

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 MONDAY, SEPTEMBER 23, 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 September 9, 2019 Work Session and Regular Business Meeting minutes, and dispense with the reading of the minutes.

Documents:

[3a 2019 0909.Minutes WS Draft.pdf](#)

[3a 2019 0909.Minutes Draft.pdf](#)

3.b. Second Consideration/Adoption Of The Following Appropriation Ordinances:

- b. Replenishment of City Manager's Contingency Account (\$4,250);
- c. Police vehicle Replacement (\$51,000);
- d. Stormwater Dump Truck (\$86,000);
- e. Landscaping Architecture and Engineering Services (\$401,250);
- f. Office on Youth Grants and Donations (\$44,500).

Documents:

[3b Replenish CM Contingency Treasurer Window 4250.Pdf](#)

[3c Police Car Ordinance 51000.Pdf](#)

[3d Stormwater Dump Truck 86000.Pdf](#)

[3e Parks And Rec Landscape Architecture South River Preserve 401250.Pdf](#)

4. MATTERS FROM COUNCIL MEMBERS.

5. PRESENTATION – UNITED STATES 2020 CENSUS:

Receive a presentation from Ms. Roseanne Vrugtman from the U.S. Census Bureau concerning the 2020 Census, and consider adopting a resolution establishing a Complete Count Committee.

Documents:

[5 Census.pdf](#)

6. RESOLUTION (REVISED) – VDOT REVENUE SHARING APPLICATION FOR DELPHINE AND MAIN ROUNDABOUT:

Consider adopting a resolution supporting the City's application to the Virginia Department of Transportation's Revenue Sharing Program for the purpose of constructing a roundabout at the intersection of East Main Street and Delphine Avenue.

Documents:

[6 Roundabout.pdf](#)

7. RESOLUTION - PERSONAL PROPERTY TAX RELIEF ACT (PPTRA) FOR 2019:

Consider adopting a resolution establishing the Personal Property Tax Relief Act (PPTRA) rate of relief of 33% for calendar year 2019.

Documents:

[7 PPTRA.pdf](#)

8. CORRESPONDENCE, COMMUNICATION, AND CALENDAR

9. CITIZEN COMMENT PERIOD

10. Closed Meeting

Re: Personnel Matters.

11. 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, 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.

WAYNESBORO, VIRGINIA

CITY COUNCIL WORK SESSION MEETING MINUTES



Council for the City of Waynesboro, Virginia held a Work Session on Monday, September 9, 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: Mike Hamp, City Manager
Jim Shaw, Deputy City Manager
Julia Bortle, Clerk of Council
Cameron McCormick, Finance Director
Dwayne Jones, Parks and Recreation Director

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

ABSENT: None

PRE-BUSINESS MEETING REVIEW:

The City Manager and Deputy City Manager reviewed the agenda for the upcoming regular business meeting.

Fund Balance Policy Amendment: Revisions to the Fund Balance Policy for the General Fund were reviewed, initiated by an amendment to the School System's year-end appropriation. It was noted that the School Board must adopt a fund balance policy outlining how the funds would be appropriated. Council appropriates all school expenditures as they are a subcomponent of the City.

Revenue Sharing and TAP Grants:

Roundabout for E. Main and Delphine Avenue: VDOT revenue sharing grant application, prompted by signal structures (poles) are deteriorating and must be replaced. Two options include replacement of poles and mast arms or build a roundabout. A roundabout is feasible and preferred option for safety, efficiency, and operating cost. McCormick and Taylor conducted a study and will make a presentation at the regular meeting. It's a 50/50 match grant, with the City's share \$431,000. Anticipate two years to build after receiving grant.

A Street Bridge Project: Cost of project closer to \$950,000. Engineering states it's a worthwhile project and it's in the top 10 in stormwater projects. Bridge inspections rate it in fair condition with structural repairs needed.

Sidewalks: Discussed sidewalk projects at Rosser Avenue and Windigrove Drive. Council consensus to move the Rosser Avenue sidewalk funds to the Windigrove sidewalk project.

Work Session
Monday, September 9, 2019
Unapproved Draft

Greenway Phase IV: Discussed the third application to extend the Greenway (Phase IV) from North Park to Basic Park. The application is an 80/20 split with the City's portion at \$162,000. In the Capital Improvement Plan for 2022.

Greenway Phase III: Survey conducted and will be reviewed in the regular business meeting. Greatest number of people selected 14th Street as preferred route. Second preference is the river trail. Very little support for any interior routes.

Citizen Comment Period: The Mayor will review the public speaking guidelines, noting that the guidelines will be enforced, that comments should pertain to public business, be addressed to the Mayor, and courtesy is expected. Staff and the attorney will review the guidelines, and if there are revisions to be made, they will be presented to Council in the coming weeks.

With no further business to discuss, the meeting concluded at 6:53 p.m.

Julia Bortle, MMC, Clerk of Council

Terry Short, Jr., Mayor

WAYNESBORO, VIRGINIA

CITY COUNCIL BUSINESS MEETING MINUTES



Council for the City of Waynesboro, Virginia held a Regular Business Meeting on Monday, September 9, 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
Luke Juday, Planning Director
Dwayne Jones, Parks and Recreation Director
Todd Wood, City Engineer
Captain Kelly Walker, Police Department

Guests: Dave Deering, Executive Director, VCSB
Greg Campbell, Executive Director, Shenandoah Valley Airport
Jeff Ward, Shenandoah Valley Airport Commission
Sam Styers, Senior Manager, McCormick and Taylor

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 Councilman Hostetter lead everyone in the Pledge of Allegiance to the Flag of the United States of America.

ADOPTION OF BUSINESS MEETING AGENDA:

Councilman Hostetter moved to adopt the Business Meeting Agenda as presented. Having been seconded and with no objections, **the Business Meeting Agenda was adopted 5:0:**

Mayor Short	Aye	Councilwoman Anderson	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
Councilman Allen	Aye		

CONSENT AGENDA:

Councilman Hostetter moved to adopt the consent agenda as presented. Having been seconded and with no objections, the **consent agenda was adopted 5:0:**

Mayor Short	Aye	Councilwoman Anderson	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
Councilman Allen	Aye		

- a) Council Meeting Minutes: Consider approving the August 26, 2019 Work Session and Regular Business Meeting minutes, and dispense with the reading of the minutes.
- b) Dooms Fire Department Refund: Second consideration/adoption of an ordinance appropriating permit fees to the General Fund for a donation to the Dooms Volunteer Fire Company (\$2,500). **(2019-69)**
- c) Application – Trick or Treat Trail Street Closure: Consider approving an application from Downtown Waynesboro to close a portion of Main Street and Wayne Avenue on Thursday, October 31, 2019 from 2:30 p.m. until 6:00 p.m. to hold the annual Halloween Trick & Treat Trail and Costume Contest. **(APPROVED 5-0)**

MATTERS FROM COUNCIL MEMBERS: With no comments from Council members, the meeting continued.

RESOLUTION – VALLEY COMMUNITY SERVICES BOARD PERFORMANCE CONTRACT:

Mr. Dave Deering, Executive Director, Valley Community Services Board, provided a presentation to Council that included the VCSB purpose and a highlight of the clients and services they provide. Councilman Allen moved to adopt a resolution approving the agency’s FY2019 and FY2020 performance contract renewal and revisions. Having been seconded and with no objections, **the resolution was adopted 5:0:**

Mayor Short	Aye	Councilwoman Anderson	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
Councilman Allen	Aye		

RESOLUTION ^(R19-15)

VALLEY COMMUNITY SERVICES BOARD PERFORMANCE CONTRACT:

BE IT RESOLVED by the Council of the City of Waynesboro, Virginia, that the City Manager is authorized to execute the Community Services Performance Contract with the Valley Community Services Board for the Fiscal Years 2020 and 2021.

ATTEST: _____
Clerk, City Council
City of Waynesboro, Virginia

Mayor, City Council
City of Waynesboro, Virginia

RESOLUTION – SHENANDOAH VALLEY REGIONAL AIRPORT COMMISSION:

Mr. Greg Campbell, Executive Director of the Shenandoah Valley Regional Airport Commission, provided an overview to the City Council regarding the Shenandoah Valley Regional Airport and plans for its future improvements. He reviewed the purpose for a request to incur debt for capital construction and refurbishment, noting that it would not financially obligate the City of Waynesboro. Councilman Allen moved to adopt a resolution of support authorizing the Commission to incur debt for capital construction and refurbishment. **Having been seconded and with no objections, the resolution was adopted 5:0:**

Mayor Short	Aye	Councilwoman Anderson	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
Councilman Allen	Aye		

RESOLUTION ^{R19-16}

FOR THE BENEFIT OF SHENANDOAH VALLEY REGIONAL AIRPORT COMMISSION

WHEREAS, the Shenandoah Valley Regional Airport Commission (the “Commission”) was duly established pursuant to the Code of Virginia, 1950, as amended, and by resolution and agreement of the several political subdivisions of the Commonwealth of Virginia comprising the Commission, namely the Counties of Augusta and Rockingham and the Cities of Harrisonburg, Staunton and Waynesboro (collectively, the “Member Localities”), to have and exercise, on behalf of such Member Localities, the power and authority to operate the Shenandoah Valley Regional Airport (“SVRA”) located in Augusta County, Virginia; and

WHEREAS, the Commission has determined that it is necessary and desirable to (a) acquire, construct, and equip aircraft hangar facilities at SVRA, (b) install and/or replace all or any portion of the SVRA’s fuel farm tanks, and (c) pay issuance costs in connection with the financings therefor (collectively, the “Project”); and

WHEREAS, the United States of America, acting through Rural Housing Service, an agency of the United States Department of Agriculture (“RHS”), has offered to purchase an up to \$3,086,500 Shenandoah Valley Regional Airport Commission Taxable Airport Revenue Bond, Series 2020 (or any other series designation as may be applicable, the “Bond”) to provide the permanent financing needed by the Commission to pay all or any portion of the costs of the Project on the terms and conditions described in that certain RHS Letter of Conditions, dated September 26, 2018; and

WHEREAS, RHS requires interim financing for the Project and the Commission reasonably expects that long-term, permanent financing for the Project being financed by the Commission on an interim basis with the proceeds of the Note shall ultimately be provided to the Commission by RHS, together with any other lawfully available funds therefor; and

WHEREAS, it is reasonably anticipated that the Commission shall obtain interim financing from Blue Ridge Bank, with the long-term permanent financing for the costs of the Project provided by RHS; and

WHEREAS, after the holding of related public hearings on August 21, 2019, the Commission adopted resolutions authorizing the issuance, execution, and delivery of (a) the \$3,086,500 Shenandoah Valley Regional Airport Commission Taxable Airport Revenue Note, Series 2019 to Blue Ridge Bank

for interim financing of the Project, and (b) the \$3,086,500 Shenandoah Valley Regional Airport Commission Taxable Airport Revenue Bond, Series 2020 (or other series designation) to RHS for permanent, long-term financing of the Project; and

WHEREAS, the Commission desires to obtain the approval of each of the governing bodies of its Member Localities with respect to the incurrence of indebtedness to pay the costs of the Project, subject to the Commission’s final determination of the form and details thereof (all such undertakings by the Commission to finance the Project, on an interim or permanent basis, being collectively referenced herein as the “Loans”); and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waynesboro, Virginia (the “Council”), as follows:

1. The incurrence of the Loans by the Commission, as described herein, is hereby approved and authorized, to the fullest extent as may be required, if at all.

2. It is to be understood that nothing contained in this Resolution is or shall be deemed to be a debt of the City or a pledge of the faith and credit or the taxing power of the City, and nothing herein or therein shall legally bind or obligate the Council or any future Council to appropriate funds for such purposes. The long-term indebtedness of the Commission represented by the Note or the Bond (or otherwise in connection with the Project and the Loans) shall not be deemed to constitute a debt or pledge of the faith and credit of the taxing power of the City, and neither the faith and credit nor the taxing power of the City shall be pledged for the payment of the principal of, premium, if any or interest on the Note or the Bond or any other obligation of the Commission in connection with the Project or the Loans, or any other costs incident thereto.

3. The Mayor, Vice Mayor, and the City Manager, any one or more of whom may act, and such officers, employees, and agents of the City as any of them may designate, are each authorized and directed to take all such further actions and to execute and deliver any and all instruments, certificates, and other documents (if any), in order to carry out the purposes hereof and in furtherance otherwise, of the financing of the Project by the Commission, as described herein.

This Resolution shall be effective immediately.

ATTEST: _____
Clerk, City Council
City of Waynesboro, Virginia

Mayor, City Council
City of Waynesboro, Virginia

RESOLUTION – REVISED FUND BALANCE POLICY FOR THE GENERAL FUND:

The Deputy City Manager highlighted several key amendments to the revised Fund Balance Policy that was provided at the previous Council Meeting, including an amendment creating a safety net reserve in the amount of 16% of the upcoming year’s General Fund expenditures, and an amendment that the unspent appropriations by the School System would remain with the School System with the expectation the School Board will adopt a Fund Balance Policy corollary to the City’s Fund Balance Policy which describes the appropriate use of their fund balance. After reviewing other recommended amendments, Councilman Hostetter moved to adopt a resolution adopting the revised Fund Balance

Policy for the General Fund. **Having been seconded and with no objections, the resolution was adopted 5:0:**

Mayor Short	Aye	Councilwoman Anderson	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
Councilman Allen	Aye		

RESOLUTION ^{R19-21}
FINANCIAL MANAGEMENT POLICY

BE IT RESOLVED by the Council of the City of Waynesboro, Virginia, that the Council adopts the following Fund Balance Policy for the General Fund.

FINANCIAL MANAGEMENT POLICY

City of Waynesboro, Virginia
Fund Balance / Reserve Policy
Adopted: September 9, 2019

Effective: June 30, 2019

Purpose

Maintaining an appropriate level of fund balance is a key component of sound financial management and, accordingly, many communities establish policies for fund balance. An adequate fund balance level is essential to both short-term and long-term financial planning, and serves to mitigate the impact of future risks, sustain operations during economic downturns, and enhance creditworthiness. Through the maintenance of adequate levels of fund balance, the City can help stabilize funding for operations, stabilize taxes and fees, and realize cost savings in issuing debt. The City has achieved a sufficient fund balance to set aside funds to meet the target recommended below.

Scope

This policy establishes a level of committed fund balance required for the City's General Fund and fund balance management. It sets forth the levels deemed appropriate for City operations, and the protocol for the use and maintenance of the established levels. This policy is established on the modified accrual basis of accounting for governmental funds.

Safety Net Reserve

1. At June 30th each year The City of Waynesboro (the "City") will establish a Safety Net Reserve (the "Reserve") for the General Fund equal to sixteen percent (16%) of the upcoming fiscal year's total adopted expenditure budget for the General Fund. The reserve will be shown as committed fund balance.
2. In no event will the Reserve in the General Fund be less than the amount calculated at the time of adoption of this policy, equal to \$8,268,308 (FY2020 General Fund Budget = \$51,676,926 times 16%).

Safety Net Reserve (Continued)

3. Financial circumstances allowing the Reserve to be appropriated for expenditures by City Council include:
 - a. Unanticipated natural disasters resulting from storm damage, unseen infrastructure damage for water and sewer system deterioration, bridge repair, etc., exceeding \$100,000 in damage.

- b. Imposition of mandates by Federal and State governments such as, water, sewer and landfill regulations, construction of court and jail facilities, etc., exceeding \$100,000 in costs.
 - c. Court decisions resulting in unbudgeted expenditures, in excess of \$100,000.
 - d. Acts of terrorism against the City destroying the City's infrastructure or causing a financial hardship to provide services to citizens, in excess of \$100,000.
- 4. The Reserve will not be available for appropriation due to a general economic slowdown or recession. The City shall adjust its revenues and expenditures according to the economic conditions.
 - 5. Funds used from the Reserve shall be appropriated through the annual budget ordinance or by a budget amendment ordinance approved and adopted by City Council.
 - 6. In the event the Reserve, or a portion of the Reserve, is used the City will restore the Reserve to the sixteen percent level within eighteen months. If restoration cannot be accomplished within such time period without severe hardship to the City, the Director of Finance will prepare a financial plan to restore the Reserve to the sixteen percent level.

General Contingency

- 7. The City shall establish a General Contingency amount for the General Fund equal to \$500,000, categorized as assigned General Fund Balance. This assignment will be used for declines in budgeted revenues or unanticipated emergency expenditures, such as:
 - a. Unexpected declines in revenues such as the bankruptcy of a major taxpayer or the relocation of a major taxpayer outside of the City boundaries during a fiscal year;
 - b. Unforeseen limitations on a governments taxing and spending powers imposed by the State or Federal government;
 - c. Adjustments to revenue and expenditure estimates due to sudden changes in the economic climate affecting the City's financial condition either from local or global economic conditions;
 - d. Unanticipated major repairs or replacement of an asset used in the daily operations of service delivery to citizens;
 - e. Unanticipated expenditures for excessive worker's compensation, insurance premiums, and overtime expenses;
 - f. The City shall not use the assigned General Contingency to finance recurring operating expenditures.

General Contingency (Continued)

- 8. Funds remaining in unassigned fund balance in the General Fund at the end of each fiscal year will be given first priority to capital expenditures. These funds shall not be used for recurring expenditures and shall be appropriated through the annual budget ordinance or by a budget amendment ordinance approved and adopted by City Council.
- 9. Any funds remaining in unassigned fund balance in the School Operating Fund shall remain in the School Operating Fund. These funds shall be appropriated through the annual budget ordinance or by a budget amendment ordinance approved and adopted by City Council and

will only be used for capital needs, debt service, or other non-recurring expenditures. The School Board will adopt a fund balance policy corollary to the City's Fund Balance Policy governing the expenditure of these funds.

Fund Balance Classifications

Nonspendable Fund Balance

Nonspendable fund balance includes amounts that cannot be spent because they are either not in spendable form such as inventories, property acquired for resale, prepaid amounts, or are amounts that are legally or contractually required to be maintained intact.

Restricted Fund Balance

Restricted fund balance includes amounts that have constraints placed on their use by external sources such as creditors for debt covenants, grantors, contributors, or laws or other regulations of other governments. Restricted fund balance can also be imposed by law through constitutional provisions or enabling legislation. The source of the constraint is outside the government and cannot be changed by City Council.

Committed Fund Balance

Committed fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of City Council. Formal action includes the adoption of the annual City Budget Ordinance or adoption of budget amendment ordinances during the course of the operating year. The following balances have been formally committed by Council and should remain at the balances noted at the end of each fiscal year: Augusta County Service Authority Landfill \$350,000, Minor Maintenance Reserve \$300,000, and the safety net noted in number two above.

Assigned Fund Balance

Assigned fund balance includes amounts constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. The Director of Finance is delegated the authority to assign fund balance for specific purposes.

Unassigned Fund Balance

Unassigned fund balance consists of amounts not assigned to other funds, or restricted, committed or assigned within the same fund. Unassigned fund balance includes all spendable amounts not contained in the other classifications and are technically available for any purpose.

Policy on the order of spending resources

When expenditures are incurred for purposes which both restricted and unrestricted fund balance is available, the City considers restricted amounts to have been spent first. In addition, when an expenditure is incurred for purposes for which committed, assigned, or unassigned fund balance is available, the City considers fund balances to be exhausted in that order.

Adopted: September 9, 2019

ATTEST: _____
Clerk, City Council
City of Waynesboro, Virginia

Mayor, City Council
City of Waynesboro, Virginia

RESOLUTIONS OF SUPPORT- VDOT GRANT APPLICATIONS

The next three agenda items are making Revenue Sharing and Transportation Alternative Program (TAP) grant application requests. The adopted resolutions would be Council's endorsement and commitment to the funding shares and to maintain the facilities that are built with the funds.

Regular Business Meeting
 Monday, September 9, 2019
 Unapproved Draft

Two revenue sharing projects include the roundabout at the intersection of Delphine Avenue and E. Main Street and a continuation of the improvements of the A Street Bridge project, and the TAP grant application is for continuation and extension of Greenway Phase IV, from North Park to Basic Park.

	Total Cost	City Share
E. Main St/Delphine Ave. Roundabout	\$ 862,000	\$ 431,000
A Street Bridge	\$ 948,200	\$ 474,100
Greenway Phase IV	\$ 813,474	\$ 162,700
TOTAL	\$2,623,674	\$1,067,800

Delphine Avenue and E. Main Street Roundabout Revenue Sharing Grant:

The Deputy City Manager reviewed the reason for the roundabout project request, and Mr. Styers from McCormick and Taylor explained the evaluation done for the intersection and why a roundabout is the best option.

Vice Mayor Henderson moved to adopt a resolution as shown. **Having been seconded and with no objections, the resolution was adopted 4:0 with one abstention:**

Mayor Short	Abstain	Councilwoman Anderson	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
Councilman Allen	Aye		

RESOLUTION ^{R19-17}
VIRGINIA DEPARTMENT OF TRANSPORTATION
FISCAL YEAR 2021-2022 REVENUE SHARING PROGRAM
FOR THE DELPHINE & MAIN ROUNDABOUT, WAYNESBORO, VA

At a regularly scheduled meeting of the City Council of the City of Waynesboro, Virginia held on September 9, 2019 on a motion by Councilman Allen, and seconded, the following resolution was adopted by a vote of 4 to 0 with Mayor Short abstaining:

WHEREAS, the City Council of the City of Waynesboro, Virginia desires to submit an application for an allocation of funds of up to \$431,000 through the Virginia Department of Transportation Fiscal Year 2021-22, Revenue Sharing Program; and,

WHEREAS, \$431,000 of these funds are requested to fund the construction of new Roundabout at the intersection of Delphine Avenue and East Main Street,

WHEREAS, It is understood that the City Council must appropriate \$431,000 in order to meet the required match for Revenue Sharing Program; and,

NOW, THEREFORE, BE IT RESOLVED THAT: The City Council of the City of Waynesboro, Virginia hereby supports this application for an allocation of \$431,000 through the Virginia Department of Transportation Fiscal Year 2021-22 Revenue Sharing Program.

ATTEST: _____
 Clerk, City Council
 City of Waynesboro, Virginia

 Mayor, City Council
 City of Waynesboro, Virginia

A Street Bridge Project Revenue Sharing Grant:

The Deputy City Manager explained the location, reasons for the need to replace the bridge, and the reason for the \$363,000 replacement cost increase. Councilman Allen moved to adopt a resolution as shown. **Having been seconded and with no objections, the resolution was adopted 4:0 with one abstention:**

Mayor Short	Abstain	Councilwoman Anderson	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
Councilman Allen	Aye		

RESOLUTION ^{R19-18}
VIRGINIA DEPARTMENT OF TRANSPORTATION
FISCAL YEAR 2020-2021 REVENUE SHARING PROGRAM
FOR THE REPLACEMENT OF THE A STREET BRIDGE, WAYNESBORO, VA

WHEREAS, the City Council of the City of Waynesboro, Virginia desires to submit an application for an allocation of funds of up to \$181,708 through the Virginia Department of Transportation Fiscal Year 2020-21, Revenue Sharing Program; and,

WHEREAS, \$181,708 of these funds are requested to fund the reconstruction of the A Street Bridge over Steeles Run,

WHEREAS, It is understood that the City Council must appropriate \$181,708 in order to meet the required match for Revenue Sharing Program; and,

NOW, THEREFORE, BE IT RESOLVED THAT: The City Council of the City of Waynesboro, Virginia hereby supports this application for an allocation of \$181,708 through the Virginia Department of Transportation Fiscal Year 2020-21 Revenue Sharing Program.

ATTEST: _____
Clerk, City Council
City of Waynesboro, Virginia

Mayor, City Council
City of Waynesboro, Virginia

South River Greenway Phase IV TAP Grant:

South River Greenway Phase IV adds an additional 7/10th of a mile to the Greenway, from Basic Park to North Park. This is labeled a priority project in the Comprehensive Plan and the Capital Improvement Plan. Councilman Hostetter moved to adopt a resolution as shown. **Having been seconded and with no objections, the resolution was adopted 4:0 with one abstention:**

Mayor Short	Abstain	Councilwoman Anderson	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
Councilman Allen	Aye		

RESOLUTION ^{R19-19}
VIRGINIA DEPARTMENT OF TRANSPORTATION
ALTERNATIVES PROGRAM
SOUTH RIVER GREENWAY PHASE IV

Whereas, improving bicycle and pedestrian accommodations and encouraging economic development are priorities of the City of Waynesboro; and

Whereas, the City’s 2018 Comprehensive Plan specifically calls out the South River Greenway Phase IV extension for improvement and investment; and

Whereas, the SAWMPO Policy Board has endorsed the City’s application for the South River Greenway Phase IV extension;

Whereas, the City of Waynesboro hereby commits to provide a minimum 20 percent matching contribution for this project and any additional funds necessary to complete the project; and

Whereas, the City of Waynesboro will be responsible for maintenance and operating costs of any improvement / facility constructed with Transportation Alternatives funds unless other arrangements have been made with the Department; and

Now, Therefore, Be It Resolved, that the City of Waynesboro, requests the Commonwealth Transportation Board to establish a project for the South River Greenway, Phase IV; and

Be It Further Resolved that the City of Waynesboro hereby endorses and sponsors an application to the Virginia Department of Transportation for a Transportation Alternatives grant for the South River Greenway, Phase IV.

ATTEST:

Clerk, City Council
City of Waynesboro, Virginia

Mayor, City Council
City of Waynesboro, Virginia

PRESENTATION – SOUTH RIVER GREENWAY PHASE III ROUTES:

Greenway Phase III would connect Loth Spring with Ridgeview Park, and the route has been a topic of planning projects and meetings with staff and citizens for several years. Five alternatives routes were considered and the topic of several public comment sessions. The Deputy City Manager reviewed the five routes and presented results of the Parks and Recreation Commission’s analysis and a survey conducted with the public. Because of the strong objections of residents in the interior of the Tree Streets neighborhood and considering safety, appropriateness, feasibility, and affordability, it was the consensus of Council to pursue the “red route”, along 14th Street. The Mayor and City Manager acknowledged the efforts put forth by the Parks and Recreation Director and the Parks and Recreation Commission members during the process.

RESOLUTION – SHENANDOAH RIVER WATERSHED GRANT:

Funds originate from the DuPont Natural Resource Assessment Restoration Settlement (NRDA) for mercury-related injuries to the South River. No City match is required for the funding. Staff is applying for funding to make access improvements at Basic Park. Councilman Allen moved to adopt a resolution of support for the Department of Game and Inland Fisheries (DGIF) to Partners/Shenandoah River Watershed Grant in the amount of \$90,000 for the Basic Park Landing and Shore Fishing Area. Having been seconded and with no objections, **the resolution was adopted 5:0:**

Mayor Short	Aye	Councilwoman Anderson	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
Councilman Allen	Aye		

**RESOLUTION OF COMMITMENT AND SUPPORT ^{R19-20}
for the *Support to Partners – Shenandoah River Watershed Grant*
to make fishing and paddling access improvements at Basic Park.**

A RESOLUTION endorsing the submittal of a Virginia Department of Game and Inland Fisheries (VDGIF) *Support to Partners – Shenandoah River Watershed* grant application by the City of Waynesboro for improved fishing and paddling access at Basic Park.

WHEREAS the City of Waynesboro is qualified, willing and able to carry out all activities described in the state grant application; and,

WHEREAS in this action the City of Waynesboro has declared its intent to conduct the grant project described in the application; and,

WHEREAS in this action the City of Waynesboro will, upon an award and acceptance of the grant, agree to the terms of the grant;

WHEREAS, the Council of the City of Waynesboro supports the project and the creation of improved river access for the purpose of fishing, paddling, and recreation; and

NOW, THEREFORE, BE IT RESOLVED, that the Waynesboro City Council does hereby request the VDGIF give priority consideration to the Basic Park fishing/paddling access project; and,

HEREBY AUTHORIZES the City Manager on behalf of the Waynesboro City Council to submit and sign an application to VDGIF for financial aid for *Support to Partners-Shenandoah River Watershed Grant* purposes, sign related documents.

ORDINANCE – REPLENISHMENT OF CITY MANAGER’S CONTINGENCY ACCOUNT:

Councilman Allen moved to introduce an ordinance appropriating a portion of Unassigned Fund balance, in the amount of \$4,250, to the General Fund, to replenish the City Manager’s Contingency Account for expenditures related to a security window installation in the Treasurer’s Office. Having been properly introduced, this ordinance will be considered again at the September 23, 2019 Regular Business Meeting.

ORDINANCE - POLICE VEHICLE REPLACEMENT:

Councilwoman Anderson moved to introduce an ordinance appropriating a portion of Unassigned Fund balance in the General Fund and the Minor Maintenance Reserve in the General Fund, in the amount of \$51,000, to the General Fund, to replace a police car. Having been properly introduced, this ordinance will be considered again at the September 23, 2019 Regular Business Meeting.

ORDINANCE – STORMWATER – DUMP TRUCK:

Councilman Hostetter moved to introduce an ordinance appropriating a portion of net position in the Stormwater Fund, in the amount of \$86,000, to the Stormwater Fund, to purchase a dump truck. Having

been properly introduced, this ordinance will be considered again at the September 23, 2019 Regular Business Meeting.

ORDINANCE – LANDSCAPING ARCHITECTURE AND ENGINEERING SERVICES:

The professional services are for the SRP North which is a signature project for the City in the NRDA settlement. The ordinance appropriates funds for the contract so design work will begin which will be reimbursed by the federal government through the NRDA settlement process. Councilwoman Anderson moved to introduce an ordinance appropriating grant funding in the Capital Projects Fund, in the amount of \$401,250, to acquire landscape architecture and engineering services. Having been properly introduced, this ordinance will be considered again at the September 23, 2019 Regular Business Meeting.

ORDINANCE – OFFICE ON YOUTH GRANTS AND DONATIONS:

Fund will be used to hire a program manager who will improve collaboration and work with the school system to develop programs for safety and public education for biking and walking to school. Vice Mayor Henderson moved to introduce an ordinance appropriating donations and grants in the amount of \$44,500 from Safe Routes to Schools, mini-grants, and miscellaneous donations. Having been properly introduced, this ordinance will be considered again at the September 23, 2019 Regular Business Meeting.

COMMUNICATION, CORRESPONDENCE, AND CALENDAR:

Recognition to Police Corporal Evan Bourne: It was announced that Police Corporal Bourne was presented with the International Crisis Intervention Team (CIT) Local Law Enforcement Officer of the Year Award in Seattle, Washington on August 27, 2019. Cpl. Bourne was recognized for displaying outstanding CIT skills and de-escalation techniques during the handling of two separate situations involving armed, suicidal individuals. He is both an instructor and works off-duty shifts in the crisis-intervention therapeutic assessment site at Augusta Health. Cpl. Bourne is also a field training officer and a SWAT team member. He also serves as an assistant shift commander. After highlighting the Blue Ridge Crisis Intervention Team membership and functions, Council, staff, and visitors gave Corporal Bourne a standing ovation for his efforts and his award and acknowledged Captain Walker and the Police Department for this achievement.

CITIZEN COMMENT PERIOD:

The Mayor clarified the purpose and procedure for the citizen comment period, noting it is not a question and answer period, but it is an opportunity for citizens to address their comments and concerns to the Mayor. He asked that the time limit be observed and to be courteous.

Bob Hudlow, 303 N. Delphine Avenue: regarding Southern Rose building on Commerce Avenue.

Sheryl Carey, 820 Fairway Drive: regarding delay in their driveway and curb repairs.

Dave Carey, 820 Fairway Drive: regarding safety concern at the intersection of Windigrove Drive and Rosser Avenue.

Marcia Geiger, 701 Locust Avenue: thanked the Council for acknowledging the citizen input during the Greenway Phase III route analysis.

Katie Harris, 601 Cherry Avenue: regarding with the proposed 14th Street Greenway route.

David Geiger, 701 Locust Avenue: invited the public to the Historical Commission's talk by Bill Alexander for the Founder's Day Celebration at the Heritage Museum on September 24 at 5:30 p.m. and the talk at the Wayne Theater following the reception at 7:00 p.m.

With no further business to discuss, the meeting was adjourned at 8:39 p.m. on a motion by Vice Mayor Henderson.

Julia Bortle, MMC, Clerk of Council

Terry R. Short, Jr., Mayor

ORDINANCE NUMBER 2019-



AN ORDINANCE APPROPRIATING A PORTION OF UNASSIGNED FUND BALANCE, IN THE AMOUNT OF \$4,250, TO THE GENERAL FUND, TO REPLENISH THE CITY MANAGER'S CONTINGENCY ACCOUNT FOR EXPENDITURES RELATED TO A SECURITY WINDOW INSTALLATION IN THE TREASURER'S OFFICE, FOR THE FISCAL YEAR ENDING JUNE 30, 2020, 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, 2020, totaling \$4,250

Section I – General Fund

Paragraph 1. To the General Fund, to replenish the City Manager's Contingency account, \$4,250 is appropriated to be apportioned as follows:

1109620	Non-Departmental	\$4,250
	799010 Contingencies	

Paragraph 2. The above appropriation will be provided for through a transfer from fund balance:

1100541	Intra-fund Transfers	\$4,250
	541904 From Fund Balance	

INTRODUCED: ON SEPTEMBER 9, 2019 BY COUNCILMAN BRUCE ALLEN

ADOPTED:

EFFECTIVE:

CLERK

MAYOR

ORDINANCE NUMBER 2019-



AN ORDINANCE APPROPRIATING A PORTION OF UNASSIGNED FUND BALANCE IN THE GENERAL FUND AND THE MINOR MAINTENANCE RESERVE IN THE GENERAL FUND, IN THE AMOUNT OF \$51,000, TO THE GENERAL FUND, TO REPLACE A POLICE CAR, FOR THE FISCAL YEAR ENDING JUNE 30, 2020, 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, 2020, totaling \$51,000.

Section I – General Fund

Paragraph 1. To the General Fund, for purchase of a replacement police vehicle and accessories, \$51,000 is appropriated to be apportioned as follows:

1103121	Police Vehicular Patrol 784007 Capital Motor Vehicles	\$38,000
1103121	Police Vehicular Patrol 768091 Non Capital Items for Police Vehicles	\$13,000

Paragraph 2. The above appropriation will be provided for through the liquidation of a portion of the unassigned fund balance and the minor maintenance reserve in the General Fund:

1100541	Intra-fund Transfers 541904 From Fund Balance (110-445132)	\$21,894
1100541	Intra-fund Transfers 541904 From Fund Balance (Unassigned)	\$29,106

INTRODUCED: ON SEPTEMBER 9, 2019 BY COUNCILWOMAN ELZENA ANDERSON

ADOPTED:

EFFECTIVE:

CLERK

MAYOR

ORDINANCE NUMBER 2019-



AN ORDINANCE APPROPRIATING A PORTION OF NET POSITION IN THE STORMWATER FUND, IN THE AMOUNT OF \$86,000, TO THE STORMWATER FUND, TO PURCHASE A DUMP TRUCK, FOR THE FISCAL YEAR ENDING JUNE 30, 2020, 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, 2020, totaling \$86,000.

Section I – Stormwater Fund

Paragraph 1. To the Stormwater Fund, for the purchase of a dump truck, \$86,000 is appropriated to be apportioned as follows:

3604517	Capital Outlay	\$86,000
	784007 Motor Vehicles	

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

3600541	Intra-fund Transfer	\$86,000
	541903 From Net Position	

INTRODUCED: ON SEPTEMBER 9, 2019 BY COUNCILMAN SAM HOSTETTER

ADOPTED:

EFFECTIVE:

CLERK

MAYOR

ORDINANCE NUMBER 2019-



AN ORDINANCE APPROPRIATING GRANT FUNDING IN THE CAPITAL PROJECTS FUND, IN THE AMOUNT OF \$401,250, TO ACQUIRE LANDSCAPE ARCHITECTURE AND ENGINEERING SERVICES, FOR THE FISCAL YEAR ENDING JUNE 30, 2020, 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, 2020, totaling \$401,250.

Section I – Capital Projects Fund

Paragraph 1. To the Capital Projects Fund, for the purchase of a landscape architecture and engineering services, \$401,250 is appropriated to be apportioned as follows:

411XXXX	Capital Projects	\$401,250
	731004 Engineering Architectural	

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

411XXXX	Grant Revenue	\$401,250
	5XXXX Grant Revenue	

INTRODUCED: ON SEPTEMBER 9, 2019 BY COUNCILWOMAN ELZENA ANDERSON

ADOPTED:

EFFECTIVE:

CLERK

MAYOR

ORDINANCE NUMBER 2019-



AN ORDINANCE APPROPRIATING DONATIONS AND GRANTS IN THE AMOUNT OF \$44,500 FROM SAFE ROUTES TO SCHOOLS, MINI-GRANTS AND MISCELLANEOUS DONATIONS, FOR THE FISCAL YEAR ENDING JUNE 30, 2020 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, 2020, totaling \$44,500,

Section II – Youth & Family Services Fund

Paragraph 1. To the Youth & Family Services Fund, for needs assessment expenses, \$44,500 is appropriated as follows:

2173321	Public Safety	\$22,400
	731090 Part Time Salaries and Wages	
2173321	Public Safety	\$1,715
	728001 Fringe Benefits	
2173321	Public Safety	\$300
	731011 Printing and Binding	
2173321	Public Safety	\$150
	750001 Misc. City Business - Travel	
2173321	Public Safety	\$800
	755001 Education Registration Fees	
2173321	Public Safety	\$185
	755004 Education Meals	
2173321	Public Safety	\$700
	755007 Education Lodging	
2173321	Public Safety	\$50
	755008 Education Books and Materials	
2173321	Public Safety	\$200
	767012 Food Supplies	
2173321	Public Safety	\$500
	767013 Program Supplies	
2173321	Public Safety	\$1,830
	767030 Instructional Materials	
2173321	Public Safety	\$5,665
	767073 Incentives	
2173321	Public Safety	\$10,005
	768070 Non Capital Equipment	

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

2170518	Miscellaneous	\$43,500
	518991 Other Revenue	
2170518	Miscellaneous	\$1,000
	518903 Gifts and Donations	

INTRODUCED: ON SEPTEMBER 9, 2019 BY VICE MAYOR ROBERT HENDERSON

ADOPTED:

EFFECTIVE:

CLERK

MAYOR



Waynesboro City Council Agenda Briefing

Meeting Date:	September 23, 2019	Staff/Council Member(s): City Manager
Agenda Item #	5	
Resolution#	Supporting and Creating a Complete Count Committee	
Department:	City Manager for U.S. Census Bureau	
Subject:	2020 Decennial Census	

Background: The federal government of the United States has conducted a decennial census since 1790, as required by Article I Section 2 of the Constitution. The data collected in the census is relied upon for important purposes such as determining representation in the United States House of Representatives, allocating appropriations of federal dollars, drawing local, state, and federal districts for elected representation, and constructing various facilities such as hospitals.

Roseanne Vrugtman, Partnership Specialist with the U.S. Census Bureau, will provide a brief presentation regarding the process for the 2020 census, highlight the importance of participation. Additionally, the City Council is asked to consider adopting a resolution promoting participation in the census and creating a regional complete count committee with Staunton and Augusta County.

City Manager's Recommendation: Receive the presentation and adopt the Resolution.

Suggested Motion(s): Move Adoption of the Resolution

Attachments:

Resolution

CITY COUNCIL OF WAYNESBORO, VIRGINIA



RESOLUTION OF SUPPORT

**SUPPORTING THE 2020 CENSUS
AND CREATING A COMPLETE COUNT COMMITTEE.**

WHEREAS, the U.S. Census Bureau is required by the U.S. Constitution to conduct a count of the population and the census provides an historic opportunity to help shape the foundation of our society and play an active role in American democracy; and

WHEREAS, The City of Waynesboro is committed to ensuring that every resident is counted; and

WHEREAS, federal and state funding is allocated to communities, and decisions are made on matters of local importance based in part on census data; and

WHEREAS, information from the 2020 Census is vital for economic development planning and increased employment; and

WHEREAS, a united voice from business, government, community-based and faith-based organizations, educators, media and others will enable the 2020 Census message to reach more of our citizens; now, therefore

BE IT RESOLVED by The City of Waynesboro.

Section 1: The City of Waynesboro supports the goals of the 2020 Census and will disseminate 2020 Census information.

Section 2: The City of Waynesboro will encourage all of its residents to participate in events and initiatives that will raise the overall awareness of the 2020 Census and increase participation.

Section 3: That a 2020 Census Complete County Committee ("Committee") is hereby established for the purpose of mobilizing and leveraging personnel and resources, both internal and external to City administration, to assure an accurate census count resulting in an equitable share of financial assistance and representation for the citizens of the Waynesboro

Section 4: That the Mayor and governing body of City of Waynesboro will appoint members of the Committee to represent elected officials, faith-based organizations, neighborhoods and civic leagues, city-based business enterprises, non-profit organizations and city employees from relevant city departments.

Section 5: That this resolution shall be in effect from and after its adoption through the end of the 2020 Census period.

APPROVED:

Terry R. Short, Jr., Mayor

ATTEST:

Clerk of the Council



Waynesboro City Council Agenda Briefing

Meeting Date:	September 23, 2019	Staff/Council Member(s): D. James Shaw II, Deputy City Manager/Brian K. McReynolds, P.E., Director of Public Works/ Todd D. Wood, P.E., City Engineer
Agenda Item #	6	
Resolution#		
Department:	City Manager's Office/Public Works Department – Engineering Division	
Subject:	VDOT Revenue Sharing Application for Delphine & Main Roundabout	

Background: This resolution amends a resolution previously adopted by the City Council endorsing an application for VDOT Revenue Sharing funding to construct a roundabout at East Main Street and Delphine Avenue. This resolution expands the scope of work to include lighting and landscaping. Representatives at the Virginia Department of Transportation (VDOT) indicate that the Department will typically allow that five to ten percent of total project costs can be devoted to street lights and an additional five to ten percent of the total cost may be devoted to landscaping. The staff suggests that the City Council assume a 20 percent increase in project cost to allow for some contingency. The City Council previously endorsed an \$862,000 project (\$431,000 City share). The installation of lighting and landscaping could add an additional \$172,400 to the project bringing the project total to \$1,034,400. The City's share of the cost would be \$517,200.

Delphine & Main Roundabout

The existing signal structures at the intersection of Delphine Avenue and East Main Street are deteriorating and have received a deficient rating according to inspections by the Virginia Department of Transportation (VDOT). At the direction of the City Engineer, an Intersection Alternatives Analysis has been completed which evaluated the repair/rebuild of existing structures or the development of a roundabout. It was determined that a roundabout would provide improved vehicle and pedestrian safety and efficiency, as well as result in significant savings over a 20-year life cycle.

Roundabouts are circular, unsignalized intersections where all traffic moves counterclockwise around a central island. Traffic entering the roundabout slows down and yields to traffic already inside the roundabout. Roundabouts differ from neighborhood or traditional traffic circles in that roundabouts are larger and designed for faster speeds. Roundabouts can be designed with one or more circulating lanes. According to the Virginia Department of Transportation, the benefits of a roundabouts in comparison to traditional intersections include:

- **Improved Safety:** Reduces the number of points where vehicles can cross paths and eliminates the potential for right-angle and head-on crashes.
- **Increased efficiency:** Yield-controlled design means fewer stops, fewer delays and shorter queues
- **Safer speeds:** Promotes lower vehicle speeds, giving drivers more time to react
- **Long-term cost effectiveness:** No traffic signals means lower long-term costs for operations and maintenance
- **Aesthetics:** Allows for landscaping and beautification

Delphine Avenue/East Main Street Roundabout Sketch Plan



City Manager's Recommendation: The replacement of the signal structures at Delphine Avenue and East Main Street have become a matter of some urgency. As noted, an Intersection Alternatives Analysis has indicated that a roundabout is a feasible and, in the view of the professional staff and our consulting engineers, a preferred intervention. The Revenue Sharing provides a cost-effective approach to funding the project. This project is included in the City's Capital Improvement Plan and is programmed for Fiscal Year 2021. The City Manager recommends endorsing the attached resolution supporting the City's application to VDOT's Revenue Sharing Program.

Suggested Motion(s): A motion should be made to approve a resolution supporting the City's application to VDOT's Revenue Sharing Program to fund a roundabout at the intersection of Delphine Avenue and East Main Street.

Attachment: 1) Resolution

CITY COUNCIL OF WAYNESBORO, VIRGINIA



RESOLUTION (R19-)

**VIRGINIA DEPARTMENT OF TRANSPORTATION
FISCAL YEAR 2021-2022 REVENUE SHARING PROGRAM
FOR THE DELPHINE & MAIN ROUNDABOUT, WAYNESBORO, VA**

WHEREAS, the City Council of the City of Waynesboro, Virginia desires to submit an application for an allocation of funds through the Virginia Department of Transportation Fiscal Year 2021-22, Revenue Sharing Program; and,

WHEREAS, these funds are requested to fund the construction of new Roundabout at the intersection of Delphine Avenue and East Main Street,

WHEREAS, it is understood that the City Council must appropriate fifty percent of the project cost in order to meet the required match for Revenue Sharing Program; and,

NOW, THEREFORE, BE IT RESOLVED THAT: The City Council of the City of Waynesboro, Virginia hereby supports this application for an allocation through the Virginia Department of Transportation Fiscal Year 2021-22 Revenue Sharing Program.

A COPY ATTEST

Terry Short, Jr, Mayor

Julia Bortle, CMC, Clerk of Council



Waynesboro City Council Agenda Briefing

Meeting Date:	September 23, 2019	Staff/Council Member(s): Mike Hamp, City Manager
Agenda Item #	7	
Resolution#		
Department:	Commissioner of the Revenue	
Subject:	Resolution Establishing the Rate of Relief for Personal Property Tax for the 2019 Tax Year	

Background:

In 2004 and 2005, the General Assembly enacted legislation and budget amendments that altered significantly the manner in which the Personal Property Tax Relief Program (Car Tax) program is administered at the state and local levels. The administration of the PPTRA for Waynesboro requires City Council to adopt annually, a resolution establishing the rate or percentage of relief for qualifying vehicles.

The resolution presented for your consideration establishes tax relief for qualifying vehicles at 33% for the 2019 tax year. The percentage of relief for last year was 49%. The appreciable reduction in the percentage of relief is attributable to the increase in the tax rate from \$2.50 per \$100 to \$3.25 per \$100, and the increase in the tax base.

The amount of Personal Property Tax Relief distributed to each locality is determined by the General Assembly. The City of Waynesboro receives \$1,721,457 annually until otherwise determined by the General Assembly. The percentage of Personal Property Tax Relief afforded to the taxpayers may vary from year to year according to the tax rate, and/or assessed value of the registered, qualifying vehicles in the City.

As adoption of a resolution is necessary for the implementation of the Personal Property Tax Relief Program, the City Manager recommends that City Council adopt the resolution establishing 33%.

City Manager's Recommendation: Adopt the resolution with the recommended 33% rate of relief under the PPTRA for the 2019 tax year.

Suggested Motion(s): Move to adopt the resolution establishing the rate of relief for PPTRA at 33% for Tax Year 2019.

Attachments:

Resolution

CITY COUNCIL OF WAYNESBORO, VIRGINIA



RESOLUTION⁰

***SETTING PPTRA RATE OF RELIEF
FOR TAX YEAR 2019***

WHEREAS the Personal Property Tax Relief Act of 1998, Va. Code §§ 58.1-3523 *et seq.* ("PPTRA"), provides for the appropriation to the City a fixed sum to be used exclusively for the provision of tax relief to owners of qualifying personal use vehicles that are subject to the personal property tax ("PPT") on such vehicles, and provide the opportunity for the City to fashion a program of tax relief that serves the best interests of its citizenry; and

WHEREAS these legislative enactments require the City of Waynesboro to take affirmative steps to implement and to provide for the computation and allocation of relief provided pursuant to the PPTRA as revised;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Waynesboro, Virginia in accordance with the requirements set forth in Section 58.1-3524(C) (2) and Section 58.1-3912(E) of the Code of Virginia, as amended by Chapter 1 of the Acts of the General Assembly (2004 Special Session 1) and as set forth in item 503.E (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of the General Assembly, any qualifying vehicle situated within the City of Waynesboro commencing January 1, 2019 shall receive personal property tax relief in the following manner:

- (1) Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief;
- (2) Personal vehicles valued at \$1,001 to \$20,000 will be eligible for 33% tax relief;
- (3) Personal vehicles valued at \$20,001 or more shall only receive 33% tax relief on the first \$20,000 of value; and
- (4) All other vehicles which do not meet the definition of qualifying vehicle (business use vehicles, farm use vehicles, motor homes, etc.) shall not be eligible for any form of tax relief under this program.

[SEAL]

ATTEST: _____

Clerk, City Council
City of Waynesboro, Virginia

Mayor, City Council
City of Waynesboro, Virginia