

# CITY OF WAYNESBORO, VIRGINIA

## CITY COUNCIL BUSINESS MEETING AGENDA



TERRY SHORT, JR., MAYOR, *AT LARGE*  
BOBBY HENDERSON, VICE MAYOR, *WARD C*  
BRUCE ALLEN, COUNCILMAN, *WARD B*  
ELENA ANDERSON, COUNCILWOMAN, *WARD A*  
SAM HOSTETTER, COUNCILMAN, *WARD D*

TO BE HELD IN THE COUNCIL CHAMBERS,  
CHARLES T. YANCEY MUNICIPAL BUILDING  
AT 503 WEST MAIN STREET, WAYNESBORO, VIRGINIA  
ON JUNE 10, 2019 AT 7:00 P.M.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA
2. ADOPTION OF BUSINESS MEETING AGENDA
3. CONSENT AGENDA

**Any item placed on the consent agenda shall be removed and considered as a separate matter, if so requested by any member of Council, otherwise all items will be voted on with one (1) motion.**

  - 3.a. Council Meeting Minutes:

Consider approving the May 28, 2019 Work Session and Regular Business Meeting minutes and dispense with the reading of the minutes.

Documents:

[2019 0528.Minutes BWS Draft.pdf](#)  
[2019 0528.Minutes.Draft.pdf](#)
  - 3.b. Tourism Grant For Advertising Expenditures (\$22,234):

Second consideration/adoption of an ordinance to reimburse for advertising expenditures in the Tourism Department.

Documents:

[3b Tourism Virginia Tourism Corp Grant Ordinance \(Third Installment\).Pdf](#)
  - 3.c. Parks And Recreation Commission Reappointment:

Consider reappointing a member of the Parks and Recreation Commission to a four-year term of September 1, 2019 and ending August 31, 2023.

Documents:

3.d. Code Amendment Short-Term Rentals; Homestays

Second consideration/adoption of an ordinance amending Chapter 98, Articles 2, 4, and 10, Zoning, short-term residential rentals and homestay operators.

Documents:

[3d Code Amendment Lodging Chap 98.Pdf](#)

4. MATTERS FROM COUNCIL MEMBERS.

5. PUBLIC HEARING – FISCAL YEAR 2019 BUDGET AMENDMENT:

Hold a public hearing to receive public comments and consider introducing an ordinance to amend the fiscal year 2019 Budget Ordinance for the City of Waynesboro by adding Budget Amendment No. 1.

Documents:

[5 Budget Amend.pdf](#)

6. APPROPRIATION ORDINANCES:

6.a. Schools – Update Intercom Systems:

Consider introducing an ordinance appropriating a security grant, in the amount of \$49,213, to the School Funds to update the intercom system at Berkeley Glenn, Wenonah and William Perry Elementary Schools.

Documents:

[6 School Intercom.pdf](#)

7. CORRESPONDENCE, COMMUNICATION, AND CALENDAR

8. CITIZEN COMMENT PERIOD

9. CLOSED MEETING (IF NECESSARY)

10. ADJOURN

The Waynesboro City Council encourages the participation of all City citizens. For those with special needs, please notify the Clerk of Council (540-942-6669) of any accommodations required, including assisted listening device, at least five days prior to the meeting you wish to attend.

If you have access to the City's website, [www.waynesboro.va.us](http://www.waynesboro.va.us), you may receive advance notifications for Council meeting agendas, minutes, and City department information. From the home page, click on "Notify Me", enter your email address and/or mobile phone number and select those items you want to receive advance notice. Then follow the instructions. You will receive email messages from [listserv@civicplus.com](mailto:listserv@civicplus.com).

# WAYNESBORO, VIRGINIA

## CITY COUNCIL BUDGET WORK SESSION MINUTES



Council for the City of Waynesboro, Virginia held a Budget Work Session on Tuesday, May 28, 2019, at 6:00 p.m. in the Council Conference Room of the Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia, with Mayor Short presiding and calling the meeting to order:

PRESENT: Council Members: Terry Short, Jr., Mayor  
Bobby Henderson, Vice Mayor  
Bruce Allen, Councilman  
Elzena Anderson, Councilwoman  
Sam Hostetter, Councilman

City Staff: Michael Hamp, City Manager  
James Shaw, Deputy City Manager  
Julia Bortle, Clerk of Council  
Cameron McCormick, CPA, Finance Director

Outside Counsel: Melisa Michelsen, Esq., Litten & Sipe LLC

ABSENT: None

### **DISCUSSION OF FISCAL YEAR 2020 BUDGET PREPARATION:**

The budget work session was held to review the upcoming budget ordinances, taxes, rates, and fees prior to the regular business meeting.

Councilman Allen proposed decreasing the recommended \$3.25 personal property tax increase to \$3.05, taking the approximate \$300,000 out of the fund balance and put that into a CIP fund. This included a brief discussion on the funding for Sunset Park. Councilwoman Anderson agreed with Councilman Allen, with Mayor Short, Vice Mayor Henderson, and Councilman Hostetter preferring to keep the proposed increase at \$3.25 per \$100 of assessed value.

It was the consensus of Council to consider the utility ordinance as introduced.

The Deputy City Manager informed Council that there would be a budget amendment public hearing scheduled for the June 10, 2019 Regular Business Meeting and the purpose for it. Vice Mayor Henderson informed all that he would not be available to attend that meeting.

It was the consensus of Council to include the adoption of the agenda as the first item of business for all future regular business meeting agendas.

The meeting concluded at 6:54 p.m.

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Julia Bortle, MMC, Clerk of Council

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Terry Short, Jr., Mayor

# WAYNESBORO, VIRGINIA

## CITY COUNCIL BUSINESS MEETING MINUTES



Council for the City of Waynesboro, Virginia held a Regular Business Meeting on Tuesday, May 28, 2019, at 7:00 p.m. in the Council Chambers of the Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia, with Mayor Short presiding and calling the meeting to order:

- PRESENT: Council Members: Terry Short, Jr., Mayor  
 Bobby Henderson, Vice Mayor  
 Bruce Allen, Councilman  
 Elzena Anderson, Councilwoman  
 Sam Hostetter, Councilman
- City Staff: Mike Hamp, City Manager  
 Jim Shaw, Deputy City Manager  
 Julia Bortle, Clerk of Council  
 Cameron McCormick, Finance Director  
 Michael Wilhelm, Police Chief
- Outside Counsel: Melisa Michelsen, Esq., Litten & Sipe LLC
- ABSENT: None

### **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:**

Mayor Short opened the meeting, and Councilwoman Anderson lead everyone in the Pledge of Allegiance to the Flag of the United States of America.

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### **CONSENT AGENDA:**

Councilman Hostetter moved to adopt the consent agenda, removing item 2d for separate consideration. Having been seconded, the **consent agenda was adopted 5:0 with item 2d removed for separate consideration:**

<b>Mayor Short</b>	<b>Aye</b>	<b>Councilwoman Anderson</b>	<b>Aye</b>
<b>Vice Mayor Henderson</b>	<b>Aye</b>	<b>Councilman Hostetter</b>	<b>Aye</b>
<b>Councilman Allen</b>	<b>Aye</b>		

- a) Council Meeting Minutes: Consider approving the May 13, 2019 Council Meeting minutes and dispense with the reading of the minutes.
- b) Conditional Use Permit – Elevated Water Storage Tank at Tax Map 72-4-16A1. **(2019-36)**
- c) Code Amendment – Amend Chapter 78-126, Short-Term Rentals. **(2019-37)**
- e) Code Amendment – Chapter 82, Traffic and Vehicles, Article I, in General, Section 82-1, and IV, Inoperable and Abandoned Vehicles, Sections 82-121, 82-131-137, and 82-151-156. **(2019-39)**

### **Second consideration/adoption of the following appropriation ordinances:**

- f) Assessor’s Department Transfer to Treasurer Department: (\$3,062) **(2019-40)**

- g) Parks and Recreation – VA Forestry Grant Appropriation: (\$6,000) (2019-41)
- h) Fire Department – VML Insurance Proceeds: (\$21,509) (2019-42)
- i) Sheriff Department – Video Conferencing Equipment: (\$6,046) (2019-43)
- j) Public Works – Landfill Groundwater Remediation: (\$30,900) (2019-44)

d) Code Amendment – Amend Chapter 98, Article V, Section 5.6.6(C) Electronic Signs in Residential Neighborhoods. Councilman Allen stated his concern about drivers distracted by electronic signs in areas where pedestrian traffic is heavier, such as the at the public library. He is also against the City adopting laws that affect businesses but exclude government facilities. Having been seconded, the ordinance was adopted 4:1: (2019-38)

<b>Mayor Short</b>	<b>Aye</b>	<b>Councilwoman Anderson</b>	<b>Aye</b>
<b>Vice Mayor Henderson</b>	<b>Aye</b>	<b>Councilman Hostetter</b>	<b>Aye</b>
<b>Councilman Allen</b>	<b>Nay</b>		

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**MATTERS FROM COUNCIL MEMBERS:**

**Councilman Hostetter's** monthly community meeting will be held on Tuesday, June 4, 2019 beginning at 2:00 p.m. at the French Press.

**Mayor Short** reviewed the meetings he and members of Council had with PPI-Times Zero, the Police Week Proclamation presentation, the Augusta Health Social, and meetings with constituents regarding taxes.

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**TAXES FOR CALENDAR YEAR 2019:**

The City Manager reviewed the ordinance introduced at the May 13, 2019 Council meeting, setting the real estate tax rate at \$.90 per \$100 of assessed value, personal and business property at \$3.25 per \$100 of assessed value, and machinery and tools tax at \$3.25 per \$100 of assessed value. Councilman Hostetter seconded the motion. Councilman Allen moved to make a friendly amendment to the ordinance setting the personal property tax rate at \$3.05 per \$100 of assessed value. Vice Mayor Henderson, having made the motion to introduce the ordinance, rejected the friendly amendment.

The original ordinance imposing taxes for the calendar year 2019 on property and persons, for the payment of interest on the City debt, for the support of City government, for the maintenance of the public schools, and for other expenses providing for the assessment of persons and property, for the collection of taxes, revenues, assessments and imposing penalties for the failure to comply with the provisions hereof was adopted 4:1: (2019-45)

<b>Mayor Short</b>	<b>Aye</b>	<b>Councilwoman Anderson</b>	<b>Aye</b>
<b>Vice Mayor Henderson</b>	<b>Aye</b>	<b>Councilman Hostetter</b>	<b>Aye</b>
<b>Councilman Allen</b>	<b>Nay</b>		

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**WATER, SEWER AND STORMWATER CHARGES, FEES, RATES:**

The City Manager reviewed the ordinance introduced at the May 13, 2019 Council meeting setting the water consumption rate and fixed charge increase of 1.1%, and the sewer utility rate and fixed charges to increase by 1.1% and also an increase in stormwater utility fee for each ERU. Having been seconded and with no objections, the ordinance amending Sections 30-58(e)(3)(a.), 30-58(e)(3)(b.), 86-28(a)(1), 86-28(a)(2), and 86-139(a) of the Code of the City of Waynesboro to increase the stormwater fee, water

utility service charges, fees, and rates and sewer utility service charges and rates was adopted 5:0:  
(2019-46)

<b>Mayor Short</b>	<b>Aye</b>	<b>Councilwoman Anderson</b>	<b>Aye</b>
<b>Vice Mayor Henderson</b>	<b>Aye</b>	<b>Councilman Hostetter</b>	<b>Aye</b>
<b>Councilman Allen</b>	<b>Aye</b>		

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**FISCAL YEAR 2020 OPERATING BUDGET:**

The City Manager’s recommended fiscal year 2020 operating budget was introduced at the May 13, 2019 Council meeting. Having been seconded, the ordinance adopting the Annual Operating Budget in the amount of \$117,606,633 for the fiscal year ending June 30, 2020 was adopted 5:0:

<b>Mayor Short</b>	<b>Aye</b>	<b>Councilwoman Anderson</b>	<b>Aye</b>
<b>Vice Mayor Henderson</b>	<b>Aye</b>	<b>Councilman Hostetter</b>	<b>Aye</b>
<b>Councilman Allen</b>	<b>Aye</b>		

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**APPOINTMENT - BLUE RIDGE COMMUNITY COLLEGE BOARD:**

Councilwoman Anderson moved to appoint Mr. Shawn Kaup to the Blue Ridge Community College Board for a four-year appointment of July 1, 2019 ending June 30, 2023. Having been seconded and with no objections, the motion was unanimously adopted:

<b>Mayor Short</b>	<b>Aye</b>	<b>Councilwoman Anderson</b>	<b>Aye</b>
<b>Vice Mayor Henderson</b>	<b>Aye</b>	<b>Councilman Hostetter</b>	<b>Aye</b>
<b>Councilman Allen</b>	<b>Aye</b>		

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**APPROPRIATION ORDINANCE:**

Tourism Department Grant Appropriation: Councilman Hostetter moved to introduce an ordinance appropriating a Virginia Tourism Corporation Grant in the amount of \$22,234, to the General Fund, to reimburse for advertising expenditures in the Tourism Department. Having been properly introduced, this ordinance will be considered again at the June 10, 2019 Regular Business Meeting.

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**COMMUNICATION, CORRESPONDENCE, CALENDAR:**

Reading of Ordinances: The bill introduced at the General Assembly by Delegate Bell allowing for one reading of certain appropriation ordinances was signed into law effective July 1, 2019.

Florence Avenue Bridge: The City received approval to put the Florence Avenue Bridge repair project out for bid.

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**CITIZEN COMMENT PERIOD:**

**Bill Krzastek, 1321 Hollins Road:** addressed comments made by speakers at the May 13, 2019 citizen comment period regarding school conditions, teacher pay and staffing reductions. He also spoke about the damaged stop sign at the corner of Rosser and 13<sup>th</sup> Street. Mr. Krzastek’s comments are attached to the transcript of these minutes.

**Tom McDonald, 1117 Club Road:** thanked City Council and staff for the creation of the adopted budget that addresses priorities, and hopes more finances will be put toward public safety personnel in the future.

Regular Business Meeting  
Tuesday, May 28, 2019  
Unapproved Draft

**CR Barrett, 401 Ridge Circle:** disappointed the tax increases were adopted as it does not consider financial interests of the elderly residents on fixed incomes and those living in poverty.

**Chandra McGuffin, 644 Edwardian Lane:** suggested that the \$90,000 proposed to do work in the Port Republic Road area be instead used to hire a consultant experienced in restoring black historic communities. Ms. McGuffin's comments are attached to the transcript of these minutes.

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**Mayor's Comments:** reviewed the research he did on the City's tax relief offered over the years and received Council consensus for staff to explore raising the income and net worth threshold for tax relief.

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With no further business to discuss, the meeting was adjourned at 7:45 p.m. on a motion by Councilman Allen.

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\_\_\_\_\_  
Julia Bortle, MMC, Clerk of Council

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\_\_\_\_\_  
Terry Short, Jr., Mayor

ORDINANCE NUMBER 2019-



**AN ORDINANCE APPROPRIATING A VIRGINIA TOURISM CORPORATION GRANT IN THE AMOUNT OF \$22,234 TO THE GENERAL FUND, TO REIMBURSE FOR ADVERTISING EXPENDITURES IN THE TOURISM DEPARTMENT, FOR THE FISCAL YEAR ENDING JUNE 30, 2019, AS HEREIN SPECIFIED**

**BE IT ORDAINED**, by the Council of the City of Waynesboro, Virginia:

That the following sums of money be and the same are hereby appropriated as herein specified for the year ending June 30, 2019, totaling \$22,234.

**Section I – General Fund**

Paragraph 1. To the General Fund, for advertising expenditures, \$22,234 is appropriated to be apportioned as follows:

1108151	Advertising	\$22,234
	736001 Undesignated	

Paragraph 2. The above appropriation will be provided for by the following revenue:

1100518	Community Development	\$22,234
	518111 Foundation Grants	

**INTRODUCED: ON MAY 28, 2019 BY COUNCILMAN SAM HOSTETTER**

**ADOPTED:**

**EFFECTIVE:**

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\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR





## Waynesboro City Council Agenda Briefing

<b>Meeting Date:</b>	June 10, 2019	<b>Staff/Council Member(s): Michael Hamp, City Manager</b>
<b>Agenda Item #</b>	3c	
<b>Resolution#</b>		
<b>Department:</b>	City Manager's Office	
<b>Subject:</b>	Boards and Commissions	

### **Parks and Recreation Commission:**

City Council is asked to consider reappointing Ms. Vicky Ferraira to the Parks and Recreation Commission to a four-year term of September 1, 2019 ending August 31, 2023.

**ORDINANCE NUMBER 2019-**



**ORDINANCE AMENDING CHAPTER 98,  
ARTICLES 2, 4, AND 10, ZONING ORDINANCES, OF THE  
CITY CODE OF THE CITY OF WAYNESBORO, VIRGINIA**

**WHEREAS**, pursuant to Section 15.2-2286(A)(7), Code of Virginia, the Planning Commission of the City of Waynesboro, initiated an amendment to the zoning ordinance, Article 2, section 2.4.4, Article 4, section 4.2.12, and Article 10.

**WHEREAS**, pursuant to Section 15.2-2285, Code of Virginia, the Planning Commission of the City of Waynesboro held a properly advertised public hearing and approved the amendment by motion on \_\_\_\_\_, 2019.

**WHEREAS**, the City Council for the City of Waynesboro desires to amend the City's Zoning Ordinance, Chapter 98, 2, section 2.4.4, Article 4, section 4.2.12, and Article 10, of the City Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WAYNESBORO, VIRGINIA THAT:**

1. Chapter 98, Article 2, Section 2.4.4 Use Categories, of the City Code of the City of Waynesboro, Virginia is amended and readopted as follows:

**ARTICLE 2. – GENERAL ZONING DISTRICTS**

[Insert chart re: Household Living]

2. Chapter 98, Article 2, Section 4.2.12, Use Categories, of the City Code of the City of Waynesboro, Virginia is adopted as follows:

**ARTICLE 4. – USE STANDARDS**

**Section 4.2.12 Short-term Residential Rentals and Homestays**

Short-term Residential Rentals and Homestay Operators shall comply with the following standards.

- A. Operators must register in accordance with City Code section 78-131. Operators authorize city inspectors to enter the subject property, upon reasonable advance written notice to the operator, at least one (1) time during the calendar year for which the registration is valid, to verify that the homestay or short-term residential rental is being operated in accordance with the regulations set forth within this section.
- B. Operators shall provide evidence of a city business license (or a statement from the commissioner of revenue that no city business license is required), proof of payment of taxes required by City Code Section 78-126, and a certificate of occupancy or other written indication from the city's building code official that use of the dwelling or accessory building for the home occupation or short-term residential rental business is in compliance with all applicable building code regulations.

- C. Operators may enter into rental agreements with only one party per legal dwelling unit per 24 hour period. Operators offering two or more spaces for rent under separate contracts shall be considered a Bed and Breakfast or an Inn and shall be subject to the use standards and zones established by the Zoning Ordinance, sections 2.4.4, 4.4.4, and 4.4.6.
- D. Homestays and short-term residential rentals may not have any exterior signage.
- E. There shall be no evidence or indication visible from the exterior of the dwelling that the dwelling or any accessory building is being utilized in whole or in part for any purpose other than residential occupancy.
- F. No food shall be prepared for or served to guests of the homestay or short-term residential rental by the owner or the owner's agent(s) or contractor(s).
- G. Every homestay and short-term residential rental shall have working smoke detectors, carbon monoxide detectors, and fire extinguishers, and all such equipment shall be accessible to overnight guests of the homestay or short-term residential rental at all times. Every homestay and short-term residential rental shall comply with requirements of the applicable version of the Virginia Uniform Building Code, as determined by the City's Building Code Official.
- H. Authorization to operate a homestay or short-term residential rental may be revoked by the zoning administrator (i) upon multiple violations on more than three occasions of applicable state and local laws, ordinances, and regulations, as they relate to the rental within a calendar year, or (ii) for failure to maintain compliance with any of the regulations set forth within this section. An operator whose authority has been revoked pursuant to this paragraph, or City Code § 78-131, shall not be eligible to operate a homestay or short-term residential rental for the remaining portion of the calendar year in which the permit is revoked, and for the entire succeeding calendar year.

3. The following definitions are added and adopted as part of Chapter 98, Article 10, General Terms Defined, of the City Code of the City of Waynesboro, Virginia:

**ARTICLE 10. – GENERAL TERMS DEFINED.**

**HOMESTAY:** The provision of a room or space in a dwelling to a transient by an individual who owns the dwelling and uses the dwelling as his or her permanent residence that is suitable or intended for occupancy for dwelling, sleeping, or lodging purposes, for a period of fewer than 30 consecutive days, in exchange for a charge for the occupancy.

**OPERATOR:** The proprietor of any dwelling, lodging, or sleeping accommodations offered as a homestay or short-term residential rental, whether in the capacity of owner, lessee, sublessee, mortgagee in possession, licensee, or any other possessory capacity.

**SHORT-TERM RESIDENTIAL RENTAL:** The provision of a dwelling, or a room or space within a dwelling, to a transient by an individual who owns the dwelling and does not use the dwelling as his or her permanent residence that is suitable or intended for occupancy for dwelling, sleeping, or lodging purposes, for a period of fewer than 30 consecutive days, in exchange for a charge for the occupancy.

**TRANSIENT:** Any person who, for a period of not more than 30 consecutive days, either at his own expense or at the expense of another obtains lodging for which

- (g) *Non-contravention.* Except as provided in this section, nothing herein shall be construed to prohibit, limit, or otherwise supersede existing local authority to regulate the homestay or short-term residential rental of property through general land use and zoning authority. Nothing in this section shall be construed to supersede or limit contracts or agreements between or among individuals or private entities related to the use of real property, including recorded declarations and covenants; the provisions of condominium instruments of a condominium created pursuant to the Condominium Act (§ 55-79.39 *et seq.*) of the Code of Virginia, 1950, as amended; the declaration of a common interest community as defined in § 55-528 of the Code of Virginia, 1950, as amended; the cooperative instruments of a cooperative created pursuant to the Virginia Real Estate Cooperative Act (§ 55-424 *et seq.*) of the Code of Virginia, 1950, as amended; or any declaration of a property owners' association created pursuant to the Property Owners' Association Act (§ 55-508 *et seq.*).
- (h) *Administration.* Notwithstanding any other provision of this article, the commissioner of revenue may enter into agreements, subject to local law, with computer platform hosts of homestays or short-term residential rentals, and with data-analytic vendors for rentals, to facilitate the efficient collection of the transient lodging tax pursuant to this article.

2. The City Manager is hereby authorized to take all actions reasonably necessary, including executing such documents as are reasonably necessary, to effectuate and carry out the purposes of this Ordinance.

3. This Ordinance shall take effect immediately upon adoption by the City Council.

Introduced:

Adopted:

Effective:

[SEAL]

ATTEST:

\_\_\_\_\_  
 Clerk, City Council  
 City of Waynesboro, Virginia

\_\_\_\_\_  
 Mayor, City Council  
 City of Waynesboro, Virginia



## Waynesboro City Council Agenda Briefing

<b>Meeting Date:</b>	<b>June 10, 2019</b>	<b>Staff/Council Member(s): Michael G. Hamp II, City Manager/ Cameron S. McCormick, CPA, Director of Finance</b>
<b>Agenda Items #</b>	<b>5</b>	
<b>Ordinance</b>		
<b>Department:</b>	<b>City Manager's Office/Finance Department</b>	
<b>Subject:</b>	<b>Amendment Number 1 to Fiscal Year 2019 Budget</b>	

**Background:** Based on council priorities established during the 2020 budget process the Adopted Fiscal Year 2019 Budget needs to be amended to allocate funds from unassigned fund balance and various committed reserves. This amendment will consolidate a number of reserves as well as transfer and appropriate funds to the CIP Fund and Debt Fund. It will also serve to establish and appropriate funds to a Bond Fund in order to appropriately track the 2018 VPSA bond issuance.

**City Manager's Recommendation:** This proposed 2019 budget amendment continues the work done during the 2020 budget process and strives to continue pushing the CIP plan forward as well as institute appropriate accounting practices for bond funds.

**Suggested Motion(s):** The City Manager suggests to hold a public hearing and introduce the attached ordinance.

**Attachments:** Ordinance

**Ordinance No. 2019-**  
**AN ORDINANCE TO AMEND**  
**THE FISCAL YEAR 2019 BUDGET ORDINANCE**  
**FOR THE CITY OF WAYNESBORO**  
**BY ADDING BUDGET AMENDMENT NUMBER ONE**

**BE IT ORDAINED**, by the City Council of the City of Waynesboro, Virginia, that the FY2019 Budget is amended as follows:

**GENERAL FUND**

**Anticipated Revenue**

Intrafund Transfer from Fund Balance	\$	24,687,894.00
		24,687,894.00
Total Revenue	\$	24,687,894.00

**Appropriations**

Transfer to - Debt Service Fund	\$	200,000.00
Transfer to - CIP Fund		3,940,902.00
Transfer to- Bond Fund		20,141,964.00
Debt Interest Payments - City		405,028.00
City Assessor		(65,000.00)
Risk Management		10,000.00
Finance		50,000.00
Non - Departmental Unclassified		5,000.00
		24,687,894.00
Total Appropriations	\$	24,687,894.00

**Fund Balance Changes**

Unassigned Fund Balance	23,760,505.38
Minor Maintenance Reserve	300,000.00
Police Department Reserve	6,400.32
Industrial Park Development	(2,389,330.59)
Equipment Replacement Reserve	(180,016.42)
Facility Maintenance Reserve	(657,928.57)
Economic Development Reserve	(9,500.00)
Technology Reserve	(4,634.00)
School Debt Reserve	(685,031.00)
2018 VPSA Bond	(20,140,465.12)

Total Fund Balance Changes

-

**DEBT FUND**

**Anticipated Revenue**

Intrafund Transfer From Fund Balance	\$	200,000
Total Revenue	\$	200,000

**Appropriations**

Debt Related Expenditures	\$	200,000
Total Appropriations	\$	200,000

**CIP FUND**

**Anticipated Revenue**

Transfer from General Fund	\$	3,940,902
Total Revenue	\$	3,940,902

**Appropriations**

Capital Outlay	\$	3,940,902
Total Appropriations	\$	3,940,902

**BOND FUND**

**Anticipated Revenue**

Transfer from General Fund	\$	20,141,964
Total Revenue	\$	20,141,964

**Appropriations**

Capital Outlay	\$	20,141,964
Total Appropriations	\$	20,141,964

<b>GRAND TOTAL BUDGET AMENDMENT NO 1</b>	<b>\$</b>	<b>48,970,760</b>
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**CERTIFICATE**

The undersigned Mayor and Clerk of the City Council of City of Waynesboro, Virginia hereby certify that the foregoing constitutes a true and correct copy of an ordinance entitled **An Ordinance To Amend the Fiscal Year 2019 Budget Ordinance for the City of Waynesboro, Virginia, By Adding Budget Amendment Number One** adopted by the City Council at a meeting held on \_\_\_\_\_, 2019.

Introduced: \_\_\_\_\_, 2019

Adopted: \_\_\_\_\_, 2019

Effective: \_\_\_\_\_, 2019

[SEAL]

ATTEST: \_\_\_\_\_

Clerk, City Council  
City of Waynesboro, Virginia

Mayor, City Council  
City of Waynesboro, Virginia



**Ordinance No. 2019-**  
**AN ORDINANCE TO AMEND**  
**THE FISCAL YEAR 2019 BUDGET ORDINANCE**  
**FOR THE CITY OF WAYNESBORO**  
**BY ADDING BUDGET AMENDMENT NUMBER ONE**

**BE IT ORDAINED**, by the City Council of the City of Waynesboro, Virginia, that the FY2019 Budget is amended as follows:

**GENERAL FUND**

**Anticipated Revenue**

Intrafund Transfer from Fund Balance	\$	24,687,894.00
<b>Total Revenue</b>	<b>\$</b>	<b>24,687,894.00</b>

**Appropriations**

Transfer to - Debt Service Fund	\$	200,000.00
Transfer to - CIP Fund		3,940,902.00
Transfer to- Bond Fund		20,141,964.00
Debt Interest Payments - City		405,028.00
City Assessor		(65,000.00)
Risk Management		10,000.00
Finance		50,000.00
Non - Departmental Unclassified		5,000.00
<b>Total Appropriations</b>	<b>\$</b>	<b>24,687,894.00</b>

**Fund Balance Changes**

Unassigned Fund Balance	23,760,505.38
Minor Maintenance Reserve	300,000.00
Police Department Reserve	6,400.32
Industrial Park Development	(2,389,330.59)
Equipment Replacement Reserve	(180,016.42)
Facility Maintenance Reserve	(657,928.57)
Economic Development Reserve	(9,500.00)
Technolgy Reserve	(4,634.00)
School Debt Reserve	(685,031.00)
2018 VPSA Bond	(20,140,465.12)

**Total Fund Balance Changes** -

**DEBT FUND**

**Anticipated Revenue**

Intrafund Transfer From Fund Balance	\$	200,000
Total Revenue	\$	<u>200,000</u>

**Appropriations**

Debt Related Expenditures	\$	200,000
Total Appropriations	\$	<u>200,000</u>

**CIP FUND**

**Anticipated Revenue**

Transfer from General Fund	\$	3,940,902
Total Revenue	\$	<u>3,940,902</u>

**Appropriations**

Capital Outlay	\$	3,940,902
Total Appropriations	\$	<u>3,940,902</u>

**BOND FUND**

**Anticipated Revenue**

Transfer from General Fund	\$	20,141,964
Total Revenue	\$	<u>20,141,964</u>

**Appropriations**

Capital Outlay	\$	20,141,964
Total Appropriations	\$	<u>20,141,964</u>

<b>GRAND TOTAL BUDGET AMENDMENT NO 1</b>	<b>\$</b>	<b>48,970,760</b>
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**CERTIFICATE**

The undersigned Mayor and Clerk of the City Council of City of Waynesboro, Virginia hereby certify that the foregoing constitutes a true and correct copy of an ordinance entitled An Ordinance To Amend the Fiscal Year 2019 Budget Ordinance for the City of Waynesboro, Virginia, By Adding Budget Amendment Number One adopted by the City Council at a meeting held on \_\_\_\_\_, 2019.

Introduced: \_\_\_\_\_, 2019

Adopted: \_\_\_\_\_, 2019

Effective: \_\_\_\_\_, 2019

[SEAL]

ATTEST: \_\_\_\_\_

Clerk, City Council  
City of Waynesboro, Virginia

Mayor, City Council  
City of Waynesboro, Virginia

**ORDINANCE NUMBER 2019-**



**AN ORDINANCE APPROPRIATING A SECURITY GRANT, IN THE AMOUNT OF \$49,213, TO THE SCHOOL FUNDS TO UPDATE THE INTERCOM SYSTEM AT BERKELEY GLENN, WENONAH AND WILLIAM PERRY ELEMENTARY SCHOOLS, FOR THE FISCAL YEAR ENDING JUNE 30, 2019, AS HEREIN SPECIFIED**

**BE IT ORDAINED**, by the Council of the City of Waynesboro, Virginia:

That the following sum of money be and the same is hereby appropriated as herein specified for the year ending June 30, 2019, totaling \$49,213

**Section I -- School Funds**

Paragraph 1. To the School Funds, for the upgraded intercom systems, \$49,213 is appropriated to be apportioned as follows:

88100331-830010	Purchased Services	\$49,213
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Paragraph 2. The above appropriation will be provided for by the following revenues:

80000033-502024	School Federal Revenue	\$49,213
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**INTRODUCED:**

**ADOPTED:**

**EFFECTIVE:**

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR

Waynesboro Public Schools



**EXCERPT**

Consent Agenda Item

**6. G. Additional Appropriation**

Approval of Additional Appropriations – Mr. Jody Lohr, Director of Technology, requests an additional appropriation of funds in the amount of \$49,213.00 from the state through a security grant to update the intercom system at Berkeley Glenn, Wenonah and William Perry Elementary Schools. These funds are fully reimbursable.

Mrs. Maneval moved that the Waynesboro School Board approve the amended consent agenda as presented. Mrs. Smith seconded the motion and it passed by voice vote. This motion includes the above appropriation request in the amount of \$49,213.00.

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I, Vonda A. Hutchinson, Clerk of the Waynesboro School Board, do certify that the foregoing is what was stated of the aforesaid School Board Meeting on March 12, 2019.

Vonda A. Hutchinson  
Clerk, Waynesboro School Board



## APPROPRIATION ORDINANCE REQUEST FORM

Name of Requestor	Waynesboro City School Board	Date of Request	03-12-2019
Authorized Signature		Date of Authorization	05-15-2019

Purpose of Appropriation Request:  
 School Operating Fund Excerpt #6.G (dated 03-15-2019)

Is a local match required? No

Charges to Budget			
Line Item Description	Account Number	Project	Amount
<b>Expense:</b>			
88100331 830010			\$49,213.00
<b>Revenue:</b>			
80000033 502024			\$49,213.00

2019 FEB 25 PM 11:11

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**MEMORANDUM**

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**TO:** VONDA HUTCHINSON, DIRECTOR OF FINANCE  
**FROM:** JODY LOHR, DIRECTOR OF TECHNOLOGY  
**SUBJECT:** SECURITY GRANT / ADDITIONAL APPROPRIATION  
**DATE:** FEB 25<sup>TH</sup>, 2019  
**CC:**

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Please ask the Board to approve an additional appropriation of \$49,213.00 from the state through a security grant that will allow Waynesboro City Schools to upgrade our intercom systems at Berkeley Glenn Elementary, Wenonah Elementary, and William Perry Elementary and a few other small items at the other schools.

Please post the funds to rollup code TE331 88100331830010. Purchase Services.

Thanks,

Jody Lohr