



AGENDA

COUNCIL OF THE TOWN OF WARRENTON

FINANCE COMMITTEE MEETING

Monday, July 17, 2017

7:00 PM

1. Call to Order
2. Brentmoor-Mosby House and Grounds Operating Costs
3. A Resolution to Amend the Fiscal Year 2018 Adopted Budget for Third Street Stormwater Pipe Repair
4. June 2017 Financial Statements
5. Delinquent Tax Listing
6. Adjourn



**Town Council Finance Committee
July 17, 2017
Brentmoor-Mosby House and Grounds Operating Costs**

**Agenda Memorandum
Submitted by: Brannon Godfrey, Town Manager**

Discussion:

At its regular meeting in June, Town Council directed staff to prepare a breakdown of current operating costs for the Brentmoor-Mosby House building and grounds. Council also planned to dedicate discussion time to the subject at the August Work Session (Monday, August 7, 6:00pm).

Staff has used an approximate figure of \$6,000 for the annual upkeep cost of the Mosby House and surrounding grounds. This is based on the following basic maintenance expenses:

Grounds maintenance (mowing, weed eating and leaf removal):	\$2,200
Routine checking of facility, weekly:	\$ 600
Silent partner Security:	\$ 540
Brown's Exterminator:	\$ 396
Dominion Power:	\$ 2,200
Geo thermal system Service:	<u>\$ 300</u>
Total	\$6,236

This does not include any of the following which could occur during a year:

1. Tree pruning or removal or storm damage.
2. Any maintenance above routine inspections. The last major issue with the geo-thermal system was a \$4,000 repair several years ago. There have been no leaks in roof or broken windows. The walkway to house from Main Street is going to need some attention if we continue to open the house for groups.

To include periodic repair, staff recommends adding another \$1,500 annually for miscellaneous repairs to the \$6,236 above for an annual maintenance cost of \$7,736 for the current caretaker status.

For reference, attached below are other reports and analyses on the property. Since its April 5 Work Session, Council has directed staff to focus on soliciting proposals for two disposition options: subdivision and sale of the property, and an operational management agreement.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Brentmoor Trust Proposal Letter July 12 2017	Backup Material	7/17/2017
Joe Allen Letter	Backup Material	7/12/2017
Comparable #1	Backup Material	7/12/2017
Comparable #2	Backup Material	7/12/2017
Comparable #3	Backup Material	7/12/2017
Appraisal	Backup Material	7/12/2017
Brentmoor Trust Proposal	Backup Material	7/12/2017
Brentmoor Trust Town Responsibilities Summary	Backup Material	7/12/2017
Brentmoor Trust Business Plan Dec 2016	Backup Material	7/12/2017
Brentmoor Trust Budget Dec 2016	Backup Material	7/12/2017
Memo Renovation Cost Summary Sept 2016	Backup Material	7/12/2017
Task Force Report - March 2016	Backup Material	7/12/2017
DHR Easement Nov 14 2000	Backup Material	7/12/2017

BRENTMOOR TRUST

July 12, 2017

Mayor Powell Duggan
Warrenton Town Council
P.O. Box 341
Warrenton, Virginia 20188

Dear Mayor Duggan and Members of the Warrenton Town Council,

The Brentmoor Trust, a soon “to be formed” non-profit organization, would be willing to take responsibility for all costs related to the management and operation, preservation and restoration, maintenance and repair, of Brentmoor and its outbuildings, the museum and the grounds surrounding the property. This arrangement would be similar to the agreement the Town of Warrenton previously had with the former John Singleton Mosby Museum Foundation. Note, that this is more comprehensive approach to costs than previously suggested in a draft co-stewardship agreement.

An arrangement between the Town and the Brentmoor Trust such as a lease, co-stewardship agreement, or management agreement would reflect this commitment. Details would be carefully addressed in any agreement.

In order to take on these responsibilities, the Brentmoor Trust would like a multi-year commitment from the Town of Warrenton. We recommend at least five (5) years. This is very important for development (fundraising) purposes and to quickly establish a strong, long term foundation for museum and cultural operations.

The Trust and the Town would also need an agreement on use of the Visitor Center facilities, which are vital to the successful operation of Brentmoor and the museum/cultural center.

In addition to the operation of a museum/cultural center, it is important that Brentmoor be carefully preserved. The mission of the Brentmoor Trust states, “To provide management and care for an important historic property owned by the Town of Warrenton.” Brentmoor is on the National Register of Historic Places and is one of Warrenton’s most prominent historic assets. It is an architectural gem worthy of great care and stands as model of excellent restoration. The Trust recognizes that it is very important that any further restoration work or major repairs to Brentmoor be done to meet Virginia Department of Historic Resources (DHR) and museum standards. We are willing to take on this responsibility.

This Brentmoor Trust proposal, a “no cost option” is designed to eliminate property holding costs and minimize financial risk for the town, and put the management of Brentmoor in private sector hands. We

trust that, over time, a healthy relationship similar to that between Fauquier County and the Old Jail Museum will prevail.

Warrenton will benefit greatly from a history and cultural center, a museum and a park at Brentmoor. The Brentmoor Trust is prepared to move forward to realize this unique opportunity for cultural enrichment, education, and economic development.

By the way, the Brentmoor Trust will be filing for non-profit incorporation in the Commonwealth of Virginia in the next weeks, and will, shortly thereafter, seek federal tax exempt status as a 501(c)(3) organization.

Hopefully, this proposal will assist the Town Council as it continues to explore options for the future of Brentmoor.

Sincerely,

Birge Watkins

Bob Dyer

Brentmoor Trust Organizing Group

CC: Brannon Godfrey
Whitson Robinson



REAL ESTATE
Company Limited

Office 540-347-3838
Fax 540-347-5355
jkallenjr@allenrealestate.com
tray@allenrealestate.com
info@allenrealestate.com
www.allenrealestate.com

43 Culpeper Street
Warrenton, VA 20186-3319
In the Historic District

*Over Thirty years experience
In Fauquier Area Real Estate*

Greater Piedmont Area
Association of Realtors, Inc.

Virginia Association
of Realtors

National Association
of Realtors -
International Section

Realtors Land Institute

International
Real Estate Institute

Chamber of Commerce

Virginia
Historical Association

09 May, 2017

Whitson W. Robinson, Esq.
Town Attorney
Town of Warrenton
By E-Mail

Dear Whit,

On May 2, I toured Brentmoor with Beau Tucker.

I believe in the best interest of a successful sale, that the side yard and boxwood allee should be included with the house, establishing a park and location of the geothermal on an easement would not present a manageable situation for a prospect in my opinion.

I think there is enough room for a driveway beside the house to access a parking area where the old garage was located.

Substantial stabilization will be necessary in the basement based on what appears to be deteriorating interior walls.

There is ample room for baths and a kitchen without adding an addition but they would have somewhat of a negative effect on the current floor plan, especially on the second level.

The National Trust learned from the British Trust that properties with a famous owner might sell quicker but not necessarily for more money.

In my opinion, it would take \$150,000 to establish 2 baths, a kitchen, and other improvements worthy of the house.

I have attached two older houses that are currently for sale in Warrenton. 297 Winchester Street is a much larger home in very good condition offered on 1 ½ acres for \$860,000. It's been on the market for 598 days. The other is the Tolson home next door to the Mosby House. The main house has been recently renovated and there are two apartments in the old garage. Offered on .6 acres at \$799,900. In Oct. 2015, we sold 197 main street for \$625,000. A larger home with a 1 bedroom cottage on a half-acre lot. It also needed some updating but had 3 full baths.

I think we could market the property in the \$595,000 range once the house was touched up and the museum equipment removed. Then one could spend \$150,000 ending up at \$750,000, which would be the maximum market value. This will be somewhat of a challenge as not everyone will take on a project.

Of course, substantial portions of the easement will need to be lifted.
Please call if you have any questions.

Sincerely,

Joseph K. Allen, Jr.
President



Attachments

Metropolitan Regional Information Systems, Inc.

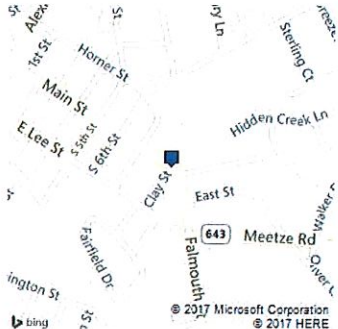
FQ9929065 - FAUQUIER
187 MAIN ST, WARRENTON, VA 20186

Confidentially
Report a Violation

- ☐ - Select this listing
- ☒ Full Listing ☐ - Watch this listing
- ☐ Residential ☒ - Schedule a showing
- ☐ - Get Homesnap Pro



1 / 30 Exterior (Front)



Media Center
30 - Photos
2 - Virtual Tours
Neighbor Photos
Virtual Earth Maps

Additional Information
Tax Record
Property History
History - New, Price, Status
History - All Upd Types
No Open Houses

Resource Center
Community Information
Search the Fauquier County GIS Assessor Maps
Fauquier Tax Website
1 - Document

Status: Active

Ownership: Fee Simple
Sale or Rental: Sale
Listing Type: Excl. Agency
Adv Sub: Warrenton
Legal Sub:
Condo/Coop Proj Name:

Style: Farm House
Auction: No
Type: Detached
TH Type:
#Levels: 3
#Fireplaces: 2
Model:

List Price: \$799,900
Transaction Type: Standard
Inc City/Town: WARRENTON
Zip: 20186 - 3425
Election District: 10
ADC Map: 000000
TBM Map:
Area:

Tax ID: 6984-52-5913
HOA Fee: /
C/C Fee: /
Elementary: J. G. Brumfield

Total Taxes: \$6,013
Tax Year: 2016
Lot AC/SF: 59 / 25,565
Middle: William C. Taylor

Level Location:
Age: 138
Year Built: 1879
High: Fauquier

*School Information is provided by independent third party sources and should not be relied upon without verification.



INTERIOR	Total	Main	Upper 1	Upper 2	Lower 1	Lower 2
Bedrooms:	8	3	5		0	
Full Baths:	5	3	2		0	
Half Baths:	0	0	0		0	

Room	Dimensions	Level	Flooring	Fireplace
Bedroom-Master	16 x 16	Main	Hardwood	
Family Rm	24 x 15	Main	Slate	
Foyer	24 x 7	Main	Hardwood	
Kitchen	15 x 12	Main	Slate	
Sitting Room	17 x 16	Main	Hardwood	Decorative
Dining Room	16 x 16	Main	Hardwood	Gas
Bedroom-Second	17 x 16	Main	Hardwood	Decorative
Bedroom-Third	11 x 10	Upper 1	Hardwood	
Bedroom-Fourth	17 x 15	Upper 1	Carpet	Decorative
Bedroom-Fifth	17 x 15	Upper 1	Carpet	

FEATURES
Main Entrance: Foyer
Interior Style: Other
Dining/Kitchen: Gourmet, Kit-Island, Sep Dining Rm
Appliances: Dishwasher, Disposal, Dryer, Exhaust Fan, Icemaker, Oven / Range - Gas, Refrigerator, Washer, Washer / Dryer - Stacked, Water Heater
Amenities: Attic - Stairs Pull Down, Closet - Master Bedroom Walk-In, Fireplace Mantel(s), Master Bathroom - Separate Tub, Master Bathroom - Separate Shower, Vanities - Double, Wood Floors
Security:
Windows/Doors:
Walls/Ceilings:

Basement: Yes
Basement Type: Unfinished
Basement Entrance: Inside Access
Handicap: Other
Unit Description:
R-Factor Basement:
House Dimensions:
Above Grade Unfinished:
Below Grade Finished:

Foundation:

R-Factor Ceilings:
SQFT-Tot Fin: 3,548
Above Grade Finished: 3,548
Below Grade Unfinished:

R-Factor Walls:

Tax Living Area: 3,548

REMARKS
General/Agent:
READ ATTENTION AGENTS! HONEY BEES ON PROPERTY! Park in front of home when showing, not driveway please.

Internet/Public:
Own a piece of history in the heart of charming historic Old Town. Exquisite Warrenton home with all the history & charm you could ask for! This home was constructed circa 1859. Fine details & expansive scale from a bygone era highlight this magnificent beauty. Invest in Virginia history & enjoy this entire beautiful estate and all that it has to offer!

Directions:
From Old Town Warrenton; follow Main Street to left just past Mosby Museum. For Easy access park in front of home and walk up stone steps to gorgeous front door.

EXTERIOR
Building Sites/Lots:
Exterior: Deck, Patio, Outbuilding(s)
Exterior Construction: Siding - Vinyl
Lot Description:
Other Structures: Above Grade, Tenant House
Original Builder:

Lot Dimension:

Lot Acres/Sqft: .59/25,565

New Construction: No

Property Condition: As-is condition, Shows Well

Roads:
 Roofing:
 Soil Type:
 Topography:
 Transportation:
 View/Exposure:
 Year Converted:

Year Renovated:

PARKING

Parking: Drvwy/Off Str, Asphalt Driveway
 Garage Type:
 Carport Type:
 Parking Incl in List Price: No

Parking Incl in Sale Price: No

Parking Lot:
 # Gar/Carpt/Assgn Sp: //
 Parking Space #:
 Parking Block/Square:

UTILITIES

Heat System: Hot Water, Central, Heat Pump(s)
 Cooling System: Ceiling Fan(s), Central Air Conditioning,
 Window Unit(s)
 Water: Public
 Sewer Septic: Public Sewer
 TV/Cable/Comm:
 Electric 12 Months/Average:
 Gas 12 Months/Average:
 Construction Materials:
 Energy Generation:
 Water Conservation:
 Green Verification Y/N:

Heat Fuel: Central, Electric, Natural Gas
 Cool Fuel: Electric

Hot Water: Natural Gas, Electric

Water 12 Months/Average:
 Heating Oil 12 Months/Average:
 Energy Efficiency:
 Indoor Air Quality:
 Sustainability:

FINANCIAL INFORMATION

Earnest Money:
 Total Taxes: \$6,013
 Tax Year: 2016

Other Fees: /
 City/Town Tax: \$169
 Refuse Fee:
 Water/Sewer Hook-up:
 Special Tax Assess: \$360
 Improvements: \$412,500
 Investor Ratio:

County Tax: \$5,484
 Tap:
 Front Foot Fee:
 Yr Assessed: 2014
 Total Tax Assessment: \$562,500
 Total Units:

Assessments:
 Land: \$150,000

Project Approved:
 Possession: Negotiable
 Tenant Rights: Tenant - Notified, Owner Occupied

Current Financing/Loan:

	PI:	Int Rate:	Orig. Date:	Yrs Remain:
1st Trust Bal:	PI:	Int Rate:	Orig. Date:	Yrs Remain:
2nd Trust Bal:	PI:	Int Rate:	Orig. Date:	Yrs Remain:
Undr. Mtg Bal:	PI:	Int Rate:	Orig. Date:	Yrs Remain:

New Financing:
 Cash to Assume:
 Balloon # Years:
 Annual Rent Income:
 Rental Year:

Interest Rate:
 Amortized Years:
 Special Assessment:
 Special Assessment 2:

Years:
 Remaining Yrs:
 Remaining Yrs:

HOA/CONDO

HOA Fee: /
 Condo/Coop Fee: /
 Community Amenities:
 HOA/Condo/Coop Rules:
 HOA/Condo/Coop Fee Includes:
 HOA/Condo/Coop Management:
 Age Restricted Housing: No
 Services Included:
 Activities:

Age Requirement:

HOA: No

LEGAL INFORMATION

Tax Map: 6984-52-5913-000
 Section:
 Liber:
 Zoning Code: R6
 Historic Designation ID:
 Contract Info: As is condition clause required
 Disclosures: Lead Based Paint - Federal
 Documents:
 Special Permits:

Lot #:
 Phase:
 Folio:

Block/Square:
 Parcel Number:

Master Plan Zoning:

OWNER and SHOWING CONTACT

Owner 1: Brian Barnard
 Owner 2: Robin Barnard
 Show Contact #1: Samantha the agent Agent
 Show Instructions: Call 1st-Lister, Email 1st-Lister, Lockbox-Sentrilock, Sign on Property, Schedule Online, Restr Times
 Show Time: 10 AM - 7 PM
[Schedule a showing](#)

Home:
 Home:
 Home: (703) 628-2420
 Office: (703) 396-6000, Schedule Online, Restr Times
 Show Days: All Days

Office:
 Office:

PROPERTY MANAGEMENT

Property Mgmt Company:
 Prop Mgr's Name:

Office:
 Phone:

LISTING AGENT/BROKER

Listing Agent: Samantha Bendigo
 Email: [Email Agent](#)

Home: (703) 396-6000
 Office: (703) 396-6000
 Voice Mail: Ext:

Home Fax: (703) 396-6001
 Pager:
 Cell: (703) 628-2420

Broker Name: Berkshire Hathaway HomeServices PenFed Realty
Broker Address: 13555 Wellington Center Cir, Gainesville, VA 20155

Broker Code: PFED6
 Office Phone: (703) 396-6000
 Office Fax: (703) 396-6001

COMPENSATION

Sub-Agent: 0
 Disclose Dual Agency: No

Buyer-Agent: 3
 Variable Rate: No

Additional:
 Designated Rep: No

List Date: 27-Apr-2017
 VRP: No
 Low Price: \$799,900
 Status Change Date: 27-Apr-2017
 Photo Option: Lister will Submit All
 Advertising: IDX-PUB

Orig List Price: \$799,900
 Prior List Price:
 DOM-MLS: 11
 Off Mkt Date:
 Total Photos: 30

Update Type: Other
 Update Date: 01-May-2017
 DOM-Prop: 11

SOLD INFORMATION

County is 'Fauquier, VA'
Status is one of 'Active', 'Cntg/KO', 'Cntg/NO KO'
Street Name is 'main'
Found 4 results in 0.19 seconds.



Exterior (Front)



Grand Foyer



Parlor



Dining Room



Kitchen



Kitchen



Kitchen



Breakfast Area



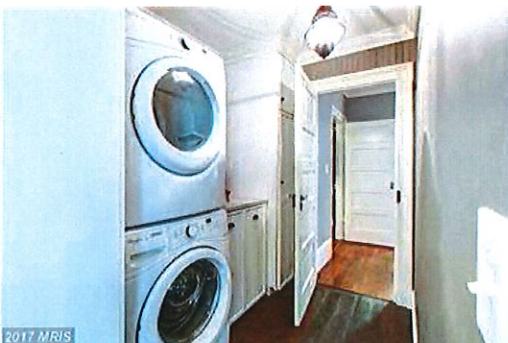
Family Room



Bath



Bedroom



Laundry



Bedroom (Master)



Bath (Master)



Clawfoot Soaking Tub



Upper Level Front Porch



Hallway



Bedroom



Bedroom



Living Room



Bath



Second Kitchen



Bedroom



Exterior (Rear)



Composite Deck



Apartment Building



Apartment Kitchen



Apartment Living Room



Apartment Deck



BackYard

Criteria Map Results

Previous · Next · 27 of 32

Checked 0

All · None · Page

comp search display

Display Full - Agent at 1 per page

Metropolitan Regional Information Systems, Inc.

Confidentially
Report a ViolationFQ9515302 - FAUQUIER
197 MAIN ST, WARRENTON, VA 20186

- ☐ - Select this listing
☒ - Watch this listing
☐ - Schedule a showing
☒ - Get Homesnap Pro

Media Center

[3 - Photos](#)
[Virtual Tour](#)
[Neighbor Photos](#)
[Virtual Earth Maps](#)

Additional Information

[Tax Record](#)
[Property History](#)
[History - New, Price, Status](#)
[History - All Upd Types](#)
No Open Houses

Resource Center

[Community Information](#)
[Search the Fauquier County GIS Assessor Maps](#)
[Fauquier Tax Website](#)
No Documents

1 / 3 Exterior (Front)



Status: Sold
Close Date: 30-Oct-2015
Ownership: Fee Simple
Sale or Rental: Sale
Listing Type: Excl. Right
Adv Sub: N/A
Legal Sub:
Condo/Coop Proj Name:

Style: Colonial
Seller Subsidy: \$0
Auction: No
Type: Detached
TH Type:
Levels: 3
Fireplaces: 3
Model:

List Price: \$625,000
Close Price: \$625,000
Transaction Type: Standard
Inc City/Town: WARRENTON
Zip: 20186 - 3425
Election District: 10
ADC Map: 26B7
TBM Map:
Area: 23-1

Tax ID: 6984-52-5884
HOA Fee: /
C/C Fee: /
Elementary:

Total Taxes: \$5,257
Tax Year: 2015
Lot AC/SF: .54 / 23,688
Middle:

Level Location:
Age: 78
Year Built: 1939
High: Fauquier

*School information is provided by independent third party sources and should not be relied upon without verification.

	Total	Main	Upper 1	Upper 2	Lower 1	Lower 2
INTERIOR						
Bedrooms:	4	1	3			
Full Baths:	3	1	2			
Half Baths:	0	0	0			

Room	Dimensions	Level	Flooring	Fireplace
Living Room		Main		
Dining Room		Main		
Library		Main		
Kitchen		Main		
Bedroom-Third		Upper 1		
Bedroom-Fourth		Main		
Bedroom-Second		Upper 1		
Bedroom-Master		Upper 1		

FEATURES

Main Entrance: Center Hall
Interior Style: Floor Plan-Traditional
Dining/Kitchen: Sep Dining Rm
Appliances:
Amenities: Wood Floors, Built-in Bookcases
Security:
Windows/Doors:
Walls/Ceilings: 9'+ Ceilings

Basement: Yes
Basement Type: Cellar
Basement Entrance: Cellar Entrance
Handicap: None
Unit Description:
R-Factor Basement:
House Dimensions:
Above Grade Unfinished:
Below Grade Finished:

Foundation:

R-Factor Ceilings:
SQFT-Tot Fin: 0
Above Grade Finished:
Below Grade Unfinished:

R-Factor Walls:

Tax Living Area: 3,340

REMARKS

General/Agent:
Lovely center hall colonial with fenced yard and front sitting porch. Easy walk into historic Old Town Warrenton to cafes, post office, banks and shops.
Landscaping - something blooming almost year round, wonderful shade trees, boxwood. Guest cottage living room with fireplace, kitchen, upstairs bath and bedroom. For Comparable purposes only

Internet/Public:
Lovely center hall colonial with fenced yard and front sitting porch. Easy walk into historic Old Town Warrenton to cafes, post office, banks and shops.
Landscaping - something blooming almost year round, wonderful shade trees, boxwood. Guest cottage living room with fireplace, kitchen, upstairs bath and bedroom.

Directions:
Warrenton Main Street east to property on left across from Clay St.

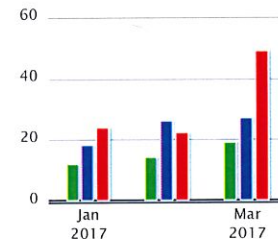
EXTERIOR

Building Sites/Lots:
Exterior: Decorative Fence, Porch-front
Exterior Construction: Stone, Stucco
Lot Description: Landscaping

Lot Dimension:

Lot Acres/Sqft: .54/23,688

Market Activity | ZIP: 20186



© 2017 MarketStats by ShowingTime
Data Provided by MRIS as of Apr 5, 2017

[More 20186 stats >>](#)
[Learn about SmartCharts >>](#)

Other Structures: Guest House, Shed
Original Builder:
Property Condition: Shows Well
Roads: State, Paved
Roofing: Metal
Soil Type:
Topography:
Transportation:
View/Exposure: Garden/Lawn, Street
Year Converted:

New Construction: No

Year Renovated:

PARKING

Parking: Drvwy/Off Str
Garage Type:
Carport Type:
Parking Incl in List Price: Yes

Parking Incl in Sale Price: Yes

Parking Lot:
Gar/Carpt/Assgn Sp: //
Parking Space #:
Parking Block/Square:

UTILITIES

Heat System: Hot Water
Cooling System: Ceiling Fan(s), Central Air Conditioning
Water: Public
Sewer Septic: Public Sewer
TV/Cable/Comm: CATV/Dwelling
Electric 12 Months/Average:
Gas 12 Months/Average:
Construction Materials:
Energy Generation:
Water Conservation:
Green Verification Y/N:

Heat Fuel: Natural Gas
Cool Fuel: Electric
Hot Water: Natural Gas

Water 12 Months/Average:
Heating Oil 12 Months/Average:
Energy Efficiency:
Indoor Air Quality:
Sustainability:

FINANCIAL INFORMATION

Earnest Money:
Total Taxes: \$5,257
Tax Year: 2015

Other Fees: /
City/Town Tax: \$78
Refuse Fee:
Water/Sewer Hook-up:
Special Tax Assess: \$264
Improvements: \$368,400
Investor Ratio:

County Tax: \$4,914
Tap:
Front Foot Fee:
Yr Assessed: 2014
Total Tax Assessment: \$518,400
Total Units:

Assessments:

Land: \$150,000

Project Approved:
Possession: Settlement
Tenant Rights:

Current Financing/Loan:				
1st Trust Bal:	PI:	Int Rate:	Orig. Date:	Yrs Remain:
2nd Trust Bal:	PI:	Int Rate:	Orig. Date:	Yrs Remain:
Undr. Mtg Bal:	PI:	Int Rate:	Orig. Date:	Yrs Remain:

New Financing:
Cash to Assume:
Balloon # Years:
Annual Rent Income:
Rental Year:

Interest Rate:
Amortized Years:
Special Assessment:
Special Assessment 2:

Years:
Remaining Yrs:
Remaining Yrs:

HOA/CONDO

HOA Fee: /
Condo/Coop Fee: /
Community Amenities:
HOA/Condo/Coop Rules:
HOA/Condo/Coop Fee Includes:
HOA/Condo/Coop Management:
Age Restricted Housing: No
Services Included:
Activities:

Age Requirement:

HOA: No

LEGAL INFORMATION

Tax Map: 6984-52-5884-000
Section:
Liber:
Zoning Code: R6
Historic Designation ID:
Contract Info:
Disclosures: Prop Disclosure
Documents:
Special Permits:

Lot #:
Phase:
Folio:

Block/Square:
Parcel Number:

Master Plan Zoning:


OWNER and SHOWING CONTACT

Owner 1: Owner of record
Show Contact #1: Joe Allen
Show Instructions: Appt Only-Lister
Show Time:

Home:
Home:

Office:
Office: (540) 347-3838

Show Days:

 - Schedule a showing

PROPERTY MANAGEMENT

Property Mgmt Company:
Prop Mgr's Name:

Office:
Phone:

LISTING AGENT/BROKER

Listing Agent: Joe Allen Jr.
Email: [Email Agent](#)

Home: (540) 229-1770
Office: (540) 347-3838
Voice Mail: Ext:

Home Fax:
Pager:
Cell: (540) 229-1770

Broker Name: Allen Real Estate
Broker Address: 43 Culpeper St, Warrenton, VA 20186

Broker Code: AREC1
Office Phone: (540) 347-3838
Office Fax: (540) 347-5355

COMPENSATION

Sub-Agent: 0
Disclose Dual Agency: No

Buyer-Agent: 3%
Variable Rate: No

Additional:
Designated Rep: No

List Date: 30-Oct-2015
VRP: No
Low Price: \$625,000
Status Change Date: 30-Oct-2015
Photo Option: Lister will Submit All
Advertising: IDX-PUB

Orig List Price: \$625,000
Prior List Price:
DOM-MLS: 0
Off Mkt Date:
Total Photos: 3

Update Type: Other
Update Date: 06-Nov-2015
DOM-Prop: 0

SOLD INFORMATION

Contract Date: 30-Oct-2015
Close Date: 30-Oct-2015
New 1st Trust Loan Amt:\$562,500
Selling/Rental Office: RMAX1
Selling/Rental Agent ID: 147333

Sell/Rent Agency:Buyer Agency
Close Price: \$625,000
New 1st Trust Loan Type:Conventional
RE/MAX Regency
Patricia Arruda

Seller Subsidy: \$0

Email: [Email Agent](#)

County is 'Fauquier, VA'
Status is 'Sold'
Street Name is 'main'
Found 32 results in 0.44 seconds.

From: jkallenjr@allenrealestate.com <jkallenjr@allenrealestate.com>

To: Rae Brahlek <raebr5@gmail.com>

Cc:

Date: Tuesday, May 09, 2017 01:47 pm

Subject: Re: insurance

Attachments:

OK. Don't forget to notify the insurance co if the settlement is delayed for any reason.

God Bless America

Joseph K. Allen, Jr.
President
Allen Real Estate Co., Ltd.
43 Culpeper Street
Warrenton, VA 20186
Phone: (540) 347-3838
Cell: (540) 229-1770
Fax: (540) 347-5355
<http://www.allenrealestate.com>
B.S. Business, GRI, CRB
Licensed Real Estate Broker in the Commonwealth of Virginia

The information contained in this E-mail and any attachments is privileged and intended for the addressee only. If you have received this E-mail in error, kindly reply and let me know. Thank you.

-----Original Message-----

From: Rae Brahlek [mailto:raebr5@gmail.com]

Sent: Monday, May 8, 2017 04:42 PM

To: 'Joe Allen Jr'

Subject: insurance

insurance policy will remain in our name until the 23rd of may.

Previous · Next · 4 of 8

Checked 0

All · None · Page

comp search display

Display Full - Agent

Criteria

Map

Results

at 1 per page

Metropolitan Regional Information Systems, Inc.

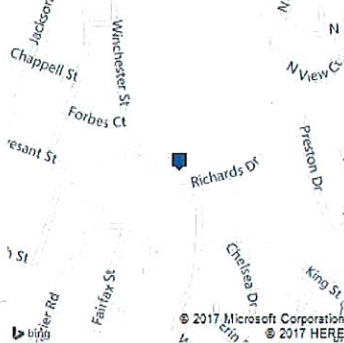
Confidentially
Report a Violation

FQ9831884 - FAUQUIER

297 WINCHESTER ST, WARRENTON, VA 20186



1 / 29 Exterior (Front)



- ☐ - Select this listing
☒ Full Listing - Watch this listing
☐ Residential - Schedule a showing

Get Homesnap Pro

Media Center

29 - Photos

2 - Virtual Tours

Neighbor Photos

Virtual Earth Maps

Additional Information

Tax Record

Property History

History - New, Price, Status

History - All Up Types

No Open Houses

Resource Center

Community Information

Search the Fauquier County GIS Assessor Maps

Fauquier Tax Website

2 - Documents

Status: Active

Ownership: Fee Simple
 Sale or Rental: Sale
 Listing Type: Excl. Right
 Adv Sub: Metes & Bounds
 Legal Sub:
 Condo/Coop Proj Name:

Style: Colonial
 Auction: No
 Type: Detached
 TH Type:
 #Levels: 4
 #Fireplaces: 4
 Model:

List Price: \$860,000

Transaction Type: Standard
 Inc City/Town: WARRENTON
 Zip: 20186 - 2503
 Election District: 10
 ADC Map: 25K5
 TBM Map:
 Area: 23-1

Tax ID: 6984-36-1414
 HOA Fee: \$.00 / None
 C/C Fee: /
 Elementary:

Total Taxes: \$7,412
 Tax Year: 2016
 Lot AC/SF: 1.52 / 66,002
 Middle: Warrenton

Level Location:
 Age: 112
 Year Built: 1905
 High: Fauquier

*School information is provided by independent third party sources and should not be relied upon without verification.

	Total	Main	Upper 1	Upper 2	Lower 1	Lower 2
INTERIOR						
Bedrooms:	4	0	4		0	
Full Baths:	2	0	2		0	
Half Baths:	1	1	0		0	

Room	Dimensions	Level	Flooring	Fireplace
Bedroom-Master	15 x 15	Upper 1	Wood	Gas
Bedroom-Second	16 x 15	Upper 1	Wood	
Bedroom-Third	16 x 15	Upper 1	Carpet	
Bedroom-Fourth	16 x 10	Upper 1	Carpet	
Foyer	26 x 10	Main	Wood	
Living Room	17 x 15	Main	Wood	Gas
Dining Room	16 x 14	Main	Wood	Gas
Family Rm	19 x 16	Main	Wood	Wood Burning
Kitchen	22 x 15	Main	Ceramic Tile	
Library	15 x 15	Main	Wood	
Other Room 1	10 x 9	Upper 1	Wood	
Other Room 2	20 x 9	Upper 1	Vinyl	
Other Room 3	12 x 11	Upper 1	Carpet	

FEATURES

Main Entrance: Center Hall
 Interior Style: Floor Plan-Traditional
 Dining/Kitchen: Fam Rm Off Kit, Eat-In Kitchen, Butlers Pantry, Kit-Country, Kit-Table Space, Sep Dining Rm
 Appliances: Cooktop, Dishwasher, Disposal, Dryer, Exhaust Fan, Extra Refrigerator / Freezer, Icemaker, Microwave, Oven - Double,
 Range Hood, Refrigerator, Surface Unit, Washer
 Amenities: Attic - Floored, Attic - Stairs Fixed, Built-in Bookcases, Built-in China Cabinet, Chair Railing, Crown Molding, Drapery Rods,
 Fireplace Equipment, Fireplace Glass Doors, Fireplace Mantel(s), Fireplace Screen, Master Bedroom - Full Bathroom, Shades / Blinds,
 Tagged Items Excluded, Wall to Wall Carpeting, Closet(s) - Walk-in, Washer / Dryer Hookup
 Security: Fire Detect Sys, Motion Detectors, Carbon Monoxide Detector(s), Smoke Detector, Security System
 Windows/Doors: Storm Door(s), Storm Windows
 Walls/Ceilings: 9'+ Ceilings, Plaster Walls

Basement: Yes

Basement Type: Partial, Unfinished
 Basement Entrance: Inside Access, Outside Entrance
 Handicap: None
 Unit Description:
 R-Factor Basement:
 House Dimensions:
 Above Grade Unfinished:
 Below Grade Finished:

Foundation:

R-Factor Ceilings:
 SQFT-Tot Fin: 0
 Above Grade Finished:
 Below Grade Unfinished:
 R-Factor Walls:
 Tax Living Area: 4,312

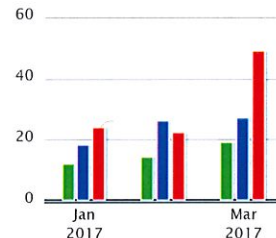
REMARKS

General/Agent:
 Linden House-circa 1905. A truly lovely home on one of Warrenton's favorite streets in the historic district. Many beautiful features: large center hall;
 9ft ceilings; 4 fireplaces; large sized rooms & wrap porch. Pool house & pool are excluded. Boundary line adjustment being made by seller. Call for
 appt to see.

Internet/Public:

Linden House-circa 1905. A truly lovely home on one of Warrenton's favorite streets in the historic district. Many beautiful features include: large
 center hall; 9ft ceilings; 4 fireplaces; large sized rooms & wrap porch. Pool house & pool are excluded. Boundary line adjustment being made by
 seller.

Market Activity | ZIP: 20186



© 2017 MarketStats by ShowingTime

More 20186 stats >>
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Directions:

MAIN STREET WARRENTON TO WINCHESTER ST & HOME/SIGN ON RIGHT OR BROADVIEW AVE TO WINCHESTER ST & HOUSE/SIGN ON LEFT.

EXTERIOR

Building Sites/Lots: Lot Dimension:
 Exterior: Deck, Extensive Hardscape, Patio, Porch-front, Porch-wraparound, Stone Fence
 Exterior Construction: Stucco
 Lot Description: Backs to Trees, Corner Lot, Landscaping
 Other Structures:
 Original Builder:
 Property Condition: Shows Well
 Roads: State, Paved, Public Street
 Roofing: Copper, Slate
 Soil Type:
 Topography: Sloped
 Transportation:
 View/Exposure: Limited
 Year Converted:

Lot Acres/Sqft: 1.52/66,002

New Construction: No

Year Renovated:

PARKING

Parking: Gravel Driveway, DW - Circular, Garage
 Garage Type: Attached
 Carport Type:
 Parking Incl in List Price: Yes

Parking Lot:
 # Gar/Carpt/Assgn Sp: 2//
 Parking Space #:
 Parking Block/Square:

Parking Incl in Sale Price: No

UTILITIES

Heat System: Baseboard, Radiator
 Cooling System: Ceiling Fan(s), Central Air Conditioning,
 Window Unit(s)
 Water: Public
 Sewer Septic: Public Sewer
 TV/Cable/Comm: CATV/Dwelling, Satellite Rec/Dish
 Electric 12 Months/Average:
 Gas 12 Months/Average:
 Construction Materials:
 Energy Generation:
 Water Conservation:
 Green Verification Y/N:

Heat Fuel: Electric, Natural Gas
 Cool Fuel: Electric

Hot Water: Natural Gas

Water 12 Months/Average:
 Heating Oil 12 Months/Average:
 Energy Efficiency:
 Indoor Air Quality:
 Sustainability:

FINANCIAL INFORMATION

Earnest Money:
 Total Taxes: \$7,412
 Tax Year: 2016

Other Fees: /
 City/Town Tax: \$208
 Refuse Fee:
 Water/Sewer Hook-up:
 Special Tax Assess: \$444
 Improvements: \$500,100
 Investor Ratio:

County Tax: \$6,760
 Tap:
 Front Foot Fee:
 Yr Assessed: 2014
 Total Tax Assessment: \$693,300
 Total Units:

Assessments:

Land: \$193,200

Project Approved:
 Possession: Settlement
 Tenant Rights:

Current Financing/Loan:

1st Trust Bal:	PI:	Int Rate:	Orig. Date:	Yrs Remain:
2nd Trust Bal:	PI:	Int Rate:	Orig. Date:	Yrs Remain:
Undr. Mtg Bal:	PI:	Int Rate:	Orig. Date:	Yrs Remain:

New Financing:

Cash to Assume:	Interest Rate:	Years:
Balloon # Years:	Amortized Years:	
Annual Rent Income:	Special Assessment:	Remaining Yrs:
Rental Year:	Special Assessment 2:	Remaining Yrs:

HOA/CONDO

HOA Fee: \$.00/ None
 Condo/Coop Fee: /
 Community Amenities:
 HOA/Condo/Coop Rules:
 HOA/Condo/Coop Fee Includes:
 HOA/Condo/Coop Management:
 Age Restricted Housing: No
 Services Included:
 Activities:

HOA: No

Age Requirement:

LEGAL INFORMATION

Tax Map: 6984-36-1414-000
 Section:
 Liber:
 Zoning Code: 10
 Historic Designation ID:
 Contract Info:
 Disclosures: Prop Disclosure, Lead Based Paint - Federal
 Documents:
 Special Permits:

Lot #:
 Phase:
 Folio:

Block/Square:
 Parcel Number:

Master Plan Zoning:

OWNER and SHOWING CONTACT

Owner 1: STEPHEN R. BATHON
 Owner 2: Gayle E. Bathon
 Show Contact #1: ANNE HALL
 Show Instructions: Appt Contact, Appt Only-Lister
 Show Time:
 ☎ - Schedule a showing

Home:
 Home:
 Home: (540) 454-5299

Office:
 Office:
 Office: (540) 341-3538

Show Days: All Days

PROPERTY MANAGEMENT

Property Mgmt Company:
 Prop Mgr's Name:

Office:
 Phone:

LISTING AGENT/BROKER

Listing Agent: Anne Hall
 Email: [Email Agent](#)

Home: (540) 454-5299
 Office: (540) 349-1400
 Voice Mail: (540) 341-3538 Ext:

Home Fax: (540) 428-8575
 Pager:
 Cell: (540) 454-5299

Broker Name: Long & Foster Real Estate, Inc.

Broker Address: 492 Blackwell Rd, Warrenton, VA 20186

Broker Code: LNG173
 Office Phone: (540) 349-1400
 Office Fax: (540) 349-9133

COMPENSATION

Sub-Agent: 0%
Disclose Dual Agency: Yes

Buyer-Agent: 3%
Variable Rate: No

Additional:
Designated Rep: Yes

List Date: 29-Dec-2016
VRP: No
Low Price: \$860,000
Status Change Date: 29-Dec-2016
Photo Option: Lister will Submit All
Advertising: IDX-PUB

Orig List Price: \$885,000
Prior List Price: \$885,000
DOM-MLS: 130
Off Mkt Date:
Total Photos: 29

Update Type: Media
Update Date: 30-Apr-2017
DOM-Prop: 598

SOLD INFORMATION

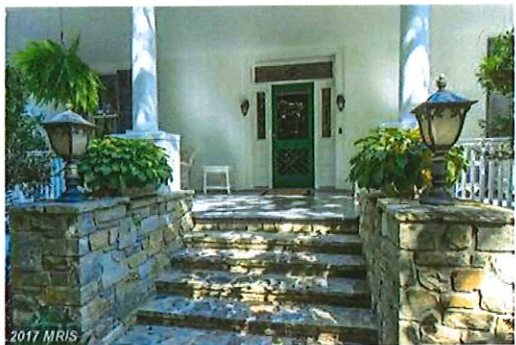
County is 'Fauquier, VA'
Status is one of 'Active', 'Cntg/KO', 'Cntg/NO KO'
Street Name is 'winchester'
Found 8 results in 0.30 seconds.



Exterior (Front)



Exterior (Front)



Exterior (Front)



Exterior (Front)



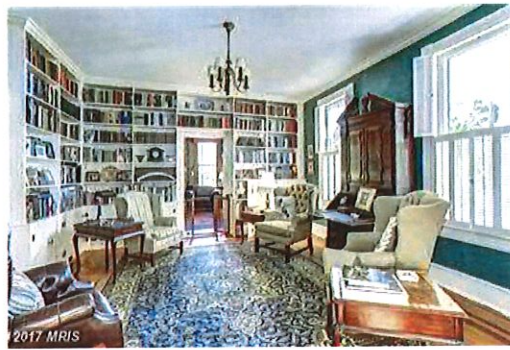
Interior (General)



Living Room



Interior (General)



Interior (General)



Dining Room



Dining Room



Interior (General)



Kitchen



Kitchen



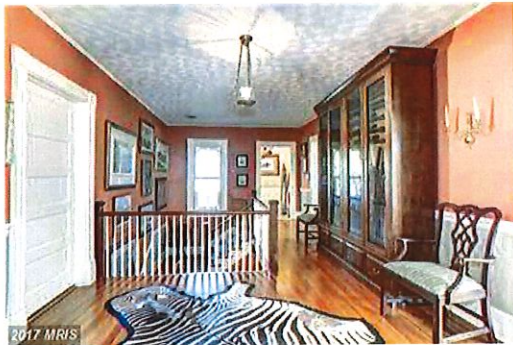
Kitchen



Family Room



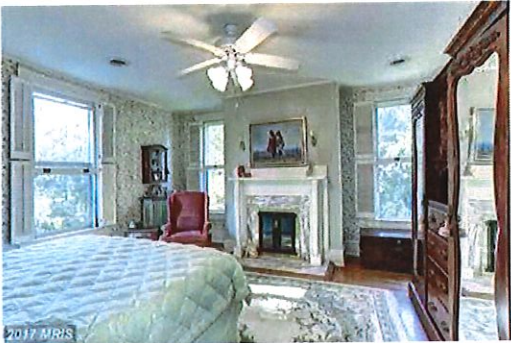
Family Room



Interior (General)



Bedroom (Master)



Bedroom (Master)



Interior (General)



Bedroom



Bedroom



Exterior (General)



Community



Exterior (Rear)



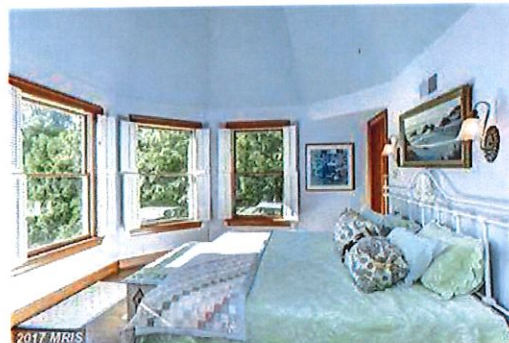
Exterior (Rear)



Exterior (General)



Exterior (General)



Exterior (General)



Spilman-Mosby House

**Appraisal
of
173 Main Street
Warrenton, Virginia**



John H. Saunders
8527 Mayland Drive, Suite 104A
Richmond, VA 23294

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Letter of Transmittal

January 5, 2017

Whitson Robinson
Town Attorney
19 Culpeper Street
Warrenton, VA 20186

Subject: Market Value Appraisal
 Spilman-Mosby Property
 173 Main Street, Warrenton, Virginia

Greetings Mr. Robinson:

In response to your request, we have made an appraisal of the property at 173 Main Street, Warrenton, Virginia. The appraisal was undertaken to estimate the market value of a fee simple interest in the property that includes 3.06 acres bearing the Warrenton-Fauquier Visitor Center and the Spilman-Mosby historical residence.

This communication of the appraisal is an Appraisal Report option which is defined by the Uniform Standards of Professional Appraisal Practice as a summary of the appraisal work completed. Our client is the Town of Warrenton, the owner of the property. The intended use of the appraisal is to assist the owner in evaluating plans for future use of the property.

The scope of the appraisal is suitable for credible assignment results, given the intended use. A summary of the Scope of Work is contained in the attached report. An on site inspection of the appraised property was made by John H. Saunders.

The appraisal is intended to conform to the Uniform Standards of Professional Appraisal Practice.

Based on the valuation analysis in the accompanying report, and subject to the definitions, assumptions, and limiting conditions stated in the report, our opinion of value of the fee simple interest in the appraised property is:

\$1,179,000 as of November 11, 2016

We appreciate your interest in our appraisal services. Please give us a call if you have questions.

Sincerely,

A handwritten signature in cursive script that reads "John H. Saunders".

John H. Saunders

Summary of Salient Facts

Type of Property Appraised	Historic Residence and Visitor Center	
Subject Property Location	173 Main Street Warrenton, VA 20186	
Assessor's Parcel No.	6984-53-4158-000	
Date of Appraisal Report	January 5, 2017	
Effective Date of Appraisal	November 11, 2016	
Ownership	Town of Warrenton	
Property Rights Appraised	Fee Simple	
Highest and Best Use	Subdivided as: Visitor Center and approx. two acres Historic residence and approx. one acre	
Site:		
Area	3.06 acres	
Zoning	R-6 Residential District	
Improvements:		
Gross Building Area - Residence	4,223 square feet	
Visitor Center	2,124 square feet (plus 2,124 s.f. finished basement)	
Taxes 2016:		
Building Improvements		
Residence	\$467,600	
Visitor Center	\$279,800	
Land	<u>\$373,600</u>	
Total Assessment	\$1,121,000	
Value Estimate		
Sales Comparison Approach		
Visitor Center and approx. two acres	\$605,000	
Historic residence and approx. one acre	\$574,000	
Final Value Estimate	\$1,179,000	

Premises of the Appraisal

Identification of Property

The property under appraisal is identified as 173 Main Street, Warrenton, Virginia 20186. The tax parcel number is 6984-53-4158-000. It contains 3.06 acres at the intersection of Main and Calhoun Streets. The property bears two diverse improvements. A historic residence dating from 1850 fronts on Main Street. To the rear, and accessible from Calhoun Street, a visitor center was erected in 2006.

Identification of the Client and Other Intended Users

The appraisal is undertaken at the request of Whitson Robinson on behalf of the property owner, the Town of Warrenton. Intended users of the appraisal report include the Town Council.

Intended Use of the Appraisal

The intended use of the appraisal is to assist the owner in evaluating plans for future use of the property.

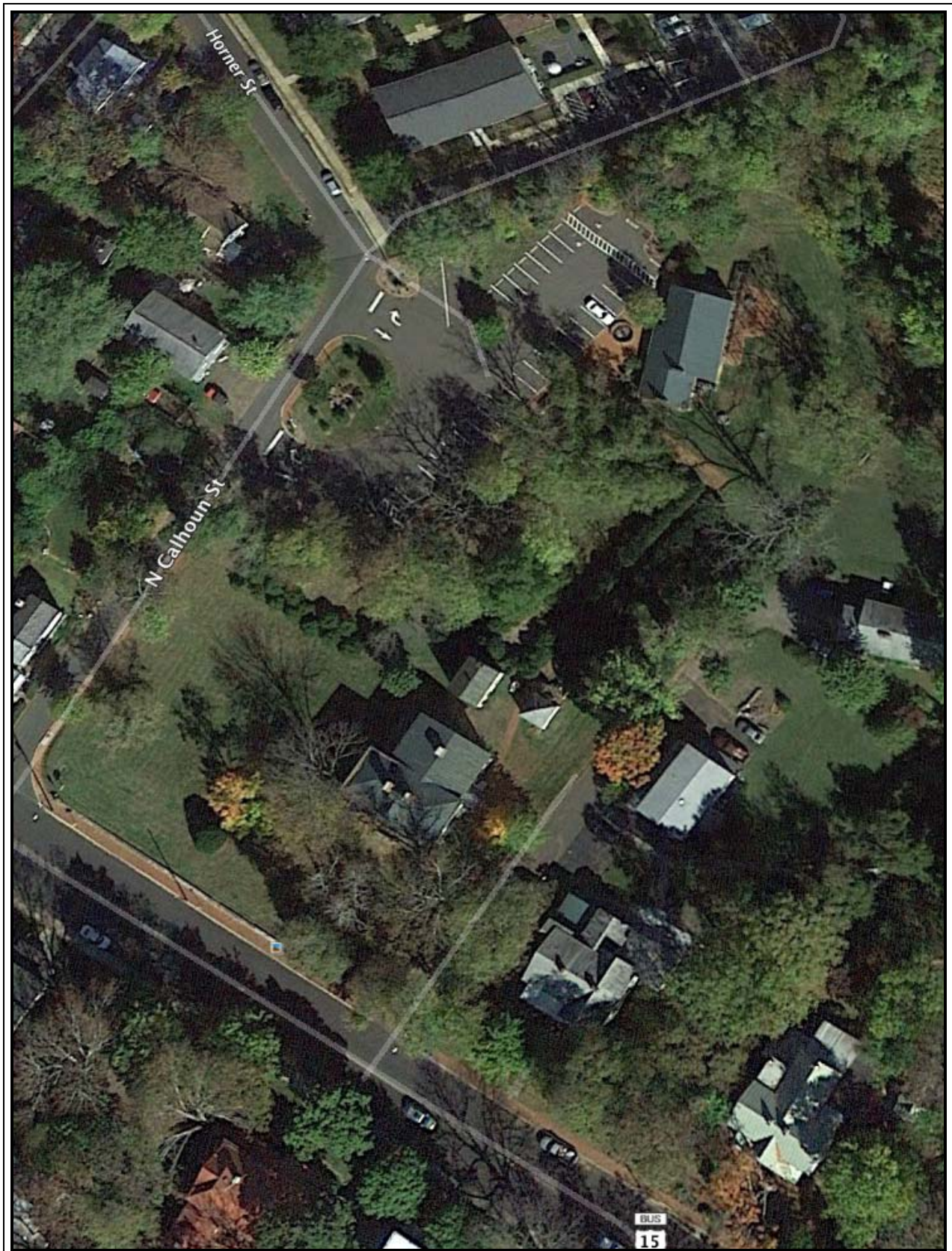
Identification of Report Option

This communication of the appraisal is an Appraisal Report option which is defined by the Uniform Standards of Professional Appraisal Practice as a summary of the appraisal work completed.

Scope of the Appraisal

The appraisal assignment is undertaken to estimate the property's market value. An on-site inspection is to be made of the subject property. Market data relevant to this assignment to be researched will include recent sales of similar properties. The primary source of the data will be the county assessor's records, CoStar, MRIS multiple listing service, and local real estate brokerages. The sales comparison approach will be employed to estimate the property's market value. The income approach does not have application for this assignment, and the cost approach is not reliable as an indication of value because of the age of the improvements.

Subject Property Aerial View



Market Value Definition

The appraisal is made to estimate the market value of the property. The following definition is quoted from the Uniform Standards of Professional Appraisal Practice, Advisory Opinion 22 (AO-22) published by The Appraisal Foundation.

*“**Market value** means the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:*

1. buyer and seller are typically motivated;
2. both parties are well informed or well advised and acting in what they consider their own best interests;
3. a reasonable time is allowed for exposure in the open market;
4. payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

* This example definition is from regulations published by federal regulatory agencies pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) of 1989 between July 5, 1990, and August 24, 1990, by the Federal Reserve System (FRS), National Credit Union Administration (NCUA), Federal Deposit Insurance Corporation (FDIC), the Office of Thrift Supervision (OTS), and the Office of Comptroller of the Currency (OCC). This definition is also referenced in regulations jointly published by the OCC, OTS, FRS, and FDIC on June 7, 1994, and in the Interagency Appraisal and Evaluation Guidelines, dated October 27, 1994.”

Property Rights Appraised

A fee simple interest in the property is appraised. This means the owner possesses and can convey the entire bundle of rights associated with the ownership of real estate. The appraiser assumes that the owner holds fee simple title to the property. No personal property is included in the estimate of value.

Statement of Ownership

The owner of record is the Town of Warrenton.

Date of Value Estimate

The effective date of the value opinion is November 11, 2016.

An inspection was made of the property on November 11, 2016.

Presentation of Data

Market Area

For this appraisal the market area is central Fauquier County, particularly the Town of Warrenton. Warrenton is the county seat of Fauquier County. It is at the junction of U.S. Route 15, U.S. Route 17, U.S. Route 29, and U.S. Route 211.

Warrenton is surrounded by Virginia wineries and horse country, making it a popular tourist destination.

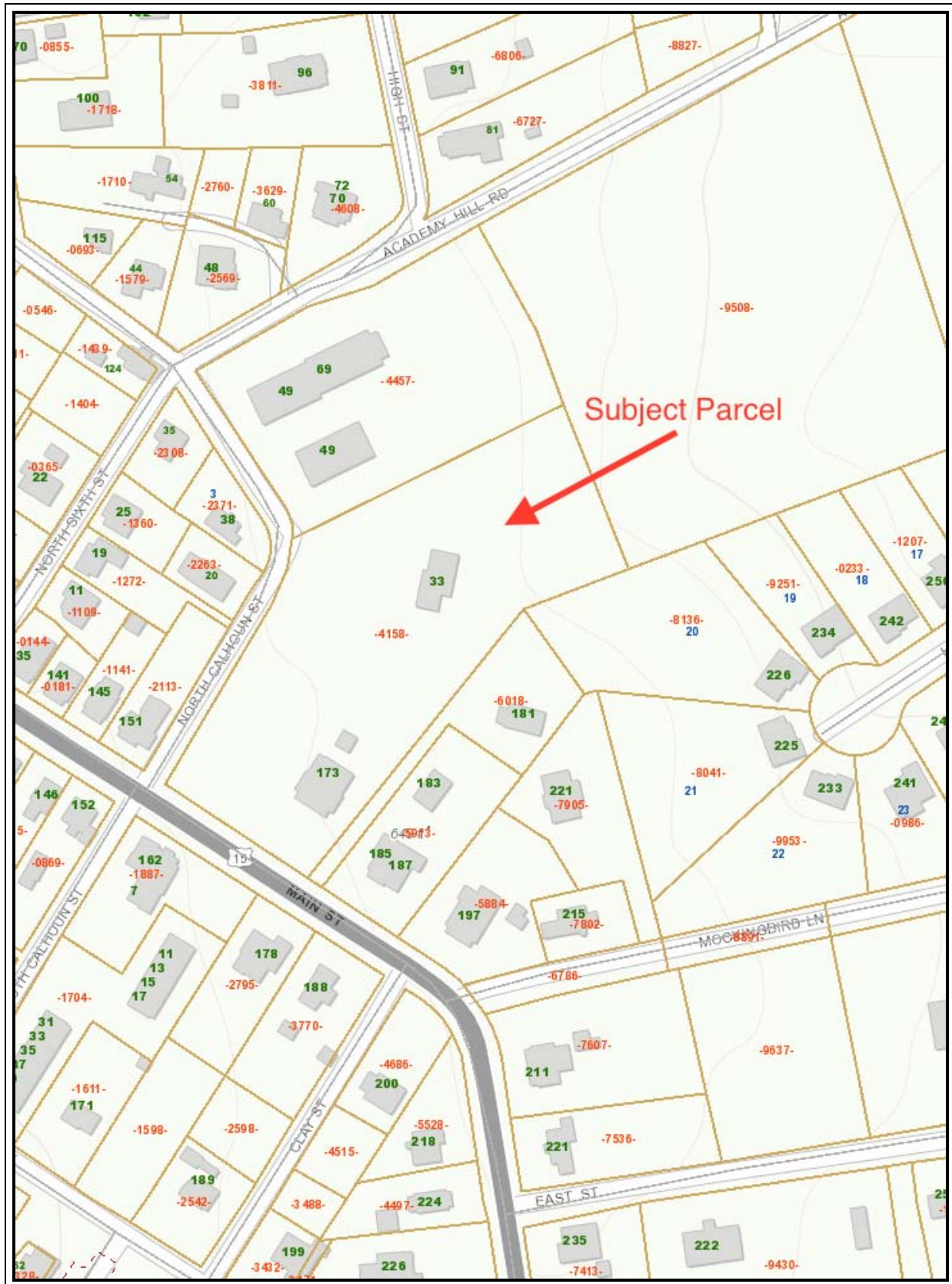
The property under appraisal is located in the historic district of the town. The Warrenton Historic District was listed on the National Register of Historic Places in 1983. Other listings in or near Warrenton include Brentmoor, Dakota, Hopefield, Loretta, Monterosa, North Wales, The Oaks, the Old Fauquier County Jail, and Yorkshire House.

Site Data

The property is a 3.06 acre parcel at the intersection of Main and Calhoun Streets. It has an irregular configuration with mostly level topography except for the northeast area at the visitor center – the land slopes to the east. It has good frontage along Main Street (approx. 200 feet), and Calhoun Street (approx. 336 feet). The property is within Zone X, an area outside a flood hazard area, according to Flood Insurance Rate Map No. 51061C0308C, dated 2/6/2008.

Site improvements include an asphalt paved parking area in front of the Visitor Center. The parking lot will accommodate about 33 cars. It is bordered by concrete curbing, extensive brick walkways and electric light posts. Public water and sewer is connected to the property.

Parcel Map



Zoning

The property was formerly zoned R-6, Residential District, and it is still reported as R-6 on the real estate tax card. The zoning has been changed to PSP, Public-Semi-Public Institutional District.

According to the zoning ordinance, the district is intended “to provide for major public, semi-public, and institutional uses, to facilitate future growth of such uses within the district in accordance with the objectives, policies, and proposals of the Comprehensive Plan, including the encouragement of convenient and safe nearby residential neighborhoods.”

Permitted uses include business and professional offices, public or governmental buildings, museums, visitor centers, and single family residences. The existing visitor center and historic residence appear to be legally conforming.

Virginia Department of Historic Resources Easement

The real estate is also restricted by a perpetual easement for the preservation of the historic character of the property. Essentially the existing buildings and grounds cannot be altered without prior written approval from DHR. However, one subdivision of the property is permitted provided that the divided parcels are at least one acre. Also, one parcel must contain the historic house and surrounding grounds, and it must have a configuration acceptable to DHR.

Assessment and Taxes

The property is assessed for real property tax purposes at \$1,121,000 of which \$373,600 is attributed to the land and \$747,400 is attributed to the improvements. The Town of Warrenton tax rate is \$0.05 per \$100 of assessed value and the Fauquier County tax rate is \$1.039 per \$100 of assessed value, therefore the tax assessment amounts to \$12,207.69.

Description of Improvements

Spilman-Mosby House

The residence is an exceptionally old building of excellent construction quality. According to the real property record its origin dates from 1850. It is known as Brentmoor, but is also referred to as the Spilman-Mosby House or the Mosby House after two of its earliest owners. John S. Mosby, once the most popular citizen in Northern Virginia, served heroically during the war of the southern secession.

The design is Italian Villa Style. It is a two story brick structure covered with stucco and scored to imitate stonework. There are four large rooms on each level, plus a partial basement containing a furnace room, an office, and a small partially finished half bath. The above grade gross living area is 4,223 square feet.

The house was used as a private residence prior to acquisition by the Town of Warrenton in 1999. Subsequently it has been used as a museum, and there is no kitchen and no bathrooms except the small bathroom in the basement.

Two outbuildings are of brick construction: a two story, two room kitchen/quarters, and a smokehouse.

A detailed description of the Spilman-Mosby House can be found at the National Register of Historic Places, <https://www.nps.gov/nr/research>.

Warrenton-Fauquier Visitor Center

The visitor center was erected in 2006. It is a one story brick building with a full basement level that is partially above grade at the rear. Each level contains 2,124 square feet for a gross building area of 4,248 square feet. The interior finish materials are carpeting and painted drywall. The roof is metal, the gutters and downspouts are aluminum, and the windows are double-hung wood with insulated units and screens.

The main level has three offices at the south end of the building with a private entrance. The north end has two additional offices. Two lavatories flank the entrance lobby. The central portion of the floor plan is open space with vaulted ceiling and a reception counter.

The basement level houses a large meeting room, conference room, a small kitchen, and two lavatories. The conference room has an outside entrance from the rear patio, and the meeting room has three entrances from the patio.

Three heat pump units provide heating and cooling to the building.

Highest and Best Use

Central to our research and analysis was a determination of the highest and best use of the property. The existence of two diverse improvements to the property and a conservation easement added to the complexity of the problem. We did not find evidence of market demand for a property with the characteristics of that under appraisal – a visitor center and a single family residence (or historic property museum).

The preservation easement permits a subdivision of the property provided that the divided parcels are at least one acre. The visitor center is suitable for use as professional office space. It is possible that the existing floor plan could be converted to meet a new occupant's needs with minimal expense. The parking ratio is exceptional at 7.7 per 1,000 square feet of building area.

For most of its long history the Spilman-Mosby House served as a private residence. There is much evidence of market demand for private residences with historic characteristics, such as period design and association with notable events and persons. The house is in exceptional condition, but it would need modification for a kitchen and baths. Permission would be required from the Department of Historic Resources.

Assuming the granting of permission by DHR for subdivision of the property and modification of the Spilman-Mosby House, we conclude that the highest and best use is a subdivision of the property into two parcels. One parcel would consist of the historic residence and approximately one acre of land to be used as a private residence. The second parcel would be composed of the

visitor center, the parking lot and about two acres of land area suitable for use as owner-occupied office space.

Transfer History

The property has not conveyed within the past three years. It is not listed for sale, nor is it under contract of sale.

Valuation Premise

There are three traditional approaches to estimating market value. These are the income approach, the sales comparison approach and the cost approach. The income approach to estimating value takes the viewpoint of an investor whose interest is in the cash flow generated by the property, any tax advantages, and appreciation in the value of the real estate. The sales comparison approach involves looking to the market for recent transfers of similar properties that are compared with the subject and adjusted for any differences. The cost approach entails first valuing the subject land by comparing it with sales of similar parcels. The cost new of the improvements are estimated and adjusted for physical, functional and economic depreciation. The adjusted costs are then added to the land value for an overall value estimate using the cost approach.

The assignment has been undertaken to estimate the market value of the property, therefore a market value definition based on value in exchange is appropriate. The sales comparison best fits this definition. The income approach does not have application for this assignment, and the cost approach is not reliable as an indication of value because of the age of the improvements.

Analysis of Data and Conclusions

Sales Comparison Approach

Warrenton-Fauquier Visitor Center

As noted previously, the visitor center is suitable for use as professional office space. We believe it is possible that the existing floor plan could be converted to meet a new occupant's needs with minimal expense. Our research turned up eleven property transfers. Of these, four office building sales were identified as useful for valuing the visitor center and two acres of land.

The property at 25 South 4th Street is a nearby two story masonry building. It was built in 2000 and contains 6,600 square feet of building area. The small lot is just 0.09 acres. It was on the market for about 2.5 years before being acquired by a buyer who plans to locate his real estate brokerage in the building. The sale occurred in January 2016 for \$675,000 or \$102.27 per square foot. The buyer paid cash.

The second property, 400 Belle Air Lane, is a one story brick building erected in 1997. The building is 4,256 square feet and the lot is 1.23 acres. The location is good. The property was acquired by an owner/user on October 29, 2015 for \$870,000 or \$204.42 per square foot.

The property at 9550 James Madison Highway is located in the Opal area. The two story brick building is quite new – built in 2008. It contains 5,000 square feet on a 1.63 acre lot. The property sold at public auction on May 1, 2014. No brokers were involved. The sale price was \$519,750 or \$103.95 per square foot. John Marshall Bank provided financing in the amount of \$446,250.

The fourth sale is located at 225 Oak Springs Drive. The two story brick building contains 8,000 square feet on a 1.0 acre parcel. Like the previous property it was built in 2008. It is the largest building of those considered making it suitable for multi-tenant occupancy. Therefore, it would have appeal to an investor rather than an owner-user. The property conveyed June 27, 2014 for \$1,200,000 or \$150.00 per square foot.

Conclusion

Our analysis of the data included relevant characteristics such as location, building size and number of stories, age and overall quality of construction. We concluded \$605,000 or approximately \$142.42 per square foot.

Based on the sales comparison method, we estimate the market value of the Warrenton-Fauquier Visitor Center to be **\$605,000** as of November 11, 2016.

Spilman-Mosby House

Research for the sale of older residences (pre-1900) covered a three year time span. Property sales were sought of similar historic residences with comparable land area and building size. Nine sales were discovered, four of which are useful in this assignment. Other sales were noted that were not as comparable as the ones reported. The major differences between the sales and the appraised property are condition, gross living area, and outbuildings.

The first sale, 8134 Springs Road, is an appealing Colonial Revival design that was erected in 1909. The house has been updated and the condition is good. The parcel totals 1.75 acres. The brick and slate residence contains 3,656 square feet plus a garage and stable building. The property is listed on the National Registry of Historic Places. It conveyed in July 2014 for \$720,000 or \$196.94 per square foot.

The residence at 158 Winchester Street is a two story frame building. The original timber frame section dates from 1758. An extensive exterior redesign in 1870 created an Italianate design with Victorian features. The house contains 3,416 square feet on 1.61 acres. The house interior has been modernized and appears to be in good condition. The outbuildings require a significant adjustment when compared with the property under appraisal. They include a brick bungalow of 576 square feet and a frame office building of 530 square feet. The property is listed on the National Registry of Historic Places. Like the subject property, it is restricted by a conservation easement. It sold in May 2015 for \$650,000 or \$190.28 per square foot.

The third property, 158 Culpeper Street, is the smallest of the three sales in building area, but it has a full finished basement that includes a kitchenette and bath. The above grade living area is

3,288 square feet, and the land area is 1.11 acres. The house was erected in 1890 and additional improvements include a barn of 925 square feet. The transfer occurred in December 2013 for \$850,000 or \$258.52 per square foot. The sale was financed for 49% of the purchase price.

The fourth property, 191 Culpeper Street, is the most recent sale. The central portion of the brick structure is crowned with a mansard roof. It dates from 1873 and has been fully restored. The house contains 3,460 square feet, plus a full basement that is unfinished. The lot size is 1.15 acres. A cottage of recent origin is substantial – 1,389 square feet. The property conveyed in July 2016 for \$749,000 or \$216.47 per square foot.

The four sales require large negative adjustments for modern kitchens. Also, they all have at least three full baths which are lacking in the subject property. Positive adjustments are needed for gross living area. The subject property surpasses the four sales in size. The first two sales lack basements, but the remaining two have full size basements. Each of the four sales has outbuildings that contribute significant value that indicate a negative adjustment.

Conclusion

Based on the sales comparison method, we estimate the market value of the Spilman-Mosby House as of November 11, 2016 to be **\$574,000**.

The key facts of the four sales are summarized in the table below, and more detail is provided on subsequent pages.

	Subject Property	8134 Springs Rd.	158 Winchester St.	158 Culpeper St.	191 Culpeper St.
Sale Price		\$720,000	\$650,000	\$850,000	\$749,000
Price/Sq. Foot		\$196.94	\$190.28	\$258.52	\$216.47
Land Area	1.0 acres	1.75 acres	1.61 acres	1.11 acres	1.15 acres
Location	Good	Good	Good	Good	Good
Construction Quality	Good	Good	Good	Good	Good
Building Area	4,223 sq. feet	3,956	3,416	3,288	3,460
Basement	Part Finished	None	None	Full, Finished	Full, Unfinished

Comparable Sale No. 1



8134 Springs Road

Tax Parcel No.:	6984-00-8046-000
Sale Price:	\$720,000
Price per square foot:	\$196.94
Date of Sale:	07/31/2014
Deed Book:	1465-289
Lot Size:	1.75 acres
Building Area:	3,656 sq. feet
Year Built:	1909
Tax Assessment	
Land:	\$222,500
Improvements:	<u>\$500,300</u>
Total:	\$722,800

Comparable Sale No. 2



158 Winchester Street

Tax Parcel No.:	6984-25-9015-000
Sale Price:	\$650,000
Price per square foot:	\$190.28
Date of Sale:	05/15/2015
Deed Book:	1485-2367
Lot Size:	1.61 ac.
Gross Building Area:	3,416 sq. feet
Year Built:	1758
Tax Assessment	
Land:	\$175,100
Improvements:	<u>\$418,000</u>
Total:	\$593,100

Comparable Sale No. 3



158 Culpeper Street

Tax Parcel No.:	6984-22-9545-000
Sale Price:	\$850,000
Price per square foot:	\$258.52
Date of Sale:	12/02/2013
Deed Book:	1449-1081
Lot Size:	1.11 ac.
Gross Building Area:	3,288 sq. feet
Year Built:	1890
Tax Assessment	
Land:	\$178,900
Improvements:	<u>\$625,400</u>
Total:	\$804,300

Comparable Sale No. 4



191 Culpeper Street

Tax Parcel No.:	6984-32-0072-000
Sale Price:	\$749,000
Price per square foot:	\$216.47
Date of Sale:	07/11/2016
Deed Book:	1519-1446
Lot Size:	1.15 ac.
Gross Building Area:	3,460 sq. feet
Year Built:	1873
Tax Assessment	
Land:	\$179,500
Improvements:	<u>\$485,700</u>
Total:	\$665,200

Reconciliation and Conclusion

The property under appraisal was valued using the sales comparison approach with the following value indicated:

Sales Comparison Approach

Visitor Center and approx. two acres	\$605,000
Historic residence and approx. one acre	\$574,000
Combined Value Estimate	\$1,179,000

The income approach does not have application for this assignment since the property is not held for investment. The cost approach is not reliable as an indication of value because of the age of the improvements, so it was omitted.

In conclusion, we estimate the market value as of November 11, 2016 to be **\$1,179,000**. The appraisal is based on the assumption that DHR will grant permission for subdivision of the property and modification of the Spilman-Mosby House for single family occupancy.

Estimate of Reasonable Exposure Time

Exposure Time is defined by the Uniform Standards of Professional Appraisal Practice:

EXPOSURE TIME: estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal.

Comment: Exposure time is a retrospective opinion based on an analysis of past events assuming a competitive and open market.

Based on the market value estimate and effective date of the appraisal, reasonable exposure time is estimated at twelve to twenty-four months.

Addenda

Subject Photographs



Visitor Center



Visitor Center – rear view

Subject Photographs



Visitor Center – rear view



Visitor Center - Parking

Subject Photographs



Visitor Center



Visitor Center

Subject Photographs



Visitor Center – Conference Room



Visitor Center - Kitchen

Subject Photographs



Visitor Center – Meeting Room



Visitor Center – Meeting Room

Subject Photographs



Spilman-Mosby House



Spilman-Mosby House

Subject Photographs



Spilman-Mosby House – West Side



Spilman-Mosby House – East Side & Rear

Subject Photographs



Spilman-Mosby House - Interior



Spilman-Mosby House - Interior

Subject Photographs



Spilman-Mosby House - Interior



Spilman-Mosby House – Interior, second floor

Subject Photographs



Spilman-Mosby House - Smokehouse



Spilman-Mosby House - Kitchen

Subject Photographs



Spilman-Mosby House – Kitchen & Smokehouse

Assumptions and Limiting Conditions

The appraiser's certification in this report is subject to the following assumptions and limiting conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it, except for information that he became aware of during the research involved in performing this appraisal. The appraiser assumes that the title is good and marketable and will not render any opinions about the title.
2. If the appraiser has provided a sketch in this appraisal report to show the approximate dimensions of the improvements, the sketch is included only to assist the reader in visualizing the property and understanding the appraiser's determination of its size.
3. The appraiser has examined the available flood maps that are provided by the Federal Emergency management Agency (or other data sources) and has noted in this appraisal report whether any portion of the subject site is located in an identified Special Flood hazard Area. Because the appraiser is not a surveyor, he makes no guarantees, express or implied, regarding this determination.
4. The appraiser will not give testimony or appear in court because he made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
5. The appraiser has based his appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that the completion, repairs, or alterations of the subject property will be performed in a professional manner.
6. The appraiser has noted in this appraisal report any adverse conditions (such as needed repairs, depreciation, the presence of hazardous substances, toxic substances, etc.) observed during the inspection of the subject property or that he became aware of during the research involved in performing the appraisal. Unless otherwise stated in this appraisal report, the appraiser has no knowledge of any hidden or unapparent physical deficiencies or adverse conditions of the property (such as, but not limited to, needed repairs, deterioration, the presence of hazardous substances, toxic substances, adverse environmental conditions, etc.) that would make the property less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, this appraisal report must not be considered an environmental assessment of the property.

Appraiser's Certification

I certify that, to the best of my knowledge and belief:

1. the statements of fact contained in this report are true and correct.
2. the reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. my engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. my compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. my analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
8. I have made a personal inspection of the property that is the subject of this report.
9. The appraiser has provided no services regarding the subject property within the three year period preceding acceptance of the assignment.
10. I estimate the market value of the property to be **\$1,179,000** as of November 11, 2016. The appraisal is based on the assumption that DHR will grant permission for subdivision of the property and modification of the Spilman-Mosby House for single family occupancy.



John H. Saunders
Certified General RE Appraiser
License No. 4001 000235
January 5, 2017

Statement of Qualifications

for

John H. Saunders

Experience

Real Estate License, State of Maryland, 1978.

Real Estate Broker, Commonwealth of Virginia, 1987.

Real Estate Appraiser, Virginia, beginning 1987. (Certified-General since 1991.)

Certified Appraisal Instructor, Virginia, 1994.

Certified National USPAP Instructor, The Appraisal Foundation, 2002.

Specialized Studies

Masters Degree in Business

Virginia Commonwealth University. Concentration in *Real Estate & Urban Land Development*.

Real Estate Courses Completed:

Real Estate Principles & Practices
Advanced Real Estate Appraisal
Urban Land Development
Taxation of Property Transactions

Real Estate Appraisal
Real Property Investment Law
Commercial Mortgage Lending
Feasibility Analysis

Additional Real Estate Course Work:

Standards of Professional Practice
Basic Valuation Procedures
Case Studies in Real Estate Valuation
Capitalization Theory & Techniques-Part A
Capitalization Theory & Techniques-Part B
Appraisal Reporting of Complex Residential Property

Real Estate Appraisal Principles
The Appraiser's Legal Liabilities
Rates, Ratios and Reasonableness

Appraisal courses taught in various Virginia locations:

Fundamentals of Real Estate Appraisal
Income Property Appraisal
Appraising Factory-Built Housing
Real Estate Investment Analysis
Commercial Property Appraisal
Identifying Structural Defects
Fannie Mae Forms
Understanding Real Estate Investment
Real Estate & Taxes

Residential Construction and Inspection
Appraisal Report Writing
Review Appraisal
Historic Property Valuation, Part A
Environmental Hazards
Real Estate Finance Today
Red Flags
Fair Housing
The Truth about Mold

Fraud, Flipping & Appraiser Liability

Property Management

History & Importance of Value Thought	Appraising Condominium & PUD Housing
Identifying Structural Hazards & Interior Defects	Crunching the Numbers
Real Estate Finance: Current Appraisal Issues	7-Hour National USPAP Update Course
Understanding the Commercial Real Estate Market	
Financing Real Estate: Principles, Practices and Issues	
How to Address Environmental Threats in Appraisal Practice	
15-Hour National Uniform Standards of Professional Appraisal Practice	

License and Professional Affiliation

State-Certified General Real Estate Appraiser, No. 4001 000235.
Virginia Real Estate Appraiser Board Certified Instructor, No. 4002 000104.
Virginia Real Estate Board Instructor License No. 0230 000176.
Real Estate Broker, licensed by Commonwealth of Virginia, No. 0225 027113.
AQB Certified National USPAP Instructor, The Appraisal Foundation, Certificate No. 10029.
Member - Richmond Association of Realtors, Virginia Association of Realtors.

Purpose of Assignments

First and second mortgages, commercial construction loans, appraisals for sale/purchase, estate settlement, taxation of charitable donations.

Types of Assignments

Commercial property (office, medical office, retail, commercial land)
Industrial (warehouse, manufacturing)
Residential: Single-family, Multi-family
Churches
Expert witness testimony in Richmond, Henrico, and Chesterfield Circuit Courts.

DRAFT II

CONFIDENTIAL

**This is a working draft only and has not been
approved by either proposed party to the
agreement.**

CO-STEWARDSHIP AGREEMENT

BETWEEN

“THE BRENTMOOR TRUST”

(A TO-BE-FORMED NON-PROFIT CORPORATION)

AND

THE TOWN OF WARRENTON

FOR THE

PRESERVATION, RESTORATION, MANAGEMENT,
OPERATION, AND MAINTENANCE, OF A MUSEUM AND
CULTURAL CENTER AT BRENTMOOR IN WARRENTON,
VIRGINIA

The parties to this Co-Stewardship Agreement are the Brentmoor Trust Board of Directors (the “Trust”) and the Town of Warrenton, Virginia, a municipality (the “Town”). This agreement is effective upon execution by all parties.

Brentmoor is comprised of four components:

1. “Brentmoor” - the historic house at 173 Main Street and its outbuildings;
2. “Museum” - the Mosby Museum and other related museum activities within Brentmoor and the Visitor Center

2. “Visitor Center” - the Town visitor center and community center. Previously also provided for Museum offices, gift shop, conference room, and education center;
3. “Grounds” - the land surrounding of Brentmoor and the Visitor Center.

The purpose of this Co-Stewardship Agreement is to set forth the terms under which the parties will mutually share responsibility for the successful preservation, restoration, management, operation, and maintenance of Brentmoor in Warrenton, Virginia. The parties agree that the purpose is to utilize historic Brentmoor, the Grounds, and portions of the Visitor Center as a museum, cultural/history center, educational facility, and event venue, and gardens. Brentmoor will serve as a history/cultural center for the community; a venue for events and activities the culturally enrich area residents and visitors to Warrenton. This may include activities not related to the Civil War including educational, visual and performing arts activities. In addition, Brentmoor, which is on the National Registrar for Historic Places is, and will continue to be, a model of historic preservation and restoration. The Grounds may also become a Town public park.

The Museum will be focused on the life and times of John Singleton Mosby and other distinguished residents of Brentmoor and on Warrenton during and after the Civil War. In this regard, Mosby’s legacy and Warrenton’s Civil War history will be advanced through education, programs, research, leadership studies and collaboration. The Museum will be to act as a site for the collection of artifacts, archival materials, photographs, furnishings and art related to the Civil War.

To carry out the co-stewardship of Brentmoor, the parties agree as follows:

1. **Property Description**

- 1.1 The Town owns historic Brentmoor and its grounds at 173 Main Street which bear the following legal description: Lots _____ in the Town of Warrenton, Fauquier County, Virginia.
- 1.2 The Town owns the Visitor Center at 33 N. Calhoun Street which bears the following legal description: Lots _____ in the Town of Warrenton, Fauquier County, Virginia.
- 1.3 Brentmoor is listed on the National Register of Historic Places and the property is subject to an historic easement held by the Virginia Department of Historic Resources.
- 1.4. From 2000 to 2009, Brentmoor went through an extensive head -to -toe restoration with a new geothermal system in order to become a museum. The restoration completed to historic and museum standards. There are two outbuildings in need of preservation and restoration.

2. Property Utilization

- 2.1 The Trust shall use Brentmoor as a history and cultural center including a museum.
- 2.2 The Trust shall use the Grounds for outdoor functions.
- 2.3 The Trust shall use the education/community center in the Visitor Center for educational and cultural activities, conferences and meetings, and exhibits. The Town shall provide facilities at the Visitor Center at no cost to the Trust including office space, bathrooms, conferences rooms, gift shop space, and parking.

3 Term of Agreement

- 3.1 This Co-Stewardship Agreement shall remain in effect among the parties for ____ years.

3. Management

3.1 The Trust shall be responsible for the management and use of the Brentmoor as a museum and as a history and cultural center.

3.2 The Trust shall be responsible for creating and establishing policies and procedures for the management, care, and operation of Brentmoor, the Museum and the Grounds, and the Museum facilities at the Visitor Center.

3.3 The Trust shall be governed by a board of directors who shall be responsible for the implementation of policies and procedures.

4. Operations

4.1 The Trust shall be responsible for all operational expenses related to the management and operation of Brentmoor and the Museum.

4.2 The Trust will be responsible for determining the use of the educational/community center by other groups and organizations, and will work in conjunction with the Visitor Center staff which will be responsible for the administrative management of the educational/community center. The Town may set and collect fees for groups that use the facilities, but that are not guests of the Trust.

4.3 The Trust shall be responsible for setting and collecting all fees (if any) for admission to the Museum if applicable, for the collection of fees for use of Brentmoor by other organizations or individuals, and for overseeing the establishment and development of fundraising programs, and for the collection of donations to support the Trust and Museum.

4.4 All funds generated through donations, grants, admission fees (if any), museum store sales, gifts, third party events or from any other source shall be the sole property of the Trust and shall be used at the discretion of the Trust for the benefit of the Trust and for Brentmoor and the Museum; its management, operation, activities and development.

4.5 The Trust shall have the right to contract or establish agreements with other organizations that will support and enhance museum and cultural operations. This may include museum management and educational and cultural programs, activities, and events.

4.6 The Trust shall utilize Brentmoor, the Museum, the Grounds, and the Visitor Center for fundraising activities to support Brentmoor's mission including public and private events and activities.

4.7 The Trust shall have the right and the responsibility to hire and to terminate employees of the Trust and to establish all wage schedules and benefit schedules, if any, for such employees. The Trust shall also have the right to recruit, to train, and to discharge volunteers who may assist with any aspect of the operation and management of the Museum.

5. Marketing

5.1 The Trust shall coordinate with the Town and other entities and organizations to advance economic development in Old Town Warrenton and throughout Warrenton through heritage tourism, cultural and history programs, and events and activities involving Brentmoor and the Museum.

5.2 The Trust shall initiate comprehensive marketing programs designed to bring visitors and area residents to Brentmoor and the Museum, and the history and cultural center in Old Town Warrenton.

5.3 The Town will promote Brentmoor and the Museum on the Town's website, social media and in publications as it does with other local town attractions.

6. Maintenance and Repairs

- 6.1 . The Trust shall maintain Brentmoor in an optimal condition for successful operation as a museum and cultural center.
- 6.2 The Trust shall be responsible for interior and exterior maintenance of Brentmoor with the exception of major repairs or restoration work to Brentmoor.
- 6.3 The Trust will work to preserve and restore Brentmoor's outbuildings.
- 6.4 The Town shall maintain Brentmoor, the Visitor Center, and the Grounds in an optimal condition for successful operation of Brentmoor as a museum and cultural center and the Visitor Center as a public visitor center and as a support facility for Brentmoor and the Museum.
- 6.5 The Town shall provide funds and/or labor for major interior and exterior repairs and additional restoration work to Brentmoor with the exception of the outbuildings. This shall include interior and exterior structural work; inspection, maintenance and repair for all roofs, gutters, facades, porches, windows, driveways, walkways, stone walls and concrete work; all ADA equipment; trash removal; exterior painting; and inspection, maintenance and repair of physical plant, the HVAC systems (geothermal system), electrical systems, security systems and plumbing.
- 6.6 The Town shall be responsible for maintenance and repair of the Visitor Center and will maintain the Grounds. Maintaining the Grounds means the following classes of activity: snow removal; care of lawn, gardens, trees; walkways, stone walls, fencing and other site features.
- 6.7 The Trust shall be responsible the daily monitoring of conditions related to the Brentmoor and the Grounds, and will promptly inform the Town of any problems or conditions that need to be addressed.

6.8 The Town and the Trust shall work together to establish standards of quality and performance, and the Trust shall monitor all such work performed by the Town.

6.9 The Trust and the Town shall jointly share responsibility for selecting and hiring contractors to work on Brentmoor and the Grounds. The Town and the Trust may develop and agree upon a list of appropriate contractors that can provide services. The Trust shall be responsible for overseeing the work all such contractors.

6.10 The Town shall be responsible, through appropriate building inspectors and other Town employees, for assuring that all contractors performing work on Brentmoor or the Grounds comply with all Town codes, ordinances and other applicable performance standards governing the work of such contractors.

6.11 In the event a dispute develops among the parties to this agreement over the selection of hiring of such contractors, the dispute shall be submitted to binding arbitration as promptly as is possible. One impartial arbitrator shall be selected and paid by each party to this agreement. The binding arbitration procedure shall be governed by the Town Codified Laws Chapter _____. The arbitrators shall resolve issues submitted by the parties by majority vote of arbitrators. The arbitrators shall issue their binding written decision resolving all issues presented for arbitration within ten days of the conclusion of the arbitration hearing.

7. Utilities

7.1 The Trust shall be responsible for utility expenses for Brentmoor and the Museum with the exception of town water and sewer fees.

7.2 The Town shall be responsible for utility expenses in the Visitor Center with the exception of phone and Internet expenses used by the Trust.

8. Collections, Exhibits and Furnishings

8.1 The Town owns a Civil War period collection of artifacts, archival materials, photographs, art, furnishings, exhibits, and gift shop items contained in Brentmoor or in storage. The Town also owns displays and certain furnishings and equipment in its offices in the Visitor Center that were originally purchased for museum use.

8.2 The Trust shall be responsible for the assembly and care of all collections, exhibits and furnishings, including those owned by the Town.

8.3 The Trust shall be responsible for the Town-owned collection of artifacts in the Museum and for ensuring that all other artifacts collected, donated or loaned to the Museum are carefully accessioned, documented, protected and maintained in order to avoid any disputes over ownership or condition.

8.4 The Trust shall collect and own artifacts purchased by or donated to the Trust.

8.5 The Trust shall be responsible for all collections and related items on loan from other museums and organizations, and from private individuals.

8.6 The Trust shall be responsible for the development, maintenance and repair of all exhibits and displays for the Mosby Museum.

8.7 The Trust shall be responsible for selecting, hiring and overseeing all contractors and consultants who work with the Museum collections, furnishings and exhibits.

8.8 The Trust shall be responsible for the decoration and furnishing of the interior of Brentmoor, and the maintenance and repair of the decorations and furnishings.

9. **Insurance and Security**

9.1 The Town shall provide funds and/or labor for protecting and safeguarding Brentmoor and Grounds including police protection and the installation and maintenance of security systems in the Visitor Center.

9.2 The Trust shall install and maintain a security system for the protection and safeguarding of Brentmoor and the Museum.

9.3 The Town shall purchase and maintain property damage insurance and general liability insurance coverage for Brentmoor, its activities, buildings and grounds. The Trust shall be provided with copies of certificates of insurance verifying the existence of coverage.

9.4 The Trust shall purchase and maintain liability insurance coverage for Brentmoor and the Museum, its activities and operations, and property insurance for its collections, furnishings and exhibits. The Town shall be provided with copies of certificates of insurance verifying the existence of coverage.

10. **Restoration of Outbuildings**

10.1 The Trust shall initiate a capital campaign within two years to raise funds to preserve and restore the outbuildings (summer kitchen and smokehouse) at Brentmoor. Both structures are part of Brentmoor and subject to the terms of this agreement. Both will become part of the Museum. Priority restoration will be given to the summer kitchen.

10.2 The Trust, with the approval of the Town, will hire and oversee expert historic restoration contractors to restore the outbuildings.

11. **Financial Reports**

11.1 The Trust shall provide quarterly financial reports and an annual report to the Town.

11.2 The Trust shall annually disclose to the Town an audit or summaries of financial data prepared in accordance with generally accepted accounting principles and generated by each party reflecting all funds expended or received in connection with activities, operation, restoration and maintenance of Brentmoor, the Museum, the Grounds and its collections.

11.3 By _____ of each year, the Trust shall propose to the Town for approval an annual operating budget for Brentmoor and the Museum with the Town's obligation to pay

repair expenses limited to such approved and budgeted amounts. The parties to this agreement acknowledge that it may become necessary for the Trust to present to the Town for approval a revised or supplemental operating budget in the event unanticipated maintenance and repair expenses arise during the course of the Trust's operation of Brentmoor and Grounds. The obligation to pay repair expenses for operation of Brentmoor and the Grounds shall be determined quarterly.

12. Amendments to the Agreement

12.1 Amendments to this Co-Stewardship Agreement may be made only in the following manner: 30 days notice shall be given in advance of a vote on any proposed amendment by any party to this agreement; the notice shall be given in writing to the Trust and the Town, and the notice shall include the exact text of the proposed amendment; no proposed amendment to this agreement shall be effective unless each party to this agreement adopts the amendment at a duly noticed and properly conducted meeting of its governing body at which a quorum is present. A majority vote of the governing body of each party is required.

13. Cessation of Operation

13.1 The Museum shall not cease operation for any reason without the consent of the governing body of each party to this agreement. In the event the Museum closes by agreement of the parties for a period of one year or more, the Trust shall have the sole right to remove all collections, furnishings and exhibits from Brentmoor and the Grounds with the exception of those collections owned by the Town for placement at or storage at a mutually acceptable area.

13.2 In the event that the Trust ceases its operation of the Museum, the Town or a qualified non-profit organization may undertake operation of Brentmoor and the Museum as a not-for-profit museum and cultural center. The Trust will negotiate a use agreement permitting

its related collections, furnishings and exhibits to remain at the Museum site. Any such use agreement must contain financial and insurance arrangements to protect the collections, artifacts, exhibits and furnishings, and to protect the Trust's ownerships interests in all Museum related materials. Any such use agreement must conform to and carry out Trust policies developed for the management, care, conservation and use of all Museum related materials owned by the Trust. Any such use agreement must require that the organization operating the Museum shall hire professional museum staff to conduct its operations. Any such use agreement must require that the Museum will be operated in compliance with the standards of the American Association of Museums. Any violation of the terms of this paragraph or any violation of the use agreement shall authorize the Trust to remove all collections, furnishings and exhibits from the Museum with the exception of those owned by the Town.

14. Dissolution

14.1 In the event that the Trust dissolves as an entity, the Town or a qualified entity selected by the Town, may undertake operation of Brentmoor and the Museum as a non-for-profit museum or any other use so deemed by the Town. In the event the Trust dissolves as an entity, the ownership of collections, furnishings, and exhibits contained in the Museum that are in Trust ownership shall revert to the Town. Collections, furnishings and exhibits owned by other individuals or entities shall revert accordingly to those entities. The dissolution of all other assets owned by the Trust shall be determined solely by the Trust.

Executed by the parties effective this ____ day of _____, 2017.

DRAFT

Chairman, Brentmoor Trust

President or Executive Director, Brentmoor Trust

Powell Duggan
Mayor, Town of Warrenton

Brannon Godfrey
Town Manager, Town of Warrenton

Maintenance and Repairs

Brentmoor Trust Responsibility

Brentmoor	Routine Interior and Exterior Maintenance
Museum	Exhibits and Displays
Visitor Center	None
Grounds	None

Town Responsibility

Brentmoor	Major Interior and Exterior Repairs – Structure & Mechanicals
Museum	None
Visitor Center	Routine Maintenance and All Repairs
Grounds	Routine Maintenance

Utilities

Brentmoor Trust Responsibility

Brentmoor	Electric and Communications
Museum	Electric and Communications
Visitor Center	Communications

Town Responsibility

Brentmoor	Sewer and Water
Visitor Center	Electric, VC Communications, Water/Sewer

Collections

Brentmoor Trust Responsibility

Museum	Artifacts, Exhibits & Displays
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Operations

Brentmoor Trust Responsibility

Brentmoor	Operations
Museum	Operations
Visitor Center	Museum Related Operations
Grounds	Use of Grounds

Brentmoor Trust Business Plan

DRAFT

The Mosby Museum and the Warrenton History and Cultural Center

History, Education, Culture, Arts & Entertainment, Economic Development

Mission

The mission of the Brentmoor Trust (the "Trust") will be to provide a venue for history and culture, and a museum site at Brentmoor in Warrenton that will serve community residents and attract visitors from far and wide.

The Brentmoor Trust will encourage historic tourism in Old Town Warrenton, promote economic development, enrich the arts and culture in the community, and provide management and care for an important historic property owned by the Town of Warrenton.

Vision/Concept

Brentmoor will continue to be the home of the Mosby Museum, but it will be more than a museum. It will also be a vibrant, active community resource that attracts residents and hundreds of visitors to Warrenton throughout the year. Brentmoor will be a center for events and activities that will help sustain Brentmoor financially, inspire heritage tourism, foster economic growth, and enrich the community with culture, education, and entertainment.

As previously planned, the Mosby Museum will become an exciting cultural attraction that utilizes artifacts, stories, technology, permanent and rotating exhibits, and educational programs to enhance the museum experience.

In addition to being the location of the Visitor Center, it is envisioned that the Brentmoor site will also be a public park and gardens available to the citizens of Warrenton and to visitors.

Mosby Museum

Colonel John Singleton Mosby lived in Brentmoor following the Civil War. He was recently touted as one of the legendary leaders of the Civil War by the National Park Service. His exploits during the war were colorful and controversial. His construction participation in reconciliation after the war is not as well known, but it is a shining example of American patriotism. Mosby has been studied worldwide. Some

small towns have historic homes that belonged to a prominent citizen that are open to the public as museums. Not many small towns have homes that belonged to a legendary figure from American history.

The Mosby Museum started in 1999 with a comprehensive restoration of Brentmoor to historic and museum standards. During the years that followed, the John Singleton Mosby Museum Foundation collected artifacts and developed plans for museum exhibits and operations. The museum never fully opened although there are actually exhibits and displays currently in place in Brentmoor.

Even though the museum was never open for any long period of time, it attracted hundreds of visitors. The goal of the Trust is to get the museum open and running on a consistent and sustained basis, creating an important cultural attraction in Warrenton.

In addition to the museum, Brentmoor will be a cultural attraction and community resource that offers programs, events, and activities that are not directly to the Civil War.

Brentmoor Trust

The primary function of the Brentmoor Trust will be the management of the Brentmoor property through an agreement with the Town of Warrenton (the "Town".) The Trust will be involved in the conduct of historical and cultural events for the benefit of community residents, visitors and tourists. The Trust will be engaged in development (fundraising) to support all aspects of Brentmoor operations including the museum. The Trust will work with the Stuart-Mosby Historical Society (SMHS) which will manage the Mosby Museum at Brentmoor.

Agreement with Town of Warrenton

The Trust organizers recommend a co-stewardship agreement with the Town. The Trust will enter into a co-stewardship agreement with the Town of Warrenton that will govern respective roles as steward of the property and as the owner of the property. This type of agreement is commonly used in situations where a municipality owns a property, but the property is managed by another organization. It is frequently used for museums. Alternatively, a lease arrangement with the Trust could be concluded.

The co-stewardship agreement with the Town will also define the relationship between the Visitor Center and the Trust. An important aspect of museum operations is the Visitor Center building, which was originally designed and built to support the Mosby Museum. The Trust and SMHS will need space in the Visitor Center to conduct business and educational programs. This includes office space, gift shop area, conference room, educational center, parking and bathrooms.

The goal is to define an arrangement where the Town can be comfortable knowing that the Trust is serving the community and protecting a valuable asset. A long term relationship similar to the one that Fauquier County has with the Old Jail Museum is sought.

SMHS Agreement

The Trust will develop a memorandum of understanding (MOU) or similar document with the SMHS to govern the relationship between the two organizations. The MOU will govern every aspect of museum operations within the Brentmoor complex and clearly define roles and responsibilities between the two organizations. It is important that this be carefully considered, defined and constructed in order to maximize efficiency and eliminate potential problems that could arise without a clear understanding of roles and responsibilities.

SMHS will provide for a museum director/curator and other staff directly related to museum operations. They will have responsibility for exhibits and artifacts, including those belonging to the Town. Ownership of artifacts will be clearly documented. They will also manage programs and activities related to the Civil War. Events and activities will be coordinated between organizations.

Organizational Structure

The Brentmoor Trust will incorporate as a non-profit organization and seek tax-exempt status. SMHS is already a well-established, non-profit, tax-exempt organization with a strong board of directors and staff. The Trust will not be a formal membership organization, although it will have a non-voting membership such as the "Friends of Brentmoor."

Governance

The Trust founders will recruit a high-level board of directors comprised of local leaders from business, government and the non-profit sector, and individuals committed to seeing Brentmoor succeed as a venue for cultural events and activities, and as a museum. The board will include members of the Brentmoor Task Force, former members of the Mosby Museum Foundation, local business and organizational leaders, historians and area philanthropists.

The Trust Board will have up to fifteen directors initially, who will be appointed by the founding board members. The board will be self-perpetuating and will be governed by its articles of incorporation and bylaws. Board meetings will occur monthly. The board will be a "working board" in that many members will also serve as volunteers.

The Board will also be supported by a high-level Advisory Council. The role of the Council will be to provide additional advice on all operations of Brentmoor and to assist the Trust with fundraising.

The Trust will comply with all federal state and local regulations regarding the operation of a non-profit organization engaged in fundraising.

SMHS has been around for thirty years and has a well established board of directors, staff, and volunteer base. They have been managing a museum for four years.

Management /Operations

The Trust will have a small staff to manage Brentmoor, conduct and support events, and to raise money to fund operations and future restoration work. The Trust expects to initially employ an executive

director (or president) and an events manager. Both should have fundraising and event management experience. Museum experience will be especially valuable.

Staff work will be strongly supported by the board and volunteers. A large cadre of volunteers will be an important means of keeping operational costs to a minimum.

SMHS will provide a museum director/curator and other staff as necessary to manage the museum and coordinate with the Trust. That individual will be responsible for exhibits, collections, and museum operations. They will also bring in museum consultants for critical advice.

The Trust and the SMHS will take advantage of the years of museum planning and development done by the former Mosby Museum Foundation. This reservoir of knowledge and information will be a great asset. SMHS also has been in the museum business for over four years. Their expertise on museum operations and on the Civil War will be valuable. They also have artifacts that will be included in the Mosby Museum.

Programs and Events

In addition to fundraising, the Trust will organize events and activities that are not directly related to the Mosby Museum and the Civil War. SMHS will be more involved with programs directly related to the Mosby Museum. The Trust will also encourage other groups to use Brentmoor for events and activities that generate income for the Trust or that are a benefit to the community. This also creates an opportunity to leverage the staff resources of other organizations to conduct events. Heritage Day, a long standing event in Warrenton, is an example of where another organization uses Brentmoor as a site for its activities.

Education will be an important part of the Brentmoor experience. Events and activities that serve educational purposes for local students will be developed. For example, school field trips and home school workshops would help serve the needs of students and parents.

Other revenues will be generated by events such as private tours, private dinners, weddings, birthday parties, and corporate receptions.

Development

A key responsibility and high priority of the Trust will be development (fundraising) to support operations and, later, to initiate a capital campaign to restore the outbuildings and gardens and to provide for other improvements and repairs to Brentmoor. A major improvement will be the installation of a dry sprinkler system which will meet museum standards. This will encourage artifact loans and rotating exhibits from other museums. The development goal will be to ensure that Brentmoor is a self-sustaining. Surplus funds generated from events and activities, will go to SMHS to enhance museum operations and exhibits.

The Trust will develop a donor/membership base primarily in Fauquier, Loudoun, Culpeper, and Rappahannock counties. Donor prospects for the Trust include individuals and families, businesses,

foundations, governments (other than the Town of Warrenton). There will be an annual campaign and special initiatives, such as the brick sale campaign which will be revived. Membership will be an important component of fundraising. For example, the Fauquier Historical Society has around 300 members. The Trust anticipates having a similar number of members at an average of about \$50 per member. The Trust will eventually establish an endowment through planned giving and grants.

SMHS will also be raising funds to directly support museum operations, exhibits, and collections. They are experienced in fundraising and have a statewide donor base. Their particular emphasis will be on Northern Virginia, their home base.

Collectively, this means Brentmoor and the Mosby Museum will have two organizations raising money for a similar cause. They may be some overlap with donors, but that will be made clear to donors upfront.

Contributions will be used to supplement income for the Trust and SMHS that will also be generated from events and activities, facility rentals, tours, and gift shop sales.

Revenues are expected from many sources, but it is hoped that the museum will be free to the public for the first couple years. The goal is to attract as many visitors as possible to the museum and to Warrenton. A donation box will be prominently positioned to encourage donations. A fee will be charged for escorted tours.

Marketing/Outreach/ Communications

The driver for community engagement, heritage tourism, museum attendance, and especially fundraising will be strong marketing programs.

The Trust and SMHS will be coordinating and conducting marketing and public relations campaigns that reach out locally, regionally and nationally.

Target audiences include local and regional residents, heritage tourists, educational groups, Civil War groups. Events will be publicized specifically to target audiences.

The Trust and the SMHS will both have websites promoting Brentmoor and the Mosby Museum. The Trust and SMHS anticipate using public relations, advertising, and social media to promote events.

Marketing success will be measured by attendance at the museum and participation in other events and activities. The Old Jail Museum in Warrenton attracts about 10,000 visitors per year. Brentmoor should be able to attract that many visitors initially and many more as a comprehensive marketing gets fully underway. It is hoped that both museums would benefit from more visitors.

By way of comparison, the Civil War museum in Gordonsville attracts 6000 visits per year with a ten dollar admission charge for adults. The Stonewall Jackson Museum in Lexington attracts about 17,000 people per year and has an eight dollar admission charge. Brandy Station brings in about 2600 per year, but is only open weekends. The Old Jail Museum reports that they attract around 13,000 visitors per

years. The Manassas battlefield, a major Civil War attraction only 15 miles from Warrenton attracts about 900,000 visitors per year. The potential to attract visitors from the Manassas battlefield to Warrenton could be high, particularly if bolstered by targeted marketing programs.

Based on studies of other Civil War attractions around the area, the Mosby Museum should be able to attract an estimated 12,000 plus visits annually. With free admission, this number could go up significantly. This does not include visitors to Brentmoor who come for non-Civil War related events and activities.

While there are other museums in the area, including the Old Jail Museum, the Mosby Museum will not be operating in a competitive environment. Cooperation among museums is commonplace and presents an opportunity for all to benefit.

The challenge will be to attract museum visitors and repeat visitors by keeping the museum dynamic and exciting. This can be done by special exhibits, special events, activities and programs, and traveling exhibits and artifact loans from other museums. The use of technology for interactive exhibits is promising and will be utilized.

Organizational Collaborations

An early goal for the Trust will also build collaborative relationships with other organizations that have common interests in history and culture and with those that bring a diversity of events and activities to Brentmoor beyond just Civil War related interests. These relationships will help increase the number of visitors coming to Brentmoor and the Mosby Museum, which means more heritage tourism in Warrenton.

Again, the Trust will work with SMHS to build these relationships. Examples include the Mosby Heritage Area Association that conducts educational programs related to the Civil War and strives to preserve the cultural landscape of the region. The Journey Through Hallowed Ground is a nationally acclaimed initiative that would like to see Brentmoor become an anchor destination in Warrenton, which is approximately the halfway point on the Journey.

Other local organizations include the Old Jail Museum and the Fauquier Historical Society, the Fauquier Heritage and Preservation Society, and the Civil War Trust, the Partnership for Warrenton Foundation. These groups will be invited to work with Brentmoor and the Mosby Museum. Many of these relationships existed with the former Mosby Museum Foundation.

Business and cultural organizations, such as the Chambers of Commerce, the Piedmont Regional Symphony, Castleton, and regional art galleries will be encouraged to work with the Trust on events at Brentmoor.

The Trust also expects to work with educational institutions including local school systems, Lord Fairfax Community College, the University of Mary Washington, and George Mason University, George Washington University, and others.

As noted earlier, it is anticipated that collaborations will generate revenue for the Trust and SMHS, and may provide their own staff to organize events and activities under general Trust supervision.

Education

Another important component of the Brentmoor Trust will be education. A museum by definition should be a vehicle for education, but a more comprehensive approach includes programs, seminars, conferences and other activities related to the Civil War and other historical and cultural interests. Many educational programs will be conducted in collaboration with other organizations.

Brentmoor will be an educational venue; an effective learning and teaching environment for school students, home schooled students, college students, research groups and the general public. Summer vacation programs will also provide enjoyable programs for school age children.

Economic Development

The impetus for the Mosby Museum in 1998 was the goal of anchoring both ends of Main Street Warrenton with museums in historic structures. In between those museums is the Main Street commercial section of Old Town Warrenton.

Attracting visitors to Warrenton will be a boost to economic development for all of Warrenton. Museums anchoring both ends of Main Street will certainly benefit Old Town merchants. Heritage tourists tend to spend more in the communities they visit.

Visitors are also likely to visit other business in and around Warrenton for services ranging from restaurants and gas stations to hotel. And since Warrenton is in the center of Fauquier County, visitors are all expected to visit other attractions around the county.

Warrenton is in the center located near many of Virginia's prominent Civil War Sites including the Manassas Battlefield, Fredericksburg, Brandy Station, Bristow, and Buckland. As noted earlier, Warrenton is also the halfway point on The Journey Through Hallowed Ground. If open enough hours it could become a designated anchor destination on the historic journey similar to major attractions like Gettysburg and Monticello.

With good marketing and promotions, Brentmoor and the Mosby museum should attract about hundreds, if not thousands, of visitors in the first year and hundreds more participants to events and activities not related to the Civil War. Information on Brentmoor and the Mosby Museum will be made available at other historic sites around Virginia and on through social media and a strong website.

Financial Projections/Budget

Revenues for the Trust are expected to be generated from multiple sources in the first year, but primarily through contributions from individuals and families, corporations, membership, and from grants. The Trust is expected to generate additional revenue from general events and activities, including a revival of the brick campaign.

BRENTMOOR TRUST

PRELIMINARY DRAFT BUDGET

The Brentmoor Trust, as the proposed co-stewardship partner with the Town of Warrenton, will focus on development, property management and improvements, history and cultural events and program activities and will support museum development and operations. Later, the Trust will establish a capital campaign to restore Brentmoor's outbuildings, install a fire suppression system, and fund other physical improvements.

The Brentmoor Trust draft budget does not include revenues and expenses related to the museum operations of the Stuart-Mosby Historical Society (SMHS). SMHS will provide museum staff, fund exhibit planning and implementation, and support special activities directly related to the Mosby Museum and the Civil War. SMHS will receive revenues from guided tours, special events, and gift shop sales. These revenues will support Mosby Museum operations. Both organizations will be involved in fundraising and marketing.

	Year One	Year Two
	\$	\$
<u>Revenues</u>		
<u>Contributions</u>		
Individuals/Families	30000	50000
Corporate	15000	30000
Government*	10000	25000
Foundation Grants	20000	40000
<u>Other</u>		
Membership	7500	15000
Brick Campaign Profits	2000	5000
Facility Rental	7500	10000
Annual Fundraiser Profit	15000	15000
Miscellaneous Event Profit	10000	15000
TOTAL REVENUE	<u>117000</u>	<u>205000</u>

Expenses

Personnel

Executive Director**	30000	60000
Assistant Director		
Events/ Development	25000	25000
Benefits 20%	11000	15000

Facility and Office Services

Facilities Manager (PT)	5000	7500
Electricity/HVAC	2400	2400
Water/Sewer	1200	1200
Telephone/Internet	1800	1800
Security System Support	2500	2500
Maintenance Supplies	1200	1200
Office Supplies	2000	2000
Computer/Copier	2000	2000
Computer Software	1500	500
Computer Consulting	500	500
Legal	2000	1200
Accounting	2000	2000
Insurance	5500	5500
Conferences	0	1000
Licenses and Fees	500	500
Programs	500	10000
Exhibits	500	10000

Marketing and Public Relations

Collateral Materials	2000	4000
Web Site Design/Hosting	2500	1200
Social Media	100	100
Advertising	1500	2500
Organizational Memberships	500	500
Civil War Trails	500	500
Event Management	1500	13000

<u>Miscellaneous</u>	2500	2500
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TOTAL EXPENSE	<u>108200</u>	<u>176100</u>
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<u>SURPLUS/(DEFICIT)</u>	<u>8800</u>	<u>28900</u>
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Notes and Assumptions

1. Contributions by individuals and families will also entitle those donors to membership.
2. Some contributions from individuals and families will come from family foundations but will be treated differently from foundation grants that require an application.
3. Contributions are not expected from the Town of Warrenton.
4. Facility Rental may include corporate events, weddings, and other private events. If the Trust can receive revenue from the community center, the former Mosby Museum Education Center, that will be a significant source of revenue that is not listed in the budget.
5. Miscellaneous event profits will come from historical and cultural events and activities organized by the Brentmoor Trust.
6. The Executive Director will be part-time the first year.
7. The Assistant Director will be part-time

Revised 11/29/2016



MEMORANDUM

TO: Honorable Mayor and Town Council

FROM: Brannon Godfrey, Town Manager *J. Brannon Godfrey, Jr.*

DATE: September 8, 2016

SUBJECT: Update on Brentmoor-Mosby House

At its August Work Session, Council directed staff to further explore two options for Brentmoor-Mosby House property: 1) seek an appraisal for consideration of sale, and 2) estimate the cost to renovate it for a Visitors Center with governmental offices.

Appraisal

The Town Attorney contacted the Virginia Department of Historic Resources for a list of certified appraisers with expertise in historic properties with easements. We have received the list but have not yet contacted appraisers for an engagement.

Renovation Cost Estimate

To develop cost estimates, Bo Tucker and I met with Joe Krewatch, who was the Town's project manager for the construction of the Police Station and most recently managed the PEC building project. There are a couple of issues at this preliminary stage that complicate developing a hard cost estimate, especially as the specific uses are not yet known:

- Our Visitors Center (VC) is a Certified Tourist Information Center (CTIC) by the Virginia Tourism Corporation, which is important for display of Warrenton information at all Virginia welcome centers and other CTICs. As a state-certified facility, it would have to comply with the Americans with Disabilities Act (ADA). This may mean that moving it to the Brentmoor-Mosby House will require restrooms and an elevator to serve at least two of the floors.
- Building codes may also require installation of sprinklers at the Brentmoor-Mosby House.

To renovate Brentmoor-Mosby House for the VC and other governmental office uses, and to renovate the existing VC building for Town administrative offices, Mr. Krewatch suggested using a number of \$50/s.f. for the VC and \$80-\$100/s.f. for the house. The Mosby House (4,200 s.f.) renovation would be \$336,000-\$420,000; the Visitor Center building (4,248

s.f.) would be \$212,400. With site improvements for parking and accessibility, the estimate for both renovations is roughly \$700,000-\$800,000.

The above numbers represent a very rough estimate, and are strictly for an ‘order of magnitude’ discussion. For a more accurate estimate, we will need to hire an architectural consultant to conduct a space needs and feasibility analysis and also determine the building codes that apply.

As we consider renovation options, we should be mindful of the progress and likelihood that the County relocates the Library in the next ten years. If the Library vacates its current location, the building is under the Town’s control and is suitable for both Visitors Center and Town administrative functions. It would not be cost effective to renovate Brentmoor-Mosby for these uses now and then relocate them again to the current Library building within ten years.

We will continue to research these options; this is status report for your information and discussion.



FINAL REPORT ON THE BRENTMOOR HOME AND THE MOSBY MUSEUM

SUBMITTED BY: THE BRENTMOOR TASK FORCE

**SUBMITTED TO: MAYOR POWELL DUGGAN AND THE
WARRENTON TOWN COUNCIL**

MARCH 8, 2016

THE BRENTMOOR TASK FORCE
TOWN OF WARRENTON

February 26, 2016

Dear Mayor Duggan and Council Colleagues,

On behalf of the members of the Brentmoor Task Force, I am pleased to transmit the attached final report, containing the Task Force's unanimous recommendations relative to the disposition of the Mosby House (Brentmoor).

The Report contains the results of the Task Force's investigations, our analysis of the proposals put forth by the community and conclusions reached after considerable deliberation.

You will recall that the Task Force was created by our action as Council last fall, and that the members of the working group: *Ed Wright, Terry Nyhous, Bob Rust, Dave Gerrish, Mitch Oldham, Paula Johnson, Dudley Payne, Birge Watkins, Dave Goetz, Bob Dyer, and Melissa Wiedenfeld*, were chosen in part by the undersigned and in part by each of you designating a member.

When we first convened, I suggested to the Task Force members that there should be no prejudgments in the process, and that the task was to generate alternative solutions most apt to minimize town costs and risk exposure while maximizing Brentmoor's value to Warrenton.

The group worked together beautifully. While of assorted minds and opinions at the start, we became quickly a cohesive and well-synchronized cohort. The group benefited enormously from the diversity of skills and expertise assembled, and I am grateful to each of you for your selections of members.

The Task Force had commercial real estate expertise, professional property appraisal skills, architectural history and preservation practitioners, finance and legal professionals, and a number of members with both relevant historical insight as well as prior service on/institutional knowledge of earlier Brentmoor boards. *[Please read the biographies in the Appendix at **Attachment A** for full backgrounds of the team members.]* I completely endorse Judge Payne's observation that *it would be hard to find a better group for a civic task; truly.*

The Town Manager joined us constructively at every one of our meetings and site visits, which were conducted between mid-November and late January on a recurring basis, with each session typically running 2 hours and more. Attendance was strong and consistent, and on those occasions when a Task Force member could not be present physically, we generally had his or her participation through conference phone.

Early on, we broke into teams in order to get more "homework" done, exploiting the subgroups for gathering information and fostering deeper insights into starkly differing alternatives (e.g., from selling or leasing the house for a range of potential purposes; to converting it to governmental uses; to rebooting a history museum).

Members of the Task Force made field trips (for example, Bob Dyer and I spent 3 hours with the chief of the National Trust For Historic Preservation at her office in the Watergate); some read widely (including the seminal book on historic house assets: *"New Solutions for House Museums"*, see Attachment B); we spoke with/interviewed a spectrum of experts, both locally (e.g. leadership of the Mosby Heritage Area Association, and our own town attorney) and from afar (e.g., the chair of the newly consolidated American Civil War Museum in Richmond); and the group consulted all manner of third party resources, including real estate data and market information, as well as potential partners, to assess the broadest range of alternative uses.

The Report you have before you is the product of many weeks of effort by your duly constituted citizen committee. Our goal was to be helpful in determining what to do now with the unique opportunity, and related challenge, presented by Brentmoor.

The Task Force hopes and anticipates that the community will also read the Report and engage our analysis and conclusions. We all look forward to that... *the House really belongs to the Community.*

I want to thank each of the Task Force members; everyone served with good cheer and generosity of spirit, and provided creative energy and conscientious attention.

Please permit me to offer a special note of thanks to Bob Dyer and Birge Watkins, for stepping in to complete the writing of the final report when scheduling overwhelmed me and unexpectedly required my travel to Japan. As I write this, I have not seen the completed end product, but I have maximum confidence that you will find the Report engaging and useful, and that it will facilitate a serious and productive conversation.

Yours Respectfully,

Yak Lubowsky

Yakir M. Lubowsky
Councilman, Ward Three
Chairman, The Brentmoor Task Force

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- 5. Appendices to the Final Report**

THE BRENTMOOR TASK FORCE

EXECUTIVE SUMMARY

The Task Force explored and weighed options that emerged from the public meeting with a particular focus on costs and benefits related to each option, and highest and best use of Brentmoor and the Visitor Center. The analysis included an examination of challenges and opportunities with any proposed changes. The Task Force carefully considered the investment that has already gone into restoring Brentmoor and building the Visitor Center, and the years of museum planning and preparation that was done by the Mosby Museum Foundation and successor groups over a fifteen year period.

It became clear early on that the cost of renovations and improvements to Brentmoor to bring it up to code for alternative uses and the restrictions related to the historic easement would be expensive obstacles for any use other than a museum and visitor center in their current configuration.

The Task Force estimates that the cost of changing the current use (Group A3 Classification) to any other use group category, such as residential, office, or retail would start at a minimum of \$50,000 for office use to up to \$200,000 for residential use. Taking into account more than a decade of effort and an estimated investment of \$1.6 million to preserve Brentmoor for public use and to build the Visitor Center, the Task Force concluded that selling or leasing Brentmoor for use other than for a museum would be a significant financial and cultural loss to the community.

The sale of the property with or without improvements would lead to a large financial loss and take a considerable amount of time to accomplish. Losses from a sale could range from \$1.35 million to \$800 thousand.

Leasing the property for a use other than a museum would be a change of use. That would trigger tenant improvements to bring Brentmoor up to code. These improvement costs would far exceed several years of rent. Approvals and construction would be a one to two year process at the minimum. Moving the Visitor Center to Brentmoor would also entail similar costs.

Leaving Brentmoor in its current state is not a viable option either. The Task Force concluded that it needs to become a self-sustaining independent museum and education center open to the public and managed by an effective organization. Furthermore, it needs to be an exciting multi-use cultural attraction that stimulates economic development on Main Street and throughout the community.

Revitalizing the Mosby Museum and enhancing its range of activities would complete the transformation of Brentmoor into an important and exciting community asset that literally attracts visitors from around the world and across the nation.

Recommendation

The Brentmoor Task Force unanimously recommends that the highest and best use and the most fiscally responsible option is that an experienced organization or a new organization be enlisted to manage Brentmoor and the Mosby Museum.

The Stuart Mosby Historical Society (SMHS) has submitted a comprehensive proposal to manage the Mosby Museum along with initial funding from a generous donor.

Their proposal to the Town would be strengthened by the formation of The Brentmoor Trust to serve as an advisory and support organization, possibly with oversight responsibility. The Brentmoor Trust would help ensure that the Town of Warrenton's interests are met and that local fundraising is adequate to support the museum.

Alternatively, if an agreement cannot be reached with the SMHS or another qualified organization the role of the Brentmoor Trust could be potentially enhanced to include all aspects of museum management.

THE BRENTMOOR TASK FORCE

RECOMMENDATION

The Brentmoor Task Force unanimously recommends that an experienced organization and a new organization be enlisted to manage Brentmoor and the Mosby Museum. The Task Force is proposing a new model for managing an historic property and operating a museum that involves two organizations.

This option was selected because it was clear that the sale of Brentmoor and possibly the Visitor Center would be lead to a financial and community loss, and leasing the property for use other than a museum or moving the Visitor Center into Brentmoor would require expensive improvements to meet zoning and code requirements, provided changes were allowed by DHR. Use of Brentmoor as a museum does not require major investment or improvements. It does require capable museum management.

The **Stuart Mosby Historical Society (SMHS)** has submitted a proposal with initial funding from a generous donor to manage the Mosby Museum. This would be strengthened by the creation of a new organization, **The Brentmoor Trust** that would serve in an oversight/advisory and support capacity depending on the Town's goals. The Brentmoor Trust would help ensure that the Town of Warrenton's interests are met by sharing museum development experience and assisting SMHS with local area fundraising.

Alternatively, if an agreement cannot be reached with the SMHS or another qualified organization the role of The Brentmoor Trust could be potentially enhanced to include all aspects of museum management. It should be noted that other organizations may also offer a proposal.

This approach is a viable alternative because SMHS has museum experience, a large collection of relevant artifacts, statewide fundraising capabilities, and a strong board.

The Brentmoor Trust would bring together local individuals with the knowledge and experience to revitalize the plans of the former Mosby Museum Foundation in Brentmoor in cooperation with SMHS. SMHS would manage the day-to-day activities of the museum. It is envisioned that the Brentmoor Trust would also be comprised of individuals with strong connections to Fauquier County, which is extremely important for fundraising efforts.

The Town will have to carefully weigh the capabilities of any organization that would assume management of Brentmoor and the Mosby Museum. This would include evaluating their strategic plans and ability to financially sustain operations.

The Town would continue to own Brentmoor, but management of Brentmoor and the Mosby Museum would fall to a new organization. A co-stewardship agreement or lease would serve as an agreement to govern relations between the Town and the managing organization.

The Museum and the Visitor Center would be destinations in themselves, but many other cultural, educational and recreational activities would take place at Brentmoor. The Task Force sees multiple uses for Brentmoor including collaborative efforts with other organizations. A wider range of events and

activities could generate additional revenue as well as promote economic development for Main Street businesses and the community at large. Use of the grounds for a public park and gardens is also recommended.

Brentmoor is an asset many small communities would love to have. It is a stunning property with great historical significance; one that fits in well with the Old Town area and one of the highlights of Main Street. The Visitor Center on the property is very active. With an operating museum in place at Brentmoor, both ends of Main Street would be anchored by museums. These cultural and educational attractions would support economic development on Main Street and throughout the entire community.

Revitalizing the Mosby Museum and enhancing its range of activities would complete the transformation of Brentmoor into an important and exciting community asset that literally attracts visitors from around the world and across the nation.

Recommended Option: Enlist an experienced organization or a new organization to manage Brentmoor and the Mosby Museum

Expected rent of \$1500 per month

Possible \$1 per year lease or a co-stewardship agreement

Pros

Town would retain ownership of valuable asset

Low cost option to the Town

The museum could be open again soon

Boost to heritage tourism and economic development

The Town would be relieved of most management responsibilities

Tenant would pay for utilities, maintenance and most repairs

Similar arrangement to Old Jail Museum with Fauquier County

Potentially could pick up where the Mosby Foundation left off prior to dissolution

No remodeling or restoration necessary

Brentmoor Trust would be a Fauquier County based organization

Brentmoor Trust would have strong connections in the Fauquier donor community

Museum Use respects previous donors to Mosby Foundation

Cons

No or little direct income to Town

Difficult to find organization to lease and manage museum

The new organization could fall short on fundraising

Town continues to own property, a problem to some.

Town may continue with grounds maintenance

Museum would need Visitor Center facilities

Dry sprinkler system needed for museum artifacts
Brentmoor Trust would need a board with expertise, experience, and donor contacts
Challenge of recruiting new board for The Brentmoor Trust after previous problems
Challenges with fundraising for both organizations
Continued public discord in a few quarters
Brentmoor would revert back to Town if organization failed and ended lease

THE BRENTMOOR TASK FORCE

A REVIEW OF OTHER OPTIONS

The Task Force explored numerous options with a particular focus on costs related to each option and the highest and best use of Brentmoor and the Visitor Center. The analysis included an examination of challenges and opportunities with proposed changes.

While other options have merit they were not selected because the Task Force concluded that selling or leasing Brentmoor for use other than for a museum, or moving town offices and/or the Visitor Center into Brentmoor would be a significant financial and cultural loss to the community.

It became clear early on that the cost of required renovations and improvements to Brentmoor, and historic easement restrictions would be major limiting factors for any use other than a museum and visitor center in their current configuration. The estimated investment in Brentmoor and the Visitor Center is \$1.6 million.

Leasing Brentmoor would be difficult and potentially very expensive. A change of use would trigger required tenant improvements to bring Brentmoor up to code and to make it ADA compliant.

The Task Force estimates that the cost of changing the current use (Group A3 Classification) to any other use group category, such as residential, office, or retail would start at a minimum of \$50,000 for office use to up to \$200,000 for residential use.

Rents would not justify the overall investment in Brentmoor. The cost of improvements would exceed several years of rent. Moving the Visitor Center to Brentmoor would involve the same costs as leasing.

The Town could choose to just sell Brentmoor or it could sell Brentmoor and the Visitor Center and recoup the Town's original investment (\$460,000.) The Town would also capture some of the "investment" made in the project by other public and private contributions. Collectively, it would still be a major financial loss and an affront to other donors.

The option in a distant second place with the Task Force is to move the Visitor Center into Brentmoor while retaining a small museum exhibit. Again, the costs for required improvements would be significant.

The Task Force did not consider Town management of the museum as a viable option except in the context of a combined visitor center and museum in Brentmoor. The Town has never expressed an interest in actually managing a museum with Town staff.

Please note that estimated sale prices and improvement costs are based on professional real estate evaluations. They are not based on professional appraisals.

Other Key Options

1. Sell Brentmoor (and Visitor Center)
2. Lease Brentmoor
3. Move the Visitor Center into Brentmoor, retain some museum exhibits and use Visitor Center for Town Offices (Also move Town or County office into Brentmoor)

Key Considerations

1. The Town has a substantial investment in Brentmoor and the Visitor Center
2. Many other public and private donors have an even larger "investment" in Brentmoor
3. Brentmoor has been restored at great expense to function as a museum
4. Brentmoor and the Visitor Center were designed to work together
5. The Visitor Center is located where it is because of Brentmoor
6. Brentmoor is subject to restrictions of a DHR easement on the property
7. Any alterations or improvements to Brentmoor require DHR approval
8. Exterior changes to Brentmoor are subject to Warrenton Historic District guidelines
9. Brentmoor lacks adequate bathrooms, kitchen, direct parking, garage
10. Brentmoor would require rezoning for most alternative uses
11. Brentmoor and the Visitor Center received federal and state grants for specific purposes
12. Extensive non-historic alterations to Brentmoor may result in tax credit problems
13. Parking and bathrooms for Brentmoor are at the Visitor Center
14. Offices and conference rooms for the Mosby Museum are at the Visitor Center
15. Brentmoor is not fully ADA compliant
16. Current Town maintenance costs are minimal
17. Museum artifacts may be lost to the community with alternative uses
18. Many citizens see Brentmoor as a great asset to the community that should be retained
19. Many citizens are frustrated that a museum is not operating, but they would still welcome a dynamic museum at Brentmoor
20. Some citizens have expressed dissatisfaction with Town ownership of Brentmoor and the concept of a Mosby Museum

Option One Sell Brentmoor (and Visitor Center)

There have been some suggestions that the Town of Warrenton simply put Brentmoor on the market and sell it as soon as possible. While this may sound easy, there are serious complications to consider and very little upside. Additionally, the Task Force looked at selling both Brentmoor and the Visitors Center, an option that also sounds easy, but could be difficult and costly to implement. All sell options would most likely result in a significant financial loss to the Town. The community benefits of the Visitor Center would be gone if it was also sold.

1A Subdivide House from Visitor Center and Sell House As-Is. (Sell Visitor Center)

Estimated sale of Brentmoor at \$450,000 to \$500,000
Estimated sale of Brentmoor and Visitor Center at \$1,120,000 (+/- \$50,000)
Marketing time estimated to take up to a year
Settlement costs of \$20,000 for Brentmoor
Settlement costs of \$40,000 for Brentmoor and Visitor Center
The current maintenance cost of Brentmoor to the Town is minimal
Subdivision approval would be required
DHR easement allows subdivision from Visitor Center

Pros

One time financial recovery to Town with sale of both properties
Cash proceeds from sale available for other Town use
No more ownership, responsibility or maintenance costs for town
Property would generate real estate taxes and possibly business taxes
Avoids controversy over Civil War and other related issues
Avoids risks of museum failure or lack of interest in Civil War history

Cons

Major financial loss to Town considering total amount invested in project (\$1.6 million)
Loss of \$1.1 million +/- with sale of Brentmoor only
Loss of \$480,000 +/- with sale of Brentmoor and Visitor Center
No net financial gain to the town after 15 years of ownership
Once sold, an important and unique historic town asset is probably gone forever
No public use expected if sold
Difficult property to market
May require zoning change

Potential public outcry over sale of public asset (and at a loss)
An offense to private and other public donors, possible consequences
Possible consequences from misuse of federal and state grant funds and tax credits
Difficulty selling property with no bathrooms or kitchen
Backyard includes Visitor Center with parking and frequent traffic
Visitor Center loses some viability if property is subdivided
Buyer may flip property or sell later for undesirable use
Visitor Center is very active community asset
New Visitor Center location would be needed

1B Subdivide House from Visitor Center, improve kitchen and bathrooms, then sell as residence

Expected sales price of up to \$1,000,000
Expected improvement costs prior to sale of approximately \$200,000
Expected time value and efforts regarding easement and zoning compliance of \$50,000 to \$100,000
Construction and approval time 6 to 18 months, maybe longer with DHR and rezoning
Marketing time about six months after completion of construction
Never a kitchen in the house, previously an addition that was removed
Never a main floor bathroom in house

Pros

Same as 1A

Cons

Same as 1A except loss figures
Estimated loss of \$800k
Additional \$200k cost to Town of improvements as a residence, kitchens/bathrooms
Uncertainty and long drawn out approval and renovation process
Risk of unexpected and costly problems with renovations
Visitor Center in backyard with parking and frequent traffic
No garage or parking on Brentmoor portion of subdivided property

1C Subdivide House from Visitor Center and sell to non-profit that would open the house to the public

Maximum sale price probably closer to \$250,000, rather than \$500,000

Pros

Preserves and showcases Brentmoor history and restoration

Home is open to the public

May support economic development in Old Town and heritage tourism

Cons

Loss of about \$1.35 million

Much lower expected sale price

Few potential buyers

Major loss considering the total amount invested in property

Town loses control of asset

Major renovation costs to buyer

DHR restrictions and approvals

Possible limitations on extent of being open to the public

Owner may still be dependent on Visitor Center for facilities

Buyer may flip property or re-sell later

Option Two Lease Brentmoor

Leasing Brentmoor poses even more challenges than selling Brentmoor unless the tenant is willing to pay for major improvements, which is unlikely. The initial costs to the Town of leasing to a business or other private concern could be significant. These include bringing Brentmoor up to code for alternative use and making it ADA compliant. Leasing to a non-profit for a Mosby Museum is not addressed in this option since code problems are avoided.

Expected rent of \$2500 per month plus or minus \$500

Possible renovation costs at Brentmoor of \$40,000 to over \$100,000

Town would normally pay for improvement costs to allow for business use

Improvement costs uncertain, but estimated at from \$40,000 to over \$100,000

DHR approval required for all changes

Zoning change required

May take five years or longer to recoup additional remodeling costs

Pros

- Lease income for Town of about \$30k per year
- Tenant would pay for utilities, maintenance and most repairs
- May generate business tax revenue
- Potential economic development benefits
- Lower maintenance cost to Town
- Kitchen may not be necessary
- Brentmoor historical details maintained
- Tenant improvements are permanent

Cons

- Income from lease very low in relation to capital investment
- Expected rent for a non-profit even less than a business
- Improvement costs to town could be significant
- Time to make improvements could be one to two years
- Town becomes a landlord
- No public use
- No parking on site, except street and Visitor Center
- Tenant problems and risks

Option Three Move Visitor Center to Brentmoor, Retain Some Museum Exhibits, and use Visitor Center and/or Brentmoor for Town Offices

This option would dramatically change the original planning and implementation of the Visitor Center and Brentmoor, both which were designed, sited, and built to be complementary to each other in their current locations and configurations. This could be a permanent move or a temporary. For example Brentmoor could be used as a visitor center in the short term (1-2 years) and then become both a visitor center and a museum later, or it could be used solely as a Visitor Center with a small exhibit. Later, all the space might be utilized for a museum.

Again, zoning and code requirements for change of use must be met and DHR approvals will be required.

It should be noted that the Town owns other properties in Warrenton that could provide office space in the future. If Town or County offices were to move into second floor in Brentmoor, the pros and cons would be similar to a business lease.

The Town received federal money for construction and operation of a visitor center, not town offices

The Visitor Center has become a very active and well known community resource
Move might reduce future Town rental cost elsewhere from \$3000 to \$4000 a month
Town would most likely have to pay for visitor center and museum staff
Bathrooms on main floor would take away from exhibit space

Pros

High Main Street visibility for Visitor Center
Fully utilizes Brentmoor space, ends vacancy
Possible income from lease to County
Economies of scale for Town staff/museum staff
No loss on investment
Reduces Town's rental costs elsewhere
Preserves Brentmoor history and restoration efforts over 15 years
Maintains some museum exhibit space
Some exhibits already in place
Built in traffic for a small museum in Visitor Center
Brentmoor is open to the public

Cons

Possible improvement costs at Brentmoor of \$40,000 to over \$100,000
Major loss of museum exhibit space to Visitor Center and Improvements
No income from admission fees since Visitor Center and Museum combined
Town staff has no museum management experience
Visitor Center staff not historians and museum managers
Little parking close to Brentmoor
Difficulty getting from Brentmoor to Visitor Center
Difficult ADA accessibility from front, not fully ADA compliant
No suitable bathrooms or elevators
Ground floor bathroom would take away one entire room of museum space
Cost to Town of improving facilities in Brentmoor
Continuing maintenance costs to Town
Difficult to attract non-profit for museum management
Possible misuse of federal and state grant funds, and tax credits

THE BRENTMOOR TASK FORCE

BACKGROUND ON THE PRESERVATION OF WARRENTON'S BRENTMOOR AND EFFORTS TO CREATE A MOSBY MUSEUM

There is a long, at times turbulent, history to Warrenton's multiple attempts to establish a Col. John S. Mosby Museum at Brentmoor, the last and finest of Col. Mosby's three residences in Warrenton.

For many years, the idea of creating a Mosby museum in Warrenton was discussed, but efforts were limited to an occasional exhibit at the Old Jail Museum. It wasn't until 1998 that the Spilman-Mosby House at 173 Main Street came on the market. It was owned by the Shepherd family, but had been vacant for eleven years.

Mayor George Fitch and his wife, Patricia Fitch, considered purchasing the house as their residence. After deciding not to do that, Patricia suggested that a private group be assembled to purchase Brentmoor and create a Mosby museum. After considerable effort, the group decided that there was simply not enough time to raise the necessary funds to purchase the house. The idea was abandoned.

Birge Watkins, a member of the group, was serving as Chairman of the Partnership for Warrenton Foundation. He was familiar with historic house museums and saw the economic development potential of Main Street Warrenton anchored by museums at both ends. He also knew that the Town of Warrenton had been generating a large budget surplus every year. Together, with Angela Denison, the Executive Director of the Chamber of Commerce, and Jackie Lee, the Director of the Old Jail Museum, he approached Mayor Fitch with a proposal calling for the town to purchase Brentmoor. Mayor Fitch immediately embraced the idea.

Mayor Fitch introduced the concept to the Town Council and staff at a work session on October 8, 1998. Birge Watkins and others spoke at work sessions on December 3, 1998 and January 7, 1999. Local newspapers and the Washington Post also got wind of the idea and began covering the story.

The public hearing on January 12, 1999 attracted a large group of supporters and a few detractors. On January 13, 1999, the Warrenton Town Council unanimously approved the purchase of Brentmoor for \$460,000. Joe Allen, the realtor handling the sale of Brentmoor, became the first donor when he contributed his real estate commission.

Many of the arguments in favor of the Brentmoor purchase focused on the Colonel Mosby's continuing and substantial legacy in the Piedmont area. Preserving Brentmoor, a fine mid-19th Century Italianate residence on the Main Street of Old Town, appeared justified due to its historical significance, its tie to the story of the Grey Ghost of the Confederacy, and the visitors' attraction it might provide, supporting heritage tourism/economic activity in the town.

Arguments against the purchase focused primarily on the cost to the Town of the acquisition and questions about honoring Col. Mosby.

Concurrently, a private group led by George and Patricia Fitch, Birge Watkins, David Norden, Cheryl Shepherd, and Ed Tolson was assembled to form a non-profit organization to develop and manage the museum. After a few different board configurations, The John Singleton Mosby Museum Foundation

was finally incorporated in mid-1999 and later received tax exempt status. The Foundation was created to conduct restoration efforts and to lease Brentmoor from the Town. Thanks to successful fundraising efforts early on, the renovation of Brentmoor started and planning for the museum began almost immediately.

The Town Council approved a rezoning of the Brentmoor property from residential to public/semi-public and approved a special use permit for the Visitor Center. The Town remained very active as the owner of the property and recipient of grants initiated by the Mosby Foundation. The Town also maintained the grounds.

An historic easement from the Virginia Department of Historic Resources (DHR) was placed on the property in November 2000 and ultimately led to the receipt of tax credit funding in 2012.

After the Foundation Board was established, an Executive Director was hired. Mayor George Fitch, Councilman David Norden and Councilman Birge Watkins all served on the Board along with numerous other community leaders, historians, restoration experts, and local philanthropists. Norden served as President for many years with Watkins as Vice President. Later, Watkins became President.

The Foundation also formed a Museum Advisory Board comprised of some of Fauquier's leading citizens and an outstanding Authors and Historians Advisory Board.

The plan was that Brentmoor would undergo a major, historically correct, renovation and a portion of the land directly behind the manse would be used to build a new Visitor Center for the Town and County. The adjacent Visitor Center would have connected parking facilities off Main Street. A walkway would link the two buildings. The Visitor Center would also house offices for the future Mosby Museum staff and include a medium-sized conference/seminar facility that would be used as the Mosby education center and a community center. It was a jointly planned civic campus. These goals were all achieved. Eventually, the outbuildings were to be restored and gardens revitalized. It was envisioned that the entire site would be a park.

The Foundation board decided that a complete restoration of Brentmoor would be better than a piecemeal restoration. Brentmoor needed more than just a paint job. The house was completely restored from head-to-toe including chimney repairs and a new roof, new plaster and window repairs, and removal of a bathroom and an attached kitchen. A geothermal system was installed. Restoration efforts were designed to meet American Museum Association standards and follow DHR guidelines. It is estimated that over \$1,000,000 was raised and spent on renovations and operations. While the restoration took longer than expected, the renovations were designed to last another 150 years.

Meanwhile, the Visitor Center was built on the property to serve visitors coming to Warrenton and Fauquier County, and also to provide Brentmoor with offices, a gift shop, conference room, community education room, ADA compliant bathrooms, and parking. The Visitor Center was conceived, designed and built to be a complement to Brentmoor. It was envisioned that both buildings would attract visitors to Warrenton. Grants to support the construction of the Visitor Center were received from the U.S. Department of Transportation. David Norden of Hinckley, Shepherd and Norden architects designed the Visitor Center at no cost to the Foundation. The new Visitor Center opened in fall 2006 in advance of the completion of the Brentmoor restoration.

During this time, planning was also underway for the operation of the museum. Marketing strategies were developed. Artifacts were collected. Extensive work was completed on policies and procedures related to museum operations. Educational programs for school children were started and private tours were frequently conducted. A number of fundraising events were held at Brentmoor and at other venues. The foundation held open houses to demonstrate the progress of renovations. Mosby Museum marketing was supported by a newsletter and website. A national television show on ghosts was filmed in Brentmoor. Brentmoor became the starting point for the annual Christmas parade. Heritage Day was a by-product of the Mosby Foundation.

Exhibit planning was well underway. While the focus was on Mosby, museum display and education plans represented both sides of the Civil War with emphasis on activities and reconciliation following the war. Many potential donors and lenders of artifacts, including Mosby descendants, were ready to move forward with gifts once the museum was on the verge of opening. Plans also included rotating exhibits and artifact loans from other museums. Story boards were designed and created and are now on display in the Visitor Center.

Considerable financial support came from local sources, including well heeled individuals, and from state and federal grants. Foundation fundraising efforts were very successful, aided by a series of major fundraising events, foundation support, small donations, and, again, significant gifts by several well-known families in the area.

Fundraising events like the Blue and Gray Ball raised thousands of dollars. The foundation even sponsored a brick campaign which did well.

At one point, Congressman Frank Wolf toured Brentmoor and reviewed museum plans. Shortly thereafter, he arranged for a federal economic development grant of \$100,000.

Financially, the Mosby Foundation was very successful in raising funds for restoration and for Foundation staff expenses. For example, on January 1, 2008, the Foundation had \$95,360. During the year, they raised \$352,000 and spent \$258,000. As of September 30, 2008 the foundation had \$189,377 in the bank.

Other organizations though out Virginia were working with the Foundation such as the Journey through Hallowed Ground (JTHG), the Mosby Heritage Area Association, and the Civil War Trust. JTHG was planning to designate the Mosby Museum as an "anchor destination" along their multistate Journey.

The Mosby Foundation celebrated the completion of renovations with a "bare bones" reception on December 6, 2008. At that point, intensive museum implementation was beginning to get underway.

By early 2009, none of the original founders or officers were still board members. Mayor Fitch left in the mid-2000s, David Norden left in 2008, and Birge Watkins left in January 2009. All were subject to term limits prescribed in the Foundation bylaws.

A Sad Loss and Litigation

In January 2007, Harold Spencer, one of the Foundation's board members and a well-known and beloved local businessman, died after falling into an uncovered historic cistern near the front of the Visitor Center. Spencer was a strong supporter of the Mosby Museum project.

The Spencer family filed suit against the Town of Warrenton in early 2009. Because the Mosby Foundation technically had a lease on the property it was determined that the Foundation was also at financial risk. The litigation was of great concern to the Foundation, but despite the stress of a lawsuit, museum development efforts continued unabated well into 2009.

Eventually however, the litigation took its toll. The Foundation ended their fundraising activities around mid-year and by late 2010, the Mosby Museum Foundation dissolved.

In October 2009, \$1.25 million was paid to the family in settlement. As the lengthy period of litigation neared a conclusion, the museum project and related Foundation activity were effectively shut down. These developments had painful fallout, as the Mosby Museum project suffered, and the town was criticized, harshly, by certain members of the community.

Years of Success End Abruptly

By the end of 2008 The Mosby Foundation had successfully renovated Brentmoor, the Visitor Center was in operation, detailed plans were in place for opening the museum, artifacts were donated or loaned and more were on the way, and fundraising was going very well. There was great support in the community and heightened anticipation about the new museum. The John Singleton Mosby Museum Foundation had successfully set the stage for the opening of the museum. Unfortunately, the litigation ended all forward progress.

A New Start

The Mosby Museum project remained relatively dormant until 2012, when a new effort was launched to bring Brentmoor back on-line.

State tax credits amounting to \$138,000 were obtained from the Virginia Department of Historic Resources (DHR) and provided an additional source of museum completion funding. (The tax credit transaction was structured in a standard, if highly complex, form of a hybrid LLC entity, partly owned by a local 501(c)(3), and partly by a private investor, which made a stream of "lease" payments in return for the tax credits.) The museum project was temporarily revitalized with new funding.

In 2012, Mayor Fitch organized a group of Town residents to act as the steering committee for opening the Mosby Museum (in its prior years, the museum had only opened on a few occasions (even as the Civil War Sesquicentennial had commenced in 2011 with obvious opportunities for promoting the Mosby connection). The Mayor's wife chaired the new committee. During early fall 2012, the committee worked diligently, decorating the home, creating a marketing subgroup, and buying and borrowing additional artifacts and period furniture. (though no authentic materials from the House or Mosby family). Several items were loaned by a Mosby descendant on the steering committee and other items lent by the Stuart/Mosby Cavalry Museum in Centreville.

The museum wasn't without its flaws, but the ground floor at Brentmoor housed a very credible start of a true house museum with a good preliminary collection. The upper floor of the house remained vacant, but it was used to highlight certain aspects of the architecture and recent renovations. Many visitors wanted to see Mosby's bedroom.

A Mosby Museum "soft" grand opening in the first week of December 2012 was conducted. The event was a success, aided by the work of a handful of volunteers, interns from GWU's museum management

program, the local community college and Fauquier High School. The attendance count was well over 200. Key contributors included Dave Goetz (a local Mosby historian and member of the current Task Force), Rex Cooper (a descendent of Col. Mosby), and John Quarstein (a museum consultant) all of whom provided robust Interpretive tours working as team. An exit survey confirmed the success of the program in the minds of attendees.

Due to internal disagreements, several of the key steering committee members resigned shortly after the soft opening, but the momentum and support was strong enough to pull together a formal Grand Opening on March 9, 2013 (a date selected as it corresponded to Mosby's famous raid in Fairfax, Virginia where he captured a Union general, returning his captive to Warrenton by horseback in a celebrated ride).

The formal Grand Opening was also a successful event. A keynote seminar was presented by a Western Kentucky University history professor, author of the book, *The Grey Ghost*, and interpretive tours of Brentmoor were offered. Total attendance was around 60 persons.

The Museum continued in operation 3 days per week until November 2014 when it closed again, as the tax credit funds had run out. Unfortunately, the steering committee did not initiate any successful fundraising activities similar to those conducted by the former Mosby Museum Foundation.

Mayor Fitch, by then the former Mayor of Warrenton, passed away on December 30, 2014, and by operation of the leases and other agreements, and passage of time, the Mosby House reverted to direct town control.

The successor Mayor of Warrenton, Powell Duggan, sought a disposition of the Brentmoor property, after the building was secured, and the collection inventoried.

Town Councilmen, Yakir "Yak" Lubowsky, chairman of the current Task Force, suggested holding a "Town Hall" type meeting for all interested members of the community. A well-publicized meeting was finally held in September 2015, during the Town's Heritage Day program. To prime interest, a tour was offered of Brentmoor the same morning. Attendance at the full meeting was strong, numbering over 60 individuals representing nearly all constituencies of the Town (history buffs, business people, former Mosby Foundation board members and volunteers, nearly all the town council members, the press and many local residents).

Councilman Lubowsky led the meeting and "white boarded" the major options proposed for the fate of Brentmoor, to be communicated to the Town Council at a later date. Option clusters were: outright sale, leasing the property to a for-profit or non-profit entity, rebooting and making another effort to open the facility with the Town's ownership of Brentmoor and management by a foundation, working with "partner" organizations (historic and otherwise) to run the museum.

Significantly, in a straw poll at the end of the "Town Hall" session, a show of hands indicated that a substantial majority of the attendees did not wish to see Brentmoor sold. The general feeling was "let's find a way to make it work." Lubowsky asked for the attendees to indicate on the signup sheet if they were willing to serve on a smaller task force that would undertake rigorous analysis of the options for Brentmoor, and make a final recommendation to the Town Council for its ultimate determination.

Twelve task force members (six chosen by Lubowsky and six more designated by the other town council members), with Lubowsky as chairman, were empanelled and met regularly between mid-November 2015 and late January 2016 to explore and assess options for the Mosby House.

The Task Force's investigation, analysis and conclusions are the subject of this report.

APPENDICES FOR THE BRENTMOOR TASK FORCE REPORT

Attachment A -- Biographies of Task Force Members

Attachment B -- Implementation of the Task Force Recommendations

Attachment C -- Important Reference for Task Force Work

**Attachment D -- Town Attorney's list of Conditions for Brentmoor
Occupancy and the DHR Easement**

Attachment E -- The Tax Assessment

Attachment F -- Exchange of Communications on Zoning Determinations

Attachment G -- Toward the Concept of Multiple Programs for Brentmoor

Attachment H -- Photos of Brentmoor home inside and outside

Attachment I -- Proposal from the Stuart/Mosby Historical Society

Attachment J -- Deed of Easement for Brentmoor House

Attachment A --Biographies of the Brentmoor Task Force Members

Bob Rust is a principal of Iron Ox Development Corp.; the managing broker of Iron Ox Real Estate; and owner of the White Horse Auto Wash car wash chain which has locations in Warrenton, Woodbridge and Charlottesville. He started his business career in Philadelphia working for Goldman, Sachs and Company and was part of a team responsible for \$3.5B in assets. He graduated with a bachelors from Virginia Tech and a masters from the London School of Economics. He lives in the Town of Warrenton with his wife and four kids, and currently sits on the Board of the Saint James Episcopal School.

Robert F. (Bob) Dyer

Robert F. (Bob) Dyer is an Emeritus Professor of Marketing at George Washington University. His BBA ('65) and MBA ('66) are from Bowling Green and his PhD from the University of Maryland. He continues to teach on-line courses for GWU and is an active writer of case studies and articles focusing on consumer safety issues and Nordic companies. In 2006 Bob was a recipient of a Fulbright Program Award as Distinguished Chair and Guest Professor to the Technical University in Lisbon, Portugal. He has written in most of the top journals in the marketing field focusing on marketing and public policy issues and the use of CRM and decision support technology in marketing. For ten years, Bob was the Associate Dean for Graduate Programs at GWU's Business School and led faculty efforts to create the Executive MBA, the Professional MBA and the Global MBA programs. Bob has been a guest professor abroad in France, Ireland, Egypt, Sweden, and Portugal. Bob was a faculty member at Westminster College, Bowling Green and Maryland prior to GW. He has served as the President of the Washington, DC American Marketing Association and held the position of Vice President of Collegiate Activities and Board Member for AMA National. His consulting assignments have included work with the U.S. Federal Trade Commission and the U.S. Food and Drug Administration. For many years he offered a popular executive development program on the topic of "Marketing Research for Results."

Bob and his wife, Ann-Marie, live in Sweden during the summer. His sports passion is golf and he plays for the senior men's team for his club in Warrenton, Virginia.

A Brief Bio for David Goetz

David Goetz owns **Mosby's Confederacy Tours**, and leads tours *in* "Mosby's Confederacy", including Virginia counties of Fauquier, Loudoun, Warren and Clarke. He has published *"Hell is Being a Republican in Virginia": The Postwar Relationship Between John Singleton Mosby and Ulysses S. Grant*, which examines the pursuit of peace and reconciliation between North and South by Colonel Mosby and President Grant.

Mr. Goetz is descended from the family of **Chaplain Father James M. Graves, S.J.**, who served with Generals Joe Johnston and Stonewall Jackson in the Army of Virginia in 1861-62. He is a past commander of the Black Horse Camp #780, Sons of Confederate Veterans in Fauquier County, Virginia, serving from 2009-13.

Mr. Goetz has a professional background in public relations, sales and marketing, primarily with non-profit organizations. He holds an undergraduate degree in English from Bellarmine University, Louisville, Kentucky, and a Master of Science degree in Community Development from the University of Louisville. He is a U.S. Army veteran, received an Honorable Discharge, and lives in Culpeper County, Virginia.

Birge Watkins

Birge is currently Vice Chairman and a Director of CoreVest Financial Corporation, and a director of Imperial Capital Corporation and Managed Investment Opportunities Corporation. All three companies are associated with a New York hedge fund. He is also a Director of The Lowell Group, a private equity investment company. His business background includes real estate and financial investment with Trammel Crow Company and FBR Investment Management. He is a consulting partner with Encompass Real Estate Advisors.

Birge serves as Vice Chairman of the Council for American Universities Abroad and is a Director and former Chairman of the Land Trust of Virginia. He is a Commissioner and former Chairman of the Vint Hill Economic Development Authority. He served as Staff Assistant to the President for Economic Affairs in the Ford White House, Assistant Director of President Reagan's Task force on International Private Enterprise at USAID, Deputy Assistant Secretary of Agriculture under President Bush (I) and Director of National Investor Outreach for the Resolution Trust Corporation.

Birge was a founder, director and former President of the John Singleton Mosby Museum Foundation and a former at-large member of the Warrenton Town Council. He has a BA degree from Alma College, an MBA from the London Business School, and an MPA from the Harvard Kennedy School.

Terrence L. "Terry" Nyhous retired from the U.S. Air Force in 1990. He served as Deputy Assistant Secretary of Defense during the administration of President George H.W. Bush. Terry worked as a senior consultant for Price Waterhouse LLP, advising clients worldwide on the impact of Federal spending on business plans, mergers & acquisitions, and related subjects. He moved from the Washington, D.C., area to Warrenton, Virginia, in 1999. He served on the Warrenton Town Council for four years and as a member of the Fauquier County Board of Supervisors for an additional four years. Terry is a graduate of the United States Military Academy at West Point, New York, and holds a Master of Public Affairs degree from the University of North Dakota.

Edward B. Wright III is a fifth generation Realtor at Wright Realty, Inc., a 70 year old real estate company that focuses on appraisals, sales, leasing and property management. Ed's work focuses on commercial sales, leasing, and property management and was recently chosen as one of 2016 Top Real Estate Agents by Northern Virginia Magazine.

Ed, his wife Kimberly and three children, reside in Old Town Warrenton, VA. Ed grew up in the colonial town of Buckland on the edge of Fauquier County at Cerro Gordo. Ed is a graduate of the University of the South in Sewanee Tennessee with a B.A. Degree In Economics.

Melissa Wiedenfeld began her career in historic preservation at Texas Tech University as a graduate student. After graduation, she spent several years working as a Historic Preservation Planner for the State of Florida, conducting historic resource surveys, developing a statewide historic bridge survey, and assisting with the Historic Preservation Grants Program. She continued her historic preservation career in Louisiana while earning a Ph.D. in History at Louisiana State University, working closely with archaeologists and engineers on a variety of projects. After a hiatus in academia and a few years in the Galapagos Islands in Ecuador, she returned to work as a historian/historic preservation consultant for a firm in Austin, Texas. In 2007, Dr. Wiedenfeld moved with her family to Warrenton and continued her career as a historic preservation consultant, managing a variety of preservation projects including HABS/HAER/HALS documentation, interpretative signage for historic districts, historic resource surveys, historic context development, and preservation management plans. She has worked on projects from Maine to Hawaii to Puerto Rico, including several in Virginia.

Mitch Oldham moved to Warrenton in 1995. Engaged in residential real estate appraisal for the majority of his working career. Migrated to tech work as a Systems/Network Engineer before somewhat early retirement due to multiple medical challenges. President of North Rock HOA for the past 4 years.

Paula Johnson

Paula has lived in Warrenton for almost fourteen years with her husband, Dr. Ted G. Johnson and they have three grown children. Her professional career was with Northwest Orient Airlines as a flight attendant based in Minneapolis, Minnesota flying nationally and internationally. Living in Virginia, Paula became intensely interested in the area history. To that end, she became a committee member of the John S. Mosby Museum Foundation in 2003, then Special Events Chair and a Foundation Director in 2004 through 2010. Her responsibilities included the annual Blue and Gray Ball event (creating the ball arrangements and chairing the Ball Committee), the Mosby House Tour Guide, and other Foundation special event arrangements. During that time, Paula was the originator of the Mosby Players - www.mosbysplayers.org. The interpretive group gave performances to educate and preserve the 1860 – 1865 period of time through first person portrayals and have appeared at various area events since 2007. The Mosby Players gave presentations at Brentmoor and have provided *Mosby Town Tours* regarding Warrenton history and especially focused on locations pertinent to Col. John S. Mosby. Also while on the Mosby Board, she was one of three founding originators of the Warrenton - Fauquier Heritage Day event. As the event chair, she completed the eleventh annual event in Old Town Warrenton and Courthouse Square on 26 September 2015. In 2008 Paula was one of the founding members of the Fauquier Heritage Institute with the Fauquier County Library sponsoring a lecture series of Virginia and American history through 2010. Also for Fauquier County, Paula was the 2009 Parade Chair for the Fauquier County 250th Anniversary Celebration and planned the program of events. Paula has served on many historical foundations including the Germanna Colonies Foundation from 2009 - 2012, the Buckland Preservation Society as the Special Events Chair and coordinated the 2009 Blue and Gray Ball at Buckland Farm, was a docent with the Liberty Heritage Museum from 2013 - 2014 and the Brandy Station Foundation as a Ball Committee Member in 2012 and then a Board Director in 2013 through the present. Paula was a Sesquicentennial Committee Member with Fauquier, Culpeper, and Prince William Counties and served as the Fauquier Chair from 2012 - 2015. In December 2015 to date she has served with the Brentmoor Work Group.

David C. Gerrish Jr.
Financial Advisor
Senior Vice President – Branch Manager

For over 35 years, Dave has earned the trust and confidence of his clients by addressing their individual financial needs at varying degrees of complexity. He is a firm believer in planning before investing and keeps a watchful eye over the next stage in his clients' lives. Preparing for his clients' retirement and how best to replace their earned income with various retirement income sources occupies the lion share of his time.

Dave earned a degree in Aerospace Engineering from Virginia Tech and an MBA from Southern Illinois University. He served his country as a military aviator, both on active duty with the US Air Force and in the reserves with the Virginia Air National Guard. Although he has practiced in the field of financial planning for several decades, Dave's engineering roots are evident in his disciplined approach to portfolio management. Dave started his career with Wheat First Securities in Warrenton and has called Main Street his home ever since.

As a beacon for his community, Dave has been involved in numerous charitable organizations and committees:

- . He spent twelve years as a volunteer serving on the board of the Fauquier Hospital Foundation including four years as its chairman.
- . He held the position of treasurer for the Warrenton/Fauquier Chamber of Commerce.
- . Dave served as chairman of the Partnership for Warrenton, the local manifestation of the National Trust for Historic Preservation.
- . He Co-founded the non-profit Northern Piedmont Community Foundation, which continues to grow and serve the local and regional community today.
- . Dave served locally as Scoutmaster and Assistant Scoutmaster with the Boy Scouts of America for over ten years until his three boys were grown.
- . Dave, along with his father and other community members, has been instrumental in the founding, fund raising, and construction and maintenance of the Fauquier Veterans Memorial.

When Dave isn't working he enjoys general aviation flying, wood-working, day hiking, as well as some backpacking and camping in the Blue Ridge Mountains. Of course, rooting for the Washington Nationals occupies his time from spring through fall.

Dave and his wife, Virginia, live in Old Town Warrenton.

[Yakir M. Lubowsky -- biographical entry on Town of Warrenton Website]

Council Representative, Third Ward; Liaison to the Town Planning Commission; Chair, Emergency Preparedness Task Force; Representative previously on the Architectural Review Board (ARB); Regional Commissioner, Planning District Nine

Business and legal strategist; and combustion energy /power generation technology developer.

BA (politics & strategy, with highest honors), The Johns Hopkins University, Baltimore (graduated first in the class of 1979); JD (law degree), Northwestern University, Chicago, 1984, editor of *The Journal of International Law and Business*; founding president, the Law School's Federalist Society chapter.

Defense and foreign policy assistant in both the U.S. House and Senate. Long experience as political speechwriter. Practiced law on Wall Street (Milbank, Tweed, Hadley & McCloy). Part of senior management at three companies (two of them start-ups). Director of eight civic organizations, an international human rights group, a technology development partnership and a corporate shareholder trust.

An active preservationist and farm/open space advocate, writing often on land use/conservation issues. President of the Fauquier County Historical Society; co-founder of the Balanced Growth Alliance; past president of CFFC (the county's conservation organization); immediate past chairman of the Fauquier Business Advisory Committee (BAC); broad experience managing election campaigns; former candidates' chairman of the Fauquier Republican Committee. Writer and lecturer on political strategy.

A continuing member in good standing of the New York Bar.

Among relevant honors: a civic commendation by the Virginia General Assembly; twice Fauquier Citizen of the Year, 2004 and 2012 (Center District); commissioned a Kentucky Colonel for Civil War preservation work.

Hon H. Dudley Payne, Jr. (Judge, Ret)

H Dudley Payne, Jr. was born in 1945 in Rocky Mount, North Carolina. Beginning in 1946 lived in Arlington, Virginia with his family until he departed for college at Wake Forest University in 1963. He has a younger sister, Sue, and they grew up as the fortunate children of parents who served as a career FBI Special Agent and homemaker in all the best senses of the word.

Upon graduation from Wake Forest in 1967, Dudley enrolled in Officer Candidate School of the United States Marine Corps in Quantico, Va. After completion of his training as a Forward Observer and Marine officer in artillery, he was transferred to combat units in Viet Nam, arriving in September, 1968. In Viet Nam, he first served with infantry units as a forward in the most remote reaches of South Viet Nam near the Demilitarized Zone separating North vs. South Viet Nam. His tour ended on February 25, 1969, when his unit was hit by "sapper squads" of the North Vietnamese Army. He was sent to Oakland Naval Hospital in Oakland, California to recover from his wounds.

Finishing his tour with the Marine Corps in 1970, he enrolled in the Columbus School of Law, Catholic University of America, in Washington, D.C. While in law school, he served as the Managing Editor of the *Catholic University of America Law Review*.

Following his graduation from Law School in 1973, he engaged in the private practice of law throughout Northern Virginia until 1995 (his offices were in Marshall and Warrenton, Virginia).

Between 1974 until 1977, he served as an Assistant Commonwealth's Attorney in Fairfax County, Virginia. prosecuting criminal offenses from traffic cases to murder.

In 1995, Judge Payne was appointed by the Virginia General Assembly to the bench of the 20th District Juvenile and Domestic Relations Court, serving Loudoun, Fauquier and Rappahannock counties. He served this court for 12 years, retiring in 2007. He continues his service to his community by engaging in the private practice of mediation as the owner of Payne Mediation LLC in Warrenton, Virginia.

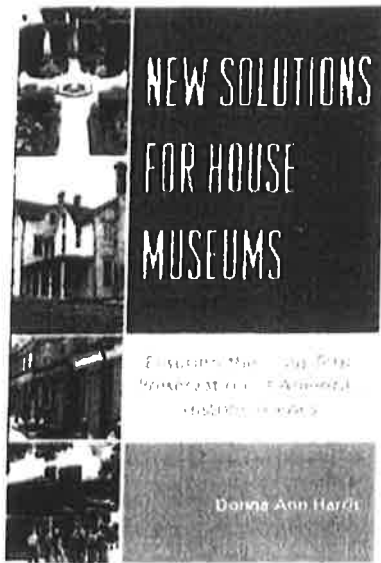
The true "loves of his life" are his wife of nearly 37 years, Ann, and his sons, Edward D., J. Strickland (Strick) and Dudley III, all of whom live in Fauquier County, Virginia.

Attachment B -- Implementation of the Task Force Recommendations

Several steps are needed to take action on the Task Force Report:

- 1. Schedule Meeting with Powell Duggan, Brannon Godfrey, Yakir Lubowsky and the Officers of the Stuart/Mosby Historical Society in attendance. Visitor center conference room suggested following a tour of Brentmoor.**
- 2. Decision must be made concerning whether to offer SMHS a lease arrangement or a co-stewardship agreement. The lease or agreement must be drafted and presented to SMHS. (Examples of co-stewardship agreements are available from the Task Force.)**
- 3. A mutual agreement must be made about the relationship between a prospective new entity, the Brentmoor Trust, and the Stuart/Mosby Historical Society.**
- 4. Arrange meetings with SMHS officers and the following persons/officers of the Town of Warrenton:
Brannon Godfrey, Town Manager, Bo Tucker, Physical Plant, Warrenton/Fauquier Visitor Center Director and staff.**
- 5. Initial Operational Plans for: a) opening ceremony for the Mosby Museum under the direction of SMHS; b) Business Plan and Marketing Plan reviewed, endorsed, and beginning execution steps e.g. staffing, hours of operation, etc.**
- 6. A number of meetings with community organizations needs to be planned: Fauquier Historical Society; Old Jail Museum Executive Director; Old Town merchants, Partnership for Warrenton; History Department faculty at Fauquier County High Schools and Lord Fairfax Community College**
- 7. A reception needs to be planned for past major donors to the Mosby Museum Foundation.**
- 8. A meeting needs to be scheduled/facilitated by Robert Dyer with the SMHS officials and the George Washington University Museum Studies Program; similar arrangements to be made with George Mason, Shenandoah, and Mary Washington Universities.**
- 9. Meetings need to be scheduled with historic groups in the area: Mosby Heritage Area Association, Journey Through Hallowed Ground, Civil War Trust, and others.**

Attachment C -- Important Reference for Task Force Work



A generational shift is occurring at historic house museums as board members and volunteers retire while few young people step forward to take their place.

These landmarks are also plagued by serious deferred maintenance, and many have no endowment funds.

What will happen to these sites in the next ten years, and what can be done to assure their continued preservation for generations to come?

In New Solutions for House Museums, Donna Ann Harris Harris examines possible options and provides a decision-making methodology as well as a dozen case studies of house museums that have made a successful transition to a new owner or user.

- See more at: <http://resource.aaslh.org/view/new-solutions-for-house-museums-ensuring-the-long-term-preservation-of-americas-historic-houses/#sthash.duf73wdk.dpuf>

New York: Rowman and Littlefield Publishers, 2007

Attachment D -- Town Attorney's list of Conditions for Brentmoor

Occupancy and the DHR Easement

Draft Bullet Points of Restrictions on Mosby House

(Not final and may not be used in any contract for the sale of property)

- The property cannot be changed (inside and out) from the photographs taken by Calder Loth of DHR on June 27, 2000 and whose negatives are stored with DHR. The premises may be changed only according to the easement document.
- The property shall only have on it:
 - The house
 - The smokehouse and kitchen outbuildings
 - *Other buildings or structures commonly or appropriately incidental to a single-family residence*
 - Reconstruction of historic buildings or structures where they can be documented as previously existing
 - Any building as shown on the Master Plan of May 5, 2000
 - The Visitor Center
 - Other buildings or structures necessary for the use of the Easement Property as a local history museum
- The smokehouse and kitchen outbuildings can not be altered, restored, renovated, or extended without prior written approval
- Any historical interior characteristics can not be altered or removed without written approval
- The grounds can not be disturbed without prior written approval and must have a plan submitted by a professional archeologist and any artifacts must be preserved
- The topography of the property can not be altered
- Landscaping must be done in accordance with sound arboreal and horticultural practices
- No driveways, roads or utility lines may be created without prior written approval
- One subdivision is permitted provided that neither parcel is smaller than 1 acre and one parcel shall contain the historic house and surrounding grounds and shall be in configuration acceptable to DHR
- Grantee may enter the property from time to time with 10 written notice for the purpose of enforcing the easement and may erect a sign stating DHR has an easement
- Prior to selling the property the owner must notify DHR in writing
- If the easement is violated DHR can restore the property to the condition of the photographs and assess the costs for doing it as a lien on the property
- If the owner submits a written request to DHR and DHR doesn't respond within 30 days then it is deemed to have approved the request

Attachment E -- The Tax Assessment

Good afternoon all. One of the items on my to-do list was to find out the assessed valuation of the Brentmoor House and property. Unfortunately, because it is on the same 3.0553-acre parcel as the Visitors Center, the building values are combined on the County GIS (attached). The combined value is \$747,400 for Improvements and \$373,600 for the Land for a total of \$1.121 million.

I am working on the other items/inquiries and will distribute them to the Work Group as soon as I complete them. Let me know if you have any questions.

Brannon Godfrey

Town Manager

Town of Warrenton

P.O. Drawer 341

Warrenton, Virginia 20188-0341

(540) 347-1101

https://mail.google.com/_scs/mail-static/_js/k=gmail.main.en.F_AwFpdvDl8.O/m=m_i,t,i... 2/28/2016

Attachment E -- The Tax Assessment

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Brannon Godfrey

Town Manager

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[Maps](#)
[reelauquierecounty.gov/details/6984531158000?tilesearch=1](#)

Fauquier County Real Estate Database

Parcel Detail for PIN 6984531158000

Street Address: 173 MAIN ST
Legal Description: 100 BLK OF MAIN ST

Current Assessment Summary			
Improvements Value	Land Value	Deformation	Total Taxable Value
\$747,800	\$373,000	\$0	\$1,121,000

Parcel	Improvements	Land	Transfer
Owners: WISE, JEFFREY W Subdivision: Map Sheet: 6954.15 Lot/Range: AVE A&G Road Type: 1-AYED Topography: ON GRAIN Book/Page: 6307/CEED In Instrument: Annotations:	Mailing Address: PO BOX 164 Neighborhood: WILSONVILLE VA 22180-0164 Neighborhood Group: 000 Tax District: CENTER WARRENTON Class: WARRENTON TOWN Acres: 1.051 Utilities: PUBLIC WATER Public Sewer:	Zoning: RESIDENTIAL Declarations:	

Transfer Notes: 91-123 INT FILE ATTORNEY DB 641 (137) 91 1-1 ENT PRF SHEPHERD DB 643 1419 1990 AC REAGD ASMT WAS PUT IN SQ FT BY MISTAKE 1999 FR BRUNN HALLS N & 1/2 VAL LYNNIE S N SHEPHERD CHABLES E BY DB 622/186 2000 PR SHEPHERD CHABLES E & 1/2 KENNA LYNNIE S DB 610-1 2002 TOP SA (SM) (PR) STAYATION (SM) CONZ TO BOARD OF HISTORIC RE-SOURCES DB 603/1437 2003 D&COR ACRO TO ACO ENTST R TO 603/1437 DB 605/32

Land Conservation Easement Summary

☐ Purchase of Development Rights
 ☐ Easement of Easement
 ☐ Open Space Easement
 ☐ Other

Attachment F -- Exchange of Communications on Zoning Determinations

Ed,

The current use group of the house is A-3, which is assembly use. The current use of the visitor's center building (33 N. Calhoun Street) is a combination of A-3 assembly use and B - business use. The occupancy load for the Mosby House is limited to 49 persons under the assembly usage. The Building Official would be able to assist with the evaluation of any necessary code updates for restrooms, etc, but it would appear that both structures have the same A-3 assembly use that would not appear to trigger any change of use processes. That said, the Certificate of Occupancy is specific to the uses per floor for the exhibits, storage and offices and that would need to be updated for a change to a visitor's center use.

Thank you,

Sarah

From: Ed Wright [mailto:ebw@wright-realty.com]
Sent: Monday, December 07, 2015 1:03 PM
To: Brannon Godfrey; Sarah Sitterle
Cc: Yak Lubowsky; Yakir Lubowsky; whitsonrobinson; Mitch Oldham
Subject: RE: Uses allowed in Brentmoor House and Property

Thank you Sarah

So, clearly a change of use would trigger improvement costs. What is the current use group of the house and would using it as a visitors center be considered a change of use?

Best regards

From: Ed Wright [mailto:ebw@wright-realty.com]
Sent: Thursday, December 03, 2015 6:19 PM
To: Brannon Godfrey
Cc: Mitch Oldham
Subject: Uses allowed in Brentmoor House and Property

Brannon

Any news from the town regarding alternative uses other than museum and potential change of use issues?

Best regards

Ed

Edward Barron Wright III

Wright Realty, Inc.

9009 Sudley Rd

Manassas VA 20110

703 368 8136 ph

703 282 2372 cell

703 368 7238 fax

Wrightrealty5@gmail.com

Properties for sale or lease can be found here. www.wright-realty.com

REAL ESTATE DISCLAIMER: Content of this email may not be deemed an offer, or acceptance until paper documents are mutually executed. Information deemed but not guaranteed to be accurate.

From: Brannon Godfrey [mailto:bgodfrey@warrentonva.gov]
Sent: Monday, November 30, 2015 4:42 PM
To: yakir lubowsky <councilmanward3@hotmail.com>; Edwardbwright@comcast.net; Terry Nyhous <tnyhous900@aol.com>; brust@ironoxconsulting.com; david.gerrish@wellsfargoadvisors.com;

(540) 347-1101

From: Sarah Sitterle
Sent: Monday, December 07, 2015 12:56 PM
To: Brannon Godfrey
Subject: FW: Uses allowed in Brentmoor House and Property

Mr. Godfrey,

I found the rezoning file for the Mosby House property, which includes the entire parcel. I have attached the minutes from the Council meeting that indicate that text amendments were approved for the PSP District to allow for visitor's centers, gift shops and office use with approval of a SUP. A SUP was granted for operation of a visitor's center at 173 Main Street, which at the time only had the Mosby House and not the separate visitor's center building. That means that a visitor's center could operate at the Mosby House.

For the question regarding an Art Gallery, we do not have that specific use in any district and it is not defined in the Ordinance. An art gallery is usually related to a retail function where artwork is offered for sale and therefore would be considered retail use. Anything open for just display of artwork would be akin to a museum.

Approval for a gift shop SUP was granted for 173 Main Street. This is a very specific use that is defined in the Ordinance and may not be considered general retail.

"Gift Shop: A building, or area within a building, comprising no more than 3,000 square feet that display and sells merchandise at retail that is related to a historic person, place or event."

The house would need to be brought up to code for a change of use. At minimum, that would involve restroom facilities that would need to be ADA compliant. The first level is handicap accessible to my knowledge. Whether the improvements would involve one or two bathrooms, that would be up to the Building Official depending on the occupancy and anticipated use. It is difficult to know what other code changes would be necessary without knowing the end use. The Building Official can be consulted with a walk through to help determine what changes may be necessary.

Thank you,

Sarah

From: Ed Wright [mailto:ebw@wright-realty.com]
Sent: Monday, December 07, 2015 8:20 AM
To: Brannon Godfrey
Cc: Mitch Oldham; Yak Lubowsky; Sarah Sitterle; whitsonrobinson; Yakir Lubowsky
Subject: RE: Uses allowed In Brentmoor House and Property

Thank you.

I see visitor center requires an SUP. Does the current SUP at Brentmoor allow visitor center to be moved to the house?

Would an Art Gallery be allowed? It does not appear so from the zoning.

Also ask if the use of the house changed from museum to office use, visitors center or art gallery, would this change of use trigger construction improvements (ie more bathrooms, ada improvements) to allow each of these uses or could it be used for these uses in its current condition.

Best regards

Ed

Edward Barron Wright III

Wright Realty, Inc.

9009 Sudley Rd

Manassas VA 20110

703 368 8136 ph

703 282 2372 cell

703 368 7238 fax

Wrightrealty5@gmail.com

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REAL ESTATE DISCLAIMER: Content of this email may not be deemed an offer, or acceptance until paper documents are mutually executed. Information deemed but not guaranteed to be accurate.

From: Brannon Godfrey [mailto:bgodfrey@warrentonva.gov]
Sent: Monday, December 07, 2015 8:11 AM
To: Ed Wright <ebw@wright-realty.com>
Cc: Mitch Oldham <mitch_oldham@hotmail.com>; Yak Lubowsky <councilmanward3@hotmail.com>; Sarah Sitterle <ssitterle@warrentonva.gov>; whitsonrobinson <whitsonrobinson@gmail.com>; Yakir Lubowsky <ylubowsky@warrentonva.gov>
Subject: RE: Uses allowed in Brentmoor House and Property

Good morning Ed. I am attaching a the information from the Zoning Ordinance on the Public-Semi-Public (PSP) Institutional District, in which Brentmoor and the Visitors Center reside. I will be meeting with Planning Director Sarah Sitterle and Town Attorney Whit Robinson this morning about what further restrictions may be attached to the property. I am dedicating some time to this later today and will forward you my findings.

PSP is a fairly *unrestrictive* zone, as zoning districts go. Therefore answering the follow-up question about what processes or improvements would be necessary for alternative uses will be challenging. It's a pretty big universe of permitted uses (Institutional, retail, office, residential, health).

I hope this is enough to get started. Let me know if you have questions.

Brannon Godfrey

Town Manager

Town of Warrenton

P.O. Drawer 341

Warrenton, Virginia 20188-0341

(540) 347-1101

From: Ed Wright [mailto:ebw@wright-realty.com]
Sent: Thursday, December 03, 2015 6:28 PM
To: Brannon Godfrey
Cc: Mitch Oldham
Subject: RE: Uses allowed in Brentmoor House and Property

Thanks. Need that info to start the analysis due 12/17. If I get it early next week, that works.

Best regards

Ed

Edward Barron Wright III

Wright Realty, Inc.

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Manassas VA 20110

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703 282 2372 cell

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REAL ESTATE DISCLAIMER: Content of this email may not be deemed an offer, or acceptance until paper documents are mutually executed. Information deemed but not guaranteed to be accurate.

From: Brannon Godfrey [mailto:bgodfrey@warrentonva.gov]

Sent: Thursday, December 03, 2015 6:28 PM

To: Ed Wright <ebw@wright-realty.com>

Cc: Mitch Oldham <mitch_oldham@hotmail.com>

Subject: RE: Uses allowed in Brentmoor House and Property

Good evening Ed. I have not had much time since Monday to work on that subject. I have dedicated time tomorrow morning to work on it, and plan to have some responses on my "homework" items next week.

Brannon Godfrey

Town Manager

Town of Warrenton

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Attachment G

Toward the Concept of Multi-Use Purposes for Brentmoor: Mosby, Warrenton/Fauquier and Horses

Introduction

It is not hard to create an argument that having Brentmoor exclusively as a historic home dedicated to the life of Col. John Mosby is not sustainable in the long run. Many of the recent articles and books about historic homes speak about their decline, but also include examples of creative and entrepreneurial models of successful historic homes that shaped their offering to the community and embraced having multiuse facilities, not just a static museum.

A Local Example

A local example is in Gordonsville, Va just 50 miles from Warrenton. The Exchange Hotel (originally an 1860's railroad hotel and tavern) served the purpose of being a Civil War Hospital museum during the Civil War as a large scale receiving hospital for injured Confederate and Union troops. To this day it has perhaps the best collection on display of War medical instruments and supplies.

Overtime, the story of The Exchange Hotel being a Civil War hospital and its fine collection of artifacts was a strong, but perhaps not a compelling reason for a historical tourist to visit out-of-the-way Gordonsville. Originally a hotel and tavern for railroad passengers, the first floor of the home depicts the tavern and guest rooms. The second floor is largely devoted to the building's hospital role. The top floor shows how the hotel was used after the War as a Freedmen's Bureau offering an education center for emancipated slaves. It also served as a small claims court for freed slaves. Another role depicted in the home was its home for the spy agency of the Confederacy. This is a clear example of Museum multiple uses. It shows the changing role of the hotel over time and created multiple reasons for a visit.

MultiUse for Brentmoor?

What kind of multiuse might fit Brentmoor? Clearly, its anchor purpose should be the home of the Mosby Museum, as Mosby resided in Warrenton after the War. The three phases of his life to depict here are Mosby as a Cavalry officer, as a town attorney and family man, and as a Federal employee and statesman. Perhaps the Museum should spend at least a third of their exhibit content on each of these topics? What other historical uses might Brentmoor have? One is highlighted below, others can emerge.

A direct link exists between Mosby, his Rangers, and equestrian activities. One book tells of Mosby allowing his Rangers to take a day off to participate in point-to-point races in Upperville. Mosby himself is said to have been a foxhunting participant during the War. Much has been written about the importance of horses in war, in general, and the role that they had in the Civil War. There is speculation that the Confederacy's early battlefield success could be attributed to a superior cadre of military leaders and the edge they had with their cavalry units connected to horsemanship. Mosby looked at numerous factors when selecting his Ranger recruits and riding skills was very high on the list.

So how does this tie to the Mosby museum? There could be special exhibits that link to horses and horsemanship, some directly tying to the Civil War years and some more generally linking to Warrenton and Fauquier County with their major legacies when it comes to the subject of horses. The past could be linked to the present. Below some of these horse centric ties are spelled out.

1. Steeplechase or Point-to-Point racing is big in Fauquier County. Gold Cup's headquarters are located here and the Great Meadows, a major equestrian center, is located 5 miles out of Town. A U.S. equestrian training center is in the works on the Arundel property.
An exhibit about the history of the Gold Cup Races and its present racing innovations might fit well.

2. The story of President Theodore Roosevelt's one day ride to Warrenton from Ft. Myer is etched in the Town's history. Roosevelt had supported a policy that a cavalryman should be able to ride 90 miles in a day. On Jan. 13, 1909 Roosevelt staged a publicity stunt to prove the reality of the policy.

A 50 mile ride with stops at Fairfax and Gainesville for fresh mounts brought Teddy to the Town at 11 am. He had left Ft. Myer at 3:40 am. After a speaking and handshaking opportunity on the lawn at the Warren Green hotel, Roosevelt had lunch, he then began the return trip and was back in the White House at 8:30 pm. **How about reenacting this famous ride in Old Town and have an exhibit about it and the equestrian background of the famous Roughrider?**

3. A similar famous ride was performed by Col. Mosby and his men after he captured Union General Staunton in Fairfax and took his captive and other prisoners to Warrenton by horseback. Mosby gave permission to Staunton to visit his Beckham family friends on Culpepper Street. March 9, 1861, the date of this ride, was chosen to be the date of the Grand Reopening of the Mosby Museum in 2013. This daring evening raid was a major part of the origin of the legend of the Grey Ghost of the Confederacy. **More reenactment possibilities.**

4. Horse Country located in Warrenton's Old Town is the area's largest retail operation focused on riding gear, apparel, and tack. Publisher of Horse Country Life. **Could Horse Country sponsor a tour of their shop and lead a display of tack and riding apparel over the years?**

5. Several of the Piedmont region's oldest fox hunting clubs are in the immediate area – Warrenton Hunt, Old Dominion Hounds, and the Casanova Hunt. Each of the clubs run their own Steeple Chase races in the spring using area venues such as Buckland Farms and the fields proximate to Airlie. **Each Club or working cooperatively could have visitors come to a fox hunt to experience its beauty, traditions, and riding skills. This would be followed by a short presentation at Brentmoor on the history of foxhunting and the history of hunt clubs in the Warrenton area.**

6. The White Sulphur Springs, now the location of the Fauquier Springs Country Club, was a major spa during the early 1800's with a large hotel with 400 person capacity and numerous cottages (16) including the Monroe House, a massive ballroom facility (4,000 sq. ft.), and a venue for fox hunting and horse racing. It was a place where the elite went to vacation and party. Presidents Monroe, Madison, and Van Buren vacationed here along with Chief Justice John Marshall. The Springs is also the site of the drafting of the Dred Scott Decision. **Visiting FSCC could be arranged followed by a photo display and showing of Springs artifacts at Brentmoor.**

7. Warrenton's Horse Show grounds, well within the Town limits, is the nation's oldest in-town horse event facility. It began in 1899. **Why not have a program about the history of the Horse Show grounds and some of its famous visitors, e.g. country and western singer Patsy Cline?**
8. Both Mosby's Rangers and the Black Horse Cavalry unit fought numerous battles in-and-around Fauquier County and Warrenton. A reenactment could take place on the grounds of Brentmoor. **Excellent opportunity to have a special Rangers program, like the significance of Virginia Military Institute students as Rangers.**

A few contacts have been made with individuals well-known to the Town's equestrian scene and these contacts are supportive of working with Brentmoor and the Mosby museum for potential exhibits or speaker programs.

Articles and Websites portraying Warrenton and Horses as an Additional Theme for Brentmoor

1. White Sulphur Springs – a Place for the Ages--<http://www.fauquiersprings.com/history/white-sulphur-springs>
2. Virginia Gold Cup Races-History--<https://www.vagoldcup.com/va/history>
3. Warrenton Horse Show History --
<http://www.warrentonhorseshow.com/horseShow.cfm?action=history>
4. Old Dominion Hounds--<http://old-dominion-hounds.com/wp/about-odh-2/>
5. Horse Country Life (publication and retail)-- <http://www.horsecountrylife.com/intro.html>
6. Short piece that attests to the importance of riding skills to the Rangers--<http://www.stuart-mosby.com/mosby-rangers>
7. Horses in warfare--https://en.wikipedia.org/wiki/Horses_in_warfare
8. The Horse in the Civil War--http://www.reillysbattery.org/Newsletter/Jul00/deborah_grace.htm
9. The Black Horse Cavalry and Fauquier County --
<http://www.blackhorsecavalry.org/files/Black%20Horse%20Talk.pdf>
10. The Debate over Historic Homes—
11. Man, Myth, Teddy—100 mile commute to Warrenton.
http://www.fauquier.com/news/article/man._myth_teddy_in_1909_president_roosevelt_com_muted_100_miles_to_warrenton

Attachment H -- Exterior and Interior Views of Brentmoor

The Present-Day Mosby House

Brentmoor, also known as the Spilman-Mosby House or, more simply, the Mosby House, is a symmetrical ~~four-over-four~~ Italianate villa style house built in 1859 and refurbished with well over a million dollars in renovation and improvements over the course of nearly a decade spanning the years 1999 to 2007. A geothermal heating and cooling system, as well as a modern security system, were installed as part of the renovation. The four fireplaces were made ineffective, although they maintain their aesthetics.

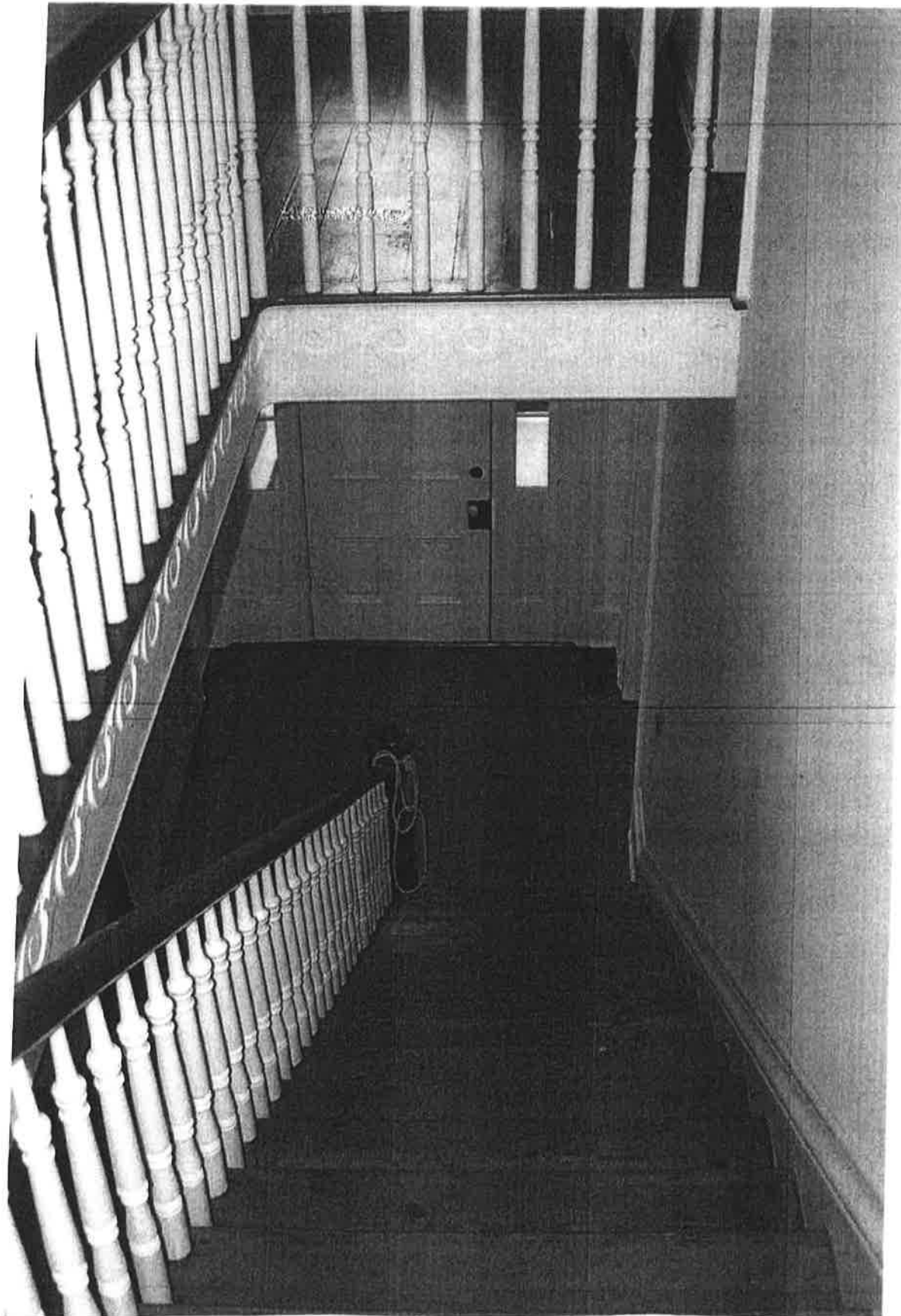
In an effort to remain faithful to the original design, modern plumbing was stripped from the house, with the exception of a lone toilet in the basement. The attached kitchen was also removed as part of an effort to return the house to the way it looked in the 1859-80 period, reflecting the lives of the four prominent families who lived there during that time.



View of Mosby Home and Museum Sign from Main Street

[http://www.fauquiernow.com/images/sized/images/uploads/news/Brentmoor exterior-640x...](http://www.fauquiernow.com/images/sized/images/uploads/news/Brentmoor%20exterior-640x...) 3/1/2016

[http://www.fauquiernow.com/images/sized/images/uploads/news/Brentmoor exterior-640x...](http://www.fauquiernow.com/images/sized/images/uploads/news/Brentmoor%20exterior-640x...) 3/1/2016



Staircase from 2nd Floor to Main level of Brentmoor

3/1/2016



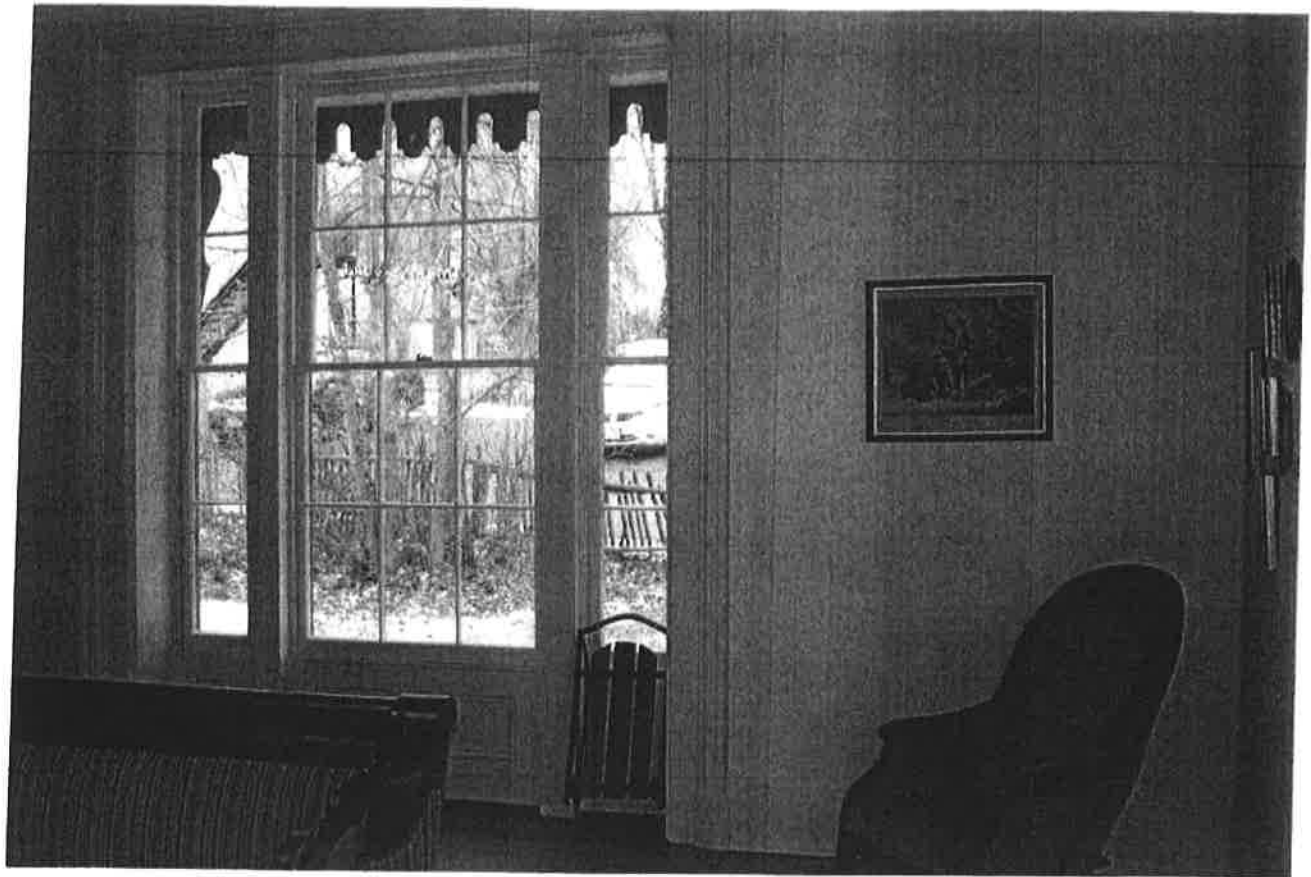
Mosby Artifacts Displayed in Secure Glass Casing (Room at rear of Main Level)



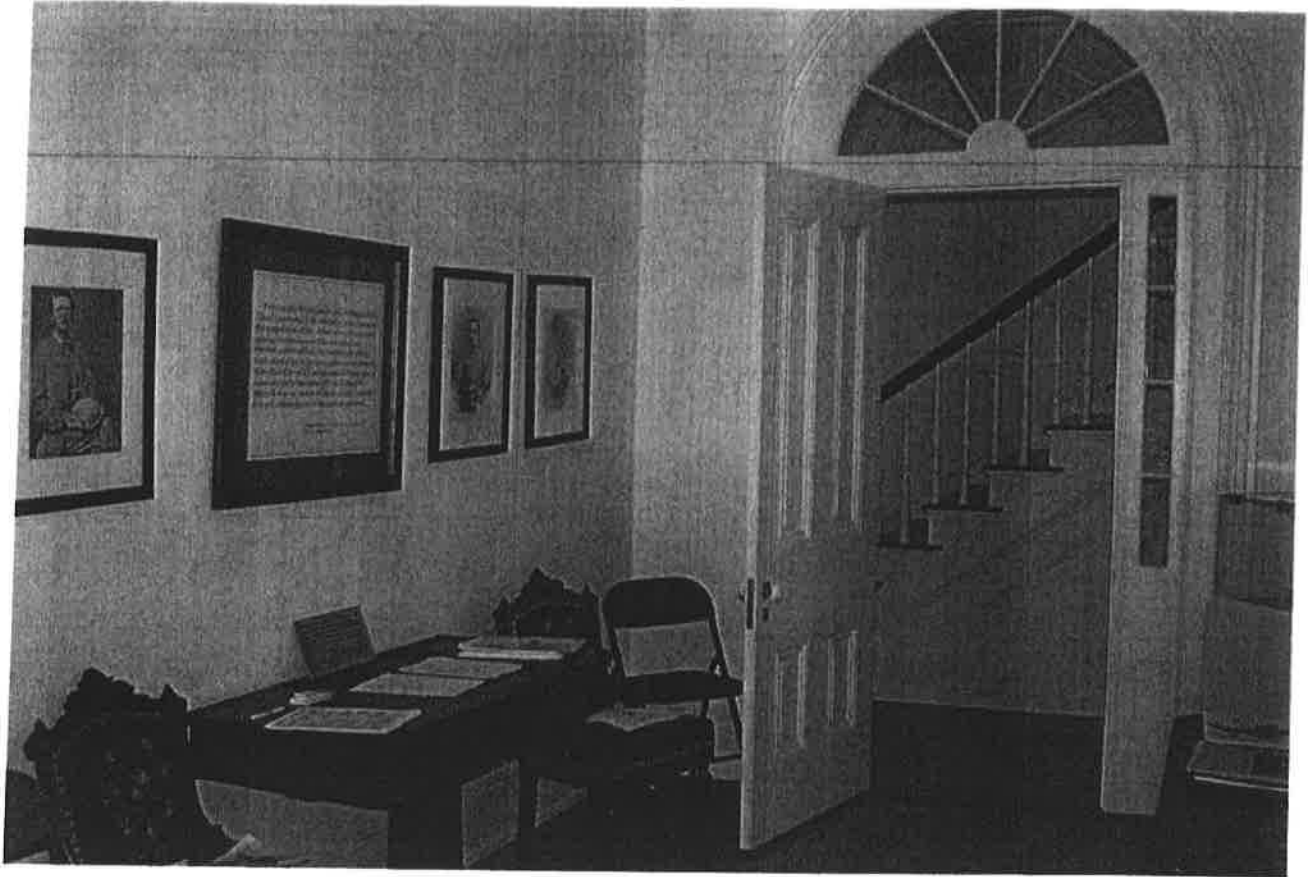
Fireplace in Col. Mosby's Office –Front/Main Street Facing Room



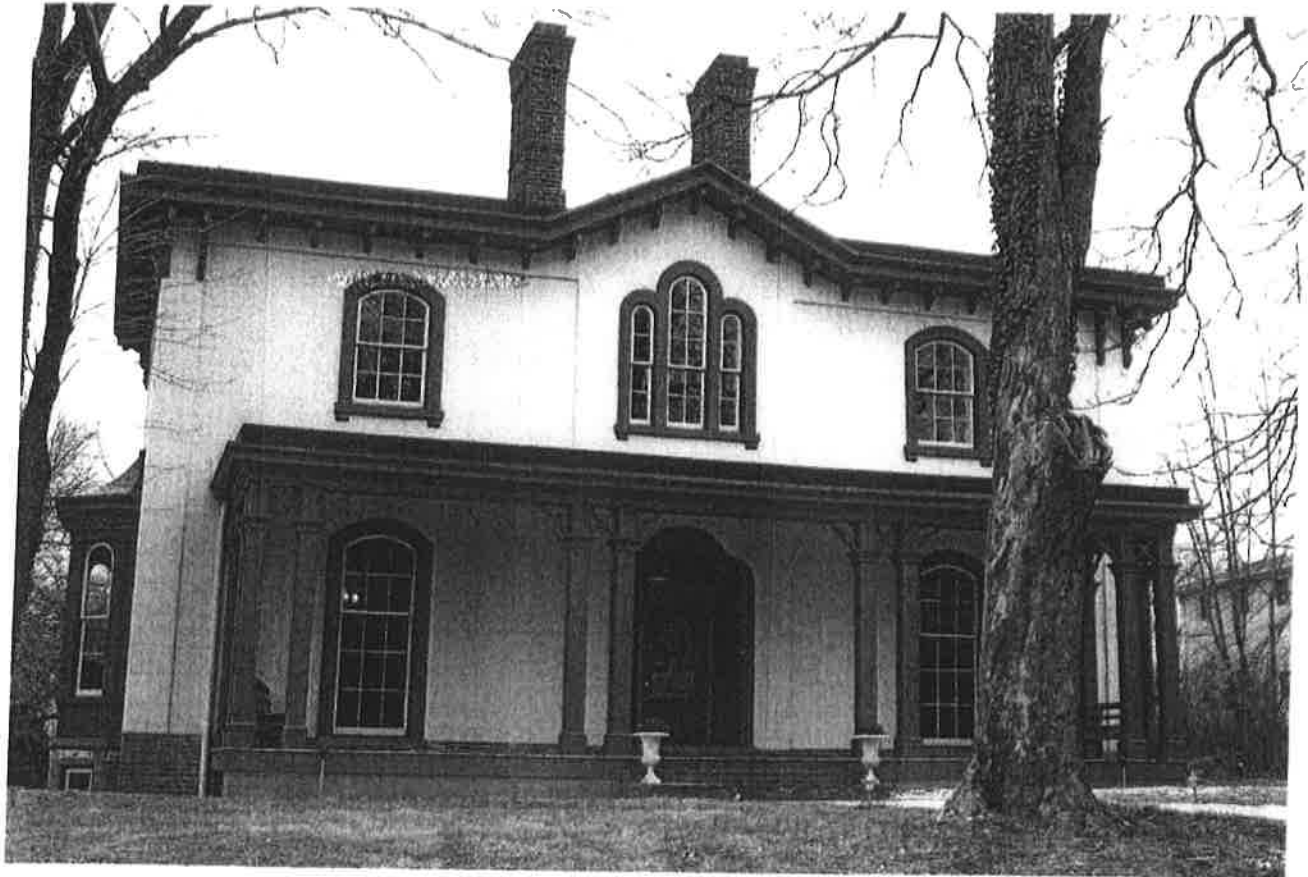
Pauline Mosby's Parlor/Sitting Room – Front/Main Street Facing Room



Pauline Mosby's Parlor/Sitting Room – Front/Main Street Facing Room



Artifacts Displayed on Wall in Front Entry Hallway



Front View of Brentmoor



Rear View of Brentmoor



Stuart-Mosby Historical Society

2

SMHS BUSINESS/DEVELOPMENT PLAN OUTLINE FOR BRENTMOOR (DRAFT – 1/22/2016)

INTRODUCTION

The Stuart-Mosby Historical Society operates a small non-profit museum, library and headquarters for the Society in Centreville, Virginia. The Society currently leases a building and operates the Stuart-Mosby Civil War Cavalry Museum, which is open to the public three (3) days per week (Saturday-Sunday-Monday) and offers tours of artifacts and displays related to the legacies of Major General J.E.B. Stuart and Colonel John Singleton Mosby.

The Society currently seeks to expand this enterprise by acquiring access and use as the administrating organization at Brentmoor, Colonel Mosby's post-war home in Warrenton, Virginia, and operate two museums in Northern Virginia. Following is a plan to accomplish that goal.

1. WHO WE ARE, OUR PURPOSE AND GOALS

The Stuart-Mosby Historical Society is a non-profit, 501(c)(3) organization founded in 1983 by Adele H. Mitchell, an Army wife stationed at Carlisle Barracks (the original U.S. Army Cavalry School) to perpetuate the memory of Stuart and Mosby and educate the public about their great accomplishments and often brilliant military deeds.

A number of prominent persons interested in history, predominantly in Richmond, Northern Virginia and Pennsylvania, were involved in the founding of the Society. While the organization includes many descendants of General Stuart, Colonel Mosby and their men, membership is open to all. At last count the Society had more than 125 members from all over the United States and some European countries. The organization includes many members of other historical groups, including the Mosby Heritage Area Association, Fauquier County Historical Society and the Fairfax County Historical Society, as well as the Sons of Confederate Veterans, United Daughters of the Confederacy, Military Order of the Stars & Bars and many others.

Except for the Newsletter Editor, the Society's current officers are all located in Northern Virginia. For the period beginning July 2015 and running through June 2017, the officers include President Ben Trittipee (Leesburg), Vice President Eric Buckland (Centreville), Secretary David Goetz (Warrenton) and Treasurer Janet Greentree (Burke). The Newsletter Editor, Valerie Protopapas, resides

on Long Island in New York.

The current Board of Directors consists of six members with terms running from July 2014 to June 2016. They include Richard Crouch (Arlington), Tom Evans (Reston), Don Hakenson (Alexandria), John Mosby Russell (Bethesda, Maryland), John Ward (Aldie) and Gwen Wyttenbach (Annandale). An Executive Board of the Society's past presidents also provides advice and guidance to the President.

The Society has a collection of renowned artifacts, including many that have been donated by family members of Stuart, Mosby and the men who served with them. Most of the manuscripts are on temporary loan to the Virginia Historical Society Library and the rest of the collection, and other manuscripts, are being kept in secure storage at our museum facility.

2. COLLECTION, MUSEUM PLANS

The Stuart-Mosby Civil War Cavalry Museum, located at 13938 Braddock Road in Centreville, Virginia, is housed in a small building leased to the Society at a nominal annual rate (\$1 per year, plus cost of insurance policy and security system, both of which is paid by a supporter of the museum) by member Dennis Hogge of Centreville. This location is a combined Society headquarters, library and museum.

Thanks to the vision and dedication of the late Howard Crouch (the original curator), his brother Richard Crouch and current co-curators Don Hakenson and John Ward, the Stuart-Mosby Civil War Cavalry Museum has become a successful operation. Since its opening for Centreville Days in October 2011, the museum has welcomed more than 2,000 visitors from across the United States and around the world.

The Stuart-Mosby Civil War Cavalry Museum is currently open to the public three (3) days per week (Saturday-Sunday-Monday) and does not charge an admission fee. Donations, collected in a cavalry boot, are "suggested" to anyone who visits.

Many Society members have been closely involved with the growth and development of the Museum of the Confederacy, the Virginia Historical Society Museum, the Loudoun Museum, the Fairfax Museum and the Manassas Historical Museum, Sully Plantation, the Herndon Museum and the museum exhibit at Frying Pan Farm Park. Many members have extensive experience in dealing with state and local governments on preservation issues. The Society has no employees, and all who serve the organization are volunteers.

An impressive collection of Confederate Cavalry material has been donated by various members of the Society. Included among the prized artifacts are a pistol worn by Col. Mosby during the war, a sword presented to Gen. Stuart weeks before he was mortally wounded, and busts of the two icons cast from the original Valentine molds.

The Society received a special award from the National Society of the Daughters of the American Revolution for founding the Stuart-Mosby Civil War Cavalry Museum and for Excellence in Community Service. The museum has also been recognized as one of the Top 10 Historic Sites to visit in Fairfax County, Virginia. The curators and docents (all volunteers) are considered experts in the field.

Due to the Society's ever-expanding collection of historical artifacts, it has become necessary to expand. We envision Brentmoor as the Society's new headquarters with the ability to add more visibility to the collection along with the current facility in Centreville. We also plan to rotate exhibits between the two venues to increase the flow of visitors at each location.

The Society wishes to make some of our research material available to researchers in Centreville and in Warrenton, and open both museums to the public.

3. ADMINISTRATION OF THE PROPERTY

The Stuart-Mosby Historical Society proposes to reopen Brentmoor as a functioning museum

relating to John Singleton Mosby, who owned the property following the War Between the States. Both the main floor and upper floor of the building would be utilized to house the museum, gift shop, reference library and Society offices.

Artifacts from Mosby's pre-war years, his years during the conflict and his post-war years (promoting peace and reconciliation) would be displayed and interpreted to visitors. Additional artifacts relating to Mosby's Rangers (his war-time command) and to Brigadier General Eppa Hunton, who owned the property after Mosby, could additionally be displayed.

The current collection of artifacts housed at Brentmoor would be conveyed in a loan by the Town of Warrenton to the Society, and the Society would add artifacts in its possession to enhance the enlightenment of visitors.

The Society would plan to open the museum at Brentmoor three (3) days per week (Saturday-Sunday-Monday) to begin operations. As the museum proves more popular and grows in demand, additional open days would be added. In addition, if a large group (from a school, historical group, etc.) should request a tour on a day the museum would generally be closed, arrangements would be made to provide a special opening.

Parking and restrooms would be accessible at the nearby Town of Warrenton/Fauquier County Visitors Center. The large meeting room on the lower level of the Visitors Center would also be available for potential use for lectures when the Society should host major events.

To immediately satisfy having drinking water in Brentmoor, the Society would undertake the cost of placing a minimum of two (2) office-style water coolers inside the building – one on each floor.

4. FUNDING

The Society's cash on hand at any particular time is roughly \$5,000 in the checking account and approximately \$40,000 in a savings account that is targeted for another preservation effort. The figures fluctuate, of course, with the incoming dues at renewal time and with future expenditures.

Should the Society be able to acquire the rights to administer Brentmoor, Mr. John Mosby Russell (a current member of the Society's Board of Directors) will donate \$25,000 to begin operations.

The Society will solicit other significant donations upon the guarantee of gaining such rights. Mr. Russell has agreed to donate up to an additional \$75,000, in increments of \$25,000, as the Society raises matching funds.

A. Regular Income

The Society's regular income (dues and donations) would be enhanced by visitor donations, fees for guided tours, fees for attending proposed educational seminars, book and gift sales and other potential rentals of the facility.

B. Donations

The Society has had significant benefactors over the years, assisting in the success of the museum in Centreville as well as other preservation projects. We believe members and other community supporters will step forward to assist the Society in operating two separate functioning museums.

The Society will solicit additional donations from our membership, and we plan to approach other historical associations to develop future partnerships. We plan to apply for government grants and those offered by philanthropic organizations. We have had the benefit and support of local government officials in the past and we anticipate that will continue in Warrenton and Fauquier County.

C. Museum Admissions

The Society plans no admission fee for those visitors interested in a self-guided tour of the museum, but would "suggest" a donation. Guided tours for larger groups will be conducted for a fee of \$5 for adults, \$3 for school-age children and Senior Citizens. Special rates and arrangements for larger groups would be determined at a later date.

D. Education – Seminars/Events

The Society intends to contact the George Washington University Department of Museum Studies to assist in planning, developing and enhancing the museum experience at Brentmoor. The Society would encourage input from the department's students through class projects and internships. This association could provide guidance as the museum develops and also encourage new membership in the Society.

The Society also plans to consult with other preservation groups, including the National Trust for Historic Preservation, to utilize their expertise in making historic properties successful and profitable.

The Society plans to hold an annual seminar on counter-insurgency, highlighting Mosby's unique use of guerrilla warfare tactics. This annual seminar would seek to draw experts in the field to discuss and analyze such tactics from all facets of U.S. military history, from the Colonial era to the present day.

The Society also plans to offer an annual seminar on Mosby and his men, highlighting the life of the charismatic Mosby both during and after the War Between the States. Included would be stories of the battlefield exploits of his command and the men who made him famous.

The Society plans to offer periodic events where local groups can utilize the property to tell the tales of family and community life in the era of the War Between the States. Living history displays could be enacted both inside and outside of Brentmoor, including events featuring the Gray Ghost Interpretive Group of the Mosby Heritage Area Association.

When hosting a major event, the Society would potentially request use of the large meeting room on the lower level of the Visitors Center. The major events also could potentially be held in a large tent on the grounds of Brentmoor.

E. Sale of Imprint Goods/Gift Shop Sales

A gift shop, located in a room near the main entrance, would be established at Brentmoor in order to increase profits in this endeavor. It will contain books authored by Society members and local historians, as well as items such as shirts, tote bags, coffee mugs, caps and other pertinent merchandise.

The primary purpose of having a gift shop would be to make the museum more attractive, especially to tourists and to the target audience. The entrance and gift shop will also include a donation box.

5. EXPENSES

The Society expects to incur expenses related to operating the museum. These include:

A. Property Lease

The Society intends to enter into a reasonable lease for the duration of five (5) years with the Town of Warrenton for the purpose of handling the administration of the property and facilities at Brentmoor. The amount of the lease is to be negotiated between the two parties and will contain an option to renew at the conclusion of the term.

The lease would include payment of utilities, payment for insurance and a security system, maintenance of the grounds as well as the interior and exterior of the building, garbage removal and other items to be negotiated. The lease would also include a provision for a specific number of events (to be negotiated) per calendar year allowed on the property grounds, both inside and out.

B. Insurance & Security System

The costs for a fire suppressant system, a security system and for insurance on the property and the on-premises collection of artifacts will be negotiated as part of the full lease agreement.

A waterless fire suppressant system would be preferred to protect the building. A security system placed on outer doors and windows (as already exists at the Centreville museum) is a necessity due to the value of the collection to be housed at Brentmoor.

The Society currently holds an insurance policy on the artifacts located in the museum in Centreville valued at \$360,000. A similar policy, or the expansion of the current policy, will be pursued in regards to the collection at Brentmoor.

C. Advertising

The Society would produce a full-color brochure providing information, including directions to the locations and details on the collections, regarding both museums. This brochure will serve a dual purpose of promoting both museums. The brochure would be distributed to schools in Fauquier, Fairfax, Loudoun and Prince William counties, as well as to other historic sites (Manassas National Battlefield Park, I-66 Visitor Center in Prince William County, local regional and county park facilities, etc.) to be displayed in order to draw visitors to both venues.

The Society would develop a new website to help promote both museums and the Stuart-Mosby Historical Society. Such development would be outsourced, possibly as a student-led process with an educational partner.

The Society would approach the Fauquier County and Town of Warrenton offices of marketing and planning for assistance in creating joint advertising plans to promote the historical property and how it can benefit the downtown business area of Warrenton.

The Society would also approach the Fauquier Historical Society and see how the two groups could best promote tourism by linking the Old Jail Museum and Brentmoor as anchors for a historic district.

The Society would rely on paid (when necessary) and free advertising (local media announcements and stories) to publicize the museum.

D. Staffing

The staff of curators and docents at the Stuart-Mosby Civil War Cavalry Museum in Centreville are all volunteers. The Society envisions the same sort of staffing initially for the museum at Brentmoor, with the possibility of paid tour guides at a later date as the venture grows more profitable.

The Society plans to explore setting up educational partnerships with a local university (to possibly include Shepherd University and the University of Mary Washington in addition to George Washington University) to provide assistance in museum administration. Internships and fellowships could become part of the staffing plan.

The Society would also extend offers for local high school students to volunteer as researchers, docents, tour guides and "Living History" actors to help fulfill Community Service requirements.

E. Expansion/Additions to Facility

The Society realizes there may be a need for expansion and/or additions to the infrastructure at Brentmoor to accommodate visitors in the regard of restrooms and ADA-compliant measures, including a professionally-produced video/DVD providing what is available on the upper floor of the building.

The Society would expect to negotiate the cost of such additions with the Town of Warrenton as a part of the full lease agreement.

6. CONSULTATION AND LIAISON

The Society intends to consult with other established museums and individuals experienced in this field

for advice and recommendations. We are open to suggestions that will enhance the total museum experience.

- The Stuart - Mosby Historical Society was established well over 35 years ago and has many noted members and authors including Hugh Keen, Horace Mewborn, JEB Stuart III, IV, V, and VI, Don Hakenson, Chuck Mauro, Eric Buckland, Tom Evans, David Goetz, and many other noted Civil War experts in the field of archeology and military accoutrements,
- These distinguished authors have developed, researched, and published various historical manuscripts and books that have won many prestigious awards. All are nationally known and respected Mosby authorities possessing the expertise and talent to tell the complete story of the life and times of Colonel John Singleton Mosby.
- Don Hakenson and Chuck Mauro were recognized for their research and books as "Virginians of the Year" in Northern Virginia, in the July 2015 issue of *Northern Virginia Magazine*. In addition, the Stuart-Mosby Civil War Cavalry Museum in Centreville, Virginia won an award from the Daughters of the American Revolution for Excellence of Community Service.
- The Society has a vast collection of Mosby, Stuart and civil war artifacts and can provide circulating exhibits and programing complimenting the Old Jail museum as historical bookends in the town of Warrenton. Both museums can promote and accentuate each other. The Stuart-Mosby Civil War Cavalry Museum has been in existence since October 2011 and is listed as one of the top ten Civil War attractions in Fairfax County, Virginia.
- They will provide an economic development addition to the Town of Warrenton highlighting a comprehensive Mosby research facility and a top notch award winning museum. The Society could produce periodic Mosby conferences and seminars; leading history, cemetery, and Mosby tours of Warrenton and Fauquier County; with regular revolving displays and artifacts. I personally have greatly benefited from the Mosby related bus tours given by Don Hakenson; going into many and different areas of interest.
- They have a Stuart - Mosby website that has attracted many members from all around the country and even in Europe providing a vital following.
- They have a revenue stream that has raised \$10,000 to rehabilitate the memorial for JEB Stuart at Yellow Tavern and \$40,000 to clean the JEB Stuart Memorial in Richmond that the city had refused to do. Additionally, the Society has published

books concerning Mosby and Stuart that has added to the scholarship of these two great Virginians!

The society is well aware of the kitchen and bathroom limitations and that is workable to them addressing the "con" of the "Lease Brentmoor" slide 2 of the committee's Pro/Con Evaluation.

1/2

Attachment J - Deed of Easement for Brentmoor House

01 07483

Exempted from recordation taxes
Under the Code of Virginia (1950), as amended,
Section 58.1-811(A)(3) and 58.1-811(C)(3)
And from Clerk's Fees under section 17.1-266

01 07012

DEED OF EASEMENT

BRENTMOOR (SPILMAN-MOSBY HOUSE)

WARRENTON, FAUQUIER COUNTY

THIS DEED OF EASEMENT, made this 14th day of November, 2000, by the TOWN OF WARRENTON, a political subdivision of the Commonwealth of Virginia, and its successors and assigns, herein collectively called the Grantor, and the COMMONWEALTH OF VIRGINIA, BOARD OF HISTORIC RESOURCES, herein called the Grantee,

WITNESSETH:

WHEREAS, Chapter 22, Title 10.1 of the Code of Virginia of 1950, as amended, was enacted to support the preservation and protection of the Commonwealth of Virginia's significant historic, architectural, archaeological, and cultural sources, and charges the Board of Historic Resources to designate as historic landmarks to be listed in the Virginia Landmarks Register such buildings, structures districts, and sites which it determines to have local, statewide, or national significance, and to receive properties and easements in gross or other interests in properties for the purpose, among other things, of the preservation and protection of such designated landmarks; and

WHEREAS, the "Open-Space Land Act", Chapter 17 of Title 10.1 of the Code of Virginia of 1950, as amended, was enacted to preserve land for historic and other purposes; and

WHEREAS, the Grantor is the owner of a property known as BRENTMOOR, consisting of a tract of land containing 3.0 acres, more or less, herein described which includes a house

Examined and
Returned to: → Henry Day

JUN 20 2001
JUN 29 2001

Recorded in
attach Exhibit
"B"

which is of historic and architectural significance and is listed on the Virginia Landmarks Register and the National Register of Historic Place; and

WHEREAS, BRENTMOOR is a contributing property in the Warrenton Historic District, which district is also listed on the Virginia Landmarks Register and the National Register of Historic Places; and

WHEREAS, BRENTMOR was acquired by the Grantor for the purpose of establishing it as a local history museum for the benefit of the public; and

WHEREAS, Chapter 1073 of the 2000 Acts of Assembly, Item 571, appropriated \$50,000.00 for BRENTMOOR for the purpose described in Section 10.1-2213 of the Code of Virginia; and

WHEREAS, Section 10.1-2213(B)(4) of the Code of Virginia conditions the award of these funds on the Grantor's donation of a perpetual easement for the purpose of preserving those features of the property which led it to its designation as a historic landmark; and

WHEREAS, the Town Council of the Town of Warrenton, Virginia, held a public hearing to have its November 14, 2000 meeting, upon notice properly and duly given, in compliance with the ordinances of the Town and the Code of Virginia, on the grant of this easement and has duly adopted a resolution authorizing a conveyance contained herein; and

WHEREAS, both the Grantor and the Grantee desire to ensure the preservation of BRENTMOOR and the protection of the historic and architectural features that led it to be placed on such Registers;

NOW THEREFORE, in recognition of the foregoing and in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration, the receipt of which is hereby acknowledged, the Grantor does hereby grant and convey to the Grantee an easement in gross

and right in perpetuity to restrict as herein provided the use of the property described in "Attachment A" (hereinafter called the Easement Property).

The restrictions hereby imposed on the use of the Easement Property are in accord with the policy of the Commonwealth of Virginia, as set forth in Chapters 22 and 17 of Title 10.1 of the Code of Virginia of 1950, as amended, to preserve the Commonwealth's designated historic landmarks. The acts which the Grantor covenants to do and not to do upon the Easement Property, and the restrictions which the Grantee is hereby entitled to enforce, shall be as follows:

1. The parties agree that the photographs of the Easement Property taken by Calder Loth of the Department of Historic Resources on June 27, 2000 (DHR negative numbers: 17783 and 17784) accurately document the *historic architectural features of the Easement Property*. The negatives of the said photographs shall be stored permanently in the archives of the Department of Historic Resources or its successors. Hereafter, *interior and exterior historic architectural features of the Easement Property* shall be maintained and preserved as nearly as practicable, except for changes which are expressly permitted hereunder.
2. No building or structure shall be built or maintained on the Easement Property other than (i) the house, (ii) the smokehouse and kitchen outbuildings, (iii) other buildings or structures commonly or appropriately incidental to a single-family residence, (iv) reconstructions of historic outbuildings or structures which are documented through professional historical or archaeological investigation to have been located on the Easement Property, (v) those buildings and structures shown on the MASTER PLAN, dated April 20, 2000 and revised May 5, 2000, prepared by Earth Design Associates, entitled MASTER PLAN, Brentmoor-Spilman Mosby House, John Singleton Mosby

Foundation, Inc., a copy of which is attached hereto as Attachment "B", hereby incorporated herein, (vi) including, specifically, a visitors center and combined office building as shown on the Master Plan attached as Exhibit "B", not to exceed five thousand (5000) square feet in a two story building, the architectural style and design of which shall be approved by the Grantee, and (vii) other buildings or structures necessary for the use of the Easement Property as a local history museum.

3. The house and the smokehouse and kitchen outbuildings shall not be demolished or removed from the Easement Property, nor shall they be altered, restored, renovated, or extended, except in a way that would be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties (Rev. 1992), and provided that the prior written approval of the Grantee to such actions shall have been obtained. Work on the house and smokehouse and kitchen outbuildings as approved by the Grantee pursuant to the General Assembly appropriation referenced above is hereby approved for purposes of this Easement. No other permitted building or structure shall be constructed, altered, restored, renovated, or extended except in a way that would, in the opinion of the Grantee be in keeping with the historic and architectural character of the Easement Property, and provided the prior written approval of the Grantee to such actions shall have been obtained. The location and design of any new building or structure is expressly made subject to the prior written approval of the Grantee.
4. *The character-defining historic interior architectural elements* of the house, including mantels, windows, window frames, doors, door frames, stairs, staircases, baseboards, cornices, plasterwork ceiling medallions, floorboards, and hardware shall not be

altered or removed from the Easement Property without the prior written approval of the Grantee.

5. Archaeologically significant deposits, features, or sites on the Easement Property, including the flower garden to the rear of the house, shall not be intentionally disturbed or excavated except by or under the supervision of a professionally qualified archaeologist and provided plans for such archaeological activity have been submitted to the Grantee for review and comment prior to any ground-disturbing activities. Artifacts and objects of antiquity professionally excavated from archaeological sites on the Easement Property shall be treated and preserved according to the Virginia Department of Historic Resources State Curation Standards (March 24, 1998).
6. Grading and earth removal shall not alter the topographic aspect of the Easement Property, except as required in the construction permitted buildings and structures, or for the reconstruction of historic landscape features.
7. Management of trees and vegetation on the Easement Property shall be in accordance with sound arboreal and horticultural practices. Vegetation shall be managed so as to prevent damage to the house and the smokehouse and kitchen outbuildings.
8. The location of any new roads or driveways, or any new utility lines, on the Easement Property (except over existing rights-of-way) shall be subject to the prior written approval of the Grantee.
9. The Grantor shall have the right to subdivide the easement property into two (2) parcels, provided that neither parcel shall be smaller than one (1) acre in size. The subdivision shall create a contiguous parcel containing the historic house and

surrounding grounds and shall be in a configuration reasonably acceptable to Grantee.

Except as expressly provided herein, the Easement Property shall not be divided, subdivided, or conveyed in fee other than as a single tract.

10. The Grantee and its representatives may enter the property (i) from time to time, upon 10 days' written notice to the Grantor, for the sole purpose of inspections and enforcement of the terms of the easement granted herein, and (ii) in its discretion, to erect at a location acceptable to the Grantor, a single marker or sign, not exceeding two feet by two feet, which states the name of the Grantee and advises that the Grantee owns the easement granted herein.
11. Prior to any transfer of title to the Easement Property, the Grantor shall notify the Grantee in writing.
12. In the event of a violation of this easement, the grantee shall have the right to seek all appropriate legal and equitable relief, including, but not limited to, the right to restore the Easement Property to its present documented condition as shown in the photographs referenced in Paragraph 1 and assert the cost of such restoration as a lien against the Easement Property.
13. Whenever a written request for the Grantee's approval is submitted pursuant hereto and the Grantee fails to respond in writing within 30 days of receipt of such request, then the Grantee shall be deemed to have approved the request, and the Grantor may proceed with the Action for which approval was requested. Nothing herein shall be construed, however, to require the Grantee to issue a final decision on such request within such 30-day period.

BK 0905 PG 0038

BK 0903 PG 1443

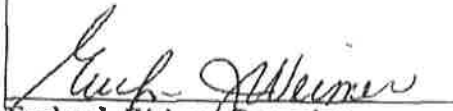
14. The invalidity or unenforceability of any provision of this easement shall not affect the validity or enforceability of any other provision of this easement or of any ancillary or supplementary agreement relating to the subject matter hereof.

Acceptance by the Virginia Board of Historic Resources of this conveyance is authorized by Section 10.1-2204 and 10.1-1701 of the Code of Virginia of 1950, as amended.

Witness the following signatures and seals:

Attest:


THE TOWN OF WARRENTON, VIRGINIA


Evelyn J. Weiner, Recorder

By: 
John A. Anzivino
Its Town Manager

Accepted:

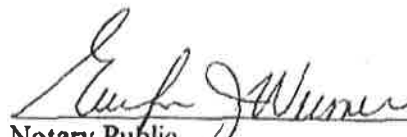
VIRGINIA BOARD OF HISTORIC RESOURCES

By: 
Kathleen Kilpatrick for
H. Alexander Wise, Jr.
Director, Department of Historic Resources

Date: 11-30-00

COMMONWEALTH OF VIRGINIA
COUNTY OF FAUQUIER, to-wit:

The foregoing instrument was acknowledged before me this 21st day of November, 2000, by John A. Anzivino, on behalf of the Town of Warrenton, Virginia, the Grantor therein.


Notary Public

My commission expires: 9-30-02



BK 0905PG0039

BK 0903PG 1444

COMMONWEALTH OF VIRGINIA
CITY OF RICHMOND, to-wit:

The foregoing instrument was acknowledged before me this 30TH day of ^{November}~~October~~ 2000,
by H. Alexander Wise, Jr., Director, Department of Historic Resources, on behalf of the Virginia
Board of Historic Resources, the Grantee therein.


Notary Public

My commission expires: 7/31/2002





EK0905PG0040

DK0903PG1445

FREDERICK WARD ASSOCIATES, INC.

ENGINEERS

ARCHITECTS

SURVEYORS

Metes and Bounds Description
Town of Warrenton Property
Town of Warrenton
Fauquier County, Virginia

Beginning at an iron pipe found on the northerly right of way of Main Street, corner with Tolson L.L.C., thence with the aforesaid right of way of Main Street N 57° 28' 01" W 209.76' to a point, on the easterly right of way of Calhoun Street, thence departing Main Street and with the aforesaid right of way of Calhoun Street N 32° 31' 59" E 271.48' to a point of curvature, thence 56.61' measured along the arc of a curve to the left, having a radius of 86.53' and a delta angle of 37° 29' 01" to a point on the easterly right of way of Calhoun Street, corner with Academy Hill Ltd. Partnership, thence departing Calhoun Street and with Academy Hill Ltd. Partnership N 63° 46' 52" E 354.93' to a point, corner with Academy Hill Ltd. Partnership and Shepherd, thence with Shepherd S 23° 29' 07" E 204.70' to an iron pipe found corner with Shepherd and in the line of Littrell, thence with Littrell S 68° 39' 28" W 132.08' to an iron pipe found corner with Littrell and Tolson L.L.C. thence with Tolson L.L.C. S 39° 40' 02" W 171.64' to a point corner with Tolson L.L.C. and another tract of land in the name of Tolson L.L.C., thence with the other tract of Tolson L.L.C. S 39° 04' 00" W 237.71' to the point and place of beginning, containing 3.0553 acres of land.

VIRGINIA: IN THE CLERK'S OFFICE OF THE FAUQUIER CIRCUIT COURT
This instrument was received in this Office and with

certificate admitted to record on JUN 20 2001

at 2:19 P.m. Tax of \$ — imposed by Section

58.1-802 Paid. Consideration: \$ 0

State Tax \$ Exempt County Tax \$ Exempt

Transfer Fee \$ — VSLF \$1.00 Technology Fee Exempt

Clerk's Fee \$ 17.⁰⁰ Total: \$ 18.⁰⁰

Teste: Gail H Barb Clerk

MARYLAND

BEL AIR

COLUMBIA

VIRGINIA

MANASSAS

WARRENTON

- Instrument Continued
ON NEXT PAGE(S) -



BK 0905 PG 0032

BK 0903 PG 1437
01 07012

01 07483

Exempted from recordation taxes
Under the Code of Virginia (1950), as amended,
Section 58.1-811(A)(3) and 58.1-811(C)(3)
And from Clerk's Fees under section 17.1-266

DEED OF EASEMENT

BRENTMOOR (SPILMAN-MOSBY HOUSE)

WARRENTON, FAUQUIER COUNTY

THIS DEED OF EASEMENT, made this 14th day of November, 2000, by the TOWN OF WARRENTON, a political subdivision of the Commonwealth of Virginia, and its successors and assigns, herein collectively called the Grantor, and the COMMONWEALTH OF VIRGINIA, BOARD OF HISTORIC RESOURCES, herein called the Grantee,

WITNESSETH:

WHEREAS, Chapter 22, Title 10.1 of the Code of Virginia of 1950, as amended, was enacted to support the preservation and protection of the Commonwealth of Virginia's significant historic, architectural, archaeological, and cultural sources, and charges the Board of Historic Resources to designate as historic landmarks to be listed in the Virginia Landmarks Register such buildings, structures districts, and sites which it determines to have local, statewide, or national significance, and to receive properties and easements in gross or other interests in properties for the purpose, among other things, of the preservation and protection of such designated landmarks; and

WHEREAS, the "Open-Space Land Act", Chapter 17 of Title 10.1 of the Code of Virginia of 1950, as amended, was enacted to preserve land for historic and other purposes; and

WHEREAS, the Grantor is the owner of a property known as BRENTMOOR, consisting of a tract of land containing 3.0 acres, more or less, herein described which includes a house

Examined and
Returned to:

→

Henry Day

JUN 29 2001

AND

JUN 20 2001

record to
attach Exhibit
"B"

which is of historic and architectural significance and is listed on the Virginia Landmarks Register and the National Register of Historic Place; and

WHEREAS, BRENTMOOR is a contributing property in the Warrenton Historic District, which district is also listed on the Virginia Landmarks Register and the National Register of Historic Places; and

WHEREAS, BRENTMOR was acquired by the Grantor for the purpose of establishing it as a local history museum for the benefit of the public; and

WHEREAS, Chapter 1073 of the 2000 Acts of Assembly, Item 571, appropriated \$50,000.00 for BRENTMOOR for the purpose described in Section 10.1-2213 of the Code of Virginia; and

WHEREAS, Section 10.1-2213(B)(4) of the Code of Virginia conditions the award of these funds on the Grantor's donation of a perpetual easement for the purpose of preserving those features of the property which led it to its designation as a historic landmark; and

WHEREAS, the Town Council of the Town of Warrenton, Virginia, held a public hearing to have its November 14, 2000 meeting, upon notice properly and duly given, in compliance with the ordinances of the Town and the Code of Virginia, on the grant of this easement and has duly adopted a resolution authorizing a conveyance contained herein; and

WHEREAS, both the Grantor and the Grantee desire to ensure the preservation of BRENTMOOR and the protection of the historic and architectural features that led it to be placed on such Registers;

NOW THEREFORE, in recognition of the foregoing and in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration, the receipt of which is hereby acknowledged, the Grantor does hereby grant and convey to the Grantee an easement in gross

and right in perpetuity to restrict as herein provided the use of the property described in "Attachment A" (hereinafter called the Easement Property).

The restrictions hereby imposed on the use of the Easement Property are in accord with the policy of the Commonwealth of Virginia, as set forth in Chapters 22 and 17 of Title 10.1 of the Code of Virginia of 1950, as amended, to preserve the Commonwealth's designated historic landmarks. The acts which the Grantor covenants to do and not to do upon the Easement Property, and the restrictions which the Grantee is hereby entitled to enforce, shall be as follows:

1. The parties agree that the photographs of the Easement Property taken by Calder Loth of the Department of Historic Resources on June 27, 2000 (DHR negative numbers: 17783 and 17784) accurately document the historic architectural features of the Easement Property. The negatives of the said photographs shall be stored permanently in the archives of the Department of Historic Resources or its successors. Hereafter, interior and exterior historic architectural features of the Easement Property shall be maintained and preserved as nearly as practicable, except for changes which are expressly permitted hereunder.
2. No building or structure shall be built or maintained on the Easement Property other than (i) the house, (ii) the smokehouse and kitchen outbuildings, (iii) other buildings or structures commonly or appropriately incidental to a single-family residence, (iv) reconstructions of historic outbuildings or structures which are documented through professional historical or archaeological investigation to have been located on the Easement Property, (v) those buildings and structures shown on the MASTER PLAN, dated April 20, 2000 and revised May 5, 2000, prepared by Earth Design Associates, entitled MASTER PLAN, Brentmoor-Spilman Mosby House, John Singleton Mosby

Foundation, Inc., a copy of which is attached hereto as Attachment "B", hereby incorporated herein, (vi) including, specifically, a visitors center and combined office building as shown on the Master Plan attached as Exhibit "B", not to exceed five thousand (5000) square feet in a two story building, the architectural style and design of which shall be approved by the Grantee, and (vii) other buildings or structures necessary for the use of the Easement Property as a local history museum.

3. The house and the smokehouse and kitchen outbuildings shall not be demolished or removed from the Easement Property, nor shall they be altered, restored, renovated, or extended, except in a way that would be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties (Rev. 1992), and provided that the prior written approval of the Grantee to such actions shall have been obtained. Work on the house and smokehouse and kitchen outbuildings as approved by the Grantee pursuant to the General Assembly appropriation referenced above is hereby approved for purposes of this Easement. No other permitted building or structure shall be constructed, altered, restored, renovated, or extended except in a way that would, in the opinion of the Grantee be in keeping with the historic and architectural character of the Easement Property, and provided the prior written approval of the Grantee to such actions shall have been obtained. The location and design of any new building or structure is expressly made subject to the prior written approval of the Grantee.
4. The character-defining historic interior architectural elements of the house, including mantels, windows, window frames, doors, door frames, stairs, staircases, baseboards, cornices, plasterwork ceiling medallions, floorboards, and hardware shall not be

altered or removed from the Easement Property without the prior written approval of the Grantee.

5. Archaeologically significant deposits, features, or sites on the Easement Property, including the flower garden to the rear of the house, shall not be intentionally disturbed or excavated except by or under the supervision of a professionally qualified archaeologist and provided plans for such archaeological activity have been submitted to the Grantee for review and comment prior to any ground-disturbing activities. Artifacts and objects of antiquity professionally excavated from archaeological sites on the Easement Property shall be treated and preserved according to the Virginia Department of Historic Resources State Curation Standards (March 24, 1998).
6. Grading and earth removal shall not alter the topographic aspect of the Easement Property, except as required in the construction permitted buildings and structures, or for the reconstruction of historic landscape features.
7. Management of trees and vegetation on the Easement Property shall be in accordance with sound arboreal and horticultural practices. Vegetation shall be managed so as to prevent damage to the house and the smokehouse and kitchen outbuildings.
8. The location of any new roads or driveways, or any new utility lines, on the Easement Property (except over existing rights-of-way) shall be subject to the prior written approval of the Grantee.
9. The Grantor shall have the right to subdivide the easement property into two (2) parcels, provided that neither parcel shall be smaller than one (1) acre in size. The subdivision shall create a contiguous parcel containing the historic house and

BK 0905 PG 0037

surrounding grounds and shall be in a configuration reasonably acceptable to Grantee. Except as expressly provided herein, the Easement Property shall not be divided, subdivided, or conveyed in fee other than as a single tract.

10. The Grantee and its representatives may enter the property (i) from time to time, upon 10 days' written notice to the Grantor, for the sole purpose of inspections and enforcement of the terms of the easement granted herein, and (ii) in its discretion, to erect at a location acceptable to the Grantor, a single marker or sign, not exceeding two feet by two feet, which states the name of the Grantee and advises that the Grantee owns the easement granted herein.
11. Prior to any transfer of title to the Easement Property, the Grantor shall notify the Grantee in writing.
12. In the event of a violation of this easement, the grantee shall have the right to seek all appropriate legal and equitable relief, including, but not limited to, the right to restore the Easement Property to its present documented condition as shown in the photographs referenced in Paragraph 1 and assert the cost of such restoration as a lien against the Easement Property.
13. Whenever a written request for the Grantee's approval is submitted pursuant hereto and the Grantee fails to respond in writing within 30 days of receipt of such request, then the Grantee shall be deemed to have approved the request, and the Grantor may proceed with the Action for which approval was requested. Nothing herein shall be construed, however, to require the Grantee to issue a final decision on such request within such 30-day period.

BK 0905 PG 0038

BK 0903 PG 1443

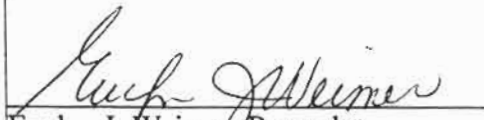
14. The invalidity or unenforceability of any provision of this easement shall not affect the validity or enforceability of any other provision of this easement or of any ancillary or supplementary agreement relating to the subject matter hereof.

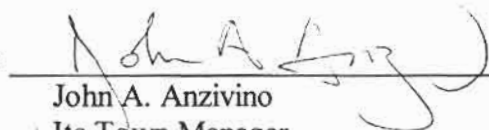
Acceptance by the Virginia Board of Historic Resources of this conveyance is authorized by Section 10.1-2204 and 10.1-1701 of the Code of Virginia of 1950, as amended.

Witness the following signatures and seals:

Attest:

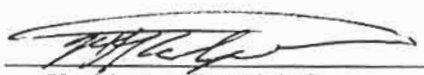
THE TOWN OF WARRENTON, VIRGINIA


Evelyn J. Weimer, Recorder

By: 
John A. Anzivino
Its Town Manager

Accepted:

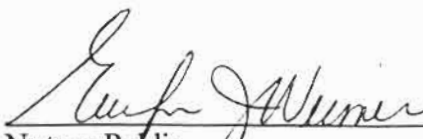
VIRGINIA BOARD OF HISTORIC RESOURCES

By: 
Kathleen Kilpatrick for
H. Alexander Wise, Jr.
Director, Department of Historic Resources

Date: 11-30-00

COMMONWEALTH OF VIRGINIA
COUNTY OF FAUQUIER, to-wit:

The foregoing instrument was acknowledged before me this 21st day of November 2000, by John A. Anzivino, on behalf of the Town of Warrenton, Virginia, the Grantor therein.


Notary Public

My commission expires: 9-30-02



BK 0905 PG 0039

BK 0903 PG 1444

COMMONWEALTH OF VIRGINIA
CITY OF RICHMOND, to-wit:

The foregoing instrument was acknowledged before me this 30TH day of ~~October~~ ^{November} 2000,
by H. Alexander Wise, Jr., Director, Department of Historic Resources, on behalf of the Virginia
Board of Historic Resources, the Grantee therein.

Amela S. Stak
Notary Public

My commission expires: 7/31/2002





EK0905PG0040

DK0903PG1445

FREDERICK WARD ASSOCIATES, INC.

ENGINEERS

ARCHITECTS

SURVEYORS

Metes and Bounds Description
Town of Warrenton Property
Town of Warrenton
Fauquier County, Virginia

Beginning at an iron pipe found on the northerly right of way of Main Street, corner with Tolson L.L.C., thence with the aforesaid right of way of Main Street N 57° 28' 01" W 209.76' to a point, on the easterly right of way of Calhoun Street, thence departing Main Street and with the aforesaid right of way of Calhoun Street N 32° 31' 59" E 271.48' to a point of curvature, thence 56.61' measured along the arc of a curve to the left, having a radius of 86.53' and a delta angle of 37° 29' 01" to a point on the easterly right of way of Calhoun Street, corner with Academy Hill Ltd. Partnership, thence departing Calhoun Street and with Academy Hill Ltd. Partnership N 63° 46' 52" E 354.93' to a point, corner with Academy Hill Ltd. Partnership and Shepherd, thence with Shepherd S 23° 29' 07" E 204.70' to an iron pipe found corner with Shepherd and in the line of Littrell, thence with Littrell S 68° 39' 28" W 132.08' to an iron pipe found corner with Littrell and Tolson L.L.C. thence with Tolson L.L.C. S 39° 40' 02" W 171.64' to a point corner with Tolson L.L.C. and another tract of land in the name of Tolson L.L.C., thence with the other tract of Tolson L.L.C. S 39° 04' 00" W 237.71' to the point and place of beginning, containing 3.0553 acres of land.

VIRGINIA: IN THE CLERK'S OFFICE OF THE FAUQUIER CIRCUIT COURT
This instrument was received in this Office and with

certificate admitted to record on JUN 20 2001

at 2:19 P. m. Tax of \$ — imposed by Section

58.1-802 Paid. Consideration: \$ 0

State Tax \$ Exempt County Tax \$ Exempt

Transfer Fee \$ — VSLF \$1.00 Technology Fee \$2.00 Exempt

Clerk's Fee \$ 17.⁰⁰ Total: \$ 18.⁰⁰

Teste: Gail H Barb Clerk

MARYLAND

BELAIR

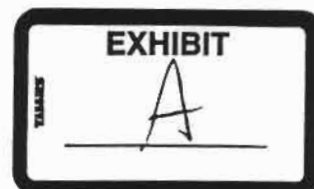
COLUMBIA

VIRGINIA

MANASSAS

WARRENTON

- Instrument Continued
ON NEXT PAGE(S) -





Town Council Finance Committee

July 17, 2017

A Resolution to Amend the Fiscal Year 2018 Adopted Budget for Third Street Stormwater Pipe Repair

Agenda Memorandum

Submitted by: Stephanie Miller

Discussion:

On May 17th a sinkhole in south 3rd Street was identified and, upon investigation, the Public Works staff determined that a section of corrugated metal storm sewer pipe had failed. Staff performed a temporary repair with a steel plate. The following day the line was fully investigated and approximately 230 feet of pipe in 3rd Street was determined to be in need of replacement due to a failing condition. Staff videoed the connecting pipes in the Lee Street, 3rd Street, Beckham Street, and Franklin Street areas and found an additional section of 93' of pipe in Franklin Street in need of repair. All other sections were in satisfactory condition.

The Town is susceptible to the deterioration of its older infrastructure, particularly some of the older storm sewer systems and culverts that were made of steel. The Public Works Department has been repairing and replacing elements of this storm system in the area of Franklin Street over the years as needed. With the advent of this pipe collapse, we have to make an unscheduled repair.

The length of pipe needing replaced is beyond staff capability. Staff prepared and solicited competitive bids for installation of reinforced concrete pipe to replace the failing corrugated metal pipe. The project was advertised with a bid opening on June 22. Five bidders responded with bids ranging from \$109,000 to over \$150,000.

The Fiscal Year 2018 budget was adopted when bid was received and the amount was determined. Staff is therefore seeking to amend the FY18 Budget for this emergency repair and appropriate the funds.

Town Manager

ATTACHMENTS:

Description

Budget Amendment Resolution

Type

Cover Memo

Upload Date

7/12/2017

RESOLUTION

A RESOLUTION TO AMEND THE FISCAL YEAR 2018 ADOPTED BUDGET BY \$109,000

WHEREAS, the Warrenton Town Council is charged by the Code of Virginia with the preparation of an annual budget for the Town of Warrenton; and

WHEREAS, on June 13, 2017, the Town Council adopted the Town of Warrenton Fiscal Year 2018 Budget; and

WHEREAS, during the course of the fiscal year certain events occur that necessitate amending the budget; and

WHEREAS, at the Finance Committee meeting held on July 17, 2017, the Committee discussed additional appropriations in the total amount of \$109,000; now, therefore, be it

RESOLVED, by the Warrenton Town Council this 8th day of August 2017, that the Fiscal Year 2018 Budget be, and is hereby, amended in the amount of \$109,000 as detailed on the attached summary.

Town of Warrenton

August 8, 2017

Budget Amendment Summary

Department	Amount	From	To	Description
Public Works	\$109,000	General Fund Balance	Public Works	Authorizes a use of General Fund balance in the amount of \$109,000 to cover the repair of drainage culverts along 3 rd Street and Franklin Street to Green Street. (IFB 17-010)



Town Council Finance Committee

July 17, 2017

June 2017 Financial Statements

Agenda Memorandum

Submitted by: Stephanie Miller, Director of Finance and Human Resources

Discussion: Stephanie will review for the Committee the preliminary Financial Statements for June and bills paid report, attached below. The recommendation is that the Finance Committee approve the June Financial Statements and forward its recommendation to Town Council.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
June Financial Statements	Financial Statement	7/17/2017
Bills Paid - June 2017	Backup Material	7/17/2017

FINANCIAL STATEMENT

as of June 30, 2017

Preliminary - Unaudited



Department of Finance and Human Resources

Page 1 – Finance Director’s Accountability Report

Page 2 – State of Revenues

Page 3 – Statement of Expenditures

Page 4 – Investment Report

Town of Warrenton, Virginia
Finance Director's Accountability Report
June 30, 2017

	June 30, 2016	June 30, 2017
CASH		
On Hand	\$ 2,010	\$ 2,010
Checking Accounts	2,105,739	4,385,899
Money Market Accounts	268,680	312,962
TOTAL CASH IN BANK	2,376,429	4,700,871
 INVESTMENTS		
Virginia Local Government Investment Pool	15,680,004	12,282,262
Virginia Investment Pool	-	3,509,382
Virginia SNAP	4,931,414	4,227,703
TOTAL INVESTMENTS	20,611,418	20,019,347
 TOTAL CASH AND INVESTMENTS	\$ 22,987,847	\$ 24,720,218
 CASH BALANCES	\$ 22,987,847	\$ 24,720,218
General Fund		
Restricted		
Proffers:		
Highland Street Maintenance Proffer	86,520	97,203
Adelphia Cable Proffer	41,000	41,000
Recreation Proffer	173,339	148,339
Academy Hill Park Recreation Proffer	59,500	59,500
Walmart Proffers	180,000	180,000
Poet's Walk Proffer	10,000	10,000
Other restricted cash	4,945	20,843
50% Budget Reserve (15% for prior year)	2,216,453	6,437,009
Encumbrances	2,260,877	671,021
Water & Sewer Fund		
Restricted	5,596,745	
15% Budget Reserve	833,196	-
Encumbrances	304,108	-
Water & Sewer Operating Fund		
200 Days Budget Reserve	-	3,000,780
Encumbrances	-	143,284
Water & Sewer Capital Fund		4,932,252
Cemetery Perpetual Care	594,580	598,550
Agency Fund	246,959	308,947
Retirement Fund	9,676	9,744
Total Designated Cash	12,617,898	16,658,474
 Total Undesignated Cash Balance	\$ 10,369,949	\$ 8,061,744
 General Fund	6,880,273	5,230,875
Water/Sewer Fund	3,489,676	-
Water/Sewer Operating Fund	-	2,830,869
	\$ 10,369,949	\$ 8,061,744

Town of Warrenton, Virginia

Comparison of Revenues with Estimates for the Period Ending June 30, 2017

Source of Revenue	Full Year Estimate	Realized	% (R)	Unrealized	Prior Year
<u>GENERAL FUND</u>					
General Property Taxes	\$1,229,450	\$1,232,576	100.25%	(\$3,126)	\$673,940
Other Local Taxes	6,381,063	6,146,603	96.33%	234,460	5,661,118
Permits, Privilege Fees & Licenses	187,100	166,562	89.02%	20,538	178,035
Fines & Forfeitures	180,000	114,186	63.44%	65,814	116,630
Revenue from Use of Money & Property	22,500	82,512	366.72%	(60,012)	40,235
Charges for Services	1,286,588	1,187,135	92.27%	99,454	1,137,892
Miscellaneous Revenue	228,246	297,809	130.48%	(69,563)	213,453
Non-Categorical Aid	680,100	521,293	76.65%	158,807	520,811
Categorical Aid	2,302,542	2,359,452	102.47%	(56,910)	2,321,091
Revenue from Federal Government	335,882	390,901	116.38%	(55,019)	19,532
<u>Non-Revenue Receipts</u>	<u>1,021,676</u>	<u>0</u>	<u>0.00%</u>	<u>1,021,676</u>	<u>0</u>
TOTAL GENERAL FUND	\$13,855,147	\$12,499,027	90.21%	\$1,356,120	\$10,882,737
<u>CAPITAL PROJECTS FUND</u>					
Local Revenue	\$37,422	\$0	0.00%	\$37,422	\$0
Revenue from the Commonwealth	316,896	0	0.00%	316,896	135,789
<u>Transfers</u>	<u>1,250,341</u>	<u>582,531</u>	<u>46.59%</u>	<u>667,810</u>	<u>369,000</u>
TOTAL CAPITAL PROJECTS FUND	\$1,604,658	\$582,531	36.30%	\$1,022,128	\$504,789
<u>WATER & SEWER OPERATING FUND</u>					
Transfer Fees	\$9,000	\$9,495	105.50%	(\$495)	\$9,980
Revenue from Use of Money & Property	154,500	174,489	112.94%	(19,989)	156,903
Charges for Services	5,193,605	5,085,856	97.93%	107,749	3,867,200
Recovered Costs	38,799	8,435	21.74%	30,364	48,628
Miscellaneous Revenue	5,500	15,429	0.00%	(9,929)	10,505
Grant Revenue	0	8,500	0.00%	(8,500)	0
<u>Transfers</u>	<u>20,268</u>	<u>0</u>	<u>0.00%</u>	<u>20,268</u>	<u>0</u>
TOTAL W&S OPERATING FUND	\$5,421,672	\$5,302,204	97.80%	\$119,468	\$4,093,216
<u>WATER & SEWER CAPITAL FUND</u>					
Revenue from Use of Money & Property	\$0	\$36,213	0.00%	(36,213)	\$0
Non-Revenue Receipts	1,391,076	433,417	31.16%	957,659	363,519
<u>Transfers</u>	<u>1,240,819</u>	<u>0</u>	<u>0.00%</u>	<u>1,240,819</u>	<u>0</u>
TOTAL W&S CAPITAL FUND	\$2,631,895	\$469,631	17.84%	\$2,162,265	\$363,519
<u>TOTAL ALL FUNDS</u>	<u>\$23,513,373</u>	<u>\$18,853,393</u>	<u>80.18%</u>	<u>\$4,659,980</u>	<u>\$15,844,261</u>
<u>INTERNAL SERVICE FUNDS</u>					
Motor Pool	\$477,401	\$566,584	118.68%	(\$89,183)	\$428,823
Information Technology	\$360,029	\$270,026	75.00%	\$90,003	\$245,867

Town of Warrenton, Virginia

Comparison of Expenditures with Appropriations for the Period Ending June 30, 2017

Function	Full Year Appropriation	Expenditure	% (E)	Unexpended	Prior Year
<u>GENERAL FUND</u>					
Legislative Department	\$163,520	\$137,696	84.21%	\$25,824	\$172,589
Executive Department	211,261	197,260	93.37%	14,001	168,564
Legal Services	187,376	138,266	73.79%	49,110	155,151
Finance Department	532,695	437,737	82.17%	94,958	441,648
Other Organizations	10,040	10,040	100.00%	-	8,579
Electoral Board	-	-	0.00%	-	-
Public Safety	3,785,071	3,523,836	93.10%	261,235	3,559,492
Department of Public Works	4,086,464	3,722,943	91.10%	363,521	3,470,620
Welfare Social Services	116,937	115,680	98.93%	1,257	119,797
Parks and Recreation	2,081,953	1,890,404	90.80%	191,549	1,816,765
Cultural Enrichment	73,313	73,313	100.00%	0	65,496
Community Development	1,018,852	769,697	75.55%	249,156	627,882
Transfers	951,075	582,531	61.25%	368,544	369,000
<u>Debt Service</u>	636,590	636,590	100.00%	0	725,116
TOTAL GENERAL FUND	\$13,855,147	\$12,235,993	88.31%	\$1,619,154	\$11,700,699
<u>CAPITAL PROJECTS FUND</u>					
Capital Outlay	\$623,753	\$392,541	62.93%	\$231,212	\$129,580
<u>Capital Projects</u>	980,905	191,206	19.49%	789,699	472,579
TOTAL CAPITAL PROJECTS FUND	\$1,604,658	\$583,747	36.38%	\$1,020,911	\$602,159
<u>WATER & SEWER OPERATING FUND</u>					
Water Department	\$1,970,674	\$1,697,349	86.13%	\$273,325	\$1,792,269
Wastewater Department	1,762,696	1,564,334	88.75%	198,362	1,585,170
Water / Sewer Administration	812,422	676,103	83.22%	136,320	722,755
Debt Service	103,119	103,119	100.00%	-	88,586
Reserve for Contingencies	-	-	0.00%	-	-
<u>Transfers</u>	772,761	-	0.00%	772,761	-
TOTAL W&S OPERATING FUND	\$5,421,672	\$4,040,905	74.53%	\$1,380,767	\$4,188,780
<u>WATER & SEWER CAPITAL FUND</u>					
<u>Water & Sewer Capital Projects</u>	\$2,631,895	\$780,086	0.00%	\$1,851,809	\$451,218
TOTAL W&S CAPITAL FUND	\$2,631,895	\$780,086	29.64%	\$1,851,809	\$451,218
<u>TOTAL ALL FUNDS</u>	<u>\$23,513,373</u>	<u>\$17,640,732</u>	<u>75.02%</u>	<u>\$5,872,641</u>	<u>\$16,942,856</u>
<u>INTERNAL SERVICE FUNDS</u>					
Motor Pool	\$477,401	\$581,779	121.86%	(\$104,378)	\$438,510
Information Technology	\$360,029	\$323,003	89.72%	\$37,026	\$280,882

Town of Warrenton
Investment Report
Period Ending June 30, 2017

Investment Activity	Beginning of Month	Investments	Redemptions	Investment Income	End of Month
Virginia LGIP	12,771,562	(500,000)	-	10,700	12,282,262
Virginia Investment Pool	3,006,750	500,000	-	2,632	3,509,382
Virginia SNAP	4,772,034	-	(548,310)	3,979	4,227,703
Total Investments	<u>\$20,550,346</u>	<u>\$0</u>	<u>(\$548,310)</u>	<u>\$17,310</u>	<u>\$20,019,347</u>

Portfolio Composition & Yield	Cost	Percent	Annual Percentage Yield	Average Remaining Life Days
Virginia LGIP	12,282,262	61.35%	1.05%	N/A
Virginia Investment Pool	3,509,382	17.53%	1.37%	N/A
Virginia SNAP	4,227,703	21.12%	1.10%	N/A
Total Investments	<u>\$20,019,347</u>	<u>100.00%</u>		

Investment Revenue/Average Yield	Last Year	This Year
Interest Revenue Projected	\$17,200	\$18,500
Interest Revenue Received Year to Date	\$43,569	\$136,417
Percentage of Interest Received to Date	253.31%	737.39%
Weighted Average Rate of Return	0.48%	1.12%
Benchmarks:		
182 day US Treasury Bill	0.46%	1.05%
LGIP - effective yield	0.48%	1.05%

TOWN OF WARRENTON, VIRGINIA

BILLS PAID DURING THE MONTH OF JUNE 2017

For Fiscal Year 2017

Am-Liner East Inc - Sanitary Sewer Rehabilitation for Frazier	\$ 89,386.00
Anthem Blue Cross & Blue Shield - Town Portion of Employee Health Insurance	63,666.78
BB & T Credit Card - Various Depts.	8,856.47
Blue Ridge Property - June Mowing - Parks & Rec.	5,850.00
Columbia Gas - Gas - Various Depts.	6,929.39
Dominion Virginia Power - Electricity - Various Depts.	105,917.68
E.G. Wade, Jr. Inc. - Well #3 - WTP	45,837.50
Environmental Systems - Laboratory Testing - WWTP	8,977.00
Evoqua Water Technologies - Chemicals - WWTP	6,312.96
Experience Old Town Warrenton - 3rd & 4th FY17 Contribution	10,000.00
Fauquier County Economic Development Authority - Small Business Development Grant	25,000.00
Hydrostructures, LLC - Sanitation Sewer Inflow and Infiltration Remediation	59,615.00
Internal Revenue Service - Town Portion of FICA	42,599.08
James River Solutions - Gas and Diesel - Various Depts.	12,259.10
Jet Life Services - WARF Cleaning - May & June	8,500.00
Kimley-Horn & Associates - Walker Drive & Popeye's reviews - Community Dev.	7,914.35
New Virginia Tractor - Scag Mower - PW	10,367.00
Piedmont Environmental Council - Greenway Contribution	6,313.00
Superior Paving Corporation - Asphalt - PW	5,137.80
The Berkley Group - Onsite services and Sign Regulations Update	14,205.15
U S Postmaster - Postage/Box Renewal - Various Depts.	5,234.66
Treasurer of Virginia - VRS Retirement/Group Life Insurance	53,912.41
Univar - Chemicals - WTP and WWTP	34,474.44
USALCO - Chemicals - WWTP	10,521.90
Verizon - Phone Services - Various Departments	5,656.72
Whitman Requardt - Engineering Consulting/Services	46,868.89
Whitson W. Robinson PLC - Legal Services	11,477.67
TOTAL BILLS PAID OVER \$5,000.00	\$ 711,790.95
BILLS PAID UNDER \$5,000.00	145,144.57
	\$ 856,935.52



Town Council Finance Committee

July 17, 2017

Delinquent Tax Listing

Agenda Memorandum

Submitted by: Stephanie Miller, Director of Finance and Human Resources

Discussion: The preliminary delinquent tax listing for publication is attached for Committee review.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Real Estate Delinquent Tax Listing	Backup Material	7/17/2017
Personal Property Delinquent Tax Listing	Backup Material	7/17/2017

**Delinquent Taxes July 2017 - for newspaper
Real Estate**

TAX			AMOUNT	
TYPE	YEAR	NAME	MAP#	DUE
RE	2017-2017	ABG LLC, JFCJ LLC	6984131484000	91.53
RE	2017-2017	AHMAD RAHAT	6984750524000	97.55
RE	2016-2017	AKRIDGE KELLEY DYSART, LOFTIS MARGARET A C	6984428069007	64.80
RE	2016-2017	ALLS MALCOLM W, HOTTLE PRISCILLA G	6984611161000	5,346.46
RE	2017-2017	AMP X 2 LLC	6984764532104	76.58
RE	2017-2017	ANDERSON CRAIG J, ANDERSON NINA K	6984341185000	64.45
RE	2017-2017	ANDRUS INVESTMENTS INC	6984227840000	68.50
RE	2017-2017	ARMAND EDWARD TRUSTEE, NATIONAL ADMINSTRATIVE SE	6984161562000	548.55
RE	2017-2017	BANE CHARLES E JR, BANE MICHELLE F	6974879568000	114.03
RE	2016-2016	BANFIELD ELEANOR MARIE	6984415434000	41.20
RE	2016-2017	BARRETT ADDIE BARNES, CARLOS NANCY BARRETT	6984416947006	71.56
RE	2015-2017	BELL MAUREEN	6984429041006	85.71
RE	2016-2017	BEVILLE N PATRICK TRUSTEE	6974955121007	73.00
RE	2016-2017	BEVILLE NORBORNE P JR TRUSTEE	6974955121005	66.76
RE	2017-2017	BLAND VIOLA M	6984639650000	41.80
RE	2017-2017	BOMAR COMMERCIAL LLC	6984026076000	84.10
RE	2017-2017	BORN KENNETH E JR	6984429041002	34.78
RE	2016-2016	BOWMAN MICHAEL	6984520328006	11.56
RE	2017-2017	BROADVIEW PROPERTY LLC	6984175857000	5.95
RE	2017-2017	BROMLEY MARY W	6985408096000	55.68
RE	2017-2017	BURKE JAMES B TRUSTEE, BURKE DOROTHY H TRUSTEE E	6984462324000	106.18
RE	2017-2017	BYRD LEVI T, BYRD LUCIA N	6984504270000	17.50
RE	2017-2017	CARDOZO SANTIAGO, C/O CARDOZA MONICA	6974951828000	72.40
RE	2016-2016	CARDOZO VIOLETA TR &, C/O CARDOZO MONICA	6974951828000	72.40
RE	2017-2017	CARTER JOHN PAUL III, CARTER JAMES SAMUEL AND O	69847111055000	14.28
RE	2016-2017	CHALMERS LELAND J, CHALMERS MARY CATHERINE	6983296951000	188.49
RE	2016-2017	CHAMBERLAIN SANDRA LYNN	6984014913000	144.26
RE	2017-2017	CLARK MATTHEW RAYMOND, CLARK VALERIE SUE	6984645704058	120.05
RE	2017-2017	COMPTON EDNA D	6985302478047	34.53
RE	2017-2017	COOPER THOMAS P, COOPER JOYCE J	6984516082000	43.18
RE	2017-2017	CORINAS HAIR DESIGN INC	6974956047201	64.90
RE	2016-2017	CRAIG SAMUEL HEIRS, CRAIG LAWRENCE S ET AL	6984711176000	47.31
RE	2017-2017	CRAVEN SUZANNE	6984403230000	57.48
RE	2016-2017	CULPEPER & LEE LLC	6984338254000	196.49
RE	2017-2017	DE PAZ-DE BLANCO ANA MARIA, C/O SIMONE ARMAN R	6985405127000	53.63
RE	2017-2017	DECOSTER DARRIN C, DECOSTER LAURA J	6974971985000	105.80
RE	2017-2017	DIETRICH ROBERT J, DIETRICH JULIE L	6984159769000	28.24
RE	2017-2017	DINGUS ROGER W, DINGUS VICKIE P	6984242911000	48.05
RE	2017-2017	DROGUETT MAXIMO CESAR, DROGUETT MONICA DEL CARME	6974954707000	51.90
RE	2017-2017	EDWARDS BARBARA J	6984426343006	29.60
RE	2017-2017	EDWARDS CHARLES A, EDWARDS MARY SHINALL	6984353389000	137.10
RE	2017-2017	EGGE ALAN C TRUSTEE, COX KATHLEEN A TRUSTEE ET	6974935418000	62.68

**Delinquent Taxes July 2017 - for newspaper
Real Estate**

TAX			AMOUNT	
TYPE	YEAR	NAME	MAP#	DUE
RE	2017-2017	ESCANO MICHAEL G, ESCANO ALISA KAYURAPUN AN	6974935546000	73.00
RE	2014-2017	FAIRFAX OLIVER, C/O ANN FAIRFAX	6984700932000	101.96
RE	2017-2017	FCP HOLDINGS LLC	6984428352005	29.13
RE	2017-2017	FIELDS OF DAKOTA LLC	6984550471000	100.95
RE	2017-2017	FIELDS RICHARD E TRUSTEE, FIELDS CATHY L TRUSTEE	6984644341093	65.50
RE	2017-2017	FOLKER BRIAN A, FOLKER CAROLINE	6984092973000	65.85
RE	2017-2017	FORMAN SARAH BANKS TR	6984416947007	51.83
RE	2017-2017	FRAZIER GLYNN ALLEN, FRAZIER JODIE ANN	6984413066000	48.33
RE	2016-2017	GAUNOUX ANDRE GEORGE	6984335751000	1,140.00
RE	2017-2017	GBA REALTY LLC	6984767214000	933.88
RE	2017-2017	GLASCOCK BRANDY R	6985406421000	53.00
RE	2015-2017	GRADDASI INVESTMENTS LLC	6984459535000	151.84
RE	2017-2017	GRIFFIN ALFRED C JR	6984161763000	170.43
RE	2017-2017	HAMILTON DONALD E, HAMILTON CHRISTY J	6984730436000	67.43
RE	2017-2017	HARRIS JAMES C TRUSTEE, HARRIS OKYUL J TRUSTEE	6984463754000	115.33
RE	2016-2017	HARRIS MARK	6984438588005	30.86
RE	2017-2017	HARWAY MAXWELL, WINSTANLEY CECE ANN F	6984267330000	120.28
RE	2017-2017	HERDER SARAH HEIRS, HERDER STERLING	6984634976000	38.63
RE	2015-2017	HERRMANN & DESIO LLC	6984334726003	113.62
RE	2017-2017	HIGH ATREYUE A	6984681149000	55.10
RE	2017-2017	HILEMAN MELISSA J	6984638668000	46.78
RE	2017-2017	HILLHOUSE JOSEPH & HILLHOUSE AMBER	6984256755000	72.20
RE	2017-2017	HODGES DAVID, HODGES HENRY	6984345038000	43.98
RE	2017-2017	HOGAN ARTHUR MCCLURE B TRUSTEE, REVOCABLE TRUST AGMT U/	6984605187000	214.58
RE	2017-2017	HOGAN CAROLINE L	6984527905000	74.38
RE	2017-2017	HOME PLUS LLC	6983690223000	32.33
RE	2017-2017	IOOF CHARITY LODGE #27 TEES, C/O ALLIANCE PROPERETY MA	6984438395000	92.58
RE	2017-2017	JARRAL LLC	6984764143000	323.23
RE	2017-2017	JOHNSON MARIE	6984642561115	61.00
RE	2017-2017	KEMLER CLIFFORD	6984270398000	60.35
RE	2017-2017	KERNS BILLY G	6984461908000	115.45
RE	2017-2017	KIRK ROBERT H	6984764532203	72.89
RE	2017-2017	KNIGHT RITCHIE S, COOK LAWRENCE M	6984504210000	33.05
RE	2016-2017	KWAK MESSIAH THOR	6983698721000	242.08
RE	2017-2017	LACEY DOROTHY E HEIRS	6984447675000	31.70
RE	2017-2017	LANE ROBERT J, LANE MARY D	6984641661072	65.03
RE	2017-2017	LAWRENCE ROBERT DET V, LAWRENCE ROBERT DET IV ET	6984428069010	28.58
RE	2017-2017	LCB INTERESTS VIRGINIA LLC	6984229853000	72.45
RE	2017-2017	LEE JACKIE TRUSTEE, LEE JACKIE TRUST OF THE	6984418641005	36.88
RE	2015-2017	LEWIS PATRICIA ANN	6984531942000	131.62
RE	2017-2017	LOMBARDO MICHAEL R, LOMBARDO NETTY	6984659411000	90.85
RE	2008-2017	MACDONALD MARJORIE T TRUSTEE , ANGUS TRUST OF THE AND OT	6984479750000	896.20

Delinquent Taxes July 2017 - for newspaper
Real Estate

TAX			AMOUNT	
TYPE	YEAR	NAME	MAP#	DUE
RE	2014-2017	MAINES JOSEPH A	6984244847000	160.15
RE	2015-2017	MALONEY JOHN T III	6974969625000	133.98
RE	2017-2017	MANCINI DEBRA	6984417748003	40.70
RE	2017-2017	MASON T FREELAND JR	6984432832000	63.88
RE	2017-2017	MAYBACH ANITA M	6984165787000	50.70
RE	2015-2017	MILIAN RAMIRO	6985402291000	150.31
RE	2017-2017	MINIHAN EILEEN L	6984123077000	84.38
RE	2017-2017	MODOLO JAY CHATO, MODOLO KATHLEEN MARY ET A	6974951507233	24.55
RE	2017-2017	MOLLOY PEGGYANN HICKS	6984419447004	38.65
RE	2017-2017	MONTGOMERY JANET TURNER, MONTGOMERY ROBERT F JR	6984242551000	94.88
RE	2017-2017	MORSE STEPHEN J TRUSTEE, DAY MARGARET L TRUSTEE	6985402620000	49.95
RE	2016-2017	MORTON GEORGE D, C/O CLARKE JACQUELINE	6983596856000	46.30
RE	2017-2017	MUDD MICHAEL L	6984600396000	28.30
RE	2017-2017	MUNLEY CHARLES R, MUNLEY EVON E	6985007548000	68.08
RE	2016-2017	NEUMAN NANCY N	6984640209011	74.91
RE	2017-2017	NGUYEN NGHIA VAN, HO CHIEU THI KHANH	6984589202000	56.95
RE	2017-2017	NORMAN JOHN J JR, NORMAN ELIZABETH T	6984371256000	422.48
RE	2016-2017	NORTH ALEXANDRIA LLC	6984447935000	622.00
RE	2016-2017	NSK CORPORATION, C/O KHAN KAMRAN	6984171917000	115.00
RE	2017-2017	OSBURN JACK W JR, OSBURN JANE W	6984470924000	10.00
RE	2017-2017	PAPER STREET SOAP COMPANY LLC	6974950468124	21.93
RE	2016-2017	PARRIS WILLIAM, PARRIS JULIA	6984438787000	37.50
RE	2016-2017	PATEL JETENDRA K, PATEL KALPANA	6984095497000	90.40
RE	2016-2017	PATMORE STACEY NOELLE	6974950468111	39.75
RE	2017-2017	PAYNE BARBARA M	6984449451000	36.75
RE	2015-2017	PENNINGTON BETTY W, C/O PENNINGTON RAY	6984150073000	153.63
RE	2014-2017	PLETCH ERIC T, PLETCH CLARISSA LYNN	6974954986000	202.85
RE	2017-2017	PROVIDA LLC	6985302478044	34.13
RE	2017-2017	RABABEH KHEDER, RABABEH ALIA A	6984131628000	83.58
RE	2016-2017	RAMEY ALLINE B TRUSTEE, RAMEY ALLINE B LIVING TRU	6984514014000	254.80
RE	2017-2017	RECTOR RONALD C, RECTOR ALMA E	6983595376000	38.15
RE	2016-2017	RENSSEN PROPERTIES	6974955121008	193.12
RE	2009-2017	RIDER WILLIAM M JR	6984252196000	257.99
RE	2010-2017	ROBINSON KIMBERLIN	6984540062000	199.18
RE	2017-2017	ROMERO RUBEN A AMAYA & ROMERO ERIKA P AMAYA	6985402893000	40.88
RE	2017-2017	ROSENBERGER JASON J, OKEEFE JENNIFER L ET AL	6985409276000	57.90
RE	2014-2014	ROWE EVELYN H	6984408881000	14.82
RE	2016-2017	SHEPHERD DANIEL R, SHEPHERD KENNETH M	6985303179006	79.58
RE	2017-2017	SMITH BENJAMIN & SMITH BROOKE	6974978636000	46.81
RE	2016-2017	SMITH MINNIE, C/O CROPP DORETHA	6984422736000	60.90
RE	2017-2017	SMITH RODNEY I	6983794517000	113.95
RE	2016-2017	SMITH WILLIAM A, SMITH PAUL M AND OTHERS	6983692508000	52.42

Delinquent Taxes July 2017 - for newspaper
Real Estate

TAX			AMOUNT	
TYPE	YEAR	NAME	MAP#	DUE
RE	2017-2017	SMOOT FRANCES HEIRS, C/O SMOOT FRANCES D & TON	6983599764000	37.18
RE	2017-2017	STEELE KYLE, STEELE ERIN	6984314788000	62.13
RE	2015-2017	TAPSCOTT ADRIAN S	6984504724000	136.30
RE	2014-2014	TAPSCOTT ROLAND I	6984504724000	14.10
RE	2017-2017	TATA BROTHERS INVESTMENTS LLC	6984764532206	7.54
RE	2017-2017	TAYLOR PAUL C	6984567321000	63.58
RE	2017-2017	THE OLD CHURCH LLC	6984433019000	122.68
RE	2017-2017	THORPE STEPHANIE	6984248451000	58.08
RE	2016-2017	TIBBS MARLENE RECTOR, PHILLIPS DEBORAH IDA RECT	6983598218000	65.23
RE	2017-2017	TIERNAN JOHN NEAL II	6984679550000	81.48
RE	2013-2016	TRENUM CLARENCE WILLIAM, TRENUM CLAUDIA H	6985112208000	135.90
RE	2017-2017	TRENUM CLARENCE WILLIAM III, TRENUM CLARENCE W III A/K	6985112208000	68.13
RE	2016-2017	VIEW TREE MASONIC LODGE, C/O WALKER ROBERT	6984431454000	110.70
RE	2017-2017	VIRGINIA CARDIOVASCULAR INV LLC	6974956047104	185.45
RE	2017-2017	WAI JULIA L, LEWIS LINDA MAE	6984505492000	60.80
RE	2017-2017	WALBERT SUSAN	6984649503046	62.33
RE	2016-2016	WALKER LUCY J, CRAIG LAURETTA GERTRUDE	6984447689000	35.64
RE	2017-2017	WALKER ROBERT LEE, WALKER LILLIAN N	6983596531000	35.00
RE	2017-2017	WALL STREET LLC	6984338599000	15.48
RE	2017-2017	WARRENTON REALTY LLC	6985300763000	953.93
RE	2013-2013	WASHINGTON GEORGE A, WASHINGTON ANNIE		5.40
RE	2016-2017	WASHINGTON GEORGE W EST, C/O MARION GILMORE	6984505014000	66.86
RE	2015-2017	WEST STACY B, WEST TRACY	6984447671000	82.94
RE	2016-2017	WHITE HARRISON, C/O WHITE RICHARD	6983593944000	61.41
RE	2016-2017	WILCOX JAMES W JR, WILCOX ELIZA J	6985324257000	168.13
RE	2017-2017	WILLER MAUREEN SLOAN KENDRICK, WILLER MAUREEN SLOAN A/K/	6984060852000	48.18
RE	2015-2017	WILLIAMS APRIL MICHELLE	6984645163000	177.57
RE	2017-2017	WILSON CAROLYN W	6984772803000	78.23
RE	2017-2017	WITTLE LEROY	6984427120009	26.83
RE	2017-2017	WOLFE SARA KATHERINE	6984505420000	46.28
RE	2016-2017	WOODWARD ESTATE LLC	6984163568000	126.36
RE	2017-2017	WORSHAM WILLIAM T, WORSHAM SUZANNE W	6983695456000	258.85
RE	2017-2017	WRONKA STEVE	6984503703000	44.43
RE	2017-2017	YATES BRENDA	6984455463000	54.15
RE	2017-2017	105 WEST SHIRLEY AVENUE LLC	6984220750000	306.93
RE	2017-2017	25 S FOURTH STREET LLC	6984434141000	170.28
RE	2017-2017	46 FRAZIER LLC	6984158290000	52.33
		FINAL TOTALS...		23,832.83

Delinquent Taxes for Newspaper - July 2017
Personal Property

TAX	YEARS	NAME	AMOUNT DUE
PP	2016-2016	ACE DISTRIBUTION LLC	33.95
PP	2016-2016	ADAM SUZANNE ELIZABETH	11.72
PP	2016-2016	ALL-IN REAL ESTATE LLC T/A NETWORK REALTY GROUP	11.10
PP	2016-2016	ALLEN ANDRE' DIONNE	66.00
PP	2012-2014	ALVIR ENTERPRISES INC T/A TROPICAL SMOOTHIE CAF	381.21
PP	2015-2016	AMERICAN CONTRA T/A AMERICAN CONTRACTING	67.50
PP	2015-2016	ASSURANCE REALTY OF VIRGINIA	260.80
PP	2015-2015	ATKINSON SARAH WATKINS	15.33
PP	2016-2016	AUD COMMUNICATIONS AUD STEPHEN EDWARD	19.00
PP	2016-2016	AUD COMMUNICATIONS INC	20.45
PP	2016-2016	AUGUST MCCARTHY PLLC	20.00
PP	2016-2016	AYALA GRACIA JOSE	6.80
PP	2016-2016	AYRES KERI LYNN	9.49
PP	2016-2016	BARAHONA CONTRERAS ANGEL ENRIQUE LAGUNA DE BARAHONA J	446.69
PP	2015-2016	BEJGER GERALD JOSEPH	159.23
PP	2016-2016	BELCHER KIMBERLY ANN	39.65
PP	2016-2016	BELL MAUREEN COOKE	8.00
PP	2016-2016	BILLINGTON THOMAS MICHAEL BILLINGTON DARLENE PENICK	15.94
PP	2012-2012	BLOCKBUSTER VIDEO INC #51017 C/O THOMSON TAX & ACCOUN	227.22
PP	2012-2012	BOGLE-MEUSE JACQUELINE ANN	18.75
PP	2015-2015	BRADFORD BRYAN C T/A ECO GUYS MOW	15.63
PP	2013-2013	BROADVIEW LANES LLC	169.81
PP	2016-2016	BROWN PHILLIP	20.00
PP	2016-2016	BROWN ROY GLEN	86.10
PP	2012-2012	BURKE JOHN FITZGERALD SR BURKE JENNIFER SUE	23.75
PP	2014-2014	BURRER NANCY-MARIE	42.75
PP	2016-2016	BYWATERS KEITH ALAN	58.67
PP	2014-2015	C V K SUBS INC	35.15
PP	2016-2016	CABRERA INC	114.25
PP	2016-2016	CALDERON MORALES DOUGLAS A MORALES ROSA M	106.25
PP	2013-2013	CAMPBELL AUSTIN MARK	14.40
PP	2014-2015	CAPSTONE PROFESSIONAL SERVICES	37.12
PP	2015-2015	CARTER DANIEL ALLEN	14.75
PP	2012-2012	CARTER JOSEPH T/A SMOKIE JOES CAFE	38.56
PP	2015-2015	CENTREVILLE CONCRETE & RE-SURFACING	9.47
PP	2016-2016	CHAVEZ EFRAIN ARELLANO	22.39
PP	2012-2014	CLEGG CHARLES B JR	162.62
PP	2015-2016	CLEMENS AMBER LEE LYNN	70.25
PP	2012-2012	COGNITECH SERVICES CORP	7.80
PP	2014-2015	COLEMAN BARRY	48.46
PP	2015-2015	COMBITHS ANDREW THOMAS	7.69
PP	2015-2015	COPELAND MARTHA MARIE	18.08

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TAX	YEARS	NAME	AMOUNT DUE
PP	2013-2013	COTTAGE ANTIQUES	5.48
PP	2013-2015	CPI IMAGES LLC T/A SEARS PORTRAIT STUDIO	174.66
PP	2015-2016	CREDIT CARS SELECT	27.56
PP	2016-2016	CREE JAMES R III	141.00
PP	2015-2015	CRITES JEFFREY BOYD T/A BRICK AND CLICK CONSU	9.76
PP	2012-2012	CRONK TARA LYNN	18.25
PP	2014-2015	CROSON DENNIS LEROY JR	14.71
PP	2012-2012	CUSTOMER HARVEST LLC T/A LEGAL FORENSIC AUDIT	62.50
PP	2014-2015	CVK SUBS INC T/A SUBWAY	20.00
PP	2016-2016	DANIELS MICHELLE M DAVIS MELVIN JOEL	61.00
PP	2012-2016	DATTILIO MARK ALAN	189.25
PP	2013-2013	DAVIS MEGAN VIRGINIA	9.20
PP	2012-2015	DECOR DIVAS LLC	36.02
PP	2013-2015	DENT JESSE ALEXANDER BRYAN	90.77
PP	2016-2016	DENT TECH LLC	152.94
PP	2016-2016	DIETRICH ROBERT JAMES DIETRICH JULIE LYNN	155.75
PP	2012-2016	DODSON STUDIOS INC	191.17
PP	2013-2013	DOMINO BENJAMIN MICHAEL	15.75
PP	2016-2016	DOVE ALLISON GRANT	6.42
PP	2015-2015	DR HERR MANN & DESIO PC	813.08
PP	2016-2016	DRH ENGINEERS LLC HALL DAVID ROSCOE	85.90
PP	2016-2016	DRS HERRMANN & DESIO PC	684.10
PP	2016-2016	DUE CUGINI INC T/A LEDO PIZZA	244.18
PP	2014-2016	EDWARDS WAYMOND JAMES JR	527.85
PP	2016-2016	ELITE CONCEPTS INC	20.00
PP	2013-2014	ESPITIRU SANCHEZ JUAN MANUEL	78.75
PP	2016-2016	EVANS PAUL ANDRE JR	49.25
PP	2013-2015	EVERTON ROBERT T	76.25
PP	2013-2016	EZZELL JEFFREY JAMES DAVID	665.34
PP	2014-2014	FACTORY 55 LLC FACTORY 55 LLC	48.75
PP	2015-2016	FAULKNER FLOYD DANIEL	37.62
PP	2013-2013	FELTMANN KEVIN CHARLES	17.19
PP	2016-2016	FILING ANTHONY JAMES RICH	122.71
PP	2016-2016	FIRST DATA MERCHANT SERVICES CORP	6.06
PP	2015-2015	FISCHER JESSICA	14.90
PP	2016-2016	FOSTER AMANDA DAWN	23.50
PP	2015-2015	FRAMING BY CYNDY	10.77
PP	2012-2012	FRATELLIS RESTAURANT LLC	625.00
PP	2016-2016	FUNKHOUSER CHASE WARD	9.00
PP	2013-2013	FURR CHERYL T/A CHERS HAIR DESIGN	100.00
PP	2015-2015	FURR JAMES WALTER JR FURR SUSAN CHAPMAN	37.08
PP	2012-2016	G C ALLIANCE LLC	164.14

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TAX	YEARS	NAME	AMOUNT DUE
PP	2012-2013	GARY WILBURT	28.16
PP	2013-2014	GERKIN DANIEL RAYMOND JR	148.44
PP	2012-2013	GILES LARRY T/A LIBERTY TAX SERVICE	67.50
PP	2012-2012	GLITTON MELISSA T/A TODDLIN TIME OF WARRE	38.89
PP	2013-2015	GLOBAL RESOURCE LINK LLC	95.17
PP	2016-2016	GONZALEZ CARMEN T PHD P C	14.44
PP	2016-2016	GREENE BARBARA ANN	156.00
PP	2013-2013	GREGG COLTON ELMORE	25.25
PP	2012-2016	GROWTH CONCEPTS LLC	205.18
PP	2012-2014	GRUBB CRYSTAL LYNN	124.53
PP	2016-2016	GUYSE ROBERT DAVID	6.13
PP	2016-2016	G2 DEVELOPMENT LLC	10.00
PP	2015-2016	HACC CORP SOUTHARD GLENNA CHRISTINE	178.75
PP	2013-2013	HAIR ON EARTH	22.96
PP	2012-2012	HALEY RONALD LEE JR	6.99
PP	2016-2016	HALL BRIAN STEVENSON CHAPPELLE HEATHER MARIE	47.75
PP	2013-2013	HANDFORD JILL	20.00
PP	2016-2016	HARLOW HALBERT COREY	28.20
PP	2013-2013	HARRISON ANDREA DAWN HARRISON DAVID ROYCE	48.32
PP	2012-2012	HARTZ DANIEL KARL JR HARTZ CHRISTINA VICTORIA	287.65
PP	2016-2016	HAYNES CHARLES J SMITH-HAYNES DENISE DALE	6.15
PP	2012-2012	HAZEL WILLIAM THOMAS	5.01
PP	2015-2016	HEARTLEY JAMES ROBERT	85.92
PP	2016-2016	HEFLIN CHRISTOPHER ALAN	23.25
PP	2015-2016	HERNANDEZ JESUS	85.00
PP	2016-2016	HERTZ CAROLE MATHERS	39.75
PP	2016-2016	HUGGINS EUGENE DANIEL	35.55
PP	2015-2015	HUNTINGTON LEARNING CENTER	9.08
PP	2012-2012	IMRAN ALI	8.75
PP	2015-2016	INDIGO FARM INC	46.50
PP	2013-2013	INSIGHT DESIGN BUILD LLC	20.00
PP	2014-2014	INVESTMENT & TAX STRATEGIES	5.15
PP	2014-2014	IRON BRIDGE WARRENTON LLC T/A IRON BRIDGE WINE CO	796.26
PP	2015-2016	J J KIBBEN LLC T/A SPORT CLIPS HAIRCUTS	443.91
PP	2016-2016	JAFARI MINOO	16.00
PP	2015-2016	JENKINS DERIK LEON	173.00
PP	2015-2015	JENKINS ERVIN EUGENE	840.00
PP	2015-2015	JEWELL CRYSTAL LEE	17.75
PP	2015-2016	JONES HERSEL ANTHONY	167.61
PP	2016-2016	JOS A BANK CLOTHIERS ATTENTION: TAX DEPARTMENT	936.45
PP	2014-2015	JRS GARAGE DOORS INC	89.12
PP	2016-2016	KARATE SPORTS ACADEMY INC	47.70

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TAX	YEARS	NAME	AMOUNT DUE
PP	2015-2015	KAREN M KENNEDY & ASSOC PLC	39.06
PP	2016-2016	KENT JOCHEBED KEREN	22.33
PP	2016-2016	KEY EXCAVATION	680.13
PP	2016-2016	KIM HOON KWAK MESSIAH THOR	77.00
PP	2016-2016	KING BENJAMIN MOYER	8.84
PP	2015-2016	KJS HANDYMAN	27.50
PP	2012-2016	KJS HANDYMAN AND PAINTING	72.43
PP	2016-2016	KNOX REBECCA COOPER	65.78
PP	2015-2015	KRANNACKER MICHAEL THOMAS	20.17
PP	2013-2013	LAMPER JOHN HOUSTON	12.92
PP	2014-2016	LAMPER TYLER MICHAEL	205.13
PP	2012-2012	LEPAGE MATTHEW JOHN JOSEPH	18.75
PP	2012-2012	LITCHFIELD JESSE RAY	7.00
PP	2016-2016	LUCAS KIRK MICHAEL	8.40
PP	2014-2015	LUCY & ETHELS LLC	22.50
PP	2016-2016	M W A INC T/A ALLS & COMPANY	31.25
PP	2015-2015	MADISON BUILDING LLC T/A JIMMIE'S ANTIQUES & J	22.26
PP	2016-2016	MANASSAS VACUUMS INC T/A NOVA VACUUM SALES & S	29.99
PP	2015-2015	MANKIN CHARLES MICHAEL III	44.58
PP	2012-2013	MARIN BROTHER LLC	16.88
PP	2013-2015	MARTIN MATTHEW SLADE	158.75
PP	2012-2012	MCDONALD TREE SERVICE	191.40
PP	2016-2016	MCGARRY SHOHREH MCGARRY DANIEL J	66.50
PP	2016-2016	MCKINSEY DEVELOPMENT INC	68.73
PP	2014-2014	MCNAIR SHIRLEY DELORES	5.42
PP	2016-2016	MILES GROUND FREIGHT SOLUTIONS LLC MILES DOUGLAS WENDEL	19.00
PP	2016-2016	MILLER LEIGH ANN MILLER CHARLES RAYMOND	78.25
PP	2016-2016	MINOR MELVIN T/A M S MINOR ELECTRICAL	10.00
PP	2015-2016	MINOR MELVIN SCOTT	64.96
PP	2014-2016	MISION CRISTIANA EMANUEL INC	206.24
PP	2012-2016	MITCHELL MONICA	228.18
PP	2012-2016	MJD PLUMBING INC	353.10
PP	2016-2016	MORATAYA VILMA	44.75
PP	2015-2016	MYERS ROBERT MYERS SALLIE	70.50
PP	2016-2016	NATIONAL DEMO & ENVIRON INC	12.80
PP	2015-2015	NELSON REGINA T/A G NELSON CONSULTING	37.50
PP	2015-2015	NGUYEN PAUL THANH T/A A B NAILS	5.46
PP	2015-2016	NORDSTROM JUSTIN C	11.37
PP	2015-2016	NORMAN ELIZABETH TRAYLOR	195.59
PP	2016-2016	NOVA GROUP SERVICES	32.54
PP	2012-2012	ODANIEL MICHAEL T/A CENTER FOR HOLISTIC H	30.00
PP	2015-2016	OLD TOWN INSURANCE AND FINANCIAL	70.31

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TAX	YEARS	NAME	AMOUNT DUE
PP	2016-2016	OLDE TOWN AUTO SERVICE INC	6.54
PP	2016-2016	ON-POINT SEDAN SERVICES LLC	52.08
PP	2013-2014	ORNDORFF GARIC T/A ORNDORFF BUILT	45.00
PP	2012-2013	PATTERSON MARGARET H	38.00
PP	2013-2013	PAYNE PATTI LEE	47.84
PP	2015-2015	PENNELL DANIEL PATRICK	82.75
PP	2016-2016	PETN1.66 CROSSFIT LLC	10.00
PP	2015-2015	PETRAKIS LAURA LEIGH	129.97
PP	2016-2016	PICKEL JERRY DEAN	117.25
PP	2015-2015	PIEDMONT NEUROPSYCHOLOGY & COUNSEL	42.69
PP	2013-2016	PORTER ROBERT CHARLES	513.90
PP	2016-2016	POSSELT ERIN EVELYN T/A ISABEL'S COLOR BOUTIQ	10.00
PP	2015-2015	POTES LUIS ENRIQUE	39.30
PP	2013-2013	POWERS MATTHEW LEE	23.54
PP	2015-2016	PROSPERITY GROUP T/A VOCELLI PIZZA	324.82
PP	2013-2013	PURDY JOHN DAVID	8.09
PP	2016-2016	PURE HEALTH SOLUTIONS INC	112.53
PP	2015-2015	QUALITY LANDSCAPING AND LAWN SERVIC	44.96
PP	2016-2016	RADD NICOLE LYNNE	39.08
PP	2016-2016	RALEY IBRAHIM T/A CREDITMAX AUTOMOTIVE	8.16
PP	2016-2016	RANKIN TERESA FARKAS RANKIN KEVIN ALAN	66.75
PP	2015-2016	RBS ASSET FINANCE INC	519.30
PP	2015-2016	RECTOR CHARLES JOHN EDWARD SETTLE RONNIE	181.29
PP	2015-2015	REDDELL AARON MCKINLEY	13.30
PP	2015-2015	REDEMPTION HAIR STUDIO INC	9.60
PP	2015-2016	REGENCY CONSTRUCTION INC WEATHERS BRIAN CHRISTOPER	394.75
PP	2016-2016	REKOW MARLIN F	37.49
PP	2014-2016	RHINOS INK	47.67
PP	2016-2016	RODGERS VICTORIA ANN	92.50
PP	2016-2016	RODRIGUEZ JACQUELYN T/A ENLIGHTENED STYLE	6.25
PP	2015-2016	ROSA TOGI NATE	397.90
PP	2012-2014	SAAVEDRA FERNANDO MARTINEZ	18.00
PP	2016-2016	SALAHY AMIR	30.37
PP	2013-2016	SCHAEFFER ANDREA T/A A MOMENT IN TIME	115.31
PP	2016-2016	SCHRANK STEVEN LEWIS	22.25
PP	2016-2016	SCHUSTER LAWRENCE KING III	51.88
PP	2016-2016	SELFE JEFFREY TYLER	42.30
PP	2016-2016	SERENITY HOME HEALTH CARE LLC	30.00
PP	2012-2012	SETTLE GARY LEE	32.50
PP	2015-2016	SETTLE RYAN RICARDO SETTLE GLACIA LAVONE	56.74
PP	2016-2016	SGLOVITY INC T/A DR CAR WASH & EAGLES	205.20
PP	2013-2016	SHARKEY FLORENCE	98.25

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TAX	YEARS	NAME	AMOUNT DUE
PP	2016-2016	SHAWNS SMOKEHOUSE BBQ COMPANY	350.66
PP	2015-2015	SHERBIN KENDAL LEONE	38.50
PP	2016-2016	SHINALL-EDWARDS MARY	175.50
PP	2016-2016	SHORTS H DWIGHT & CONCHITA B T/A CHITA B INTERIORS	6.25
PP	2016-2016	SIBBYS LLC	585.94
PP	2016-2016	SIMONSEN BARBARA ANN	13.00
PP	2012-2012	SIMPSON CLYDE RAYMOND III	7.52
PP	2015-2015	SMITH WALLACE F T/A SONSHINE PICTURES	28.30
PP	2012-2012	SMOKEHOUSE REALTY INC	17.58
PP	2015-2016	SNEED AND LYNCH CATERING LLC	169.20
PP	2016-2016	STATPOINT INC	90.28
PP	2016-2016	STEVENS LOLA T/A PSYCHIC LORI	6.25
PP	2014-2015	STRYKER SALES CORPORATION RE: WARRENTON DENTAL CENT	228.14
PP	2016-2016	SUB 1499 LLC	72.79
PP	2015-2015	SUCIU DAVID SPIRIDON	33.25
PP	2015-2015	SURSUM CORDA CPR LLC	6.35
PP	2016-2016	SWEENEY STEPHANIE J	389.75
PP	2016-2016	T C SOLDAN ATTORNEY AT LAW	97.65
PP	2016-2016	TAPSCOTT ADRIAN STEPHENS	11.39
PP	2013-2015	TAPSCOTT DEMOND HARRIS	56.43
PP	2014-2016	TAPSCOTT JESSICA T/A JESSICA TAPSCOTT PHOT	59.54
PP	2015-2015	TESTA JOSEPH ANTHONY	5.33
PP	2014-2016	THE A TEAM CUSTOM PRO SHOP	635.00
PP	2013-2013	THE SPOTTED LEOPARD	20.00
PP	2015-2016	THE VIRGINIA RETINA CENTER LLC	1,499.62
PP	2013-2014	THIEL JAMES ROBERT	92.64
PP	2013-2014	THOMAS MILDRED ELIZABETH FOX RICHARD LELAND	83.60
PP	2012-2012	THOROCLEAN CARPET SERVICE INC T/A CLEAN SCENE	62.50
PP	2012-2013	THOROCLEAN CARPET SERVICES INC	411.56
PP	2016-2016	TIMES COMMUNITY MEDIA	335.67
PP	2013-2013	TK THERAPY	20.00
PP	2016-2016	TOBIAS RONALD EDWARD	48.83
PP	2015-2016	TOONE KENNETH ALBRECHT JR	429.87
PP	2015-2015	TOP NOTCH RELOCATION SERVICES	132.85
PP	2012-2014	TR FOOD INC T/A VOCELLI PIZZA	1,906.25
PP	2013-2015	TURBOBUTTON LLC T/A PRESS START VIDEO GAM	126.62
PP	2016-2016	UNITECH HOME & DESIGN INC	332.50
PP	2016-2016	UNITECH RESIDENTIAL&COMMERCIAL INC KWAK MESSIAH THOR	292.29
PP	2015-2015	UNIVERSAL HOSPITAL SERVICES INC	6.88
PP	2012-2016	VALENCIA HERNANDEZ OSCAR ROLANDO	175.25
PP	2012-2012	VALESTIN JEFFREY	116.75
PP	2015-2015	VASQUEZ ZALDANA JUAN FRANCISCO	5.13

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TAX	YEARS	NAME	AMOUNT DUE
PP	2012-2012	VAULT DR: JONES HAROLD D	23.98
PP	2013-2013	VAULT C/O GMAC DR: MASZATICS JANELL J	9.38
PP	2015-2016	VIRGINIA RETINA CENTER LLC MANSOUR SAM EDWARD	293.75
PP	2015-2015	VIRGINIA TAX & ACCOUNTING LLC	5.63
PP	2015-2016	VL GROUP LLC DR: RANDOLPH CONNIE	160.00
PP	2016-2016	WARRENTON DENTAL CENTER PLLC	398.50
PP	2012-2013	WARRENTON DRIVING SCHOOL IMRAN ALI	85.00
PP	2013-2013	WATERLOO CLEANERS	125.00
PP	2016-2016	WEISS JEFFREY DANIEL	8.00
PP	2015-2016	WG HOLDINGS LLC T/A GOLDS GYM	1,049.16
PP	2015-2016	WHITE ANTHONY LEE	236.40
PP	2014-2014	WHITE MIRIAM T/A MEDISSAGE CLINIC OF N	100.00
PP	2015-2016	WHITE MYLES ERYK	36.58
PP	2015-2016	WHITE SAMANTHA HELENE	321.95
PP	2015-2015	WHITE STEPHEN DOUGLAS	243.25
PP	2016-2016	WIESE MICHAEL AXFORD	7.16
PP	2013-2015	WILKERSON MARY E T/A BLUE RIDGE REST.THERA	76.25
PP	2015-2016	WILKINS RONALD JOE	49.95
PP	2015-2015	WILSON RAY ANDRE	21.25
PP	2016-2016	WOLFF JEANETTE T/A TAKE IT PERSONALLY	24.41
PP	2016-2016	WORKMAN JULIE ANN WORKMAN TOMMY WILLIAM	6.12
PP	2016-2016	ZARWEL DANIEL ANDREAS FUSSELMAN JORDAN ELIZABET	59.00
PP	2016-2016	ZELASKO JUSTIN RYAN	81.91
PP	2016-2016	ZHANG QIUWEI	45.60
PP	2013-2016	ZIMMERMANN DEBRA M	1,245.48
PP	2016-2016	ZIMMERMANN DEBRA MAE	252.65
PP	2016-2016	5TH ST AUTO SERVICE LLC	30.00
PP	2015-2016	7-ELEVEN INC RE: 7-ELEVEN #16701	1,093.78
		FINAL TOTALS...	37,586.73