WAYNESBORO, VIRGINIA
CITY COUNCIL BUSINESS MEETING MINUTES

Council for the City of Waynesboro, Virginia held a Regular Business Meeting on Monday, June 24, 2019, at 7:00 p.m. in the Council Chambers of the Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia, with Vice Mayor Henderson presiding and calling the meeting to order:

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

City Staff: Mike Hamp, City Manager
Julia Bortle, Clerk of Council
Luke Juday, Planning Director
Greg Hitchin, Economic Development Director
Cameron McCormick, Finance Director
Michael Wilhelm, Police Chief
Dwayne Jones, Parks and Recreation Director
Kirsten Johnson, Associate Planner

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

ABSENT: Terry Short, Jr., Mayor
Jim Shaw, Deputy City Manager

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:
Vice Mayor Henderson opened the meeting, and Councilman Allen lead everyone in the Pledge of Allegiance to the Flag of the United States of America.

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ADOPTION OF BUSINESS MEETING AGENDA:
Councilman Allen moved to adopt the Business Meeting Agenda as presented. Having been seconded, the Business Meeting Agenda was adopted 4:0:

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

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CONSENT AGENDA:
Councilwoman Anderson moved to adopt the consent agenda as presented. Having been seconded, the consent agenda was adopted 4:0:
Regular Business Meeting
Monday, June 24, 2019
Adopted July 8, 2019

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

a)  Council Meeting Minutes: Consider approving the June 10, 2019 Regular Business Meeting minutes and dispense with the reading of the minutes.


d)  Application - Chili, Blues and Brews Festival:  Consider approving an application from the Waynesboro Arts and Culture Initiative to close a portion of Lumos Plaza, allow amplified sound, and to serve and consume alcoholic beverages on city property during the Virginia Chili, Blues N’ Brews Festival on Saturday, September 28, 2019.

e)  Appointments – Transportation Advisory Committee (SAWMPo TAC) and BRITE Transportation Advisory Committee:  Consider adopting a resolution appointing Kira Johnson, Associate Planner, to the Staunton Augusta Waynesboro Metropolitan Planning Organization Transportation Advisory Committee (SAWMPo TAC) as an alternate replacing Ross Morland, and to the BRITE Transportation Advisory Committee (R19-08).

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MATTERS FROM COUNCIL MEMBERS:

Councilman Hostetter’s monthly constituent meeting will begin at 2:00 p.m. on Tuesday, July 2, 2019 at the French Press on N. Wayne Avenue.

Vice Mayor Henderson thanked the City Manager for expediting his return from business in Washington, DC to be present for the Council meeting.

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PUBLIC HEARING – CONDITIONAL USE PERMIT – 1734 B STREET:

The Planning Director reviewed an application by Ms. Nancy Johnson, owner, for a conditional use permit to install a manufactured home at 1734 B Street, City tax Map 48-1-187-6 through 8. The Planning Commission, by a vote of 4-0, recommended the request be approved, in accordance with the application and staff report dated May 21, 2019. Planning Commission recommends one condition: the widest façade of the proposed manufactured home shall be positioned parallel to the street.

The public hearing was opened at 7:07 p.m. With no one signed up to speak and with no additional comments from the applicant, the public hearing was closed. Councilman Hostetter moved to introduce an ordinance GRANTING A CONDITIONAL USE PERMIT TO ALLOW A MANUFACTURED HOME IN THE RG-5 (GENERAL RESIDENTIAL) DISTRICT AT 1734 B STREET (TAX MAP NO. 48-1-187-7), WAYNESBORO, VIRGINIA. Having been properly introduced, this ordinance will be considered again at the July 8, 2019 Regular Business Meeting.

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PUBLIC NEEDS HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT:

The Planning Director made a presentation regarding the Community Development Block Grant (CDBG) requirements, goals, how they can and cannot be used, and how the City has benefited from the grants in the past.
The total FY19 grant for the City is $182,768. Staff recommends that the City submit a five-year entitlement grant vs. a competitive program.

The public needs hearing was opened at 7:26 p.m.

**Karen Orlando, 428 Maple Ave:** spoke about the Children’s Museum and the positive impact it will have in the downtown area.

**Jeanie McCutcheon, Port Republic Road Community Association, 267 Port Republic Road:** spoke about the repeated requests for repairing of sidewalks in the Port Republic Road area.

With no more speakers, the public hearing was closed at 7:33 p.m.

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**ORDINANCE - FISCAL YEAR 2019 BUDGET AMENDMENT:**

The Finance Director explained the budget amendment of $24,687,894 is to consolidate reserves and appropriate funds for the CIP fund and the debt fund and to create a bond fund to appropriately track the bonds issued for the school last year. The ordinance amending the fiscal year 2019 budget for the City of Waynesboro was introduced by Councilwoman Anderson and seconded at the June 10, 2019 Regular Business Meeting. The **FISCAL YEAR 2019 BUDGET ORDINANCE FOR THE CITY OF WAYNESBORO BY ADDING BUDGET AMENDMENT NUMBER ONE (2019-51)** was adopted 4:0:

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

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**CHICUREL LANE PERFORMANCE AGREEMENT AMENDMENT:**

The Economic Development Director explained the requested amendment to the 2016 Performance Agreement between the City of Waynesboro, Virginia, KM Hotels LLC, and the Waynesboro Economic Development Authority changing the date in Section 2.C by which a certificate of occupancy must be issued from January 1, 2020 to January 1, 2022. Councilwoman Anderson moved to authorize the City Manager to execute an amendment to the 2016 Performance Agreement between the City of Waynesboro, Virginia, KM Hotels LLC, and the Waynesboro Economic Development Authority. Having been seconded, the City Manager was authorized to sign the Agreement Amendment by a vote of 4:0:

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

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**APPROPRIATION ORDINANCES:**

**SOCCER ORGANIZATION CHARLOTTESVILLE AREA (SOCA):** Councilman Allen moved to introduce an ordinance **APPROPRIATING A PORTION OF UNASSIGNED FUND BALANCE IN THE GENERAL FUND, IN THE AMOUNT OF $20,900, TO TRANSFER TO THE CAPITAL PROJECTS FUND, AS WELL AS A MATCHING CONTRIBUTION IN THE AMOUNT OF $29,900 FOR ENGINEERING WORK RELATED TO THE BASIC PARK SOCCER COMPLEX.** Having been properly introduced, this ordinance will be considered again at the July 8, 2019 Regular Business Meeting.

**ROSENWALD BUILDING IMPROVEMENTS:** Councilman Hostetter moved to introduce an ordinance **APPROPRIATING A PORTION OF UNASSIGNED FUND BALANCE IN THE GENERAL FUND, IN THE AMOUNT OF $68,000, TO TRANSFER TO THE CAPITAL PROJECTS FUND, FOR BUILDING**
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Adopted July 8, 2019

IMPROVEMENTS (OUTSIDE OF ROSENWALD GYM) AT THE ROSENWALD BUILDING. Having been properly introduced, this ordinance will be considered again at the July 8, 2019 Regular Business Meeting.

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CITY CODE AMENDMENT – ORDINANCES AND RESOLUTIONS ADOPTION PROCEDURE:
Due to an amendment to the City Charter as authorized by the General Assembly, ordinances appropriating funds received by the City will now require one reading. Councilman Hostetter moved to introduce an ordinance AMENDING CHAPTER 2, ARTICLE II, COUNCIL, DIVISION 3, ORDINANCES, RESOLUTIONS, ETC., SECTION 2-92, PROCEDURE IN ENACTING ORDINANCES, RESOLUTIONS OF THE CITY CODE FOR WAYNESBORO, VIRGINIA. Having been properly introduced, this ordinance will be considered again at the July 8, 2019 Regular Business Meeting.

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COMMUNICATION, CORRESPONDENCE, AND CALENDAR: With no matters to discuss, the meeting continued.

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CITIZEN COMMENT PERIOD:
Marsha Geiger, 701 Locust Avenue: reminded everyone that the proposed routes and comment sheets for Phase III of the Greenway are available on the Parks and Recreation website.

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With no further business to discuss, the meeting was adjourned at 7:41 p.m. on a motion by Councilwoman Anderson.

[Clerk’s Note: Vice Mayor Henderson presented a proclamation to the Blue Ridge Chapter of AARP for the 50th Anniversary milestone at their June 19, 2019 meeting.]

Julia Bortle, MMC, Clerk of Council Robert Henderson, Vice Mayor
Community Development Block Grant Entitlement Funds – FY 18 Plan

Waynesboro City Council
July 10, 2017
CDBG Entitlement Communities

• Waynesboro is a CDBG Entitlement Community
  - The program provides annual grants on a formula basis

• Goal: develop viable communities
  - Provide decent housing and a suitable living environment
  - Expand economic opportunities, principally for low- and moderate-income persons
CDBG Entitlement Communities

- CDBG allows communities to take on projects that would often be done with private investment in a newer or wealthier area
  - Areas with weaker economic engines experience less new construction, fewer opportunities to cost share with developers
- City has a strong interest in getting property owners to reinvest
CDBG National Objectives

2. Aid in the prevention and elimination of slums and blight.
3. Meet needs having a particular urgency.
1. LMI areas are based on Census geographies, which don’t necessarily line up with City neighborhoods.

2. There are steps to prove to HUD that an area should also be included, but fairly labor-intensive.
CDBG Funds May be Used For:

- construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes;
- public services, within certain limits;
- activities relating to energy conservation and renewable energy resources; and
- relocation and demolition*
- rehabilitation of residential and non-residential structures*
- provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities.*
CDBG funds may not be used for:

- Operations and maintenance
- Projects located in or primarily benefiting higher income areas
- Buildings for government use
- Purchase of equipment
- New housing construction
Goals of the Waynesboro Consolidated Plan

1. To provide decent housing by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers, increasing the supply of supportive housing for those with special needs, and transitioning homeless families into housing.
Goals of the Waynesboro Consolidated Plan

2. To provide a suitable living environment through safer more livable neighborhoods, greater integration of low- and moderate-income residents throughout the City, increased housing opportunities and reinvestment in deteriorating neighborhoods.
3. To expand economic opportunities through more jobs paying self-sufficient wages, homeownership opportunities, development activities that promote long-term community viability, and the empowerment of low-and moderate-income persons to achieve self-sufficiency.
FY 2019 Grant

- Total FY19 Grant: $182,768.00

- Administered by WRHA, maximum of 20% can go towards personnel/administrative costs
  - Very labor-intensive to administer: all projects must meet Davis-Bacon, ADA, Historic Preservation, SBA, etc., supervised closely by HUD

- Of non-administrative expenditures, max of 30% (~$44K) can go towards projects in commercial areas designated “slums and blight”
  - Downtown is our current slums and blight area

- At least 70% must be in LMI neighborhoods
Past CDBG projects

- Arch Avenue sidewalks
- Façade grants for downtown businesses
- Rehab program for homeowners unable to keep up their properties
- Water system improvements in Port Republic
- Water pressure fixes in Basic City
Citizen Participation Plan

- City required to file a citizen participation plan with HUD that provides citizens:
  - access to local meetings, information, and records
  - public hearings at all stages of the community development program
  - timely written answers to written complaints and grievances
Upcoming 5-year plan update

- City at the end of 5-year entitlement, must submit new 5-year plan
  - Entitlement vs. competitive program
  - New “slums and blight” area? Requires architect to study and certify that a significant percentage of properties are vacant or dilapidated currently
Future of the program

• Targeted approach
  – What projects actually make an impact
  – Tie in with neighborhood plans? Recent meetings in Port Republic and Basic City.
  – How do we select neighborhoods to target each year? What scale?
    • Port Republic: about 300 people. Combine with Florence Ave?
    • Basic City: about 5,000 people. Break into sub-areas?
Questions?
- Floodplain
- Applicant has provided stamped Elevation Certificate
Orientation to the Street

Parallel

Perpendicular
Analysis and Recommendation

- A manufactured home in this location would have no more significant impacts than any other use generally permitted in the district.

- Planning Commission recommends approval on 4-0 vote with the following condition:
  - The widest façade of the proposed manufactured home shall be positioned parallel to the street.