

The Town and County of Culpeper MAKE A SPLASH!!

by Andrew Hardy - Director, Culpeper County Parks & Recreation

Ask almost any Town or County resident and the answer will be same. Improved access to quality recreational amenities is not simply a want anymore. These opportunities are now considered essential services to most. With additions such the Culpeper County Fieldhouse, Rockwater Splash Pad, and the Pickleball Courts at Mountain Run Lake Park – both Town and County officials have recently prioritized numerous “quality-of-life” projects. But, despite all of the progress, a seasonal community pool has always seemed ever elusive...

In early 2022, representatives from the Town and County of Culpeper convened to discuss the potential of a splashy partnership. Culpeper Town Manager Chris Hively explained that, “providing a community pool for the citizens of Culpeper has been a top priority in numerous citizen surveys over the years. The partnership between the Town and County will finally make this dream a reality.” A dream that has been on the mind of Culpeper County Board of Supervisor Chairman Gary Deal for longer than just a few years. He recounted that “the only other pool that may have been public was during the early 1900’s. It was located just north of Mountain Run Bridge across from Yowell Meadow Park. My dad swam there when he was a teenager.” Board of Supervisors Chairman Gary Deal is far from alone in his desire to construct a community pool for Culpeper’s residents. Town Mayor Frank Reaves Jr., reiterated that he has “been fighting for Culpeper to have a community pool for 10 of the 13 years I have been on Town Council and it’s exciting to finally see it become a reality.”

Partnerships between local governments often are a rare occurrence. However, quality-of-life projects can be considered an exception because the recreation industry does not see boundaries – just opportunities. Chairman of the Board of Supervisors Gary Deal reiterated that, “with the community pool and Culpeper County Fieldhouse, the County and Town continue to display a commitment to providing important quality of life amenities for all.”

As proposed, the Culpeper Community Pool will be located adjacent to the newly constructed Culpeper County Fieldhouse - 16388 Competition Dr., Culpeper, VA 22701 and feature six (6) 25-meter lap lanes, 885 sf splash pad, 6,065 sf leisure pool, two (2) 20’ x 20’ shelters, and 4,636 sf bathhouse. Upon the facility’s completion in the Spring of 2025, the community pool will be managed by the Culpeper County Parks & Recreation Department. With the Department’s mission of “enhancing the quality of life while providing leisure services to citizens of all ages and abilities” the community pool will provide both Town and County residents access to a variety of affordable family-fun aquatic options. From open swim to water aerobics and swim lessons to various special events, the community pool will become a destination for recreation and leisure enthusiasts.

According to both Town Manager Chris Hively and County Administrator John Egertson, “We are all thankful that the Board of Supervisors, Town Council, and staff came together in support of this project. As a group, we have to acknowledge the efforts of Gary Deal, Paul Bates, Kathy Campbell, David Durr, Susan Gugino, Brad Rosenberger, Tom Underwood, Frank Reaves, Jr., William M. Yowell, B. Travis Brown, Jamie Clancey, Erick Kalenga, Pranas Rimeikis, Janie Schmidt, Joe Short, and Meaghan Taylor.”

Just like each community’s slogan, this project is “embracing the future” and providing “so much to love” within Culpeper, Virginia. As Mayor Frank Reaves, Jr., remarked, “I’m proud that the Town and County could partner together on this project that benefits our community.” In the end, the keyword is community - because that’s what we all are, one community dedicated to improving the quality of life for our families and friends.



Splash Pad



Water Bucket



Splash Pad

Virginia Cooperative Extension

Virginia Tech • Virginia State University

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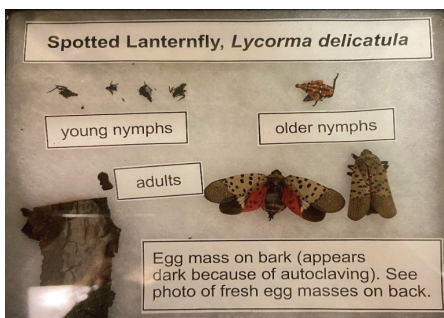
Brad Jarvis & Adam Downing (Madison), Kenner Love (Rappahannock);

FCS – Clare Lillard (Orange)

Agriculture and Natural Resources (ANR)

Ashley Appling, Extension Agent, ANR - Horticulture

Spotted Lanternfly



Spotted lanternfly, *Lycorma delicatula*, has been confirmed in the Town of Culpeper and the surrounding area. It will be a nuisance pest in landscapes but is more of concern for vineyards. Spotted lanternfly does not chew leaves (as in the case of Japanese beetles) but is instead a phloem feeder (drinking the

sugar rich fluids of the plant). Nymphs, the immature stage, have a wide host range of at least 70 plant species. The adults are commonly found on tree of heaven, *Ailanthus altissima*, as well as showing a fondness for grapes in late summer and fall. It has the potential to be a serious pest of agriculture and home landscapes. Nymphs are expected to be active mid-April in Virginia, with mature adults being present by at least the end of June. Be on the lookout for egg masses on smooth surface in the winter time. Spotted lanternfly produces large quantities of sugary secretions called honey dew. Black sooty mold may grow on this honey dew, which can cover branches, trunks, and man-made objects under the trees that are being fed on. Severe wilting may also be seen in heavily infested plantings.

Please be on the lookout for this insect in and around Culpeper County. Please report any sightings to the Culpeper Extension Office, (540) 727-3435 or by email at ashappling@vt.edu.

Agriculture and Natural Resources (ANR)

Carl Stafford, Senior Extension Agent, ANR - Animal Science Beef Economics

Beef producers are counting their costs and have figured out they are spending more than they expected to carry cattle this year. If winter feed expense is as much as 60% of your annual cost to keep a cow and we know hay is most of this, then when hay value increases it makes you wonder if you can afford to feed it. Grain supplements are also eating away at the bottom line and assumptions show a cow may be costing you as much as \$3.00 per head per day total cost. Your experience is likely different but be careful to count all costs.

In the hay market we have an opportunity cost that is making us think about the value/cost of this important stored feed resource. Economists explain opportunity cost as the market value of a product compared to its actual cost of production. The difference is opportunity cost. Your cow hay could be worth \$120 per ton in the market and if your production cost is \$80, opportunity cost is \$40. This means the market is offering you an additional income opportunity should you decide to sell hay and your cattle budget needs to account for this. Cows need to pay the hay side of your business this difference.

Forgive my simplified example as I know your actual costs will vary with your level of production, type and age of machinery, labor inputs, etc. In the end you make hay to feed to your livestock and its market value is the least of your concerns in a dry year like this one. However, to realize the actual cost, you would be fair if you charged your cows market value for the hay. In past years hay has often been equal to or less than cost and we have grown accustomed to adding value to this product through our cattle.

The Livestock Marketing Information Center, produces a newsletter offering some cow-calf production information describing cattle finances with specifics. Despite high cattle values now we continue to keep sight of the added production expense realized from inflated costs, meaning that with higher calf values our profitability per cow is still under pressure from higher expenses.

Our beef cycle historically runs its course over 10 years with fairly predictable peaks and valleys. Income and expenses are factored in with the big focus on income change. Expenses have been fairly stable and growing at predictable rates, but the current cost escalation is eating into our increased revenue. This current cycle seems to behave in ways we would not have expected based on the past. Demand for beef remains high at an all-time high retail price helped by the fact that the cattle herd nationwide is historically low so less beef is available and is supporting high retail prices.

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Family and Consumer Sciences (FCS)

Lenah Nguyen, Senior Extension Agent, FCS Carver Food Enterprise Center – OPEN

After eight years of planning and fundraising, a community commercial kitchen project called the Carver Food Enterprise Center (CFEC) is now open. The space offers users a ten-burner stove and oven, prep tables, ample cold and dry storage, and an extensive equipment library. The kitchen is available to small food businesses, farmers, producers, community partners, and local folks looking for some room to create. It serves the Rappahannock-Rapidan region, a five-county region of Culpeper, Madison, Orange, Rappahannock, and Fauquier.

In its first space, CFEC allows 24/7 access to users and support for those navigating regulations to bring their products to market. The Center also plans to open a bakery-focused kitchen soon and will install a large prep, co-packing, and storage space by the end of 2024.

Located in Rapidan, Virginia, in the old George Washington Carver Regional High School, CFEC provides services in three categories: economic development, increasing food security, and job training. Beyond providing access to commercial kitchen space, essential for most food businesses, the Center will soon provide technical assistance and co-packing services to farmers who want to expand into value-added production.

CFEC is also providing a space for community building activities. The Feeding 500 Program held at CFEC is transforming hard-to-use produce donations into meals for local food pantries through volunteer food preparation events. The Stone Soup Job Skills Training Program which provides certifications for those looking to secure employment in food service is also now hosted at CFEC. Graduates of that program will have opportunities to work with CFEC co-packing services and with CFEC businesses in the future.

More information about renting the kitchen, participating in a future event, or supporting the growth of the CFEC can be found at gwcfec.org



Community building program - Feeding 500 - preparing soup



Feeding 500 - soup - cold storage



4-H Youth Development

Cristy Mosley, Extension Agent 4-H Courtney Wesner, Extension Agent, 4-H Animal Science JoAnna Kilby, Program Assistant, 4-H

With the 2023-2024 4-H Club year now in full swing, a moment was taken this fall to recognize the past year's achievements at the annual Culpeper County 4-H Achievement Night. During this celebratory night, both 4-H'ers and the caring adult volunteers that support their hands-on learning were recognized for their hard work and contributions to the organization; while enjoying a night of fellowship surrounding the program.

Each 4-H'er that completed a project was recognized for their achievement by receiving a Project Award. Club Leaders recapped their clubs' activities over the past year and presented special awards to three individuals from their specific clubs. The night finished up with a presentation of Advanced Awards; this set of awards is reserved for those individuals that went above and beyond in the areas of achievement, leadership, and spirit to name a few; awardees were nominated by their peers or qualified through an application process.

Advanced Award winners were as follows:

Achievement Award: Olivia Coisman

Leadership Award: Allie Edwards

Outstanding Senior Member: Olivia Coisman and London Myers

Award of Excellence: Olivia Coisman

Spirit of 4-H Youth: Olivia Coisman

Spirit of 4-H Adult: Ashley Hoffman

This night marked a successful closing to the club year and offered a moment of reflection on a very significant year of club work and character development.



Culpeper Cloverbuds at Achievement Night

If you are a person with a disability and desire any assistive devices, services, or other accommodations to participate in this activity, please contact Virginia Cooperative Extension, Culpeper Office, at 540-727-3435 during business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, to discuss accommodations one week prior to this event.

Extension continued on next page...

Extension (continued)**4-H Winter Camp – “Summer in Winter”****All the FUN of Summer Camp...In February!**

This camp is held at the NOVA 4-H Center in Front Royal, February 2 – February 4, 2024, and is for youth ages 9-13.

Camp Includes:

Games & Recreation

Campfires Dorm style lodging with a choice of roommate

Cafeteria style meals in the dining hall

Cost is \$140 per camper.

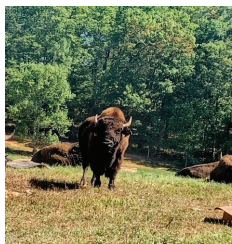
If you're thinking of sending your child to a “sleepaway camp” next summer, this two-night weekend camp can be helpful for youth to test out what it would be like. Or if your child is already a pro, this camp will help tide them over until next summer!

Registration is underway. Please contact the Culpeper Extension Office for availability if interested – (540) 727-3435 or cmosley1@vt.edu.

Please see our Facebook page – <https://www.facebook.com/culpepercounty4H> or our office website: <https://culpeper.ext.vt.edu/>

OPTIONS by Tiffany N. Diggs, Program Supervisor

Schools are back in session, the weather has gotten cooler, the leaves have changed and are beginning to fall. This can only mean one thing here at OPTIONS.... We have entered the season of giving. Our clients participate in community service projects throughout the year with Empowering Culpeper and Manna Ministries, but now with the change of season our clients are starting to participate in local annual events in the community such as the Farm Tour, Oyster Fest, Century Cycling and Air Fest. Having them participate in these events gives them the opportunity to work on their social skills as well as find out more about their community.



Farm Tour



Air Fest



Back to Nature

Our Back to Nature program donated forty pounds of zucchini, tomatoes, cucumbers, and peppers to Empowering Culpeper and The Culpeper Food Closet. We have planted fall crops and started prepping our garden for the next season. Our Healthy Youth Initiative Program has also seen growth.

We have now broken the program down into different days for our male and female clients to participate separately. This gives our clients the opportunity to be able to focus more on their own personal fitness goals and to build positive peer interaction.

The staff here at Options would like to say thank you to Chick-Fil-A restaurant for the donations of the gift cards. We have used them as an incentive for clients when they complete services. We want our clients to understand the hard work they do does not go unnoticed.

OPTIONS is a county program for youth ages 11- 17. OPTIONS staff evaluate and determine a youth's risk of getting into further trouble with the legal system, in school, at home, in the community or with the use of illicit substances. OPTIONS then implements evidence-based programs to assist youth in developing personal skills to become productive, respectful, and responsible members of the community.



People Incorporated is a non-profit with locations across Virginia, including Culpeper. People Inc. is committed to providing opportunities for economically disadvantaged people to reach their goals to enhance their lives, their families, and their communities.

Our Culpeper office is located at 233 East Davis St., Suite 100 and 300. Call the office at 833-277-9330, email info@peopleinc.net or visit our website at peopleinc.net to learn more.

Find program updates, events, and community resources by following us on [Facebook](#), [Twitter](#), [LinkedIn](#), and [Instagram](#).

People Inc.'s Court Appointed Special Advocates (CASA) of Culpeper needs volunteers to represent foster children's interests in court. Contact Bri Taylor at 540-317-1665 or email bataylor@peopleinc.net to learn more about this opportunity.



Empowering Culpeper hosts monthly community food distributions on the third Saturday of every month in Culpeper. They have expanded their services to include personal care and hygiene items, as well as pet food supplies. For distribution dates and location, visit People Inc.'s Facebook page, call 540-935-0047, or email empoweringculpeper@gmail.com. If you are interested in volunteering with Empowering Culpeper, reach out to volunteer@peopleinc.net.



Through the Whole Family Approach, People Incorporated provides one-on-one coaching and support for the entire family. Coaches work with families on budgeting, goal setting and more, with the purpose of breaking the intergenerational cycle of poverty. The agency was recently able to help Cierra from Culpeper thrive with her adopted daughter. Visit peopleinc.net to learn more about the Whole Family Approach.



Did you know that People Inc. offers personal loans, business loans, services for ex-offenders, homeless services, and affordable housing in Culpeper? Call the Culpeper Office for more information at 833-277-9330, visit our website at www.peopleinc.net or email info@peopleinc.net.



The Brandy Station Foundation



THE BRANDY STATION FOUNDATION

The Brandy Station Foundation is a non-profit 501 (c) (3) all-volunteer community organization dedicated to preserving the natural and historic resources of the Brandy Station area of

Culpeper County. The BSF relies on tax-deductible donations and volunteers to meet its goals. While our focus is toward the Civil War history of the Brandy Station vicinity, our efforts are not limited to that time period. The Foundation website is www.brandystation-foundation.com.

GRAFFITI HOUSE TOURS

The Brandy Station Foundation operates the Graffiti House at 19484 Brandy Road in Brandy Station which contains Civil War graffiti and a museum. The Graffiti House is a two-story frame structure built in 1858. Soldiers at the Graffiti House wrote their names and messages on the walls using charcoal from the fires that kept them warm. The walls of the house contain inscriptions, drawings, messages, and signatures of both Union and Confederate soldiers, hence the name "Graffiti House."

Graffiti House tour information is posted on our website, www.brandystationfoundation.com. Admission is free, but donations are appreciated. The Graffiti House is closed for drop-in hours during January and February but tours by appointment may be scheduled



Sketch on the Wall

year-round; those tours may be scheduled between 11AM and 4PM any day of the week by calling the Foundation at 540-317-5581 to leave a message or emailing bsfgh1863@gmail.com.

BRANDY STATION BATTLEFIELD TOURS

Tours of the Brandy Station Battlefield are available year-round with advance notice. Sections of the Battlefield to be toured will be based on visitor requests. Tour duration is two to four hours. The cost of these tours is \$30 per hour per group. To schedule a tour, please contact the Foundation at 540-317-5581 or email bsfgh1863@gmail.com with an advanced reservation time of five days. All proceeds go to the work of the Brandy Station Foundation.

VOLUNTEER OPPORTUNITIES

The Graffiti House and the Brandy Station Foundation are looking for volunteers. Civil War history buff? Looking for new friends who share your interest? The Graffiti House needs you! Flexible hours. No big commitment. Choose your days or volunteer every now and then "on call". To volunteer or for more information please call the Foundation at 540-317-5581 to leave a message or email bsfgh1863@gmail.com. We are looking for volunteers to be friendly greeters and tour guides at the Graffiti House with its rooms of Civil War graffiti. Training is provided. Join us as we preserve our past for our future.



The disAbility Resource Center
409 Progress Street, Fredericksburg, VA 22401
Phone: 540-373-2559 Relay and Voice 800-648-6324

Unlocking the Door to a Safer and More Accessible Home

For many of us, home is not just a place; it's a sanctuary, a haven of comfort and security. But in a world where accessibility is often an afterthought, there are also many of us who find that our homes are not everything we need them to be. Our homes may need adjustments to accommodate changing needs, especially for elderly individuals or those with disabilities. The good news is that there are home modification grants available that can help you turn your home into a safer, and more accessible space.

disAbility Resource Center Stepping Up

The disAbility Resource Center (drc) is a Center for Independent Living that plays a vital role in promoting independence and improving the quality of life for residents in the area we serve. We offer home modification grants to support individuals with disabilities in need. These grants are typically designed to address various needs, including:

1. **Accessibility:** Grants may cover the cost of installing ramps, widening doorways, or modifying bathrooms to make them wheelchair accessible.
2. **Safety:** Grants can provide funding for safety improvements such as handrails, grab bars, or anti-slip flooring to prevent accidents.
3. **Improvement of Functional Abilities:** Grants can help residents access assistive technologies that enable them to be more independent and self-reliant in their own homes.

What's Available?

The drc administers several home modification grant programs. Whether you're a homeowner or a renter, we can help connect you with resources to make your home a safer, more functional space. Home modification grant programs include:

1. **Rental Unit Accessibility Modification (RUAM) Program:** Virginia Housing's Rental Unit Accessibility Modification Grant Program makes funding available to assist with modifications to rental units to make them accessible for a specific tenant. The modifications made to the rental unit must relate to the tenant's ability to function on a daily

basis. These funds are available to persons earning 80% or less of the area median income. The grants provide funds on a first come/first served basis, for a maximum of \$8,000.

2. **Owner-Occupied Modification Program:** Virginia Housing's Owner-Occupied Modification Program makes funding available to assist with home modifications that make the home more accessible to its owner or residents. The modifications must directly address barriers that result from a resident's disability, and they're available to individuals who earn 80% or less of the area median income. The grants provide funds on a first come/first served basis, for a maximum of \$8,000.
3. **Granting Freedom:** This program is made available through a partnership between Virginia Housing and the Virginia Department of Veteran Services. Homeowners and renters may be eligible. Grants up to \$8,000 per residence or rental unit are available for Virginia veterans and service members who sustained a line-of-duty injury resulting in a service-connected disability.

Home modification grants are a lifeline for those seeking to make their homes safer and more accessible. They ensure that individuals can continue to enjoy the comfort and security of their own space, regardless of their age or physical condition. To embark on this journey, take the first step by contacting the disAbility Resource Center to explore available resources to help you transform your house into a safe and welcoming home. These grants not only modify homes but also change lives, offering a brighter, more accessible future for many individuals in our communities. If this sounds like something that would make a difference in your life, give us a call today, at 540-373-2559, or email us at drc@cildrc.org.

For more information, please contact Seth Whitten, Deputy Director, disAbility Resource Center at swhitten@cildrc.org or at 540-373-2559, Ext. 131.



Planning Your Business Start-Up: A Checklist

Assure success by doing some simple planning before you start your business. In addition to the checklist below, there are two publications provided by the Town and County of Culpeper, respectively, that can help you in setting up your

business properly. Check with the Central Virginia SBDC for a copy of "Registering Your Business in Culpeper County." The publication, "Register your Business in the Town of Culpeper" is available here: https://www.culpeperva.gov/government/town_clerk/business_licenses.php. These publications and the checklist below can help get you off to a great start.

1. Determine the Feasibility of Your Business Idea

Customer discovery is essential to your business success. Have you talked with potential customers to find out if there is a market for your product/service? Will they change what they do now and pay you instead? Do you know what the projected startup costs are for your business? Are your costs in line with industry standards? What are your personal income requirements? Do you have the supply, help and capital needed to reach profitability?

2. Prepare a Business Plan

Your SBDC advisor can provide a business plan template and will be a sounding board for the development of your plan.

3. Assemble a Management Team

Your BAIL Team - Banker, Accountant/Bookkeeper, Insurance Agent, Legal Advisor – plus your SBDC Advisor will be helpful and instrumental to your success. Use their experience and resources to build a strong foundation.

4. Research Financing Options

Obtaining a bank loan is often difficult for a new startup. Your SBDC advisor can provide information on other sources of financing you may not have considered.

5. Research Locations

Be sure you are able to finance and move ahead with the business before signing a lease or purchase agreement. It is always a good idea to have someone with experience in leases and purchase agreements to review your documents prior to signing. Verify zoning requirements and understand any restrictions on operation or required permits. Home-based businesses also may require permits and zoning. Contact your **local Zoning Office and/or Office of Community Development** to learn about your local requirements.

6. Choose a Business Name

Investigate names in use in the geographic area and industry niche you will be serving. Pay attention to similar-sounding names in your area. Research what the name means in other languages. Check the availability of the name at the **Virginia State Corporation Commission**: <https://cis.scc.virginia.gov/Account/NameCheckAvailability>.

7. Choose Your Legal Structure

The best legal entity varies for each owner and each business. It is wise to consult with an attorney, an accountant, and/or business advisor.

Consider the type of business, your business and personal goals, if you will have employees, and your personal finances when making this decision. All business entities register with the **State Corporation Commission**: <https://www.scc.virginia.gov/pages/New-Business-Resources>.

8. Obtain a Federal Employee Identification Number (EIN)

The EIN identifies your business's tax accounts on all federal and state tax forms. All employers, corporations, partnerships, and LLCs are required to obtain an EIN. A sole proprietor without employees does not need one, but can still acquire one. Your EIN is provided FREE from the **Internal Revenue Service**: www.irs.gov.

9. Determine State Tax Requirements; Register with the Virginia Dept. of Taxation

Every company transacting business in Virginia must register with the **Virginia Department of Taxation** (<https://www.tax.virginia.gov/>) for all taxes that may apply to the operations. **Form R-1, the Combined Registration Application Form** allows registration for all of the taxes listed below. No application fee is required. You will be assigned a Virginia Tax Identification Number, also called your Certificate Registration Number, to be included on all correspondence with the Department.

Sales and Use Tax: If you indicate on your R-1 Application that you will be collecting sales tax or remitting use tax, the Department will send you a Virginia Certificate of Registration for Sales Tax. This is your permit to collect sales tax and to issue and receive exemption certificates. The Virginia Certificate of Registration must be displayed at your place of business. The Department will also send **ST-9** forms (used to report sales & use tax liabilities and to submit the taxes).

Employee Withholding: If federal law requires an employer to withhold taxes from any employee's pay, the Virginia Department of Taxation will also require Virginia withholding. You will register as a Virginia employer on Form R-1 and the Department will send you the correct forms to use. Reporting and payment is done on-line at www.tax.virginia.gov.

Other taxes: Corporate Income, Litter, various agricultural, and other taxes are also covered on the R-1 form.

Certificate of Exemption: If you will be purchasing goods for resale, you will need to provide a Sales and Use Certificate of Exemption to the seller. This certificate affirms that you do not have to pay sales tax as you will be re-selling the goods and will collect sales tax at the time of the sale. Obtain **Form ST-10** at: <https://www.tax.virginia.gov/sites/default/files/taxforms/exemption-certificates/any/st-10-any.pdf>.

10. Register with the Virginia Employment Commission (as applicable-see below)

Employers are liable for unemployment taxes in Virginia if you have had one employee in each of 20 weeks or more during a calendar year or have had a quarterly payroll of \$1,500 or more. If you are subject to any Federal Unemployment, you are also liable in Virginia. Full details are available at the **VEC website or your local VEC field office**.

Virginia Employment Commission: <http://www.vec.virginia.gov/vecportal/>

11. File a Certificate of Assumed or Fictitious Name

Any business using a name which does not identify the owner of the

PLANNING YOUR BUSINESS (continued)

business must register a trade name with the Clerk of the Circuit Court in each county/city where business is conducted. Registering this name does not prevent it from being used by any other business. It is done to assist the public by providing information about the true owner of a company. If the entity is a limited partnership, a limited liability company, or a corporation, a certified copy of the form must be filed with the State Corporation Commission.

12. Apply for Local Business Licenses; Inquire about Local Taxes or Permits

A Business License may be required in some cities or counties where you operate. Businesses located in the Town of Culpeper must obtain a license; the County of Culpeper does not require a business license. Contact your local Commissioner of the Revenue or Town Administrator to satisfy local license requirements and to inquire about any other local taxes such as local sales, meals or hospitality taxes or vendor fees.

13. Obtain Insurance Needed

Discuss property, liability, and other insurance needs with a qualified insurance professional to manage your risk and protection. Virginia law requires every employer who regularly employs three or more full-time or part-time employees to purchase and maintain workers' compensation insurance. Employers with fewer than three employees may voluntarily come under the Act. See the **VWC website** for details: <https://workcomp.virginia.gov/>.

14. Consider Professional or Occupational Licenses specific to your industry or trade

Check the Virginia Department of Professional and Occupational Regulation website to see if your occupation requires registration or a license: <https://www.dpor.virginia.gov/node/6>

15. Open a Business Checking Account

It is important to keep your business accounts separate from your personal finances. An integral part of that is a separate business checking account and/or credit card so that all business records are clear and documented and not at risk of being mixed with personal expenditures. Consult a local banker for the best options for a business account, paying close attention to minimum balance requirements and fees.

16. Other Considerations

Employment & Hiring Practices – Report newly hired and re-hired employees to the Virginia New Hire Reporting Center: <https://va-newhire.com/>. Complete Employment Eligibility Verification Forms (Form I-9) for all employees. <https://www.uscis.gov/i-9>.

Employment Taxes – for Virginia Employment Tax information, visit <https://www.tax.virginia.gov/sites/default/files/vatax-pdf/employer-withholding-instructions.pdf>; for Federal visit <https://www.irs.gov/pub/irs-pdf/p15t.pdf>.

Please note: This checklist is by no means all-inclusive. Each business may have unique registration or reporting requirements depending on the industry, type of business entity, location, employment issues, and other. Do your homework by reading and studying the Web sites and booklets prepared for your use by your federal, state, and local government offices. Consult your business accountant, attorney, or SBDC advisor if in doubt.

Your Central Virginia SBDC Business Advisor can help you with this process, and any other business, financial, or market research questions related to your startup. Set up a meeting with us: <https://cvsbdc.org/lets-meet/>.

Conservation Easement Program (Re)Enacted

by Harrison Premen, Principal Planner

The Department of Planning & Zoning is excited to announce the revival of our Conservation Easement Program!

Originally labeled as the "Agricultural Lands Preservation Ordinance of the County of Culpeper" in Appendix D of our Code of Ordinances, this revised Conservation Easement Program enables the County to preserve its rural landscapes through acquiring development rights. These development rights are acquired through donations and through purchase of development rights acquisitions. Both options are voluntary and are initiated by interested and qualified landowners & farms. It is the hope that this program will be an effective tool in preserving the County's rural heritage and agricultural economy.

We hope that this program will be available on the County's municode page soon. In the meantime, you can view the approved documents by visiting the County's boarddocs page, and going to Oct 03, 2023 - PRELIMINARY AGENDA - 7:00 P.M. CULPEPER COUNTY BOARD OF SUPERVISORS REGULAR MEETING. Additionally, you can contact the Department of Planning & Zoning for more information.



CULPEPER COUNTY CIRCUIT COURT CLERK - CARSON W. BEARD

To the Citizens of Culpeper County,

I am so honored and humbled to serve the community as the Clerk of Court. Thank you all for everything. If anyone has any questions, please feel free to contact me. The Clerk's Office is open from 8:00AM to 4:00PM, Monday through Friday (540) 727-3438.

PUBLIC OFFICE STAFF:

Jennifer L. Weakley, Chief Deputy Clerk
Sylvia Renninger, Administrative Assistant Deputy Clerk
Stacy S. Putnam, Deputy Clerk
Nicole Richardson Fields, Deputy Clerk
Kristen E. Shipe, Deputy Clerk
Shaneil Williams, Deputy Clerk

COURTROOM STAFF:

Stephanie Voss, Deputy Clerk
Courtne Koontz, Deputy Clerk
Helen Casillas, Deputy Clerk
Ashley Fox, Deputy Clerk
Elizabeth Rybarczyk, Deputy Clerk

INFORMATION:

Please check out the Clerk of Court page on Culpeper County's government website. It contains a lot of helpful information about the office including information about concealed handgun permits, marriage licenses, estate matters, juries, etc. The URL is <https://web.culpepercounty.gov/circuit>. We will continue to post more and more information about the office on this page.

Another large part of this office is the Court. There are 120 separate Circuit Courts in the Commonwealth of Virginia, which are divided into 31 Judicial Circuits. Culpeper is contained within the 16th Judicial Circuit. The Circuit Court handles a variety of cases. In civil cases, the Circuit Court handles any divorce, wills/estate issues, real property disputes, and any general case exceeding claims over \$50,000.00. The Circuit Court also has concurrent jurisdiction with the General District Court in cases where claims range from \$4,500.00 to \$50,000.00. The Circuit Court also handles the trial of all felony criminal cases (cases which may be punished by confinement in prison). In addition, the Circuit Court handles all appeals of Misdemeanor cases (cases which may be punished by a fine and/or confinement in jail) which were appealed in either General District Court or Juvenile and Domestic Relations District Court or any Misdemeanor cases which were initiated in Circuit Court. This office retains all of the records from these cases. We have to make sure Court is prepared for the upcoming week, we have to prepare all of the criminal Court Orders after Court, we have to make sure we send all the necessary paperwork to any facility where a defendant may be located (including continuances and final dispositions), we have to notify attorneys when they may be appointed to a case, we have to maintain and update cases in a case management system, and we have to file and maintain every document in any civil or criminal case – just to name a few.

As I mentioned, Culpeper is in the 16th Judicial Circuit, which contains the other Circuit Courts of: Albemarle, Charlottesville, Fluvanna, Goochland, Greene, Louisa, Madison, and Orange. Through August 2023, the most recent data as of this writing, Culpeper Circuit Court has filed 1,090 criminal cases-36% more than last year during the same period. To put that in perspective, the nearest Circuit Court in our Judicial Circuit to that number is Louisa with 623 criminal cases filed through August 2023. The Circuit Court of Culpeper County has more criminal cases through August of 2023 than many other Circuit Courts in our Judicial Circuit COMBINED (Albemarle-418, Charlottesville-339, Fluvanna-253, Goochland-255, Greene-336, Louisa-623, Madison-169, and Orange-514). All these criminal cases in Culpeper Circuit Court are heard, along with all of the other civil cases which may be heard, in one, singular courtroom built in 1874. The total number of filings in the Culpeper Circuit Court (criminal, civil, concealed handgun permits, and others) through August 2023 are 2,368-up 21% through the same period last year. I would like to add that this office does not have three times the employees of the others listed above, and I would like to thank all of my Deputies who do the job of multiple people. They make a huge sacrifice, and this office could not function without them. As we continue to grow in Culpeper, we need to be cognizant about citizen's access to their courthouse and the functions handled within the courthouse. I want everyone to be able to have easy and convenient access to their courthouse and their records. I hope some of the changes I have made has improved that and I look forward to continuing to make those changes and improvements.



Commissioner of the Revenue
Terry L. Yowell



FILING DEADLINES

There are a number of important filing deadlines for tax year 2024

Business Personal Property and Machinery & Tools	-	May 1
Military (non-Virginia resident) Leave and Earnings Statement (month of January)	-	May 1
Virginia Income Tax (2023 tax year)	-	May 1
International Fuel Tax Act (IFTA) documentation (all 4 quarters for 2023)	-	May 1

Virginia 2024 Estimated Income Tax quarterly payment vouchers:* #1 May 1 #2 June 15 #3 September 15 #4 January 15, 2025

- First payment is payable to the Culpeper County Treasurer but is to be delivered/sent to the Commissioner of the Revenue's office. Any subsequent payments are payable to the Culpeper County Treasurer and are to be delivered/sent to the Treasurer's Office.

PERSONAL PROPERTY—WHO MUST FILE AND WHEN?

Taxpayers who own motor vehicles, campers, boats, trailers, aircraft or manufactured homes subject to taxation by Culpeper County as of January 1st and who have previously registered such property with the Commissioner's office, are no longer required to file annually.

Taxpayers must file a new or amended personal property registration form within 60 days of when any of the following events occur:

1. New purchases, acquisitions and/or property moved into the Town/County
2. Disposition of property and/or property moved out of the Town/County*
3. Change in name or address of the person(s) owning or leasing property
4. Change in the use of a motor vehicle from personal to business use or vice versa.
5. Any event or occurrence which causes a motor vehicle, camper, boat, trailer, aircraft or manufactured home to acquire or lose situs for taxation.
6. Any other changes affecting the assessment or levy of personal property tax on the motor vehicle, camper, boat, trailer, aircraft or manufactured home for which a return was previously filed

* Residents are reminded that State law requires timely notification of vehicle, camper, boat, trailer, aircraft or manufactured home disposition be made to the proper registration agency. It is your responsibility to take care of these matters as a statutory tax liability may occur if sufficient documentation is not available to give proof of disposition.

Personal Property Registration forms may be obtained by contacting the Commissioner of the Revenue's office or online at web.culpepercounty.gov and click on Commissioner of the Revenue page under Government.

BUSINESS PERSONAL PROPERTY AND MACHINERY & TOOLS— WHEN TO FILE?

In order to avoid the late filing penalty of 10% of the tax due, owners of property employed in a trade, business or in manufacturing must report property owned and/or leased as of January 1 to the Commissioner of the Revenue by May 1.

When filing your return, you must include an itemized list of property giving the description, date acquired and the original acquisition cost. A fair and equitable assessment can only be applied if you provide the necessary information to us.

If you need help with this request, please contact me. If you need on-site assistance, please contact me. If you need my help in arriving at a fair market value because you no longer have the original acquisition information OR you converted once personal property to use in a trade or business, please contact me. If you are not sure that the good or service you provide is considered acting in a trade or business, please contact me. At any time you have any questions, please contact me.

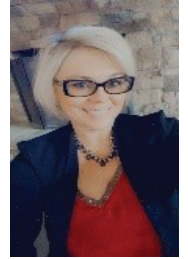
Commissioner of the Revenue
151 N. Main Street, Culpeper, VA 22701
Email: tyowell@culpepercounty.gov website: web.culpepercounty.gov

CULPEPER COUNTY TREASURER, Missy N. White

Dear Culpeper Citizens,

Happy New Year! I hope this issue of the Culpeper Quarterly finds you all well and healthy! As you all know, the 2023 tax due date has passed. Delinquent notices will be mailed out very shortly and will include past due penalty and interest as required by VA Code. Please see below for some frequently asked questions regarding delinquent notices.

~Missy N. White



- What happens if I pay my taxes after the due date?
 - o You will be charged a 10% Late Payment Penalty and interest will begin to accrue at 10% per annum with interest charged on the 1st of each month.
 - o You will be subject to further collection actions per the Code of Virginia, to include causing a delay in State Income Tax Refunds and/or Lottery winnings, stops on DMV Registrations, bank liens, wage liens and seizure of property. Any collection/legal costs incurred to collect this bill will be charged to the taxpayer.
- Can the Treasurer waive my late payment penalty or interest?
 - o NO...a late payment penalty is required by VA Code for all untimely payments (Code of Virginia of 1950, as amended, §§ 58.1-9 and 58.1-3916).
 - o Further, penalty and interest cannot be waived because:
 - the taxpayer did not know the deadline or misread the deadline on the tax bill (1987-88 Report of the Attorney General 559, August 22, 1988);
 - the taxpayer did not receive a bill (1970-71 Report of the Attorney General 373, March 31, 1971);
 - the bill was mailed to the wrong address (1981-82 Report of the Attorney General 393, March 25, 1982);
 - the bill was incorrect (1986-87 Report of the Attorney General 321, July 31, 1986);
 - the taxpayer received erroneous information from County staff, whether in person or over the telephone (1981-82 Report of the Attorney General 350, May 13, 1982).
- I put my tax payment in the mail on or by the due date but I was still charged penalty and interest. Why?
 - o The law specifies that payments made by mail must be postmarked by no later than the due date. Thus, taxpayers use the mail at their peril, and anyone who mails a payment on time that is not postmarked on time is required by law to pay the late penalty. The United States Post Office mark, not a postal meter stamp, is the official and final postmark. If the Post Office postmark conflicts with a postal meter stamp, the Post Office postmark must be used (1985-86 Report of the Attorney General 295, July 9, 1985).
 - We suggest if you are going to mail your tax payment close to the due date, please go inside your post office and get the postmaster to stamp your envelope before you mail.
- The delinquent notices are based on a 'cutoff' date so they can be prepared for printing and mailing. If you made your payment after this date, the delinquent notice will still print and be mailed. If you are unsure or concerned about your account, please contact the Treasurer's Office and staff can confirm the status of your payment.

Commonwealth's Attorney

Change Comes to Office of the Commonwealth's Attorney

January 1, 2024 marked a transition at the Office of the Commonwealth's Attorney. After serving the past eight years as the Commonwealth's Attorney, Paul Walther retired effective December 31, 2023. For only about the fifteenth time in the history of Culpeper County, there is a new Elected Commonwealth Attorney. In the November 2023 election, the voters of Culpeper County voted to elect Russell "Russ" Rabb III.

Every four years, the citizens of Culpeper County vote for all of the local Constitutional Officers (Commonwealth Attorney, Clerk of Court, Treasurer, Commissioner of Revenue, and Sheriff). Once installed, the newly elected individual has the opportunity to reshape the office of their predecessor. While it is far too early to know what changes may come to the Office, one thing will certainly remain, the unwavering commitment to the citizens of Culpeper County in the criminal justice system.

"A Life of Service"

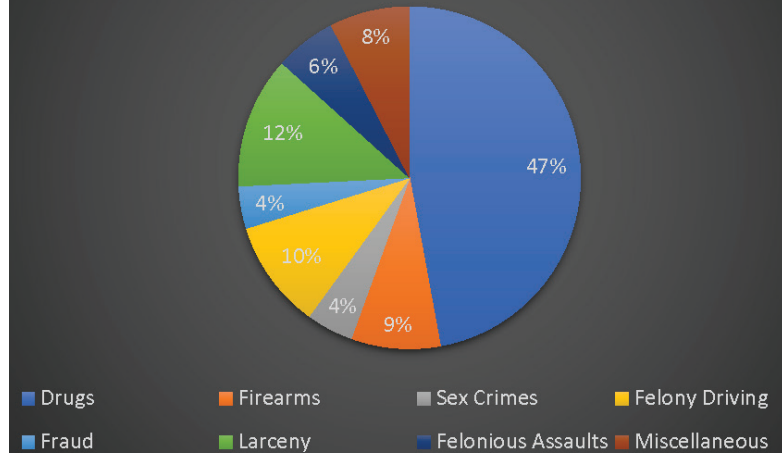
After graduating from Washburn University Law School, Paul Walther was admitted to the Kansas State Bar in the Fall of 1979. Initially working with the Federal Government as a field attorney for National Labor Relations Board in Los Angeles, California, Paul moved to Virginia in 1982. He was admitted to the Virginia State Bar in October 1988 and worked in private practice for about a year and a half with a local defense firm.



In 1991 Paul became a part-time Assistant Commonwealth's Attorney for Culpeper County, transiting to a full-time position on July 1, 1994. From there, he rose through the ranks of the office to become the Deputy Commonwealth Attorney in 1998. In 2012, upon the retirement of his predecessor, Paul began serving as acting Commonwealth's Attorney.

Following a brief departure from the office, Paul won the 2015 general election and returned to Culpeper on January 1, 2016. Ever committed to the office and the community, Paul set about creating the Pre-Trial release program to help save the County costs with pretrial confinement. He was also an instrumental force in the creation of the Culpeper Drug Court to help individuals addicted to drugs. While Paul's tenure with the office has ended, his actions for the betterment of the community through these programs will continue to uphold his vision of the criminal justice system.

June, August & October Felony Grand Jury



On his predecessor, Russ Rabb noted the years of faithful service to the citizens of Culpeper. "Paul's career is more than a career, it is truly a life of service. For the past 33 years, Paul has done what he can to help keep the community safe and hold criminals accountable for their actions, while still showing respect for those affected by drug abuse."

Paul's plans for retirement include spending time with his wife of 38 years Liz, his three children, his four grandchildren, and his many pets.

"Asset for Culpeper County"

When elected to the Office of the Commonwealth Attorney effective January 1, 2024, Russ returned to an office that he served as the Deputy Commonwealth's Attorney from 2016 until 2023. Russ graduated from Appalachian Law School in 2005 after attending James Madison University for his undergraduate education. Following a brief time in private practice, Russ began his prosecuting career with the Fauquier Commonwealth's Attorney Office in 2006. From then until December, 2015, he served the citizens of Fauquier County, all the while, making Culpeper his home since moving here in 2006.



When asked to describe Russ Rabb, Paul Walther stated: "Russ is incredibly intelligent and has tremendous legal ability and knowledge. He is an asset for Culpeper County." He continued that he wished him the best of luck in the office and in all of his future endeavors.

A publication of the Culpeper County Board of Supervisors

Culpeper Quarterly



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The Administration Building ♦ 302 North Main Street, Culpeper VA 22701

dhoffman@culpepercounty.gov

While Mother Nature did not smile on the full-scale aerobatics this weekend, we still had the opportunity to see some incredible flying by our highly skilled team of model aircraft pilots. Thank you to everyone that braved the rain to see our static displays, modelers, and vendors on hand.

THANK YOU to all of our wonderful volunteers, hangar tenants who graciously donated their spaces, administrators, teachers, bus drivers, parents, planners, and sponsors for our two-day STEM event.

TO EVERYONE involved with the Culpeper Air Fest over the past 23 years! That's a HUGE HATS OFF to ALL board members, airport personnel, performers, sponsors, volunteers, airport-based tenants, educators, the county of Culpeper, donators, modelers, non-profits, vendors, bus drivers, the Blaze Kitchen and CTEC, Fire and Rescue personnel, medical staff, emergency dispatchers, our law enforcement partners, Culpeper Media Network, local businesses, students, and visitors young and old.

Without your support, we could not pull off the "Best Little Airshow in the East"!



Culpeper Regional Airport

12517 Beverly Ford Road, Brandy Station, VA <https://culpeperairport.com> 540-825-8280