

WAYNESBORO, VIRGINIA CITY COUNCIL REGULAR BUSINESS MEETING MINUTES



Council for the City of Waynesboro, Virginia held a Regular Business Meeting on Monday, March 14, 2022 at 7:00 p.m. in the Council Chambers, 503 W. Main Street, Waynesboro, Virginia, with Mayor Henderson presiding and calling the meeting to order. This meeting was also viewable by accessing the City’s YouTube Channel and Government Access Channel.

- PRESENT: Council Members: Bobby Henderson, Mayor
Bruce Allen, Council member
Terry Short, Jr., Council member
Sam Hostetter, Council member
- City Staff: Michael Hamp, City Manager
Cameron McCormick, Assistant City Manager - Finance
Todd Wood, Assistant City Manager - Operations
Julia Bortle, Clerk of the Council
Dwayne Jones, Parks and Recreation Director
Luke Juday, Community Development Director
Alisande Tombarge, Associate Planner
David Shaw, Police Chief
- Counsel: Jordan Bowman, Esq., Litten & Sipe, LLC
- ABSENT: Lana Williams, Vice Mayor

CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

The mayor opened the meeting and Council member Allen led everyone in the Pledge of Allegiance to the Flag of the United States of America. The mayor welcomed everyone and invited those who wished to speak at the public hearings or the citizen comment period to sign the sheet in the rear of the Chambers.

BUSINESS MEETING AGENDA AMENDMENT

Council member Allen moved that the Business Meeting Agenda be adopted as presented. **Having been seconded and with no objections, the Business Meeting Agenda was adopted 4:0:**

Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Absent	Council member Short	Aye
		Council member Hostetter	Aye

MATTERS FROM THE MAYOR

The mayor stated that the city received a letter from a citizen commending the City Manager for his efforts in satisfying her concerns regarding snow removal. Mr. Hamp was thanked by Council.

The mayor also stated that this week is Emergency Management Professionals Week, and Council thanked and acknowledged the efforts of EOC Director Gary Critzer for all his work.

Mayor Henderson welcomed Council member Terry Short back after his absence due to family matters.

MATTERS FROM COUNCIL MEMBERS

Council member Hostetter stated it is National Pi Day and he thanked teachers, particularly math teachers during this celebration.

He then provided his COVID-19 update, stating the numbers remain low. Because the Virginia Department of Health changed their reporting methods, he could not provide a comparison, and he asked people to continue to follow CDC guidelines.

CONSENT AGENDA

Council member Hostetter moved to adopt the Consent Agenda as presented. **Having been seconded and with no objections, the Consent Agenda was adopted 4:0:**

Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Absent	Council member Short	Aye
		Council member Hostetter	Aye

- a. Consider adopting the minutes from the February 28, 2022 Regular Business Meeting.
- b. Second consideration/adoption of an ordinance amending the Pool Fees for City Pools. **(2022-10)**

CERTIFICATE OF RECOGNITION HONORING MS. KATHY JOHNSON

The mayor presented a Certificate of Recognition to Ms. Kathy Johnson, acknowledging her long history of volunteerism and promoting the City of Waynesboro, upon the occasion of her relocation to be with her family.

CERTIFICATE OF RECOGNITION (P22-02)

WHEREAS, Ms. Kathy Johnson, an outstanding citizen of Waynesboro since 2005, will be relocating from Waynesboro to Texas to be closer to her family; and

WHEREAS, Kathy has been an untiring advocate for numerous programs and committees dedicated to the city's marketing and promotion; and

WHEREAS, she has served on the Boys & Girls Club of Waynesboro - Staunton and Augusta County Board, the Destination Downtown Waynesboro Board of Directors, and the Library Board of Trustees; and

WHEREAS, in addition, Kathy has served on the Augusta Health Community Forum Steering Committee, the Valley Area Community Support, Inc., and the Appalachian Trail Town Advisory Committee; and

WHEREAS, as a productive and long-time community service volunteer, she has served the Waynesboro Kiwanis, has served and chaired the Augusta Regional Chamber of Commerce Ambassadors, she has been an Appalachian Trail Angel for fifteen years, and has been an ambassador for the Wayne Theatre; and

WHEREAS, while dedicating herself to the improvement and enjoyment of Waynesboro citizens, she is the owner and writer of Murder is a Game;

NOW, THEREFORE, I, Bobby Henderson, Mayor, along with the City Council of Waynesboro, do hereby deem it an honor and pleasure to extend this Certificate of Recognition to

MS KATHY JOHNSON

for all of her achievements and on the occasion of her move to be with her family, with sincere congratulations and best wishes for many more happy, productive years.

IN WITNESS WHEREOF, I do hereby set my hand, and cause the seal of Waynesboro to be affixed, this 14th day of March, 2022.

PUBLIC HEARING - REZONE 0 IVY STREET, WAYNESBORO, VIRGINIA, FROM RS-12 (SINGLE-FAMILY RESIDENTIAL, LARGE LOT) TO RS-7 (SINGLE-FAMILY RESIDENTIAL, SMALL LOT)

The Community Development Director reviewed the request by Santo LLC to rezone a 37.42-acre property consisting of 1 lot located at 0 Ivy Street, Tax Map Number 4-1-28A, from RS-12, Single-Family Residential (large lot), to RS-7, Single-Family Residential (small lot) (*attachment 47-29*). The applicant intends to subdivide the property into approximately 107 lots for single-family residences. The request complies with the Comprehensive Plan, and the Planning Commission recommended approval of the request on a 4-0 vote. Staff received input from two citizens primarily concerning the increased traffic that will be caused by the development.

The public hearing was opened at 7:29 p.m. The developer, Mr. Peter Boutros, offered to answer any questions, but with no additional comments from the public and no questions from Council, the public hearing was closed at 7:30 p.m.

Council member Short moved to introduce the ordinance **REZONING 0 IVY STREET, TAX MAP NO. 4-1-28A FROM RS-12, SINGLE-FAMILY RESIDENTIAL, TO RS-7, SINGLE-FAMILY RESIDENTIAL**. The motion was seconded, but to further discuss and evaluate potential traffic implications and concerns about the widening of Rt. 254, Council member Short moved to table the matter to the March 28, 2022 meeting. Having been second, the ordinance was tabled to the March 28, 2022 regular business meeting.

PUBLIC HEARING - AMENDING CITY CODE, CHAPTER 1, SECTION 1-12, WARD BOUNDARIES OF THE CITY OF WAYNESBORO VIRGINIA VOTING WARDS

Virginia Code Section 24.2-304.1B reiterates the Constitutional requirements that local districts shall “give as nearly as practicable representation in proportion to the population of the district or ward,” and

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that the districts must “be composed of contiguous and compact territory.” The City Manager then reviewed the existing ward boundaries and the proposed ward boundaries.

The public hearing was opened at 7:37 p.m.

Andrea Jackson, Waynesboro: suggested paper copies of information be available prior to meetings so citizens can better understand before meetings. Also, the mayor should be an elected position.

With no further comments from citizens, the public hearing was closed at 7:41 p.m.

There will be a second public hearing held at the March 28, 2022 regular business meeting. Council member Short moved to introduce an ordinance **AMENDING CHAPTER 1, SECTION 1-12, OF THE WAYNESBORO CITY CODE TO ADJUST THE BOUNDARIES OF THE CITY OF WAYNESBORO, VIRGINIA VOTING WARDS.** Having been seconded and with no further discussion, the ordinance will be considered for adoption after the public hearing at the March 28, 2022 regular business meeting.

PUBLIC HEARING - RESOLUTION AMENDING THE COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN FOR FEDERAL FISCAL YEARS 2020 AND 2021

In 2013, the city received from the U.S. Department of Housing and Urban Development (HUD) annual funding through the Community Development Block Grant (CDBG) Entitlement Communities Program. The City also received additional funding for Federal fiscal years 2020 and 2021 through the CARES act, however these funds had added restrictions requiring a tie-back to Coronavirus response.

Due to lack of clarity regarding projects that are eligible for the CDBG Coronavirus response money, the City’s proposed Annual Action Plan was not accepted by HUD. The City also has several outstanding budget issues that make it important for the City to do projects that can be completed quickly. Therefore, staff recommends acting on a number of Parks and Recreation projects that are shovel ready and meet HUD’s criteria. Additionally, the City has a pedestrian project partially designed at 4th Street and Delphine Avenue that it was unable to fund with previous allotments of CDBG money. Staff are thus proposing amended budgets. The Community Development Director made a presentation regarding the proposed amendments and funding limitations (*attachment 47-30*).

Mr. Short suggested Council receive an overview presentation regarding Kirby Avenue.

The public hearing was opened at 7:48 p.m.:

Andrea Jackson, Waynesboro: suggested uses for the CARES Act funding rather than using it for the downtown area.

With no further comments, the public hearing was closed at 7:51 p.m.

Council member Allen moved to adopt the resolution approving amendments to the fiscal year 2020 and fiscal year 2021 Community Development Block Grant Annual Action Plans. Having been seconded and with no objections, the resolution was adopted 4-0:

Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Absent	Council member Short	Aye
		Council member Hostetter	Aye

RESOLUTION (R22-06)

**APPROVING AMENDMENTS TO FY2020 AND FY2021
COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLANS**

WHEREAS, under Title I of the Housing and Community Development Act of 1974, as amended, the Secretary of the U.S. Department of Housing and Urban Development (“HUD”) is authorized to extend financial assistance to communities in the elimination or prevention of slums or urban blight, or activities which will benefit low and moderate income persons, or other urgent community development needs; and

WHEREAS, the City Council has approved annual action plans for the City’s FY 2020 and FY 2021 entitlement amounts for Community Development Block Grant (“CDBG”) funds (collectively, the “Action Plans”); and

WHEREAS, the FY 2021 Action Plan also includes additional CDBG-CV funds that were allocated in response to the COVID-19 pandemic; and

WHEREAS, the City has now proposed amendments to the Action Plans, which amendments are necessary to comply with HUD requirements to be able to spend the CDBG money; and

WHEREAS, the amendments to the Action Plans have been noticed in accordance with all applicable requirements and public comments have been solicited and received with respect to the same.

NOW, THEREFORE, be it resolved by the City Council of Waynesboro, Virginia, as follows:

1. That the amended FY 2020 Annual Action Plan and the amended FY 2021 Annual Action Plan are hereby approved as attached hereto and upon certification by the City Manager that all Citizen Participation Plan (CPP) requirements have been met.
2. That the City Council is cognizant of the conditions that are imposed in the undertaking and carrying out of community development, affordable housing and emergency homeless activities with federal financial assistance, including those relating to (a) the relocation of site occupants, (b) the prohibition of discrimination because of race, color, age, religion, sex, disability, familial status, or national origin and other assurances as set forth under the certifications.
3. That the City Manager, on behalf of the City of Waynesboro, is authorized to file the amended Action Plans with the U.S. Department of Housing and Urban Development, and is further authorized to act as an authorized representative of the City to sign any and all documents in regard to these programs and to take any and all other actions necessary and reasonable to effect the purposes of this Resolution.
4. That the City Manager, on behalf of the City of Waynesboro, is hereby authorized to provide assurances and/or certifications as required by the Housing and Community Development Act of 1974, as Amended, the National Affordable Housing Act of 1990, as Amended, and the Stewart B. McKinney Homeless Assistance Act, as Amended, and also any supplemental or revised data which the U.S. Department of Housing and Urban Development may request in connection with the review of this Application.

ATTEST:

CITY OF WAYNESBORO

Clerk of Council

Mayor

RESOLUTION AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO SIGN DOCUMENTS AND TAKE ACTION ON VIRGINIA DEPARTMENT OF TRANSPORTATION PROJECTS

Council member Allen moved to adopt a resolution authorizing the City Manager or his designee to sign documents and take action regarding Virginia Department of Transportation (VDOT) projects. Having been seconded and with no objections, the resolution was adopted 3-0 with Council member Terry Short, Jr. abstaining due to his employment with VDOT:

Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Absent	Council member Short	Abstain
		Council member Hostetter	Aye

**RESOLUTION ^(R22-07)
FOR BLANKET PROJECT FUNDING COMMITMENT AND
FOR BLANKET SIGNATURE AUTHORITY**

WHEREAS, the City of Waynesboro, Virginia (the “City”) administers transportation projects under agreements with the Virginia Department of Transportation (“VDOT Projects”); and

WHEREAS, the City desires to provide clear commitment for funding VDOT Projects and clear signature authority for signing Project Administration agreements.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waynesboro, Virginia that:

1. The City of Waynesboro hereby commits to fund its local share of preliminary engineering, right-of-way and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s);

2. The City Manager, acting City Manager, and either’s designee, are authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation; and

3. The City Manager, acting City Manager, and either’s designee, are authorized to take all actions reasonably necessary to effectuate and carry out the purpose of this Ordinance.

Mayor, City of Waynesboro

HISTORICAL COMMISSION APPOINTMENT

Council member Allen moved to appoint Ms. Kelly Sheely to the Historical Commission for an unexpired four-year term ending August 31, 2025. Having been seconded and with no objections, the motion was adopted 4:0:

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Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Absent	Council member Short	Aye
		Council member Hostetter	Aye

SHENANDOAH VALLEY PARTNERSHIP REAPPOINTMENT

Council member Hostetter moved to reappoint Mr. Greg Hitchin to the Shenandoah Valley Partnership for a three-year term ending June 30, 2025. Having been seconded and with no objections, the motion was adopted 4:0:

Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Absent	Council member Short	Aye
		Council member Hostetter	Aye

COMMUNICATION, CORRESPONDENCE, AND CALENDAR

The City Manager informed Council that the following event applications received his authorization for road closures, use of city property, and/or sale and consumption of alcoholic beverages:

- Tour of the Town, March 30 (Downtown Development Corporation)
- Concert Series on Main Street in front of Wayne Theatre (Wayne Theatre Organization)
- Rock the Block Concert, April 10 (Wayne Theatre)
- Christmas Parade, December 3 (Parks and Recreation)

CITIZEN COMMENT PERIOD

Andrea Jackson, Waynesboro: thanked Council for addressing affordable housing issues in the city, and she asked that powerpoint presentations made at meetings be provided to citizens prior to the meetings.

ADJOURN

With no further business to discuss, Council member Allen moved to adjourn the meeting. Having been seconded and with no objections, the meeting was adjourned 4:0 at 8:00 p.m.:

Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Absent	Council member Short	Aye
		Council member Hostetter	Aye

Clerk of the Council

Bobby Henderson, Mayor