

# CITY OF WAYNESBORO, VIRGINIA

## CITY COUNCIL BUSINESS MEETING AGENDA



BRUCE ALLEN, MAYOR, *WARD B*  
TERRY SHORT, JR., VICE MAYOR, *AT LARGE*  
ELZENA ANDERSON, COUNCILWOMAN, *WARD A*  
JEFF FREEMAN, COUNCILMAN, *WARD C*  
PETE MARKS, COUNCILMAN, *WARD D*

TO BE HELD IN THE COUNCIL CHAMBERS,  
CHARLES T. YANCEY MUNICIPAL BUILDING  
AT 503 WEST MAIN STREET, WAYNESBORO, VIRGINIA  
ON MONDAY, JANUARY 23, 2017 AT 7:00 P.M.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. 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.**

2.a. Approval Of Minutes:

Consider adopting the minutes for the January 9, 2017 Regular Business Meeting, and dispense with the reading of the minutes.

Documents:

[2017 0109.Minutes.Draft.pdf](#)

2.b. General Fund Unassigned Fund Balance:

Second consideration/adoption of an ordinance appropriating \$2,367,213 of General Fund Unassigned Fund Balance for transfer to committed reserves, \$500,000 of General Fund Unassigned Fund Balance for transfer to the School Funds, and \$200,000 of General Fund Committed Fund Balance for transfer to the Capital Projects Fund, for the Fiscal Year ending June 30, 2017.

Documents:

[1-9-17 General Fund Unassigned FB Allocation 2367213.Pdf](#)

2.c. Schools Unspent Appropriation Reserve:

Second consideration/adoption of an ordinance appropriating \$736,410, for transfer to the School Operating Fund, for the Fiscal Year ending June 30, 2017.

Documents:

2.d. Public Works – Street Paving And Florence Avenue Bridge:

Second consideration/adoption of an ordinance appropriating \$406,624 as well as \$282,510 to the General Fund, for additional paving expenditures as well as to fund engineering for renovation of the Florence Avenue Bridge.

Documents:

[1-9-17 Public Works Florence Ave Bridge Street Paving Liquidate VDOT Reserve 689134.Pdf](#)

2.e. Parks And Recreation Softball Baseball Fields:

Second consideration/adoption of an ordinance appropriating \$8,000, to the General Fund for future improvements to local baseball fields.

Documents:

[1-9-17 Youth Baseball Parks And Rec Softball Fields Donation 8000.Pdf](#)

2.f. Parks And Recreation Ridgeview Park Playground New Deck System:

Second consideration/adoption of an ordinance appropriating \$14,560, to the General Fund, to fund the purchase and installation of a new deck system at the Ridgeview Park Playground.

Documents:

[1-9-17 Parks And Recreation Ridgeview Park Playground Decking 14560.Pdf](#)

2.g. Library Materials And Supplies:

Second consideration/adoption of an ordinance appropriating \$4,597, to the General Fund, for the purchase of additional materials and supplies.

Documents:

[12-12-16 Library Additional Library Revenue 4597.Pdf](#)

3. MATTERS FROM COUNCIL MEMBERS.

4. PROCLAMATION

4.a. Black History Month:

Present a proclamation naming February, 2017 as Black History Month in the City of Waynesboro to Ms. Estello Randolph.

Documents:

[4a-Black-History.pdf](#)

5. PRESENTATION

5.a. Tax Relief For Elderly And Disabled:

Receive a report from the City Manager concerning the City's program of tax relief for the elderly and disabled.

Documents:

[5a-Tax-Relief.pdf](#)

5.b. Economic Development Five-Year Strategic Plan:

Receive a presentation from the Director of Economic Development regarding the ongoing process to revise the Economic Development Five-Year Strategic Plan and consider proposed strategic goals for inclusion in the Plan.

Documents:

[5b-Econ-Dev.pdf](#)

6. REQUEST TO SET PUBLIC HEARING:

6.a. Real Estate Acquisition:

Consider scheduling a public hearing to receive public comment on a request by Mr. Herbert C. and Ms. Sheila Merritt, that the City transfer by sale or gift 0.037 acres from an adjacent parcel containing 7.9 acre property, 0 Club Road, owned by the City.

Documents:

[6a-Merritt.pdf](#)

7. ORDINANCES - Consider Introducing The Following:

7.a. Human Resources – Wellness Program:

Appropriating a wellness allocation from the City's insurance provider, AETNA, in the amount of \$9,283, to the General Fund, for various wellness program expenditures.

Documents:

[7a-Wellness.pdf](#)

8. CORRESPONDENCE, COMMUNICATION, AND CALENDAR

9. CITIZEN COMMENT PERIOD

10. CLOSED MEETING (IF NECESSARY)

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](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 BUSINESS MEETING MINUTES



Council for the City of Waynesboro held a Regular Business Meeting on Monday, January 9, 2017, at 7:00 p.m. in the Council Chambers of the Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia, with Mayor Allen presiding and calling the meeting to order:

**PRESENT:** Council Members: Bruce Allen, Mayor  
 Terry Short, Jr., Vice Mayor  
 Jeff Freeman, Councilman  
 Pete Marks, Councilman  
 Elzena Anderson, Councilwoman

City Staff: Mike Hamp, City Manager  
 James Shaw, Deputy City Manager  
 Todd Patrick, City Attorney  
 Julia Bortle, Clerk of Council  
 Michael Wilhelm, Police Chief  
 Weixuan "Sunny" Yang, Associate Planner, Planning Department

School Staff: Dr. Jeffrey Cassell, Waynesboro School Superintendent

**ABSENT:** None

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

Mayor Allen opened the meeting and asked the City Manager to lead everyone in the Pledge of Allegiance to the Flag of the United States of America.

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### **CONSENT AGENDA:**

Councilwoman Anderson moved to adopt the Consent Agenda as presented. The motion was seconded and adopted with affirmative votes from Council members Allen, Short, Freeman, Marks, and Anderson:

- a) **Approval of Minutes:** Consider adopting the minutes for the December 12, 2016 Regular Business Meeting, and dispense with the reading of the minutes.
- b) **Police Department Digital Scanning Services:** Second consideration/adoption of an ordinance appropriating \$10,000 to the General Fund to provide for document scanning and digital storage services for the Police Department. (2017-01)
- c) **Commissioner of the Revenue Request:** Approval of a request for a refund in the amount of \$3,416.30 plus interest, for a 2016 Business License tax paid on behalf of Blue Ridge Dermatology.

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**CLOSED MEETING:**

Vice Mayor Short moved to go into a closed meeting for the purpose of a discussion and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel pertaining to environmental issues, as permitted by Virginia Code section 2.2-3711(A)(7). Having been seconded, the motion was adopted on a roll call vote as follows: Mayor Allen, Aye; Vice Mayor Short, Aye; Councilman Freeman, Aye; Councilwoman Anderson, Aye; Councilman Marks, Aye. The closed meeting convened at 7:03 p.m.

Council came out of the closed meeting at 8:11 p.m. **Vice Mayor Short moved to adopt the following resolution as read in its entirety:**

**RESOLUTION (R17-01)**

*WHEREAS, the Council has convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of The Virginia Freedom of Information Act; and*

*WHEREAS, §2.2-3711 of the Code of Virginia requires a certification by this Council that such Closed Meeting was conducted in conformity with Virginia law;*

*NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Council, namely discussion and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel pertaining to environmental issues, as permitted by Virginia Code section 2.2-3711(A)(7).*

**Having been seconded and with no objections, the resolution was adopted 5-0 on the unanimous affirmative roll call vote as follows: Mayor Allen, Aye; Vice Mayor Short, Aye; Councilman Freeman, Aye; Councilman Marks, Aye; Councilwoman Anderson, Aye.**

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**MATTERS FROM COUNCIL MEMBERS:**

***Vice Mayor Short:*** reminded everyone that the DuPont/South River Mercury Contamination Settlement Public Comment meeting will take place at 6:00 p.m. at the Waynesboro Public Library.

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**PLANNING COMMISSION 2016 ANNUAL REPORT PRESENTATION:**

The Associate Planner presented a summary of the Planning Commission's activities during the preceding year. This included reviewing major applications, downtown revitalization, a status of Smart Scale (HB2) project grant applications, the Greenway Phase 3VDOT grant application, and a Comprehensive Plan update.

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**WAYNESBORO HIGH SCHOOL RENOVATION PROJECT RESOLUTION:**

City Council was asked to consider adopting a reimbursement resolution related to the Waynesboro High School (WHS) Renovation Project, which enables the City to reimburse itself for expenses related to the project incurred prior to the issuance of debt. Although the resolution does not obligate the City to reimburse itself from the proceeds of a borrowing, the City may not elect to do so without having adopted a reimbursement resolution. As the project progresses, the City Council may adopt subsequent reimbursement resolutions as the project schedule, debt issuance timing, and funding plan may require. The City has expended funds to acquire property and the School Board has incurred and will incur expenditures for architectural, engineering and design; the \$1,200,000 is intended to provide for expenses incurred to date, anticipated expenses, and reasonable unanticipated expenses of a qualifying nature.

**Councilman Freeman moved to adopt a resolution:**

**RESOLUTION <sup>(R17-02)</sup>  
OF OFFICIAL INTENT TO REIMBURSE  
EXPENDITURES WITH PROCEEDS OF A BORROWING**

WHEREAS, the City of Waynesboro, Virginia (the “Borrower”), intends to acquire certain real property for, and to undertake the design and engineering of, capital improvements for school purposes (the “Project”); and

WHEREAS, plans for the Project have advanced and the Borrower expects to advance its own funds to pay expenditures related to the Project (the “Expenditures”) prior to incurring indebtedness and to receive reimbursement for such Expenditures from proceeds of tax-exempt bonds or taxable debt (the “Bonds”), or both;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WAYNESBORO, VIRGINIA:

1. The Borrower intends to utilize the proceeds of the Bonds in an amount not currently expected to exceed \$1,200,000 to pay the costs of the Project.
2. The Borrower intends that the proceeds of the Bonds be used to reimburse the Borrower for Expenditures with respect to the Project made on or after the date that is no more than 60 days prior to the date of this Resolution. The Borrower reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds or other debt.
3. Each Expenditure was or will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Borrower so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Borrower.
4. The Borrower intends to make a reimbursement allocation, which is a written allocation by the Borrower that evidences the Borrower’s use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of (a) the date on which the Expenditure is paid or (b) the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Borrower recognizes that exceptions are available for certain “preliminary expenditures,” costs of issuance, certain de minimis amounts,

expenditures by “small issuers” (based on the year of issuance and not the year of expenditure) and expenditures for construction of at least five years.

5. The Borrower intends that the adoption of this resolution confirms the “official intent” within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.
6. This resolution shall take effect immediately upon its passage.

**Having been seconded and with no objections, the resolution was adopted 5-0 with affirmative votes from Council members Allen, Short, Freeman, Marks, and Anderson.**

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**ORDINANCES:**

**General Fund Unassigned Fund Balance:** The City of Waynesboro’s unassigned fund balance (not including the unspent School appropriation of \$736,410) at June 30, 2016 was \$10,321,712, exceeding the City’s Fund Balance Policy by \$2,886,279.

As in the past, City staff has identified several areas for the proposed re-allocation of the unassigned fund balance of \$2,867,213.

<b>Summary of Unassigned Fund Balance Transfers</b>		
<b>Amount</b>	<b>Receiving Account</b>	<b>Reserve/Purpose</b>
\$410,286	410-0000-445.01-15	ERP Software Purchase and Implementation
250,000	110-0000-445.01-15	Governmental IT Reserve
449,591	110-0000-445.01-19	Governmental Equipment Replacement
407,336	110-0000-445.01-20	Governmental Facilities Maintenance (Municipal)
135,000	110-0000-445.01-20	Governmental Facilities (H.S. Renovation Related)
715,000	410-0000-445.01-29	Capital Projects Fund (undesignated)
500,000	810-0000-541	School Fund (H.S. Renovation Engineering)
<b>\$2,867,213</b>		

Vice Mayor Short went on record stating important considerations for the high school appropriation. He encouraged the Council and School Board to reimagine what the high school renovation will mean to the community for the next twenty years. This should include a facility that will provide after-hours training as a regional work space exposing high school students to emerging labor markets, and also offering a remote learning center for community colleges for the unemployed and under employed. This is critical in order to develop a labor pool that will attract new employers to the City. The project should also incorporate renewable energy elements throughout the design; specifically, any new component should rely on solar as the primary energy source. Also, there should be abundant public involvement. The City must be mindful of how the federal and state government will continue to require changes to the traditional educational methods within the community. The City will be paying down the significant debt for many decades, and it is his hope the School Board will speak with the state legislators for guidance and advocacy.

It was the consensus of Council that staff post to the City’s website all committed reserve fund balances, by account and remaining balance, and every new appropriation, to be updated quarterly, enabling the public to see where their tax dollars are spent, where savings exist, and their intended purpose.

Vice Mayor Short moved to introduce an ordinance **APPROPRIATING \$2,367,213 OF GENERAL FUND UNASSIGNED FUND BALANCE FOR TRANSFER TO COMMITTED RESERVES, \$500,000 OF GENERAL FUND UNASSIGNED FUND BALANCE FOR TRANSFER TO THE SCHOOL FUNDS, AND \$200,000 OF GENERAL FUND COMMITTED FUND BALANCE FOR TRANSFER TO THE CAPITAL PROJECTS FUND, FOR THE FISCAL YEAR ENDING JUNE 30, 2017.** Having been properly introduced, this ordinance will be considered again at the January 23, 2017 Regular Business Meeting.

**Schools Unspent Appropriation Reserve:** The Superintendent of Schools requests on behalf of the School Board, that the City Council re-appropriate \$736,410, the unspent school appropriation from FY 2016, specifically to be placed in a reserve account for capital projects including at least one phase of the replacement of the roof at Kate Collins Middle School. Dr. Cassell noted that in the current fiscal year, enrollment lower than anticipated resulted in reduced state revenue. If this shortfall cannot be addressed through management of the budget, he will request that some portion of the funds be used to meet needs in the current operating budget. Councilman Freeman moved to introduce an ordinance **APPROPRIATING THE GENERAL FUND SCHOOL UNSPENT APPROPRIATION RESERVE, IN THE AMOUNT OF \$736,410, FOR TRANSFER TO THE SCHOOL OPERATING FUND, FOR THE FISCAL YEAR ENDING JUNE 30, 2017.** Having been properly introduced, this ordinance will be considered again at the January 23, 2017 Regular Business Meeting.

**Public Works – Street Paving and Florence Avenue Bridge:** Councilman Marks moved to introduce an ordinance **APPROPRIATING \$406,624 FROM THE VDOT RESTRICTED FUNDS RESERVE, AS WELL AS \$282,510 OF ADDITIONAL FY17 STREET MAINTENANCE REVENUE, TO THE GENERAL FUND, FOR ADDITIONAL PAVING EXPENDITURES AS WELL AS TO FUND ENGINEERING FOR RENOVATION OF THE FLORENCE AVENUE BRIDGE.** Having been properly introduced, this ordinance will be considered again at the January 23, 2017 Regular Business Meeting.

**Parks and Recreation Softball Baseball Fields:** Councilwoman Anderson moved to introduce an ordinance **APPROPRIATING A DONATION FROM WAYNESBORO YOUTH BASEBALL/SOFTBALL, IN THE AMOUNT OF \$8,000, TO THE GENERAL FUND FOR FUTURE IMPROVEMENTS TO LOCAL BASEBALL FIELDS.** Having been properly introduced, this ordinance will be considered again at the January 23, 2017 Regular Business Meeting.

**Parks and Recreation Ridgeview Park Playground New Deck System:** Vice Mayor Short moved to introduce an ordinance **APPROPRIATING A PORTION OF THE FACILITY MAINTENANCE RESERVE, IN THE AMOUNT OF \$14,560, TO THE GENERAL FUND, TO FUND THE PURCHASE AND INSTALLATION OF A NEW DECK SYSTEM AT THE RIDGEVIEW PARK PLAYGROUND.** Having been properly introduced, this ordinance will be considered again at the January 23, 2017 Regular Business Meeting.

**Library Materials and Supplies:** Councilman Freeman moved to introduce an ordinance **APPROPRIATING ADDITIONAL STATE AID TO THE LIBRARY, IN THE AMOUNT OF \$4,597, TO THE GENERAL FUND, FOR THE PURCHASE OF ADDITIONAL MATERIALS AND SUPPLIES.** Having been properly introduced, this ordinance will be considered again at the January 23, 2017 Regular Business Meeting.

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**COMMUNICATION, CORRESPONDENCE, AND CALENDAR:**

**Property Tax Exemption Program:** Considering the pending increased tax rate due to the high school renovation project, it was the consensus of Council to have staff investigate and provide information regarding adjusting the City's income thresholds comparable to surrounding localities. It was agreed that the information would be included on an upcoming Council meeting agenda.



Regular Business Meeting  
Monday, January 9, 2017  
Unapproved Draft

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**CITIZEN COMMENT PERIOD:**

*Mr. William Kirkendall, 109 Hollands Circle:* agreed with the utilization of the high school for furthering educational opportunities after hours and for remote education. Also, he didn't see any salt being used in subdivisions after the City plowed the snow, causing icy conditions. If the City was more proactive, it may enable the schools to open sooner after a snowfall.

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With no further business to discuss, the meeting was adjourned 8:58 p.m. on a motion by Councilman Marks.

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Julia Bortle, CMC, Clerk of Council

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Bruce Allen, Mayor

**ORDINANCE NUMBER 2017-**



**AN ORDINANCE APPROPRIATING \$2,367,213 OF GENERAL FUND UNASSIGNED FUND BALANCE FOR TRANSFER TO COMMITTED RESERVES, \$500,000 OF GENERAL FUND UNASSIGNED FUND BALANCE FOR TRANSFER TO THE SCHOOL FUNDS, AND \$200,000 OF GENERAL FUND COMMITTED FUND BALANCE FOR TRANSFER TO THE CAPITAL PROJECTS FUND, FOR THE FISCAL YEAR ENDING JUNE 30, 2017, AS HEREIN SPECIFIED**

**WHEREAS**, the Fiscal Year 2016 Year-end audit calculated unassigned fund balance in the General Fund to be \$10,321,712; and

**WHEREAS**, minimum unassigned fund balance in the General Fund calculates to \$7,435,433 when City Council adopted fund balance guidelines for the General Fund are applied to the Fiscal Year 2016 Year-end unassigned fund balance amount, \$2,886,279 greater than the minimum unassigned fund balance amount; and

**WHEREAS**, City staff has identified several expenditures that could be addressed using fund balance; and

**WHEREAS**, the Waynesboro City Council has the ability, through ordinance, to commit portions of fund balance for purposes deemed worthy by Council; and

**WHEREAS**, the Waynesboro City Council desires that a portion of unassigned fund balance be committed to fund current and future expenditures identified by City staff;

**NOW, THEREFORE, 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, 2017, totaling \$3,067,213

**Section I – General Fund**

Paragraph 1. To the General Fund, for transfer to General Fund committed reserves to be used to fund future expenditures at the discretion of Council (\$1,956,927), for transfer to the School Funds (\$500,000), and for transfer to the Capital Projects Fund (\$610,286), \$3,067,213 is appropriated to be apportioned as follows:

110-9301-784	Transfer to 9366 Fund Balance ( <i>Technology Reserve/110-0000-445.01-15</i> )	\$250,000
110-9301-784	Transfer to 9366 Fund Balance ( <i>Governmental Equipment Replacement Reserve/110-0000-445.01-19</i> )	\$449,591
110-9301-784	Transfer to 9366 Fund Balance ( <i>Governmental Facility Maintenance Reserve/110-0000-445.01-20</i> )	\$542,336

110-9301-789	Transfer to 9381 School Fund	\$500,000
110-9300-780	Transfers to 9341 Capital Projects Fund	\$1,325,286

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

110-0000-541	Intra-fund Transfers 9004 From Fund Balance (110-0000-447.00-00)	\$2,867,213
110-0000-541	Intra-fund Transfers 9004 From Fund Balance (110-0000-445.01-15)	\$200,000

### Section II – Capital Projects Fund

Paragraph 1. To the Capital Projects Fund, for transfer to committed reserves, \$1,325,286 is appropriated to be apportioned as follows:

410-9301-784	Transfer to 9366 Fund Balance ( <i>Technology Reserve/410-0000-445.01-15</i> )	\$610,286
410-9301-784	Transfer to 9366 Fund Balance ( <i>Capital Projects Reserve/410-0000-445.01-29</i> )	\$715,000

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

410-0000-541	Inter-fund Transfer from 2021 General Fund	\$1,325,286
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### Section III – School Funds

Paragraph 1. To the School Funds, for engineering for renovation at the Waynesboro High School, \$500,000 is appropriated to be apportioned as follows:

849-6630-807	Purchased Services 3001 Purchased Services SP1707	\$500,000
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Paragraph 2. The above appropriation will be provided for by the following revenue:

810-0000-541	Inter-fund Transfer from 2021 General Fund	\$500,000
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**INTRODUCED: ON JANUARY 9, 2017 BY VICE MAYOR TERRY SHORT, JR.**  
**ADOPTED:**  
**EFFECTIVE:**

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CLERK

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MAYOR

**ORDINANCE NUMBER 2017-**



**AN ORDINANCE APPROPRIATING THE GENERAL FUND SCHOOL UNSPENT APPROPRIATION RESERVE, IN THE AMOUNT OF \$736,410, FOR TRANSFER TO THE SCHOOL OPERATING FUND, FOR THE FISCAL YEAR ENDING JUNE 30, 2017, AS HEREIN SPECIFIED**

**WHEREAS**, the Fiscal Year 2016 year-end audit identified \$736,409.96 in unspent locally appropriated funds for the Waynesboro Public Schools; and

**WHEREAS**, these funds reverted to the General Fund at the end of FY16; and

**WHEREAS**, a General Fund reserve, to be used at the discretion of the Waynesboro City Council, was established for said funds; and

**WHEREAS**, the Waynesboro City Council desires that the entirety of said reserve be appropriated to the School Funds;

**NOW, THEREFORE, 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, 2017, totaling \$736,410

**Section I – General Fund**

Paragraph 1. To the General Fund, for transfer to the School Funds, \$736,410 is appropriated to be apportioned as follows:

110-9300-789	Transfer to	\$736,410
	9381 School Fund	

Paragraph 2. The above appropriation will be provided for through the liquidation of the General Fund School Unspent Appropriation Reserve:

110-0000-541	Intra-fund Transfers	\$736,410
	9004 From Fund Balance (110-0000-447.01-01)	

**Section II – School Funds**

Paragraph 1. To the School Funds, for transfer to a reserve, \$736,410 is appropriated to be apportioned as follows:

810-6720-807	Fund Transfers	\$736,410
	9302 Transfer to Reserves	

Paragraph 2. The above appropriation will be provided for by the following transfer from the General Fund:

810-0000-541	Inter-Fund Transfer from 2021 General Fund	\$736,410
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**INTRODUCED: ON JANUARY 9, 2017 BY COUNCILMAN JEFF FREEMAN**

**ADOPTED:**

**EFFECTIVE:**

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CLERK

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BRUCE ALLEN, MAYOR

## ORDINANCE NUMBER 2017-



**AN ORDINANCE APPROPRIATING \$406,624 FROM THE VDOT RESTRICTED FUNDS RESERVE, AS WELL AS \$282,510 OF ADDITIONAL FY17 STREET MAINTENANCE REVENUE, TO THE GENERAL FUND, FOR ADDITIONAL PAVING EXPENDITURES AS WELL AS TO FUND ENGINEERING FOR RENOVATION OF THE FLORENCE AVENUE BRIDGE, FOR THE FISCAL YEAR ENDING JUNE 30, 2017, 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, 2017, totaling \$689,134

### Section I – General Fund

Paragraph 1. To the General Fund, for additional paving expenditures (\$527,862) and for transfer to the Capital Projects Fund (\$161,272), \$689,134 is appropriated to be apportioned as follows:

110-4111-731	Purchased Services	\$527,862
	3151 Paving Contractors	
110-9300-780	Transfers to	\$161,272
	9341 Capital Projects Fund	

Paragraph 2. The above appropriations will be provided for by the following revenues:

110-0000-541	Intra-fund Transfer	\$406,624
	9004 From Fund Balance (110-0000-444.01-08)	
110-0000-524	Categorical Aid	\$282,510
	0406 Street Maintenance	

### Section I – Capital Projects Fund

Paragraph 1. To the Capital Projects Fund, for engineering for renovation of the Florence Avenue Bridge, \$161,272 is appropriated to be apportioned as follows:

410-0116-731	Purchased Services	\$161,272
	3104 Engineering/Architectural VD8002	

Paragraph 2. The above appropriations will be provided for by the following revenues:

410-0000-541	Inter-fund Transfer from	\$161,272
	2021 General Fund	

**INTRODUCED: ON JANUARY 9, 2017 BY COUNCILMAN PETE MARKS**

**ADOPTED:**

**EFFECTIVE:**

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CLERK

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MAYOR

**ORDINANCE NUMBER 2017-**



**AN ORDINANCE APPROPRIATING A DONATION FROM WAYNESBORO YOUTH  
BASEBALL/SOFTBALL, IN THE AMOUNT OF \$8,000, TO THE GENERAL FUND, FOR  
FUTURE IMPROVEMENTS TO LOCAL BASEBALL FIELDS, FOR THE FISCAL YEAR  
ENDING JUNE 30, 2017 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, 2017, totaling \$8,000,

**Section II – General Fund**

Paragraph 1. To the General Fund, for transfer to fund balance, \$8,000 is appropriated as follows:

110-9301-784	Transfer to	\$8,000
	9366 Fund Balance (110-0000-444.01-04)	

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

110-0000-518	Miscellaneous	\$8,000
	9939 Donations to Parks & Rec	

**INTRODUCED: ON JANUARY 9, 2017 BY COUNCILWOMAN ELZENA ANDERSON**

**ADOPTED:**

**EFFECTIVE:**

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR

## ORDINANCE NUMBER 2017-



**AN ORDINANCE APPROPRIATING A PORTION OF THE FACILITY MAINTENANCE RESERVE, IN THE AMOUNT OF \$14,560, TO THE GENERAL FUND, TO FUND THE PURCHASE AND INSTALLATION OF A NEW DECK SYSTEM AT THE RIDGEVIEW PARK PLAYGROUND FOR THE FISCAL YEAR ENDING JUNE 30, 2017, 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, 2017, totaling \$14,560

**Section I – General Fund**

Paragraph 1. To the General Fund, for the purchase and installation of a new deck system at the Ridgeview Park playground, \$14,560 is appropriated to be apportioned as follows:

110-7121-751	Capital Outlay	\$14,560
	8414 Equipment	

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

110-0000-541	Intra-fund Transfer	\$14,560
	9004 From Fund Balance (110-0000-445.01-20)	

**INTRODUCED: ON JANUARY 9, 2017 BY VICE MAYOR TERRY SHORT, JR.**

**ADOPTED:**

**EFFECTIVE:**

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CLERK

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MAYOR



## ORDINANCE NUMBER 2017-



**AN ORDINANCE APPROPRIATING ADDITIONAL STATE AID TO THE LIBRARY, IN THE AMOUNT OF \$4,597, TO THE GENERAL FUND, FOR THE PURCHASE OF ADDITIONAL MATERIALS AND SUPPLIES, FOR THE FISCAL YEAR ENDING JUNE 30, 2017 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, 2017, totaling \$4,597,

**Section II – General Fund**

Paragraph 1. To the General Fund, for the purchase of additional materials and supplies, \$4,597 is appropriated as follows:

110-7310-752	Materials and Supplies 6761 DVD's	\$4,597
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Paragraph 2. The above appropriation will be provided for by the following revenue:

110-0000-524	Categorical Aid 0409 Library Payments	\$4,597
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**INTRODUCED: ON JANUARY 9, 2017 BY COUNCILMAN JEFF FREEMAN**

**ADOPTED:**

**EFFECTIVE:**

CLERK

MAYOR



## Waynesboro City Council Agenda Briefing

<b>Meeting Date:</b>	January 23, 2017	<b>Staff/Council Member(s):</b> Mike Hamp, City Manager
<b>Agenda Item #</b>	4(a)	
<b>Proclamation #</b>		
<b>Department:</b>	City Manager's Office	
<b>Subject:</b>	Black History Month Proclamation	

**Background:** Black History Month is celebrated annually to recognize the accomplishments of African Americans and their central role of African Americans in U.S. history. Since 1976, every U.S. President has officially designated the month of February as Black History Month, calling upon the public to “seize the opportunity to honor the too-often neglected accomplishments of African Americans in every area of endeavor throughout our history.”

The theme for Black History Month 2017 is “Crisis in Black Education” and focuses attention on the crucial role of education in the history of African Americans.

**City Manager’s Recommendation:** Consider adopting a proclamation naming February 2017 as Black History Month in the City of Waynesboro, and present the proclamation to Ms. Estello Randolph.

**Suggested Motion(s):** Move to adopt the proclamation naming February 2017 as Black History Month in Waynesboro, VA.

**Attachments:**

Proclamation

THE OFFICE OF THE CITY COUNCIL  
CITY OF WAYNESBORO  
COMMONWEALTH OF VIRGINIA



PROCLAMATION (P17-01)

**WHEREAS**, Dr. Carter Godwin Woodson, distinguished African American author, editor, scholar and historian, who is known as the “Father of Black History,” founded The Association for the Study of Negro Life and History (now the Association for the Study of African American Life and History) a century ago in September 1915, and Negro History Week in 1926, which became Black History Month in 1976, intended to encourage further research and publishing regarding the untold stories of African American heritage; and

**WHEREAS**, the theme of this year’s celebration is “The Crisis in Black Education”, focusing on the crucial role of education in the history of African Americans; and

**WHEREAS**, the history of the United States is rich with inspirational stories of great men and noble women whose actions, words, and achievements have united Americans and contributed to the success and prosperity of the United States.

**BE IT RESOLVED** by the Mayor of Waynesboro, Virginia, on behalf of the City Council, our local government takes great pleasure in recognizing February, 2017 as

**BLACK HISTORY MONTH**

and urges all citizens to join in celebrating the accomplishments of African Americans during Black History Month, and encourages the people of Waynesboro to recognize the many talents, achievements, and contributions that African Americans make to their communities; and

**BE IT FURTHER RESOLVED**, that the Clerk of the Council transmit copies of this resolution to the curator of the African American History Museum, Waynesboro, VA for appropriate distribution.

In witness whereof I have hereunto set my hand and caused the seal of the City of Waynesboro to be affixed this the 23<sup>rd</sup> day of January, 2017.

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BRUCE E. ALLEN, MAYOR  
CITY OF WAYNESBORO, VIRGINIA



## Waynesboro City Council Agenda Briefing

<b>Meeting Date:</b>	<b>January 23, 2017</b>	<b>Staff/Council Member(s): City Manager</b>
<b>Agenda Item #</b>	<b>5 (a)</b>	
<b>Resolution#</b>		
<b>Department:</b>	<b>City Manager/Commissioner of Revenue</b>	
<b>Subject:</b>	<b>Tax Relief for the Elderly and Disabled</b>	

**Background:** The City of Waynesboro has a codified program of providing tax relief for elderly and disabled citizens. To qualify as elderly, the individual must be at least 65 years of age on January 1<sup>st</sup> of the tax year. Citizens, certified as permanently and totally disabled on January 1<sup>st</sup> of the tax year, are eligible to apply regardless of age. The tax relief, partial exemption, is provided according to qualifying criteria of annual income (gross) and net financial worth. The amount of relief is pro-rated according to a combined metric of annual income and net worth. The Commissioner of Revenue administers the program.

Periodically localities which provide tax relief programs review and adjust qualifying criteria. City Council's most recent revisions to Waynesboro's program parameters are as follows: In 2007 the net worth limit increased from \$25,000 to \$60,000; in 2011, the income limit increased from \$25,000 to \$27,500.

Following the revisions in 2007, qualifying applicants increased from 122 individuals to 169 individuals. The number of qualifying individuals peaked in 2011 at 185 and has declined to 155 in 2016. The amount of relief provided through the program increased from \$38,865 in 2006 to \$91,676 in 2007. Relief provided peaked in 2008 at \$102,125 and has since gradually declined to \$82,517 in 2016. The City of Staunton has adopted the following limits for qualification, income \$30,000 and net worth \$62,500. Augusta County's limits are \$40,000 for income and \$100,000 for net worth. I am providing an attachment that illustrates Waynesboro's program limits, qualifying applicants, and relief provided since 1981. It provides a clear picture of participants and relief relative to program parameters.

If Council is interested in revising our program parameters, I recommend increasing our limits to those established by Staunton. The Commissioner advises that it is very difficult to forecast precisely the budget implications of increasing limits; I think it reasonable to expect that the cost of the program would approximate the 2008 total relief provided of \$108,000, but that it an estimate.

**City Manager's Recommendation:** If there is consensus among City Council members to adjust the tax relief program parameters, introduce the attached ordinance and set a public hearing on the matter for the February 13<sup>th</sup> meeting, at which adoption of the ordinance could be voted upon following the public hearing.

**Suggested Motion(s):** Move the introduction of the ordinance, and schedule a public hearing on the ordinance for February 13.

**Attachments:** Program History and Participation

Tax Relief for Elderly and Disabled  
Summary by Year

Statistics			Elderly			Disabled			Mobile Home			Totals		
Year	Income Limit	Net Worth Limit	No. of Elderly	Exempt Amount	% of Total	No. of Disabled	Exempt Amount	% of Total	No. of Mobile Homes	Exempt Amount	% of Total	Total No. Recipients	Exempt Amount	% of Total
1981	7,500	20,000	135	\$ 15,843.86	92%	14	\$ 1,441.38	8%			0%	149	\$ 17,285.24	1.05%
1982	7,500	20,000	137	\$ 19,729.74	89%	14	\$ 2,420.58	11%			0%	151	\$ 22,150.32	1.34%
1983*	10,000	20,000	142	\$ 23,551.04	91%	10	\$ 2,136.22	8%	5	\$ 268.15	1%	157	\$ 25,955.41	1.57%
1984	10,000	20,000	145	\$ 24,553.70	90%	16	\$ 2,810.70	10%			0%	161	\$ 27,364.40	1.66%
1985	10,000	20,000	147	\$ 24,551.30	91%	14	\$ 2,173.92	8%	9	\$ 303.12	1%	170	\$ 27,028.34	1.64%
1986	10,000	20,000	133	\$ 21,976.80	86%	16	\$ 3,151.22	12%	9	\$ 318.30	1%	158	\$ 25,446.32	1.54%
1987	10,000	20,000	129	\$ 22,344.66	91%	13	\$ 2,283.12	9%			0%	142	\$ 24,627.78	1.49%
1988	10,000	20,000	117	\$ 19,301.98	82%	22	\$ 4,054.16	17%	7	\$ 252.47	1%	146	\$ 23,608.61	1.43%
1989	10,000	20,000	112	\$ 17,925.78	84%	19	\$ 3,503.88	16%			0%	131	\$ 21,429.64	1.30%
1990	10,000	20,000	113	\$ 17,491.48	87%	13	\$ 2,546.96	13%	5	\$ 118.38	1%	131	\$ 20,156.82	1.22%
1991	16,000	20,000	113	\$ 20,795.88	85%	14	\$ 3,369.98	14%	6	\$ 261.50	1%	133	\$ 24,427.36	1.48%
1992	16,000	20,000	114	\$ 20,677.12	88%	12	\$ 2,596.68	11%	7	\$ 129.45	1%	133	\$ 23,403.25	1.42%
1993	16,000	20,000	123	\$ 24,361.04	92%	8	\$ 1,908.42	7%	9	\$ 235.98	1%	140	\$ 26,505.44	1.61%
1994	16,000	20,000	115	\$ 21,595.27	90%	9	\$ 2,257.58	9%	0	\$ 250.00	1%	124	\$ 24,102.85	1.46%
1995	18,000	25,000	109	\$ 26,153.52	87%	13	\$ 3,598.12	12%	10	\$ 262.64	1%	132	\$ 30,014.28	1.82%
1996	18,000	25,000	102	\$ 23,379.60	85%	15	\$ 3,747.04	14%	9	\$ 267.89	1%	126	\$ 27,394.53	1.66%
1997	18,000	25,000	107	\$ 25,394.80	84%	17	\$ 4,545.18	15%	7	\$ 145.28	0%	131	\$ 30,085.26	1.82%
1998	18,000	25,000	111	\$ 25,474.76	85%	17	\$ 4,297.82	14%	9	\$ 365.86	1%	137	\$ 30,138.24	1.83%
1999	18,000	25,000	102	\$ 24,457.08	83%	15	\$ 4,872.22	16%	7	\$ 274.39	1%	124	\$ 29,403.69	1.78%
2000	18,000	25,000	111	\$ 25,484.28	87%	11	\$ 3,447.86	12%	7	\$ 274.39	1%	129	\$ 29,206.53	1.77%
2001	18,000	25,000	102	\$ 25,805.99	86%	14	\$ 4,168.37	14%	4	\$ 125.50	0%	120	\$ 30,099.86	1.82%
2002	19,100	25,000	100	\$ 25,674.38	83%	15	\$ 5,118.88	17%	4	\$ 131.97	0%	119	\$ 30,925.21	1.87%
2003	19,100	25,000	103	\$ 33,000.29	84%	19	\$ 6,348.70	16%	5	\$ 116.85	0%	127	\$ 39,465.84	2.39%
2004	19,100	25,000	107	\$ 29,481.21	84%	18	\$ 5,890.04	16%	**6	\$ 177.53	1%	125	\$ 35,171.25	2.13%
2005	19,100	25,000	105	\$ 29,748.53	82%	22	\$ 6,572.59	18%	**8	\$ 234.43	1%	127	\$ 36,321.12	2.20%
2006	19,100	25,000	97	\$ 30,330.40	78%	25	\$ 8,535.07	22%	**6	\$ 178.83	0%	122	\$ 38,865.47	2.36%
2007	25,000	60,000	139	\$ 73,456.04	80%	30	\$ 18,120.41	20%	**6	\$ 333.49	0%	169	\$ 91,576.45	5.55%
2008	25,000	60,000	147	\$ 76,671.56	82%	30	\$ 16,924.08	18%	**7	\$ 226.94	0%	177	\$ 93,595.64	5.67%
2009	25,000	60,000	143	\$ 81,218.76	80%	34	\$ 20,908.76	20%	**5	\$ 161.42	0%	177	\$ 102,125.52	6.19%
2010	25,000	60,000	145	\$ 80,462.73	79%	39	\$ 21,089.81	21%	**4	\$ 135.91	0%	184	\$ 101,552.54	6.15%
2011	27,500	60,000	144	\$ 79,459.21	78%	41	\$ 22,207.88	22%	**5	\$ 183.24	0%	185	\$ 101,667.09	6.16%
2012	27,500	60,000	122	\$ 70,054.22	76%	44	\$ 22,841.48	24%	**4	\$ 166.32	0%	166	\$ 92,729.45	5.62%
2013	27,500	60,000	124	\$ 70,572.08	76%	43	\$ 21,984.53	24%	**4	\$ 110.85	0%	167	\$ 92,556.61	5.61%
2014	27,500	60,000	112	\$ 63,176.32	72%	50	\$ 25,102.17	28%	**1	\$ 39.01	0%	162	\$ 88,278.49	5.35%
2015	27,500	60,000	112	\$ 61,887.08	74%	47	\$ 23,692.44	28%	**2	\$ 47.91	0%	159	\$ 83,151.11	5.04%
2016	27,500	60,000	114	\$ 60,965.36	74%	41	\$ 21,552.59	26%	**2	\$ 47.91	0%	155	\$ 82,517.95	5.00%
2017														
2018														
												Total	\$ 1,650,333.90	100.00%

\*1983 - Ordinance included Manufactured/Mobile Homes  
\*\*These totals included in either Elderly or Disabled



**CITY OF WAYNESBORO, VIRGINIA**  
**STAFF BRIEFING**  
**ECONOMIC DEVELOPMENT**  
**STRATEGIC PLAN UPDATE**  
**January 23, 2017**

<b>Meeting Date:</b>	January 23, 2017	<b>Staff/Council Member(s):</b> D. James Shaw, Deputy City Manager and Gregory E. Hitchin, Director
<b>Agenda Item #</b>	5 (b)	
<b>Resolution#</b>	None	
<b>Department:</b>	Economic Development and Tourism	
<b>Subject:</b>	Strategic Plan Update	
<b>Attachments</b>	none	

**Background:**

In January 2012 City Council adopted a five year Economic Development Strategic Plan. Staff has begun work to update the plan with the goal of presenting a new multi-year plan for adoption in late first quarter or early second quarter 2017.

In late summer 2016, staff invited a team of Virginia Economic Developers Association (VEDA) Cardinals\* to the City to evaluate the success of the 2012 plan and to present ideas for future consideration. The Cardinals conducted three focus groups comprised of a wide variety of city and regional stakeholders. In addition, Cardinals conducted independent research and prepared a report of their findings in early fall 2016. City staff reviewed the report and developed an initial set of goals. A taskforce, comprised of members of City Council, the EDA, and staff reviewed the initial set of goals, made some revisions and have agreed on seven draft goals which will be presented tonight.

\*VEDA Cardinal – economic development practitioners who have been recognized for leadership in the field of economic development, professional accomplishment, and service to VEDA.

**Current Status of the Project:**

The goals are fundamentally essential to the multi-year plan, in that staff will develop objectives and action items to reach those objectives in pursuit of goal realization over the life of the plan. The presentation will include basic components of the strategic plan, the draft goals, and examples of current initiatives and possible future projects for each goal. Upon receiving consensus approval of the draft goals, staff will continue to develop the strategic plan and present a draft plan for adoption late first quarter or early second quarter 2017.

**Draft Goals for Review:**

- Effectively communicate internal messages of vision and success and external messages that promote business and visitor attributes.
- Strengthen business climate to increase competitiveness, quality jobs, and investment.
- Build and sustain economic prosperity through collaborative partnerships.
- Plan, develop, and market City owned industrial parks to attract new investment and jobs.

- Establish Waynesboro as a regional tourist destination taking full advantage of the natural and historic resources of the Shenandoah Valley.
- Accelerate an environment conducive to starting and growing small business.
- Create a rich and inviting central business district with a variety of retail, commercial, arts and entertainment, and housing opportunities.

**Staff Recommendation/Action Requested:** City Council is requested to consider the information in this briefing especially the proposed/draft goals, the content of the presentation Monday evening, and to the extent possible, provide comment and affirmation of the goals to guide the work remaining to complete the five-year strategic plan.



## Waynesboro City Council Agenda Briefing

<b>Meeting Date:</b>	January 23, 2017	<b>Staff/Council Member(s):</b> City Manager
<b>Agenda Item #</b>	6 (a)	
<b>Resolution#</b>		
<b>Department:</b>	City Manager	
<b>Subject:</b>	Schedule Public Hearing re: Request by Herbert and Sheila Merritt for the City to Transfer .037 acres of City Owned Property to correct a property line encroachment.	

**Background:** Herbert and Sheila Merritt own a single family residence at 601 Meadowview Cove, having purchased the property in 1984. The property has an in-ground pool which was installed by the previous owner(s). In 2016, City staff discovered that the pool encroaches onto City-owned property while attending to a fallen tree at the site.

The Merritts have requested to work with the City to correct the encroachment onto City property. The proper solution is for the Merritts to make application to the Planning Department for a Minor Subdivision (lot line adjustment) which, if approved, would involve the City transferring by sale or gift, the .037 acres of land necessary to correct the encroachment.

The .037 acres of City property is presently part of a 7.0 acre, forested parcel, associated with Ridgeview Park and adjacent to the soccer fields, west of the South River. The City Assessor has determined the value of the property, subject to possible transfer, to be \$950.

**City Manager's Recommendation:** City Council is asked to schedule a public hearing for February 13<sup>th</sup>, conditioned on the Merritts making the necessary application, agreeing to reimburse the City for the expense of the required Public Hearing notice (as per City policy).

**Suggested Motion(s):** Move to schedule the public hearing for February 13, 2017.

**Attachments:**

Vicinity Map  
Draft Plat



602

# City of Waynesboro, Virginia

## Legend

- Street Labels
- Railroads
- City Boundary
- Parcel Boundaries



Map Printed from Waynesboro  
<http://waynesboro.mapsdirect.net/>

Feet



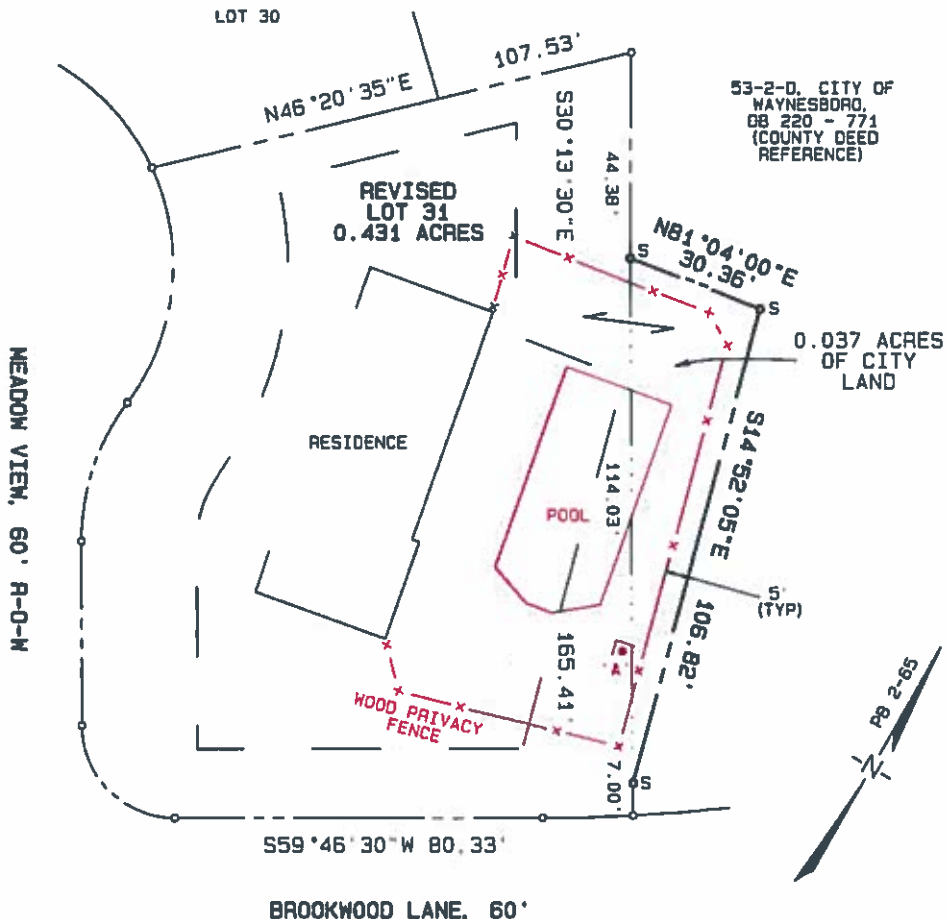
## Title:

Date: 1/20/2017

*DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and City of Waynesboro is not responsible for its accuracy or how current it may be.*

62

#04569; TM 53-5-16-31



**NOTES**

THIS PLAT IS BASED ON A CURRENT SURVEY AND MUST BE RECORDED WITHIN SIX (6) MONTHS OF APPROVAL DATE OR APPROVAL SHALL BECOME VOID

THIS SURVEY PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT INDICATE ALL ENCUMBRANCES AFFECTING PROPERTY SURVEYED

PROPERTY OWNER: HERBERT C. & SHEILA A. MERRITT, DB 128-388

S - INDICATES IRON SET

'A' - POOL PUMP AREA

TOM SHUMATE SURVEYOR, INC. DOES NOT CERTIFY THIS FILE. IT SHOULD ONLY BE USED AS A SUPPLEMENT TO THE STAMPED SIGNED HARD COPY EQUIVALENT.

**PRELIMINARY MINOR SUBDIVISION PLAT**

LOT 31, BLOCK 16, UNIT 5, CLUB COURT AND CITY OF WAYNESBORO PROPERTY

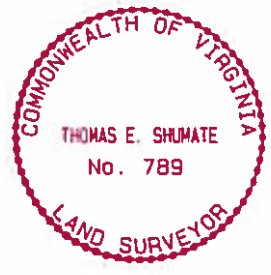
WAYNESBORO, VIRGINIA

SCALE 1" = 30' JUNE 1, 2016

TOM SHUMATE SURVEYOR, INC. WAYNESBORO, VIRGINIA (540) 9422990

NOT FOR RECORD PRIOR TO CITY APPROVAL

WAYNESBORO SUBDIVISION AGENT DATE



13931310827

## ORDINANCE NUMBER 2017-



**AN ORDINANCE APPROPRIATING A WELLNESS ALLOCATION FROM THE CITY'S INSURANCE PROVIDER, AETNA, IN THE AMOUNT OF \$9,283, TO THE GENERAL FUND, FOR VARIOUS WELLNESS PROGRAM EXPENDITURES, FOR THE FISCAL YEAR ENDING JUNE 30, 2017 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, 2017, totaling \$9,283,

**Section I – General Fund**

Paragraph 1. To the General Fund, for various wellness program related expenditures, \$9,283 is appropriated to be apportioned as follows:

110-7111-751	Materials & Supplies		\$5,800
	6773 Incentives	WELNES	
110-1322-702	Materials & Supplies		\$3,483
	6773 Incentives	WELNES	

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

110-0000-518	Miscellaneous		\$9,283
	9920 Health Insurance Reimbursement	WELNES	

**INTRODUCED:**

**ADOPTED:**

**EFFECTIVE:**

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CLERK

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MAYOR

## APPROPRIATION ORDINANCE REQUEST FORM

<b>Name of Requestor</b>	Various city departments	<b>Date of Request</b>	1-12-17
<b>Authorized Signature</b>	/s/ Michael G. Hamp, II, City Mngr	<b>Date of Authorization</b>	

### Purpose of Appropriation Request

*(Briefly describe what you plan to purchase and why)*

The city's insurance provider, Aetna, provides Waynesboro with a wellness allocation on a calendar year basis. The wellness funds can be spent on a variety of wellness-related expenditures, with the funds being available on a reimbursement basis. The wellness program is administered by the City Manager and Human Resources Director. The wellness program for calendar year 2016 consisted of the purchase of incentives for employee participation in wellness programs. The purpose of this request is to adjust budget lines for calendar year 2016 wellness program activity.

Line Item Description	Line Item Number	Project Code	Amount
Materials & Supplies/Incentives	110-7111-751.67-73	WELNES	\$5,800
Materials & Supplies/Incentives	110-1322-702.67-73	WELNES	\$3,483

### Source of Revenue

*(Briefly describe source of funds including agency name and anticipated receipt)*

Funding for this request comes from Wellness Dollars provided by Aetna. Wellness Dollars are restricted in use to fund only approved wellness expenditures.

<b>Is a local match required?</b>	No	If so, indicate source of local match.
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Line Item Description	Line Item Number	Project Code	Amount
Miscellaneous/Health Insurance Reimbursement	110-0000-518.99-20	WELNES	\$9,283