115(e). Regulations require that each unit of general local government receiving or expecting to receive Maryland Community Development Block Grant Funds:

- Furnish citizens with information related to the availability of CDBG funding including the amount the State makes available under each state fiscal year, the eligible CDBG activities, and the eligible uses of CDBG funds;
- Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG funds are proposed to be used;
- Ensure that citizens will be given reasonable and timely access to local meetings, information and records relating to the unit of general local government's proposed and actual use of CDBG funds;
- Provide technical assistance to groups representative of persons of low and moderate income that request assistance in developing proposals in accordance with procedures developed by the State. Such assistance need not include providing funds to such groups;
- Provide for a minimum of two public hearings, each at a different stage of the project, for the purpose of obtaining citizen's views and responding to proposals and questions. Together the hearings must cover community development and housing needs, development of proposed activities and a review of program performance. Public hearings to cover community and economic development and housing needs must be held before submission of an application to the State. There must be reasonable notice of the hearings and they must be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the handicapped. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate;
- Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the State and, for grants already made, activities which are proposed to be added, deleted, or substantially changed from the unit of general local government's application to the State. Substantially changed means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the State;
- Provide citizens with the County's Residential Anti-Displacement and Relocation Assistance Plan if proposed applications to be submitted will likely to result in displacement of persons or businesses from their homes or businesses; and

- Provide citizens the address, phone number and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable.

CDBG funded activities may serve beneficiaries outside the jurisdiction of the unit of general local government that receives the grant, provided the unit off general local government determines that the activity is meeting its needs in accordance with section 106(d)(2)(D) of the Act.

### **PROVISION OF INFORMATION, PUBLIC HEARINGS AND COMMENTS**

The Board will provide reasonable access to records and information on the proposed and actual use of CDBG funds during regular business hours of 8am - 4:30pm at the following location:

Office of Community Grant Management  
100 W. Washington Street, Room 2200  
Hagerstown, MD 21740

Where possible, the Board will provide copies of documents or access to copying services to citizens or groups requesting information at their own expense.

Information will be furnished to citizens through public notice in The Herald-Mail, a newspaper of general circulation. The Board may also provide additional information to its citizens about the CDBG Program through articles in local newspapers, newsletters or community bulletins, flyers distributed door to door or at presentations made at community meetings.

The Board will hold at least one public hearing to receive input by citizens on the housing and community and economic development needs of the jurisdiction and to discuss the development of proposed activities. This hearing will be held in conjunction with a regularly scheduled meeting of the elected public officials prior to submission of an application for CDBG funds.

If the Maryland CDBG Program funds the activity, a second hearing on program performance must be held at some point during the grant period after the activity has been initiated. The Maryland CDBG Program requires that notice of a public hearing be published in a newspaper of general local circulation no less than five (5) days in advance of the hearing. Hearings will be held at times and locations convenient to actual or potential beneficiaries and at locations accessible to the disabled. Documentary evidence that the required notices are published and public hearings are held in accordance with the plan will be maintained. Copies of the actual notices and/or affidavits shall be a part of the files, in addition to minutes of the hearings. Written minutes of the hearing and an attendance roster will be maintained by the County Clerk at the following location:

Washington County Administration Building  
100 W. Washington Street, Suite 1101  
Hagerstown, MD 21740

If necessary, the Board will make arrangements for a translator when it is expected that non-English speaking persons will participate. Similarly, a signer shall be provided for a deaf or mute

participant. If special accommodations are necessary, however, requests should be made to the office of the County Clerk @ 240-313-2216(V), 240-313-2077(TDD). At least ten (10) days advance notice is requested.

The Board will provide citizens an opportunity to comment on the proposed activities in an application to the State. Written comments may be sent to:

Office of Community Grant Management  
100 W. Washington Street, Room 2200  
Hagerstown, MD 21740

### **TECHNICAL ASSISTANCE**

When requested to provide technical assistance to groups representative of persons of low and moderate income, the Board will assist if possible. Files shall document meetings between the group and the local government. If staff capacity to assist does not exist, the Board may offer a referral to the State or to a consultant who can provide the necessary expertise.

### **COMPLAINTS AND GRIEVANCES**

Citizens who wish to submit a complaint or grievance may do so by calling or writing:

Office of Community Grant Management  
100 W. Washington Street, Room 2200  
Hagerstown, MD 21740

The Board shall make reasonable effort to provide a response in writing to written complaints or grievances within 15 working days.

### **AMENDMENTS TO APPLICATIONS OR GRANTS**

The Board will provide citizens notice of, and opportunity to comment on, substantial changes to grants already made, including changes in the purpose, scope, location or beneficiaries. This can be achieved through public notice describing the change and establishing a comment period or through public hearing.

This Citizen Participation Plan is hereby adopted by the Board of County Commissioners of Washington County, Maryland on July 25, 2017. It is effective for a 5 year period until July 24, 2022.

ATTEST/ WITNESS

Vicki C. Lumm, Clerk

BOARD OF COUNTY COMMISSIONERS OF  
WASHINGTON COUNTY, MARYLAND

BY: \_\_\_\_\_  
Terry L. Baker, President

## **RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN**

The Board of County Commissioners of Washington County, Maryland (the “Board”) will take every preventable action to minimize the involuntary displacement of persons or businesses when using federal funds received from the Maryland Community Development Block Grant funds as a source of funding in our projects. In the event that displacement occurs, the Board, hereby agrees to comply with all requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“URA”), as amended, as described in 49 CFR Part 24; and with the Housing and Community Development Act of 1974 (“HCD Act of 1974”), as amended, as described in 24 CFR Part 42.

### **RELOCATION**

The Board will provide relocation assistance as required under the URA to all persons or businesses displaced as a direct result of assisted activities. They shall be provided relocation benefits which, at a minimum, include:

- Relocation assistance planning and advisory services;
- Moving expenses;
- Referral to comparable replacement unit; and
- Replacement housing payments for 42 months.

Low and moderate income households displaced by the acquisition or demolition of housing or by the conversion or rehabilitation of low and moderate income dwellings to another use are entitled to additional benefits under the requirements of 24 CFR 42.350. These additional benefits include:

- Security deposits and credit checks,
- Referral to comparable replacement unit; and
- Replacement housing payments for 60 months.

Additionally, legal, low and moderate income tenants are also eligible for:

- Referral to at least one suitable, decent, safe and sanitary replacement dwelling unit. The Board shall advise tenants of their rights under the Federal Fair Housing Act, 42 U.S.C. §§ 3601—3619, and of replacement housing opportunities in such a manner that, wherever feasible, they will have a choice between relocation within their neighborhood and other neighborhoods; and
- Each person must be offered rental assistance equal to 60 times the amount necessary to reduce the monthly rent and estimated average monthly cost of utilities for a replacement dwelling (comparable replacement dwelling or decent, safe, and sanitary replacement dwelling to which the person relocates, whichever costs less) to the “Total Tenant Payment.” All or a portion of this assistance may be offered through a certificate or voucher for rental assistance (if available) provided under Section 8 of the United States Housing Act of 1937, 42 U.S.C. § 1437f.

In addition, in consideration of the financial assistance received from the Maryland CDBG Program, particularly when such assistance is used for acquisition, rehabilitation, demolition, or

conversion which results in temporary relocation, the Board agrees to assist either the temporarily displaced residential or business tenant or owner occupant during the time they are displaced. Those receiving temporary relocations shall receive at a minimum:

- Interim living costs;
- Relocation assistance planning and advisory services;
- Reasonable moving expenses; and
- Rental Assistance (if moving to more expensive unit).

### **ONE FOR ONE REPLACEMENT HOUSING**

In the event that low and moderate income dwelling units are demolished or converted to a use other than as low/moderate-income housing, the Board will replace all units that were occupied or were vacant but deemed occupiable as required under Section 104(d) of the HCD Act of 1974, as amended.

All replaced housing will be provided within three (3) years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the Board will make public and submit to the Maryland CDBG Office the following information in writing:

- A description of the proposed assisted activity;
- The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
- A time schedule for the commencement and completion of the demolition or conversion;
- The general location on a map and approximate number of dwellings units by size (number of bedrooms) that will be provided as replacement dwelling units;
- The source of funding and a time schedule for the provision of replacement dwelling units; and
- The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling for at least ten (10) years from the date of initial occupancy.

### **GENERAL POLICIES**

1. The Board will take every preventable action to minimize the involuntary displacements of persons or businesses during the implementation of our CDBG funded projects. Examples of actions that may be taken include:
  - Stage rehabilitation of assisted housing to allow tenants to remain during and after rehabilitation, working with empty buildings or groups of empty units first, so they can be rehabilitated first, and tenants moved in before rehabilitation of occupied units or buildings is begun.

- Establish temporary relocation facilities in order to house families whose displacement will be of short duration, so they can move back to their neighborhoods after rehabilitation or new construction.
  - Provide counseling to assist homeowners and renters to understand the range of assistance that may be available to help them in staying in the area being revitalized.
2. The Board may enter into a written agreement with a subrecipient, or the owner of the assisted property, under which either may pay all or part of the cost of the required relocation assistance.
  3. The Board understands the cost of relocation assistance and other benefits shall be paid from CDBG funds or such other funds as may be available from any source including the jurisdiction's general fund.
  4. The Board will refer owners and/or tenants to the State CDBG Program if there is a disagreement with the determination that these requirements do not apply to an acquisition or a displacement.
  5. The Board will prepare a specific Relocation Plan in the event that funding is requested for a project where it is known that displacement will occur.

This Anti-Displacement Plan is hereby adopted by the Board of County Commissioners of Washington County, Maryland on July 25, 2017. It is effective for a 5 year period until July 24, 2022.

ATTEST/WITNESS

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Vicki C. Lumm, Clerk

BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND

BY:

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Terry L. Baker, President



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Board of County Commissioners of Washington County, Maryland  
**Agenda Report Form**

**Open Session Item**

**SUBJECT:** Conococheague Treatment Plant ENR Upgrade

**PRESENTATION DATE:** July 25, 2017

**PRESENTATION BY:** Mark D Bradshaw, PE, Deputy Director

**RECOMMENDED MOTION:** Move to approve Change Order #2 for HRI Bridge Company, Inc. in the amount of \$83,685.50.

**REPORT-IN-BRIEF:** Manhole 2A is where the new plant effluent pipe connects to the existing effluent pipe. The plan labeled the existing effluent pipe as having a 30" diameter, but when exposed, the pipe was actual a 36" diameter pipe. This required the precast manhole to be cored in order to accommodate the larger pipe. Also the existing effluent pipe was a hollow corrugated PVC pipe that requires a special connection boot. For more detailed information, please refer to HRI's Letter 011B dated June 9, 2017. Increase the contract amount by \$13,082.00 and adds seven (7) calendar days to the contract.

The plans call for all tee bolts to be stainless steel. The Contractor setup a temporary bypass between the headworks and oxidation ditches to install new piping. The Contractor started the installation of the new piping and it was discovered that the tee bolts supplied by the vendor were too short and would not work. To reorder the required stainless steel tee bolts, it would have taken 3 weeks to obtain them. In order to keep the project moving forward, the Contractor proposed to utilize standard steel bolts instead of stainless steel and provide the County with a credit for the cost difference. For more detailed information, please refer to HRI's Letter 013A dated June 19, 2017. Decrease the contract amount by \$3,626.00.

The plans called for the WAS flow meter to be installed in a vault outside of the building. The Contractor proposed to install the flow meter inside the building thus eliminating the vault which will result in a savings. This change would result in an overall net savings that is to be divided equally between the County and Contractor per the County's General Conditions - Value Engineering Change Proposal section. For more detailed information, please refer to HRI's Letter 014 dated June 19, 2017. Decrease the contract amount by \$2,727.50.

The electrical drawing indicated a high float switch was to be installed but the instrumentation scope didn't include the high float switch. The high float switch is necessary thus it had to be added to the instrumentation scope. For more detailed information, please refer to HRI's Letter 015A dated June 19, 2017. Increase the contract amount by \$547.00.

The PM drawing indicated a wall was to be constructed in the solids handing building but no details regarding the wall were provided on the structural drawings. The proposed door wasn't

shown on the door schedule. The CMU wall was required in order to separate the new electrical room from the remainder of the building. For more detailed information, please refer to HRI's Letter 016A dated June 19, 2017. Increase the contract amount by \$28,579.00 and adds five (5) calendar days to the contract.

The main power duct bank had to be relocated from what was shown on the plans due the location of existing utilities being located where the duct bank was to be located. The new route increased the overall length by 125 LF and went through an existing paved parking lot. For more detailed information, please refer to HRI's Letter 012A dated July 5, 2017. Increase the contract amount by \$8,774.00 and adds three (3) calendar days to the contract.

The Contractor had to take the influent splitter box off line to install a new influent pipe. When the flows were diverted, we discovered approximately five (5) feet of solids in the bottom of the splitter box. The solids had to be removed prior to installing the new piping. As part of the upgrade, the Contractor has to make structural modification to the three (3) existing oxidation ditches. The specification estimated that the Contractor would need to remove a total of 110 cubic yards of sludge from the three (3) existing oxidation ditches. When oxidation ditch #3 was taken out of service, the Contractor removed 123 cubic yards of sludge from the tank, which exceed the quantity provided in the specification. When oxidation ditch #2 was taken out of service, the Contractor removed 120 cubic yards of sludge for the tank which exceeded the quantities as well. For more detailed information, please refer to HRI's Letter 017A dated July 5, 2017. Increase the contract amount by \$39,057.00 and adds five (5) calendar days to the contract.

**DISCUSSION:** Due to actual construction conditions and design issues, several changes are proposed to the Conococheague WwTP ENR upgrade as outlined above. These modifications are required to maintain the daily operations of the WwTP; facilitate construction and ensure proper operation of new process in the future. Additionally, the contractor has provided the County with two proposed changes which will save the County money not only in the construction costs but also in future operations and maintenance expenses. Failure to proceed with the proposed changes would result in additional operations/maintenance costs of the upgrade WwTP and prevent construction from occurring as required to meet State regulations.

**FISCAL IMPACT:** There are adequate funds in TRP018 to cover this change order.

**CONCURRENCES:** Julie Pippel, Director

**ALTERNATIVES:** N/A

**ATTACHMENTS:** Change Order #2 with attachments

**AUDIO/VISUAL TO BE USED:** N/A

**BOARD OF COUNTY COMMISSIONERS OF  
WASHINGTON COUNTY MARYLAND  
100 WEST WASHINGTON STREET, HAGERSTOWN, MARYLAND 21740-4735  
CHANGE ORDER**

TO:  
Consultant:  
Contractor:  
Vendor:

HRI Bridge Company A/K/A HRI, Inc.  
1750 West College Avenue  
State College, PA 16801

Change Order No.	2	Purchase Order No.	21,078
Contract No.	PUR - 1270	P/S Account No.	515000-32-42010-TRP018-CNST00000
Project Title:	Conococheague Treatment Plant ENR Upgrade		Date: Jun 30, 2017

The contract time will:  increase  decrease  remain the same by: 20  calendar days  working days

Description of Change:

1. Manhole 2A connection adjustment.
2. Influent splitter box piping tee bolt credit.
3. BioMag flow meter vault value engineering.
4. Methanol facility float switch addition.
5. Construct a masonry wall with door in solids handling building.
6. Relocate main power duct bank.
7. Sludge removal from oxidation ditch #2 and influent splitter box.

Reason for Change:

1. Manhole 2A is where the new plant effluent pipe connect to the existing effluent pipe. The plan label the existing effluent pipe having a 30" diameter, but when exposed the pipe, it was actual a 36" diameter pipe. This required the precast manhole to be cored in order to accommodate the larger pipe. Also the existing effluent pipe was a hallow corrugated PVC pipe that requires a special connection boot. For more detailed information, please refer to HRI's Letter 011B dated June 9, 2017. Increase the contract amount by \$13,082.00 and adds seven (7) calendar days to the contract.
2. The plans call for all tee bolts to be stainless steel. The Contractor setup a temporary bypass between the headworks and oxidation ditches to install new piping. The Contractor started the installation of the new piping and it was discovered that the tee bolts supplied by the vendor were too short and would work. To reorder the required stainless steel tee bolts, it would have taken the vendor 3 weeks to obtain them. In order to keep the project moving forward, the Contractor proposed to utilize standard steel bolts instead of stainless steel and provide the County with a credit for the cost difference. For more detailed information, please refer to HRI's Letter 013A dated June 19, 2017. Decrease the contract amount by \$3,626.00.
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5. The PM drawing indicated a wall was to be constructed in the solids handing building but no details regarding the wall were provided on the structural drawings. The proposed door wasn't shown on the door schedule. The CMU wall was required in order to separate the new electrical room from the remainder of the building. For more detailed information, please refer to HRI's Letter 016A dated June 19, 2017. Increase the contract amount by \$28,579.00 and adds five (5) calendar days to the contract.
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7. The Contractor had to take the influent splitter box off line to install a new influent pipe. When the flows were diverted, we discovered approximately five (5) feet of solids in the bottom of the splitter box. The solids had to be removed prior to installing the new piping. As part of the upgrade, the Contractor has to make structural modification to the three (3) existing oxidation ditches. The specification estimated that the Contractor would need to remove a total of 110 cubic yards of sludge from the three (3) existing oxidation ditches. When oxidation ditch #3 was taken out of service, the Contractor removed 123 cubic yards of sludge from the tank,

which exceed the quantity provided in the specification. When oxidation ditch #2 was taken out of service, the Contractor removed 120 cubic yards of sludge for the tank. For more detailed information, please refer to HRI's Letter 017A dated July 5, 2017. Increase the contract amount by \$39,057.00 and adds five (5) calendar days to the contract.

The completion date, incorporating the changes included in this change order, is:	Apr 30, 2018
The original contract sum was:	\$23,759,050.00
Net changes by previous change orders:	\$20,904.12
Contract sum prior to this change order:	\$23,779,954.12
By this Change Order, the contract sum will be changed by:	\$83,685.50
The new contract sum including this change order will be:	\$23,863,639.62

**The Consultant/Contractor/Vendor shall not commence with the work described hereon until this form is executed by all agents.**

Consultant:

Finance:

Contractor/Vendor:

Purchasing:

Approving Agency:

County Administrator:

**Outside County Entities: Please email the signed form to [ChangeOrder@washco-md.net](mailto:ChangeOrder@washco-md.net).**

# HRI, INC.

June 9, 2017

Washington County, Maryland Department of Water Quality  
16232 Elliott Parkway  
Williamsport, MD 21795  
240-313-2600

Attn: Mr. Mark D. Bradshaw, P.E.

Subject: Conococheague Treatment Plant ENR Upgrade

Re: Letter 011B – Revised Quotation for HRI PCO No. 034 Manhole 2A Connection Adjustments

Dear Mr. Bradshaw,

In reference to HRI PCO-034 regarding RFI-092 and the recent direction received to provide a proposal to modify the existing manhole A2 to connect to the existing effluent pipe, we are pleased to provide the attached revised quotation for your review and approval. The attached quotation and supporting documentation includes the following scope:

Labor, Tools, Materials, Equipment, Subcontractors, and Supervision, to furnish and install a 42 Inch diameter cored hole, Core-N-Seal Boot and additional excavation preparation and backfill to tie in the existing 36 Inch PVC hollow core effluent piping as a result of RFI-092, and as detailed within this proposal.

The quoted amount for the additional work described herein is a lump sum *Add* of Thirteen Thousand, Eighty Two Dollars (\$ 13,082.00) and Seven (7) Calendar Days to our contract amount.

We trust you will find our quotation acceptable and issue a formal change order for this additional work accordingly. Should you have any questions or require additional information, please feel free to contact me.

Sincerely,

HRI, Inc.



Mitch Bohman  
Project Manager

Cc: PCO - 034 File,  
Buchart Horn – Matt Todaro, Brian Groce  
HRI – Travis Boyd, Taylor Neal

## **HRI-PCO-034 Manhole 2A Connection Adjustments**

### **HRI, INC. STANDARD QUOTATION QUALIFICATIONS**

- 1) We reserve the right to revise this proposal including any additional requests for time if it is not accepted within fifteen (15) calendar days, or if the progress of the work changes the conditions upon which this proposal is based.
- 2) Qualifications and exclusions noted in the enclosed subcontractor & vendor proposals apply, unless otherwise noted.
- 3) The proposed work will be performed during normal business hours, unless otherwise noted or documented.
- 4) The scope of the work is limited to the items estimated herein. Any items not specifically included in the proposal are excluded. Additional items required but not included shall be subject to additional compensation.
- 5) Any overtime or extended work hours required by the Washington County, MD Staff or onsite Construction Services Technician as a result of completion of this work, shall not be subject to back charges to HRI, Inc.
- 6) This work will commence upon agreed work change directive indicating agreement on costs and contract time.

### **HRI, INC. SPECIFIC QUOTATION QUALIFICATIONS**

- 1) The following documents should be referenced upon review of this proposal: RFI-092
- 2) This proposal includes the additional work associated with installing a 42 inch cored hole and new Core-N-Seal boot in manhole 2A along with the additional excavation preparation and backfill associated with this fragile connection.
- 3) This proposal includes maintenance of the existing dewatering pumps in this vicinity during the period of down time to resolve this matter.
- 4) The integrity of the existing piping to be tied into is unknown but is assumed to be intact based on the information known to date.
- 5) It is assumed that ground water encountered can be discharged into the plant effluent piping as currently being done on site.
- 6) It should be noted that given the time constraints of this installation this section of Yard Pipe 113 may not physically be able to be tested along with manhole A2.
- 7) HRI will not be responsible for damage to the existing plant effluent fragile 36 Inch PVC pipe as a result of this additional work. Associated repairs to the existing manholes, existing 36 Inch PVC plant effluent, or any unknown utilities that may be damaged during this additional work may be subject to additional costs outside of this proposal.
- 8) This proposal includes additional restoration, seeding and stabilization for the additional disturbed areas only as a result of this work.
- 9) It should be noted that two back to back no flow shut downs will be needed to complete this connection and HRI will coordinate with the Washington County Plant Staff to schedule these shut downs. The first shut down will allow for the installation of the manhole. The second shut down will allow for the grouting of the flow channel within the manhole.

## **HRI, INC. PCO KEY POINTS & APPROACH**

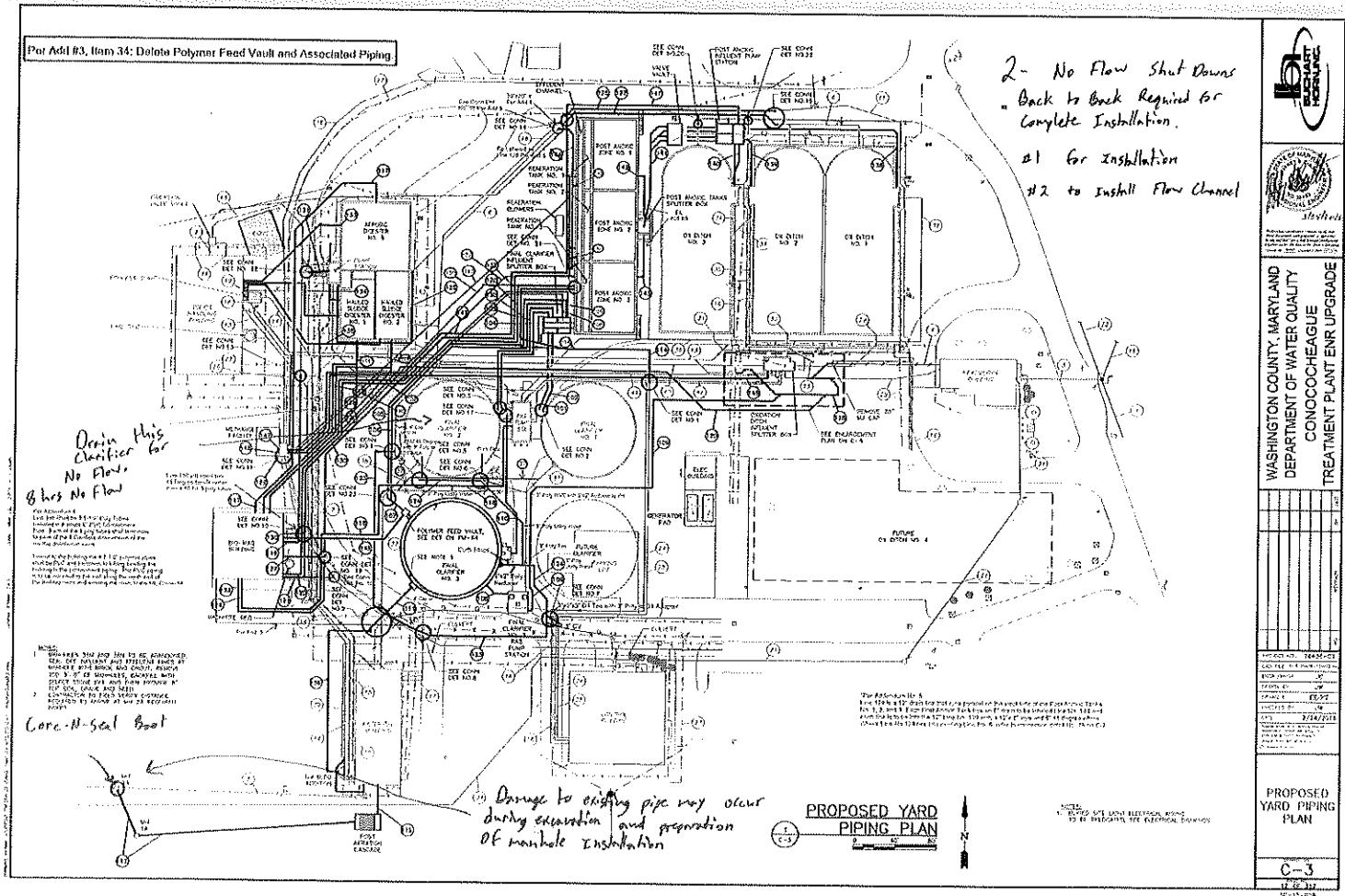
- 1) HRI identify conflict and submit RFI-092.
- 2) HRI receive direction in RFI-092 response and generate proposal for review and approval.
- 3) HRI, Buchart Horn, and Washington County review and discuss options and agree to retrofit the manhole only in the progress meeting on 6/7/2017 pending a revised proposal.
- 4) HRI provide requested revised proposal.
- 5) Washington County issue direction to proceed.
- 6) HRI procure additional materials and coordinate subcontractor schedules to start work.
- 7) Maintain in place dewatering pumps
- 8) Complete additional excavation preparation.
- 9) Core new 42 Inch hole in manhole 2A.
- 10) Install Core-N-Seal Boot in manhole 2A
- 11) Complete first no flow shut down and install manhole 2A and make connections.
- 12) Set manhole riser sections and begin backfill.
- 13) Complete second no flow shut down and install flow channel in manhole 2A.
- 14) Backfill and finish grade disturbed area.
- 15) Restore and seed / stabilize work area

HRI, Inc.  
 Washington County, MD  
 Conococheague Treatment Plant ENR Upgrade

Reference: HRI PCO - 034 - Manhole 2A Connection Adjustments Revised

Date: 06/09/2017  
 Quotation No.: Letter 011B

Item No.	Description	QTY	Unit	Labor		Material		Subcontract or Credits		Equipment/Supplemental		Total
				Unit	Subtotal	Unit	Subtotal	Unit	Subtotal	Unit	Subtotal	
1	Furnish and install modifications to manhole 2A effluent penetration including a 42 inch diameter cored hole and installation of a Core-N-Seal Boot to accomodate the existing 36 inch Hollow Core PVC Piping. This includes maintaining the ground water pumping in this vicinity, along with the additional excavation and backfill required for this installation.	1	LS	998.32	998.32	2,581.72	2,581.72	3,420.61	3,420.61	2,539.68	2,539.68	9,540.33
2		1	LS	-	-	-	-	-	-	-	-	-
3		1	LS	-	-	-	-	-	-	-	-	-
4		1	LS	-	-	-	-	-	-	-	-	-
5		1	LS	-	-	-	-	-	-	-	-	-
6		1	LS	-	-	-	-	-	-	-	-	-
	Foreman w/Truck & Subsistence	6.0	HR	59.73	358.38	-	-	-	-	20.77	124.62	483.00
	Superintendent w/Truck & Subsistence	2.0	HR	98.50	197.00	90.00	22.50	-	-	12.32	24.64	244.14
	Project Manager w/Truck	2.0	HR	98.50	197.00	-	-	-	-	12.32	24.64	221.64
	Project Engineer w/Truck	2.0	HR	80.25	160.50	-	-	-	-	12.32	24.64	185.14
	Safety Manager w/Car	0.0	HR	80.25	-	-	-	-	-	12.32	-	-
	Unload/Load & Distribute Materials	-	HR	40.32	-	-	-	-	-	85.68	-	-
	Transport Equipment	-	EA	400.00	-	200.00	-	-	-	1,400.00	-	-
	Small Tools @ 5% of Field Labor	1	LS	-	-	-	-	-	-	77.69	77.69	77.69
	Field Safety @ 3% of Field Labor	1	LS	-	-	-	-	-	-	46.61	46.61	46.61
	Labor Burden	1	LS	387.25	387.25	-	-	-	-	-	-	387.25
	Calendar Days Added To Project Duration	7	Day	-	-	-	-	-	-	-	-	-
<b>Subtotals</b>				<b>2,298.45</b>	<b>2,604.22</b>	<b>3,420.61</b>	<b>2,862.52</b>	<b>11,185.80</b>	<b>Subtotal</b>	<b>11,185.80</b>	<b>-</b>	<b>-</b>
												<b>Supplemental Costs - Trailers, Utilities, Porta John, Etc. (\$325.00 / Day)</b>
												<b>60.02</b>
												<b>Bonds &amp; Insurance</b>
												<b>111.86</b>
												<b>Subcontractor Profit</b>
												<b>171.03</b>
												<b>HRI Overhead &amp; Profit</b>
												<b>1,553.04</b>
												<b>TOTAL</b>
												<b>\$ 13,082</b>





Open Session Item

**SUBJECT:** Location of the Washington County Board of Elections

**PRESENTATION DATE:** July 25, 2017

**PRESENTATION BY:** Bruce Field, President, Board of Elections  
Roger Schlossberg, Board Counsel  
Kaye Robucci, Election Director, II

**RECOMMENDED MOTION:** Move to recommend that the Washington County Board of Elections continue to operate their office and warehouse from their current locations; until such a time that a suitable location is agreed upon between the Washington County Commissioners and the Washington County Board of Elections.

**REPORT-IN-BRIEF:** To discuss the pending decision by the Washington County Commissioners as to the future home for the Washington County Board of Elections. While we appreciate the efforts involved, the Washington County Board of Elections unanimously opposes moving their entire operation to 101 Tandy Drive, Hagerstown, MD.

**DISCUSSION:** The Washington County Board of Elections would like remain at their current locations; by keeping the main office located at 35 W. Washington Street, Room 101, and the warehouse and storage at its current locations at 101 Tandy Drive; until such a time that a combined location can be agreed upon by both the County Commissioners and the Election Board.

**FISCAL IMPACT:** None

**CONCURRENCES:** Tammy Downin, Vice-President Board of Elections; James Schultheis, Secretary Board of Elections; Martin Lumm, Board Member; William Blazes, Board Member; Barry Jackson, Election Deputy Director, II; Teresa Morningstar, Election Supervisor, II; Sherrie Bonebrake, Election Administrative Assistant, II; and Tamara Derr, Election Data Application Specialist, II.

**ALTERNATIVES:** N/A

**ATTACHMENTS:** N/A

**AUDIO/VISUAL NEEDS:** N/A



Open Session Item

**SUBJECT:** Pleasant Valley Livestock LLC Conservation Reserve Enhancement Program (CREP) Easement proposal

**PRESENTATION DATE:** July 25, 2017

**PRESENTATION BY:** Chris Boggs, Land Preservation Planner, Dept. of Planning & Zoning

**RECOMMENDED MOTION:** Move to approve the Pleasant Valley Livestock LLC CREP Easement project, paid for 100% by the State, in the amount of \$633,637.86 for 194.39 easement acres and to adopt an ordinance approving the easement purchase and to authorize the execution of the necessary documentation to finalize the easement purchase.

**REPORT-IN-BRIEF:** The Pleasant Valley Livestock LLC property is located at 20103 Orcino Farm Lane, Rohrersville. The CREP easement will protect roughly 54 acres of woodland and 140 acres of crop and hay fields, as well as buffer over 5,000 feet of Little Antietam Creek and its tributaries. The entire parcel will be protected by CREP easement language and the owner will be compensated with a combination of funds from the CREP and Rural Legacy programs. The farm is located north of the historic village of Rohrersville and is surrounded by historic properties and hundreds of acres of permanently preserved land, including other CREP and Rural Legacy easements. All seven (7) development rights will be extinguished with this easement. This project is unique because it is the first time the County has combined these easement programs.

Since 2010, Washington County has been funded to purchase CREP easements on 616 acres of land. The main focus of the program is to protect water quality by removing marginal agricultural land from production and replacing it with best management practices including riparian buffers, stabilization of highly erodible soils, and restoration of wetlands. Landowners who currently hold a 15 year CREP contract voluntarily agree to sell a conservation easement in perpetuity. The CREP easement program is administered by the Land Acquisition and Planning Unit of the MD Department of Natural Resources and is funded from Program Open Space funds. The completed recorded easements are held jointly by the County and the DNR.

**DISCUSSION:** For FY 2017, the State of Maryland is awarding CREP grants to eligible properties. The State has also awarded the County \$946,610 in its FY 2017 Rural Legacy grant. The Pleasant Valley Livestock LLC CREP Easement uses a portion of those CREP funds and encumbers the remainder of the Rural Legacy grant. Easement applicants are chosen from those who are already enrolled in a 15 year CREP contract.

**FISCAL IMPACT:** CREP and Rural Legacy funds are 100% State dollars, mainly from Program Open Space funds. In addition to the easement funds, we receive up to 3% of the easement value for administrative costs, a mandatory 1.5% for compliance/monitoring costs and funds to cover all of our legal/settlement costs. A survey was needed for this project and the State will pay 100% of the survey cost as well.

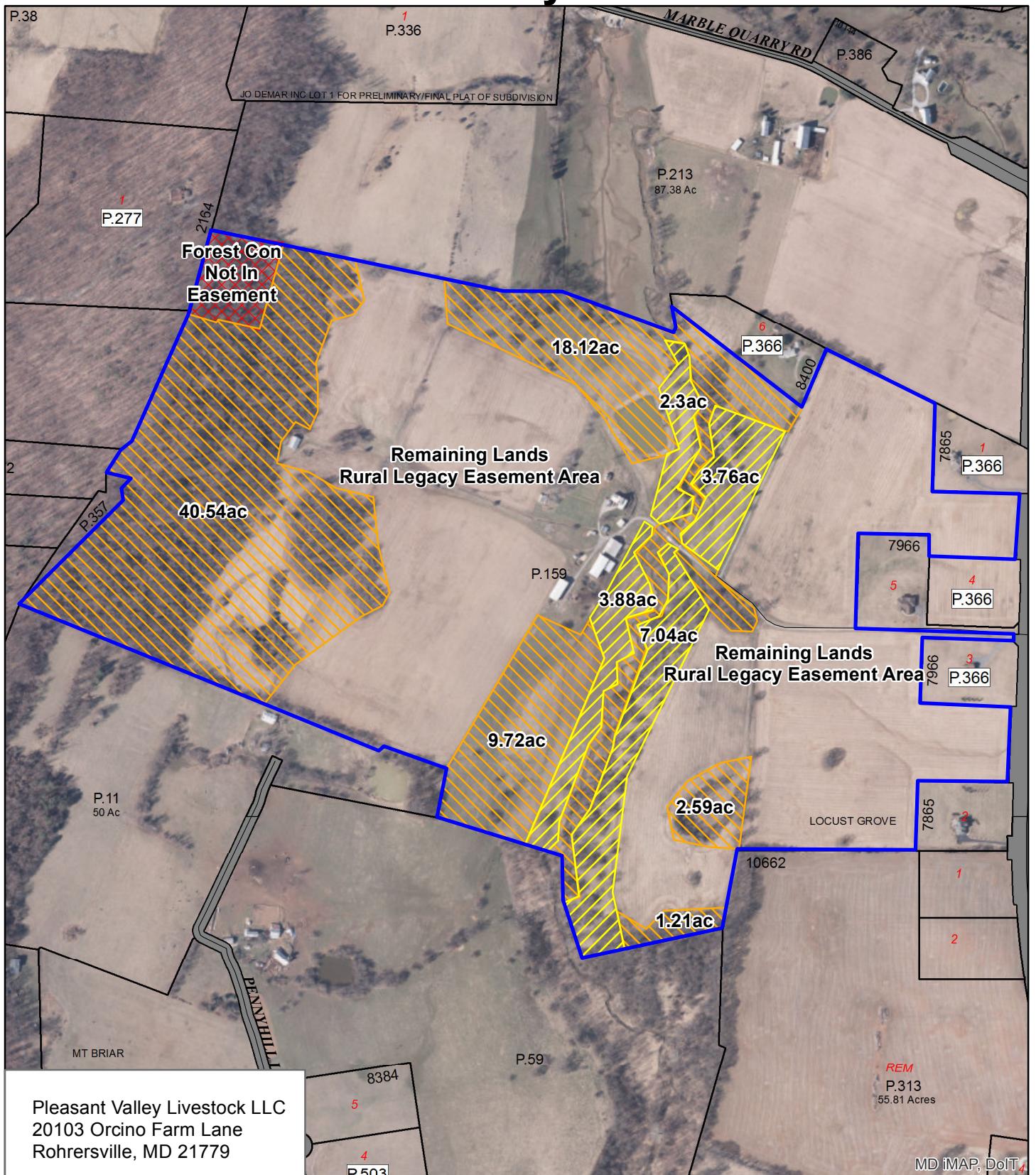
**CONCURRENCES:** DNR's CREP Easement staff approves and supports our program. A final money allocation will be approved by the State Board of Public Works on a project-by-project basis.

**ALTERNATIVES:** If Washington County rejects these State funds for CREP, the funds will be allocated to other counties in Maryland.

**ATTACHMENTS:** Aerial Map, Location Map, CREP Info Sheet, Ordinance

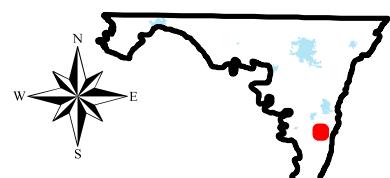
**AUDIO/VISUAL NEEDS:** Aerial Map

# Pleasant Valley Livestock



-  Property Boundary
  -  Excluded Area
  -  CREP Contract Easement Area
  -  CREP Match Easement Area

The parcel lines shown on this map are derived from a variety of sources which have their own accuracy standards. The parcel lines are approximate and for informational purposes ONLY. They are not guaranteed by Washington County Maryland or the Maryland Department of Assessments and Taxations to be free of errors including errors of omission, commission, positional accuracy or any associates associated with real property. They shall not be copied, reproduced or scaled in any way without the express prior written approval of Washington County Maryland Planning and Zoning Department. This DATA DOES NOT replace an accurate survey by a licensed professional and information shall be verified using the relevant deeds, plats and other recorded legal documents by the user.



## Rural Legacy Easement Area

Printed by: cboggs



## FREQUENTLY ASKED QUESTIONS ABOUT EASEMENTS ON CRP LAND

The Conservation Reserve Enhancement Program (CREP) Memorandum of Agreement between USDA and the State of Maryland authorizes the continuation of a "voluntary program for the purchase of perpetual easements for Conservation Reserve Program (CRP) land." The following are some of the most frequently asked questions regarding this type of perpetual conservation easement.

### ***What is a perpetual CREP easement?***

A perpetual CREP easement is a written legal agreement between a landowner and the State of Maryland in which there is an acquired permanent interest in the land to install or maintain conservation practices that protect water quality and natural resources. The easement option is available only to landowners who have an existing federal CREP contract and who have installed the prescribed CREP conservation practice(s).

### ***Who administers the CREP easement program in Maryland?***

Maryland Department of Natural Resources (DNR) administers the CREP easement program. DNR is also assisted by a number of local government and non-government organization sponsors. A list of contacts with phone numbers is included at the end of this FAQ sheet.

### ***Are all landowners who have a current federal CREP contract eligible for a CREP easement?***

Yes. However, DNR and its sponsors will initially target easement requests from Dorchester, Frederick, Harford, Wicomico, Caroline, Queen Anne's, Somerset, Washington, and Worcester Counties.

### ***Why should I consider a CREP easement?***

A CREP Easement ensures that your decisions about wise use of your land *remain unchanged*. Easements pass with ownership, so efforts to protect water quality & wildlife habitat continue even if you don't control the land. There also may be tax advantages to an easement.

### ***What amount of money can I expect if I sell a perpetual easement?***

Values are determined by an easement valuation system, which takes into account the county where the land is located, the size of the buffers, and the amount of land going into the easement.

### ***How many acres can I enroll?***

Landowners can enroll all the acres they have in a current CREP federal contract. Additionally, they can match these acres on a 1:1 ratio with adjoining lands that contribute to the objectives of protecting water quality and natural resources.

### ***What type of adjoining land qualifies for the program's match?***

Only croplands, marginal pasturelands, and forestlands can be used for the 1:1 match. The matching acreage must be included in either a conservation plan or a forest stewardship plan which must be in effect the date the easement contract is approved or within one year of the date thereof.

***What restrictions are included in a perpetual easement?***

Typically, easements prohibit development, commercial or industrial uses, mining, construction of buildings or roads, utilities, and activities on the property that might interfere with the conservation purposes that are defined in the conservation or forest stewardship plan.

***Will the public have access to the land under the easement?***

No. The public will not have access to the easement land. Permission to access land protected by a CREP easement is at the discretion of the landowner.

***Will the easement restrict use of portions of my property not included in the easement?***

No. The easement does not restrict use of portions of your property not included in the easement.

***What are the effects of an easement on a landowner's property rights?***

A landowner retains all rights to the property not specifically restricted or relinquished by the easement. The landowner still owns the land and has the right to use it for any purpose that is consistent with the easement; the landowner may also sell, transfer, or leave the land through a will.

***What obligations come with an easement?***

The landowner remains responsible for the land—for its maintenance and upkeep, for paying taxes, and for otherwise meeting the typical obligations of landownership. Conservation easements add only a few further requirements:

- To notify the easement holder of proposed changes to the property
- To allow annual monitoring visits
- To notify the easement holder when selling or transferring the property
- To comply with the restrictions in the easement

***In negotiating a CREP easement, can a landowner enroll acres (or use enrolled acres as a match) if those acres are already protected in perpetuity by an existing easement?***

No. A landowner cannot enroll acres or use acres as a match in a CREP easement if those acres are already protected in an existing easement.

***What is FSA's role in the easement process?***

FSA has no role in the application or administration of the CREP Easement Program. FSA refers all inquiries from landowners interested in the easement program to either DNR contacts or appropriate sponsor listed in the attachment.

***Can the CREP easement be changed or revoked?***

Not readily—because CREP easements are designed to be permanent, any change is usually accomplished only through court action.

---

**Contacts**

**Maryland DNR:** Shawn Clotworthy (Western & Central Regions) at (410) 260-8429  
[sclotworthy@dnr.state.md.us](mailto:sclotworthy@dnr.state.md.us) (410) 260-8421 or Tom McCarthy (Eastern & Southern Regions) at  
[tmccarthy@dnr.state.md.us](mailto:tmccarthy@dnr.state.md.us)

**Harford County:** Bill Amoss, (410) 638-3235

**Queen Anne's County:** Faith Elliott-Rossing, (410) 758-4418

**Washington County:** Eric Seifartha, (240) 313-2445

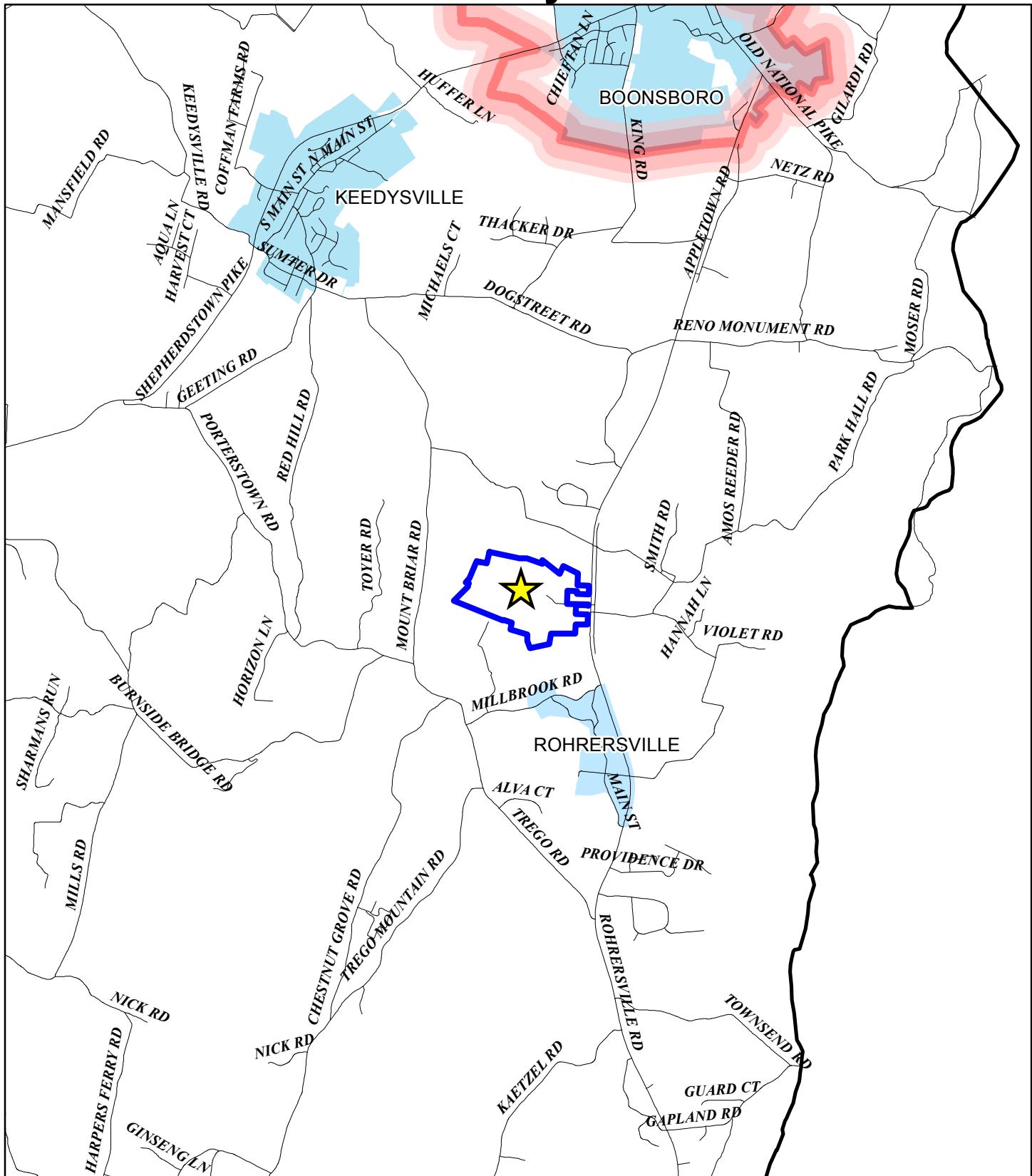
**Worcester County:** Katherine Munson, (410) 632-5651 or Kate Patton (410) 641-4467

**Caroline and Dorchester Counties:** Laura Sanford, (410) 901-9988

**Frederick County:** Timothy Blaser, (301) 600-2513

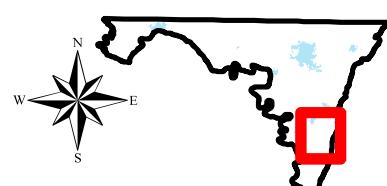
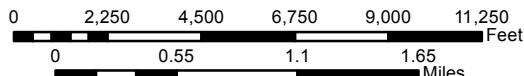
**Wicomico County:** Tim Connelly, (410) 279-2158      **Somerset County:** Kate Patton, (410) 641-4467

# Pleasant Valley Livestock



Pleasant Valley Livestock LLC  
20103 Orcino Farm Lane  
Rohrersville, MD 21779

The parcel lines shown on this map are derived from a variety of sources which have their own accuracy standards. The parcel lines are approximate and for informational purposes ONLY. They are not guaranteed by Washington County Maryland or the Maryland Department of Assessments and Taxation to be free of errors including errors of omission, commission, positional accuracy or any attributes associated with real property. They shall not be relied upon for recorded documents in any way without the express prior written approval of Washington County Maryland Planning and Zoning Department. This data DOES NOT replace an accurate survey by a licensed professional and information shall be verified using the relevant deeds, plats and other recorded legal documents by the user.



**ORDINANCE NO. ORD-2017-**

**AN ORDINANCE TO APPROVE THE PURCHASE OF A CONSERVATION  
EASEMENT UNDER THE MARYLAND CONSERVATION RESERVE  
ENHANCEMENT PROGRAM (CREP)**

*(Re: Pleasant Valley Livestock Easement)*

**RECITALS**

1. The Maryland Conservation Reserve Enhancement Program ("CREP") is a federal-State natural resources conservation program that addresses state and nationally significant agricultural related environmental concerns related to agriculture.

2. CREP provides financial incentives to program participants to voluntarily remove cropland and marginal pastureland from agricultural production in order to improve, protect, and enhance water quality in the Chesapeake Bay watershed and replacing it with the best management practices including establishment of riparian buffers, grass plantings, forbs, shrubs and trees, stabilization of highly erodible soils, habitat restoration for plant and animal species, and restoration of wetlands.

3. Protection is provided through the acquisition of easements and fee estates from willing landowners currently holding a fifteen (15) year CREP contract and the supporting activities of CREP Sponsors and local governments.

4. For FY2017, the State of Maryland ("State") awarded CREP grants to eligible Counties (the "CREP Funds"), and for FY2017, the County was awarded a grant under the Maryland Rural Legacy Program ("RLP") (the "RLP Funds").

5. Pleasant Valley Livestock, LLC is the owner of real property consisting of 194.39 acres, more or less, (the "Property") in Washington County, Maryland. The Property is more particularly described on Exhibit A attached hereto.

6. The County has agreed to pay the approximate sum of Six Hundred Thirty-Three Thousand Six Hundred Thirty-Seven Dollars and Eighty-Six Cents (\$633,637.86), which is a portion of the CREP Funds and the RLP Funds, to the Property Owner for a Deed of Conservation Easement on the Property (the "Pleasant Valley Livestock Easement").

THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Washington County, Maryland that the purchase of the Pleasant Valley Livestock CREP Easement is approved and that the President of the Board and the County Clerk be and are hereby authorized and directed to execute and attest, respectively, all such documents for and on behalf of the County relating to the purchase of the Pleasant Valley Livestock CREP Easement.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2017.

ATTEST:

Vicki C. Lumm, Clerk

BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND

BY: Terry L. Baker, President

Approved as to legal sufficiency:

John M. Martirano  
County Attorney

Mail to:  
Office of the County Attorney  
100 W. Washington Street, Suite 1101  
Hagerstown, MD 21740

#### EXHIBIT A--DESCRIPTION OF EASEMENT AREA

All those tracts, lots, or parcels of land, and all the rights, ways, privileges and appurtenances thereunto belonging or in anywise appertaining, situate in Election District No. 8, Washington County, Maryland, being part of the property identified by the State Department of Assessments and Taxation as tax account no. 08-007047, and being more particularly described in accordance with the attached survey descriptions consisting of twenty-seven (27) pages (including a reduced copy of the plat) prepared by Fox & Associates, Inc., dated June 28, 2017 and July 21, 2017, and being depicted graphically on the Plat entitled "Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC," dated June 9, 2017, and recorded on June 25, 2017 as Misc. Plat No. 702 among the Plat Records of Washington County, Maryland.

Being part of the same property which was conveyed from Giovanni P. Orcino to Pleasant Valley Livestock, LLC, by deed dated March 29, 2016 and recorded in Liber 5202, folio 394 among the Land Records of Washington County, Maryland.



981 Mt. Aetna Road  
Hagerstown, MD 21740  
Phone: 301-733-8503  
Fax: 301-733-1853  
Email: foxhagerstown@foxassociatesinc.com

June 28, 2017

**DESCRIPTION OF  
CREP CONTRACT EASEMENT AREA No. 1**  
Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at a point along the 35<sup>th</sup> or North 72° 58' 33" West 620.11 foot line of said deed, said point being 80.77 feet from the beginning of said line, thence with a portion of said line

1) North 72° 55' 37" West	97.46 feet; thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394) the following eighteen (18) courses and distances;
2) North 23° 07' 58" East	949.63 feet, thence
3) North 19° 25' 25" West	172.56 feet, thence
4) North 26° 44' 37" East	494.18 feet, thence
5) South 53° 51' 01" East	44.73 feet, thence
6) South 05° 26' 49" West	28.68 feet, thence
7) South 44° 46' 53" West	111.10 feet, thence
8) South 22° 27' 41" East	193.25 feet, thence
9) South 16° 05' 17" West	94.61 feet, thence
10) South 73° 16' 14" West	92.01 feet, thence
11) South 00° 22' 28" West	146.68 feet, thence
12) South 37° 57' 18" West	65.00 feet, thence

Pleasant Valley Livestock, LLC – CREP Contract Easement Area No. 1  
Page 2 of 2

- |                            |  |
|----------------------------|--|
| 13) South 24° 25' 56" West | 141.35 feet, thence  |
| 14) South 12° 14' 53" West | 114.70 feet, thence  |
| 15) South 07° 03' 04" West | 55.56 feet, thence   |
| 16) South 27° 19' 53" West | 79.43 feet, thence   |
| 17) South 20° 39' 36" West | 374.54 feet, thence  |
| 18) South 04° 38' 28" West | 88.04 feet, thence   |
| 19) South 51° 07' 35" West | 97.67 feet to the Point of Beginning, containing 169,013 square feet or 3.88 acres of land more or less. |

Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.

  
George E. Nagel  
Professional Land Surveyor  
Maryland Registration No. 21052  
Expiration/Renewal Date: August 24, 2018





ENGINEERS  
SURVEYORS  
PLANNERS  
LANDSCAPE ARCHITECTS

981 Mt. Aetna Road  
Hagerstown, MD 21740  
Phone: 301-733-8503  
Fax: 301-733-1853

Email: foxhagerstown@foxassociatesinc.com

June 28, 2017

## DESCRIPTION OF CREP CONTRACT EASEMENT AREA No. 2

Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the beginning of the 51<sup>st</sup> or South 44° 54' 37" West 21.53 foot line of CREP Match Easement Area No. 2 as shown on a plat entitled "Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC", said plat recorded among the Land Records of Washington County, Maryland as Misc. Plat No. 702, thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394) the following courses and distances;

- |                            |                     |
|----------------------------|---------------------|
| 1) North 47° 51' 44" West  | 44.08 feet, thence  |
| 2) North 00° 11' 37" East  | 263.03 feet, thence |
| 3) North 76° 01' 55" East  | 89.92 feet, thence  |
| 4) North 14° 04' 10" West  | 303.83 feet, thence |
| 5) North 01° 05' 46" West  | 168.27 feet, thence |
| 6) South 81° 10' 00" East  | 124.61 feet, thence |
| 7) South 42° 48' 30" East  | 29.61 feet, thence  |
| 8) South 12° 59' 42" East  | 253.37 feet, thence |
| 9) South 33° 11' 43" West  | 59.19 feet, thence  |
| 10) South 11° 10' 24" West | 260.70 feet, thence |
| 11) South 03° 54' 16" West | 141.34 feet, thence |
| 12) South 68° 26' 54" West | 76.19 feet, thence  |

Pleasant Valley Livestock, LLC – CREP Contract Easement Area No. 2  
Page 2 of 2

13) South 44° 54' 37" West      21.53 feet to the Point of Beginning, containing 100,188 square feet or 2.30 acres of land more or less.

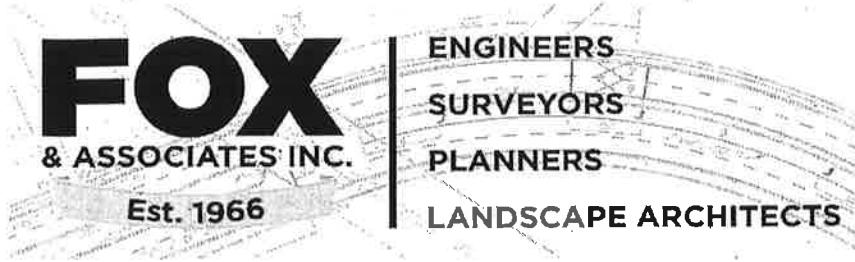
Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.



George E. Nagel  
Professional Land Surveyor  
Maryland Registration No. 21052  
Expiration/Renewal Date: August 24, 2018





ENGINEERS  
SURVEYORS  
PLANNERS  
LANDSCAPE ARCHITECTS

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June 28, 2017

## DESCRIPTION OF CREP CONTRACT EASEMENT AREA No. 3

Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the beginning of the 12th or South 20° 08' 43" West 35.80 foot line of CREP Match Easement Area No. 2 as shown on a plat entitled "Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC", said plat recorded among the Land Records of Washington County, Maryland as Misc. Plat No. 702, thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394) the following courses and distances;

- |                            |   |
|----------------------------|---|
| 1) North 51° 33' 54" West  | 191.93 feet, thence   |
| 2) North 03° 46' 54" East  | 53.30 feet, thence  |
| 3) North 47° 40' 48" East  | 83.53 feet, thence  |
| 4) North 23° 49' 11" East  | 94.57 feet, thence  |
| 5) North 41° 43' 17" West  | 95.58 feet, thence  |
| 6) North 12° 38' 10" East  | 169.15 feet, thence   |
| 7) North 26° 02' 19" East  | 129.48 feet, thence   |
| 8) North 18° 09' 55" East  | 75.35 feet, thence  |
| 9) South 69° 54' 21" East  | 303.54 feet, thence   |
| 10) South 24° 40' 44" West | 699.14 feet to the Point of Beginning, containing 163,786 square feet or 3.76 acres of land more or less. |

Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

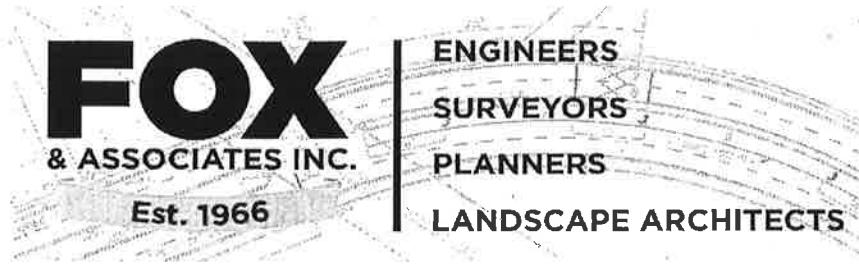
Pleasant Valley Livestock, LLC – CREP Contract Easement Area No. 3  
Page 2 of 2

This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.



George E. Nagel  
Professional Land Surveyor  
Maryland Registration No. 21052  
Expiration/Renewal Date: August 24, 2018





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June 28, 2017

## DESCRIPTION OF CREP CONTRACT EASEMENT AREA No. 4

Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the beginning of the 34th or North 00° 07' 33" West 190.01 foot line of said deed, thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394) the following courses and distances;

1) North 76° 12' 03" East	97.59 feet, thence
2) North 06° 49' 20" West	281.15 feet, thence
3) North 36° 06' 05" East	141.07 feet, thence
4) North 20° 46' 12" East	297.97 feet, thence
5) North 07° 36' 12" East	63.26 feet, thence
6) North 21° 23' 40" East	407.58 feet, thence
7) North 23° 08' 11" West	120.44 feet, thence
8) North 67° 57' 15" East	100.79 feet, thence
9) North 36° 46' 08" East	139.26 feet, thence
10) North 12° 03' 19" West	59.93 feet, thence
11) North 56° 11' 37" West	42.83 feet, thence
12) North 21° 38' 50" West	100.99 feet, thence
13) North 50° 06' 07" East	57.51 feet, thence

Pleasant Valley Livestock, LLC – CREP Contract Easement Area No. 3  
Page 2 of 2

- |                            |  |
|----------------------------|--|
| 14) South 56° 57' 21" East | 29.12 feet, thence.  |
| 15) South 25° 24' 02" West | 28.52 feet, thence   |
| 16) South 29° 00' 38" East | 298.73 feet, thence  |
| 17) South 24° 39' 53" West | 631.76 feet, thence  |
| 18) South 11° 43' 57" West | 704.68 feet, thence  |
| 19) South 11° 26' 17" East | 253.79 feet to a point along the 32 <sup>nd</sup> or South 81° 26' 21" West 667.78 foot line of the aforesaid deed, thence with a portion of said line |
| 20) South 81° 39' 55" West | 233.86 feet to the beginning of the 33 <sup>rd</sup> or North 15° 08' 33" West 249.01 foot line of the aforesaid deed, thence with said line           |
| 21) North 15° 05' 37" West | 247.62 feet to the Point of Beginning, containing 163,786 square feet or 3.76 acres of land more or less.  |

Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.

  
George E. Nagel  
Professional Land Surveyor  
Maryland Registration No. 21052  
Expiration/Renewal Date: August 24, 2018





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June 28, 2017

**DESCRIPTION OF  
CREP MATCH EASEMENT AREA No. 1**  
Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the beginning of the 41st or North 36° 10' 46" East 656.39 foot line of said deed, thence running with the lines of said deed the following five (5) courses and distances;

- 1) North 35° 58' 23" East      654.84 feet, thence
- 2) North 26° 04' 37" West      50.24 feet, thence
- 3) North 35° 16' 23" East      218.60 feet, thence
- 4) North 22° 15' 23" East      628.51 feet, thence
- 5) South 74° 37' 37" East      12.69 feet, thence leaving the lines of said deed and running in, through, over and across the lands of Pleasant Valley Livestock, LLC the following two (2) courses and distances;  
  
6) South 72° 43' 31" East      327.50 feet, thence
- 7) North 15° 56' 04" East      428.16 feet to a point along the 1<sup>st</sup> of South 77° 29' 01" East 1,383.23 foot line of the aforesaid deed, thence with a portion of said line
- 8) South 77° 35' 35" East      345.66 feet, thence leaving said line and running in, through, over and across the lands of Pleasant Valley Livestock, LLC the following fifteen (15) courses and distances;  
  
9) South 12° 57' 33" East      209.46 feet, thence
- 10) South 36° 34' 43" West      79.11 feet, thence
- 11) South 74° 03' 15" West      104.44 feet, thence

Pleasant Valley Livestock, LLC – CREP Match Easement Area No. 1  
Page 2 of 2

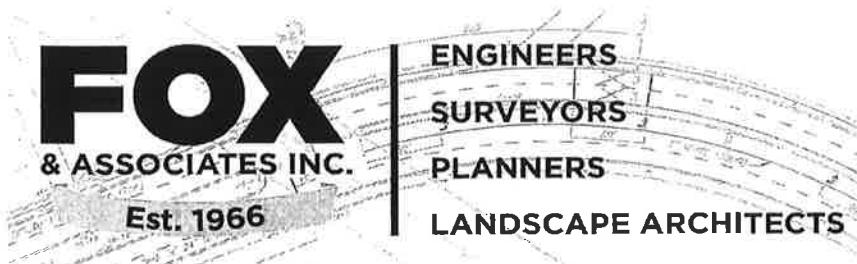
12) South 20° 17' 06" West	201.01 feet, thence
13) South 02° 08' 31" East	219.44 feet, thence
14) South 24° 13' 55" West	89.89 feet, thence
15) North 63° 05' 20" West	125.04 feet, thence
16) South 23° 22' 24" West	214.92 feet, thence
17) South 74° 39' 13" East	204.04 feet, thence
18) South 59° 11' 08" East	136.03 feet, thence
19) South 69° 30' 41" East	164.35 feet, thence
20) South 12° 58' 14" East	98.09 feet, thence
21) South 28° 55' 03" West	731.19 feet, thence
22) South 54° 01' 19" West	3.41 feet, thence
23) South 38° 30' 58" West	255.55 feet to a point on the 39 <sup>th</sup> or North 68° 45' 36" West 1,102.90 foot line in the aforesaid deed, thence with said line
24) North 66° 25' 37" West	1,184.12 feet to the Point of Beginning, containing 1,741,598 square feet or 39.98158 acres of land more or less.

Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.

  
George E. Nagel  
Professional Land Surveyor  
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Expiration/Renewal Date: August 24, 2018





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June 28, 2017

## DESCRIPTION OF CREP MATCH EASEMENT AREA No. 2

Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the beginning of the 9<sup>th</sup> or South 52° 57' 39" East 748.37 foot line of said deed, thence running with a portion of said line

1) South 52° 58' 25" East	708.23 feet, thence leaving said line and running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394)
2) South 24° 29' 43" West	163.85 feet, thence
3) North 69° 54' 21" West	303.54 feet, thence
4) South 18° 09' 55" West	75.35 feet, thence
5) South 26° 02' 19" West	129.48 feet, thence
6) South 12° 38' 10" West	169.15 feet, thence
7) South 41° 43' 17" East	95.58 feet, thence
8) South 23° 49' 11" West	94.57 feet, thence
9) South 47° 40' 48" West	83.53 feet, thence
10) South 03° 46' 54" West	53.30 feet, thence
11) South 51° 33' 54" East	191.93 feet, thence
12) South 20° 08' 43" West	35.80 feet, thence
13) South 52° 38' 34" East	197.34 feet, thence

Pleasant Valley Livestock, LLC – CREP Match Easement Area No. 2  
Page 2 of 4

14) South 09° 42' 01" East	61.49 feet, thence
15) South 25° 47' 31" West	47.61 feet, thence
16) North 88° 19' 03" West	100.67 feet, thence
17) North 47° 08' 47" West	111.07 feet, thence
18) North 29° 00' 38" West	298.73 feet, thence
19) North 25° 24' 02" East	28.52 feet, thence
20) North 56° 57' 21" West	29.12 feet, thence
21) South 50° 06' 07" West	57.51 feet, thence
22) South 21° 38' 50" East	100.99 feet, thence
23) South 56° 11' 37" East	42.83 feet, thence
24) South 12° 03' 19" East	59.93 feet, thence
25) South 36° 46' 08" West	139.26 feet, thence
26) South 67° 57' 15" West	100.79 feet, thence
27) South 23° 08' 11" East	120.44 feet, thence
28) South 21° 23' 40" West	407.58 feet, thence
29) South 07° 36' 12" West	63.26 feet, thence
30) South 20° 46' 12" West	297.97 feet, thence
31) South 36° 06' 05" West	141.07 feet, thence
32) South 06° 49' 20" East	281.15 feet, thence
33) South 76° 12' 03" West	97.59 feet to the beginning of the 34 <sup>th</sup> or North 00° 07' 33" West 190.01 foot line in the aforesaid deed, thence with the 34 <sup>th</sup> and a portion of the 35 <sup>th</sup> line of said deed
34) North 00° 04' 37" West	190.01 feet, thence
35) North 72° 55' 37" West	80.77 feet, thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394)
36) North 51° 07' 35" East	97.67 feet, thence
37) North 04° 38' 28" East	88.04 feet, thence

Pleasant Valley Livestock, LLC – CREP Match Easement Area No. 2  
Page 3 of 4

38) North 20° 39' 36" East	374.54 feet, thence
39) North 27° 19' 53" East	79.43 feet, thence
40) North 07° 03' 04" East	55.56 feet, thence
41) North 12° 14' 53" East	114.70 feet, thence
42) North 24° 25' 56" East	141.35 feet, thence
43) North 37° 57' 18" East	65.00 feet, thence
44) North 00° 22' 28" East	146.68 feet, thence
45) North 73° 16' 14" East	92.01 feet, thence
46) North 16° 05' 17" East	94.61 feet, thence
47) North 22° 27' 41" West	193.25 feet, thence
48) North 44° 46' 53" East	111.10 feet, thence
49) North 05° 26' 49" East	28.68 feet, thence
50) North 32° 26' 00" East	23.20 feet, thence
51) North 44° 54' 37" East	21.53 feet, thence
52) North 68° 26' 54" East	76.19 feet, thence
53) North 03° 54' 16" East	141.34 feet, thence
54) North 11° 10' 24" East	260.70 feet, thence
55) North 33° 11' 43" East	59.19 feet, thence
56) North 12° 59' 42" West	253.37 feet, thence
57) North 42° 48' 30" West	29.61 feet, thence
58) North 81° 10' 00" West	124.61 feet, thence
59) South 01° 05' 46" East	168.27 feet, thence
60) South 14° 04' 10" East	303.83 feet, thence
61) South 76° 01' 55" West	164.61 feet, thence
62) North 31° 42' 11" West	245.70 feet, thence

Pleasant Valley Livestock, LLC – CREP Match Easement Area No. 2  
Page 4 of 4

63) North 44° 12' 12" West	214.89 feet, thence
64) North 64° 44' 45" West	589.20 feet, thence
65) North 04° 38' 36" East	224.82 feet to a point along the 1 <sup>st</sup> or South 77° 29'01" East 1,383.23 foot line of the aforesaid deed, thence with a portion of the 1 <sup>st</sup> and all of the 2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup> , 5 <sup>th</sup> 6 <sup>th</sup> , 7 <sup>th</sup> and 8 <sup>th</sup> line the following courses and distances;
66) South 77° 35' 37" East	233.05 feet, thence
67) North 88° 44' 23" East	216.53 feet, thence
68) South 79° 03' 37" East	103.73 feet, thence
69) South 58° 45' 37" East	29.64 feet, thence
70) South 54° 05' 37" East	170.70 feet, thence
71) South 62° 29' 37" East	271.37 feet, thence
72) North 55° 16' 23" East	42.80 feet, thence
73) North 10° 50' 37" West	167.52 feet to the Point of Beginning, containing 786,464 square feet or 18.05472 acres of land more or less.

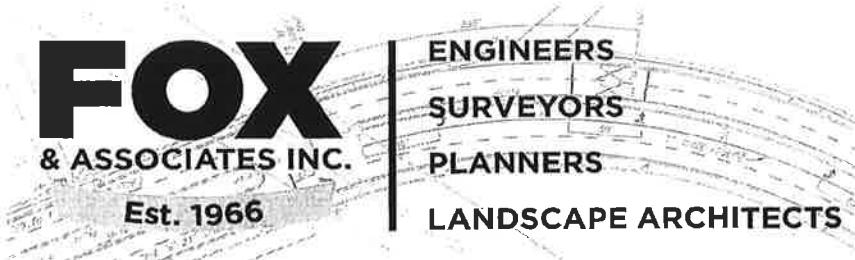
Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.



George E. Nagel  
Professional Land Surveyor  
Maryland Registration No. 21052  
Expiration/Renewal Date: August 24, 2018





981 Mt. Aetna Road  
Hagerstown, MD 21740  
Phone: 301-733-8503  
Fax: 301-733-1853  
Email: foxhagerstown@foxassociatesinc.com

June 28, 2017

## DESCRIPTION OF CREP MATCH EASEMENT AREA No. 3

Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the end of the 36<sup>th</sup> or North 11° 38' 10" East 200.42 foot line of said deed, thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394);

- |                           |   |
|---------------------------|---|
| 1) North 31° 00' 24" East | 901.81 feet, thence   |
| 2) South 60° 18' 48" East | 234.77 feet, thence   |
| 3) North 29° 44' 37" East | 59.74 feet, thence  |
| 4) South 19° 25' 25" East | 172.56 feet, thence   |
| 5) South 23° 07' 58" West | 949.63 feet to a point along the 35 <sup>th</sup> line of the aforesaid deed, thence with a portion of the 35 <sup>th</sup> line and all of the 36 <sup>th</sup> line |
| 6) North 72° 55' 37" West | 441.88 feet, thence   |
| 7) North 11° 25' 23" East | 201.73 feet the Point of Beginning, containing 447,789 square feet or 10.27983 acres of land more or less.  |

Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

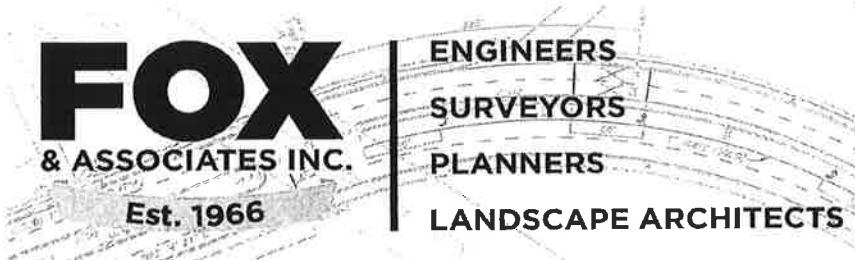
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Pleasant Valley Livestock, LLC – CREP Match Easement Area No. 3  
Page 2 of 2



George E. Nagel  
Professional Land Surveyor  
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June 28, 2017

## DESCRIPTION OF CREP MATCH EASEMENT AREA No. 4

Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the end of the 30<sup>th</sup> or North 89° 46' 38" West 816.68 foot line of said deed, thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394);

- |                           |  |
|---------------------------|--|
| 1) South 89° 32' 57" West | 121.49 feet, thence  |
| 2) North 80° 54' 12" West | 139.84 feet, thence  |
| 3) North 11° 46' 06" West | 188.37 feet, thence  |
| 4) North 38° 17' 31" East | 148.83 feet, thence  |
| 5) North 60° 56' 46" East | 168.81 feet, thence  |
| 6) North 78° 05' 01" East | 141.21 feet, thence  |
| 7) South 10° 27' 08" West | 440.82 feet the Point of Beginning, containing 112,820 square feet or 2.5900 acres of land more or less. |

Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

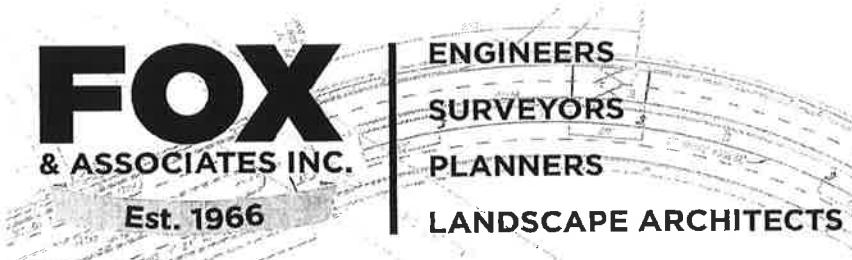
This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.

Pleasant Valley Livestock, LLC – CREP Match Easement Area No. 4  
Page 2 of 2



George E. Nagel  
Professional Land Surveyor  
Maryland Registration No. 21052  
Expiration/Renewal Date: August 24, 2018





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June 28, 2017

## DESCRIPTION OF CREP MATCH EASEMENT AREA No. 5

Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the beginning of the 33<sup>rd</sup> or South 81° 26' 21" West 667.78 foot line of said deed, thence running with a portion of said line

- 1) South 81° 22' 23" West      434.73 feet, thence leaving said line and running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394)
- 2) North 11° 26' 17" West      169.96 feet, thence
- 3) South 58° 54' 16" East      148.50 feet, thence
- 4) North 45° 22' 57" East      115.04 feet, thence
- 5) North 87° 05' 49" East      275.95 feet to a point along the 31<sup>st</sup> of South 10° 12' 37" West 364.40 foot line of the aforesaid deed, thence with a portion of said line
- 6) South 10° 14' 23" West      120.19 feet to the Point of Beginning, containing 56,192 square feet or 1.29000 acres of land more or less.

Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

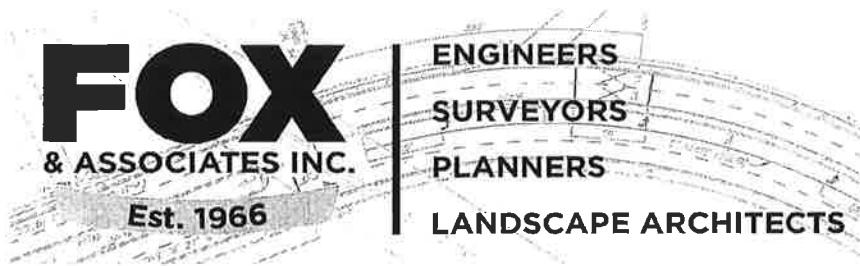
This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.

Pleasant Valley Livestock, LLC – CREP Match Easement Area No. 5  
Page 2 of 2



George E. Nagel  
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July 21, 2017

## DESCRIPTION OF RURAL LEGACY EASEMENT – EAST AREA

Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the beginning of the 11<sup>th</sup> or South 63° 08' 29" East 545.95 foot line of said deed, thence running with the 11<sup>th</sup> through 30<sup>th</sup> lines of said deed;

- |                            |                     |
|----------------------------|---------------------|
| 1) South 63° 08' 37" East  | 545.94 feet, thence |
| 2) South 01° 53' 23" West  | 403.08 feet, thence |
| 3) South 88° 06' 17" East  | 436.09 feet, thence |
| 4) South 01° 53' 23" West  | 101.73 feet, thence |
| 5) North 88° 06' 37" West  | 18.00 feet, thence  |
| 6) South 01° 53' 23" West  | 201.20 feet, thence |
| 7) North 88° 06' 37" West  | 418.00 feet, thence |
| 8) North 01° 53' 30" East  | 93.55 feet, thence  |
| 9) North 88° 06' 37" West  | 322.40 feet, thence |
| 10) South 01° 53' 23" West | 435.46 feet, thence |
| 11) South 88° 06' 37" East | 743.40 feet, thence |
| 12) South 01° 53' 23" West | 55.00 feet, thence  |
| 13) North 43° 06' 37" West | 35.36 feet, thence  |

Pleasant Valley Livestock, LLC – Rural Legacy Easement – East Area  
Page 2 of 3

14) North 88° 06' 37" West	411.00 feet, thence
15) South 01° 53' 23" West	301.00 feet, thence
16) South 88° 06' 37" East	436.00 feet, thence
17) South 01° 53' 22" West	356.10 feet, thence
18) North 88° 06' 37" West	436.00 feet, thence
19) South 01° 53' 23" West	313.77 feet, thence
20) North 89° 46' 37" West	816.86 feet, thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394)
21) North 10° 27' 08" East	440.82 feet, thence
22) South 78° 05' 01" West	141.21 feet, thence
23) South 60° 56' 46" West	168.81 feet, thence
24) South 38° 17' 31" West	148.83 feet, thence
25) South 11° 46' 06" East	188.37 feet, thence
26) South 80° 54' 12" East	139.84 feet, thence
27) North 89° 32' 57" East	121.49 feet to the beginning of the 31 <sup>st</sup> or South 10° 12' 37" West 364.40 foot line in the aforesaid deed, thence with a portion of said line
28) South 10° 14' 23" West	244.74 feet, thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394)
29) South 87° 05' 49" West	275.95 feet, thence
30) South 45° 22' 57" West	115.04 feet, thence
31) North 58° 54' 16" West	148.50 feet, thence
32) North 11° 26' 17" West	83.83 feet, thence
33) North 11° 43' 57" East	704.68 feet, thence
34) North 24° 39' 53" East	631.76 feet, thence
35) South 47° 08' 47" East	111.07 feet, thence
36) South 88° 19' 03" East	100.67 feet, thence
37) North 25° 47' 31" East	47.61 feet, thence

Pleasant Valley Livestock, LLC – Rural Legacy Easement – East Area  
Page 3 of 3

38) North 09° 42' 01" West	61.49 feet, thence
39) North 52° 38' 34" West	197.34 feet, thence
40) North 20° 08' 43" East	35.80 feet, thence
41) North 24° 40' 44" East	699.14 feet, thence
42) North 24° 29' 43" East	163.85 feet to a point along the 9 <sup>th</sup> or South 52° 57' 39" East 748.37 foot line in the aforesaid deed, thence running with a portion of said line and all of the 10 <sup>th</sup> line
43) South 52° 58' 25" East	39.37 feet, thence
44) North 22° 45' 56" East	286.68 feet to the Point of Beginning, containing 2,320,020 square feet or 53.26033 acres of land more or less.

Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.



George E. Nagel  
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July 21, 2017

## DESCRIPTION OF RURAL LEGACY EASEMENT – WEST AREA

Across the Lands of Pleasant Valley Livestock, LLC  
Liber 5202 at folio 394

Situate west of Maryland Route Number 67 and south of Marble Quarry Road in District Number 8, Washington County, Maryland and being more particularly described as follows:

Being a parcel of land in, through, over and across the land conveyed by Giovanni P. Orcino to Pleasant Valley Livestock, LLC by deed dated March 29, 2016 and recorded among the Land Records of Washington County, Maryland in Liber 5202 at folio 394, and being more particularly described in the meridian of the Maryland State Plane Coordinate System (NAD 83 (2011)) as follows:

Beginning for the said parcel of land at the end of the 36<sup>th</sup> or North 11° 28' 10" East 200.42 foot line of said deed, thence

1) North 68° 22' 37" West	320.81 feet, thence
2) South 49° 34' 23" West	33.00 feet, thence
3) North 66° 25' 37" West	507.13 feet, thence running in, through, over and across the land of Pleasant Valley Livestock, LLC (Liber 5202, folio 394)
4) North 38° 30' 58" East	255.55 feet, thence
5) North 54° 01' 19" East	3.41 feet, thence
6) North 28° 55' 03" East	731.19 feet, thence
7) North 12° 58' 14" West	98.09 feet, thence
8) North 69° 30' 41" West	164.35 feet, thence
9) North 59° 11' 08" West	136.03 feet, thence
10) North 74° 39' 13" West	204.04 feet, thence
11) North 23° 22' 24" East	214.92 feet, thence
12) South 63° 05' 20" East	125.04 feet, thence
13) North 24° 13' 55" East	89.89 feet, thence

Pleasant Valley Livestock, LLC – Rural Legacy Easement – West Area  
Page 2 of 3

14) North 02° 08' 31" West	219.44 feet, thence
15) North 20° 17' 06" East	201.01 feet, thence
16) North 74° 03' 15" East	104.44 feet, thence
17) North 36° 34' 43" East	79.11 feet, thence
18) North 12° 57' 33" West	209.46 feet to a point along the 1 <sup>st</sup> or South 77° 29' 01" East 1,383.23 foot line in the aforesaid deed, thence with a portion of said line
19) South 77° 35' 37" East	471.51 feet, thence running in, through, over and across the lands of Pleasant Valley Livestock, LLC (Liber 5202, folio 394)
20) South 04° 38' 36" West	224.82 feet, thence
21) South 64° 44' 45" East	589.20 feet, thence
22) South 44° 12' 12" East	214.89 feet, thence
23) South 31° 42' 11" East	245.70 feet, thence
24) North 76° 01' 55" East	74.68 feet, thence
25) South 00° 11' 37" West	263.03 feet, thence
26) South 47° 51' 44" East	44.08 feet, thence
27) South 32° 26' 00" West	23.20 feet, thence
28) North 53° 51' 01" West	44.73 feet, thence
29) South 29° 44' 37" West	553.92 feet, thence
30) North 60° 18' 48" West	243.77 feet, thence
31) South 31° 00' 24" West	901.81 feet, to the Point of Beginning, containing 2,269,282 square feet or 52.09555 acres of land more or less.

Said parcel of land being shown on a Survey of C.R.E.P. Easement for Pleasant Valley Livestock, LLC, dated June, 2017 and recorded among the Land Records of Washington County, Maryland, as Misc. Plat No. 702.

This description was either personally prepared by me or I was in responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12.

Pleasant Valley Livestock, LLC – Rural Legacy Easement – West Area  
Page 3 of 3



George E. Nagel  
Professional Land Surveyor  
Maryland Registration No. 21052  
Expiration/Renewal Date: August 24, 2018



SURVEYOR'S CERTIFICATION

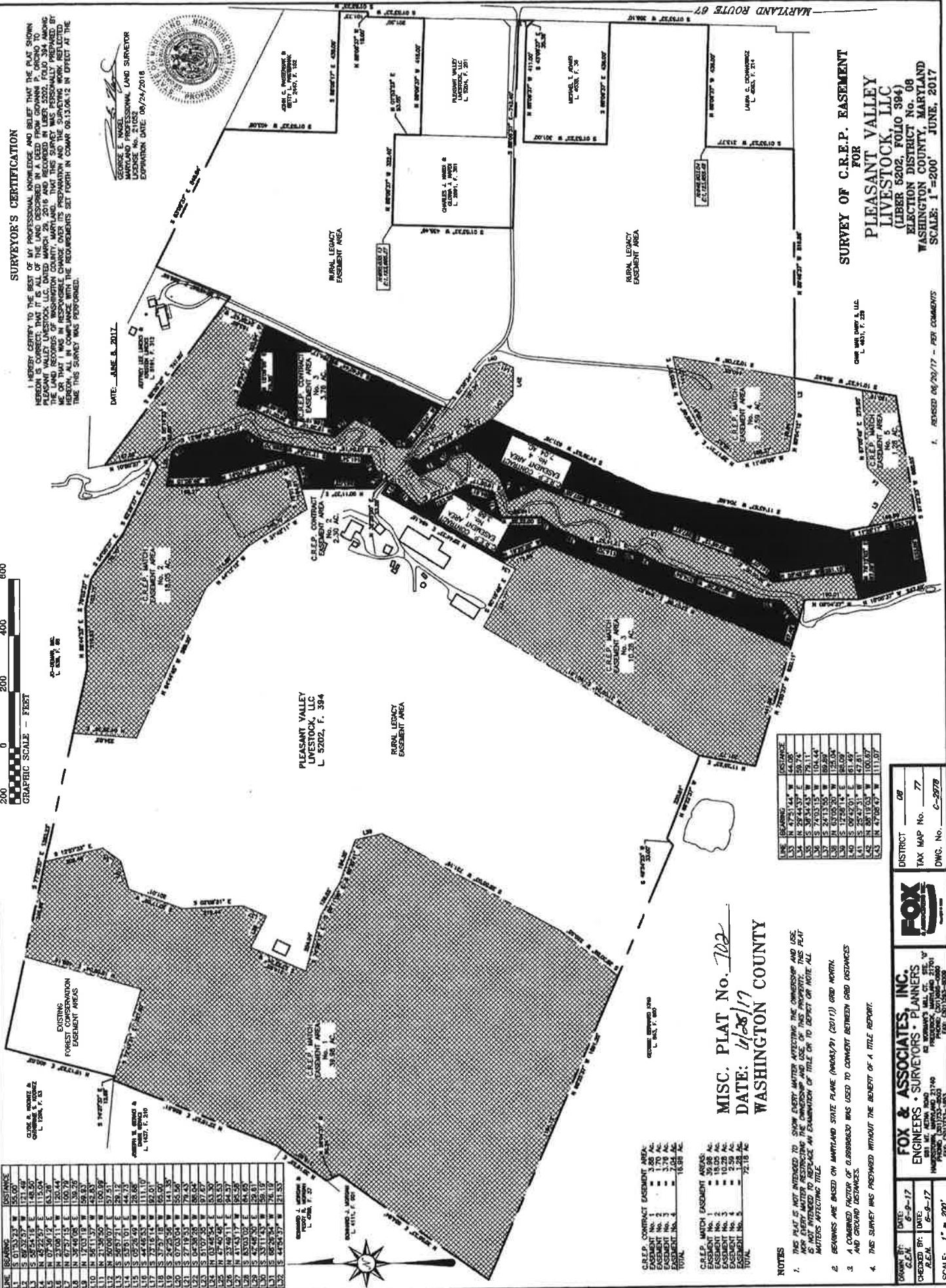
I HEREBY CERTIFY THAT THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF THAT THE PLAT SHOWN IS CORRECT, THAT ALL OF THE LAND DESCRIBED IN A DEED FROM GIOVANNI P. ORONO TO SARA ANGELA PLEASANTLY LIVESTOCK LLC, DATED MARCH 25, 2016 AND RECORDED IN BOOK 2016-05202, IS LOCATED AT 1000 N. 10TH ST., WYOMING, WYOMING 82201. THE SURVEYING WORK REFLECTED BY THIS SURVEY WAS PERFORMED IN COMPLIANCE WITH THE REQUIREMENTS SET FORTH IN THE SURVEYING WORK PREPARATION AND OVERSIGHT AGREEMENTS, AND IN CONJUNCTION WITH THE REQUIREMENTS SET FORTH IN THE SURVEYING WORK AS REFLECTED IN THE SURVEYING WORK AGREEMENT.

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4240 C. PROGRESSIVE B.  
4241 L. PROGRESSIVE  
L. 2440, T. 192

MUNICIPAL LEGACY  
MOVEMENT AREA





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Board of County Commissioners of Washington County, Maryland  
**Agenda Report Form**

**Open Session Item**

**SUBJECT:** WASHINGTON COUNTY AGRITOURISM APP

**PRESENTATION DATE:** July 25, 2017

**PRESENTATION BY:** Leslie Hart, Business Development Specialist, Agriculture, Department of Business Development; James Jenkins, Public Relations Manager, Department of Public Relations & Community Affairs; Lauren Pogue, Marketing Specialist, Department of Public Relations & Community Affairs

**RECOMMENDED MOTION:** No motion necessary

**REPORT-IN-BRIEF:** The Washington County Department of Business Development in conjunction with the Department of Public Relations & Community Affairs have developed an app to increase citizens' access to local produce, ag-related events, farmers markets, what's in season and more, taking citizen engagement to the next level. By downloading the free app, consumers can stay up-to-date on agricultural related events, explore local farms, know what is in season and where to buy. The Agritourism app assists customers in buying local; this not only keeps money in the local economy, it takes the guesswork out of knowing your food's source.

Some of the apps features are:

- *Comprehensive Farm Guide:* The guide, based off the printed bi-annual publication, will let users know when farms are open to the public as well as location, products and events.
- *Favorites:* The user can create a personalized list of favorite farms.
- *Find a Farmers Market:* Consumers can discover what farmers markets are closest to them and their hours of operation.
- *What's in Season:* This calendar provides a list of fruits and vegetables grown in Washington County and when they're in season.
- *Events Calendar:* This continuously updated feature provides a list of ag-related events ranging from Ag Expo Events to what's in season to corn mazes.

The app is available on both Apple and Android devices.

**FISCAL IMPACT:** n/a

**CONCURRENCES:** n/a

**ALTERNATIVES:** n/a

**ATTACHMENTS:** n/a

**AUDIO/VISUAL TO BE USED:** n/a



Open Session Item

**SUBJECT:** Airport Capital Improvements Budget Transfer

**PRESENTATION DATE:** July 25, 2017

**PRESENTATION BY:** Phil Ridenour, Airport Director, Hagerstown Regional Airport

**RECOMMENDED MOTION:** Move to approve the budget amendment in the Airport Capital Improvement Program (CIP) budget and establish two new projects for the Grove Farm Demolition and the Airport Layout Plan update.

**REPORT-IN-BRIEF:** The Federal Aviation Administration is requiring the airport to conduct a complete update of the existing Airport Layout Plan before any future development may occur. This update is estimated to be \$400,000.

In 2016, the airport received approval from the County Commissioners to proceed with demolition of the Grove Farm located on airport property. This demolition requires archeological and architectural recordation as well as witnessed demolition of the structures on the property. The estimated cost for this project is \$600,000.

Funding for both projects will be moved from existing FY2018 projects that will not occur in the fiscal year.

**DISCUSSION:**

**FISCAL IMPACT:** FAA grants are anticipated for both of these projects with 90% reimbursement. State reimbursement will be 5% and County share will be 5%.

There will be no impact to current year CIP as no additional funding is being requested.

**CONCURRENCES:** Airport Advisory Commission, Public Works Director

**ALTERNATIVES:** No alternatives at this point

**ATTACHMENTS:** None

**AUDIO/VISUAL NEEDS:**