

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, FEBRUARY 27, 2017 AT 7:00 PM

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 February 13, 2017 Regular Business Meeting, and dispense with the reading of the minutes.

Documents:

[2017 0213.Minutes.Draft.pdf](#)

2.b. Fire Department Cardiac Monitor Defibrillator:

Second consideration/adoption of an ordinance appropriating \$32,500 for the purchase of a cardiac monitor defibrillator.

Documents:

[2b Fire Department Lifepack Defibrillator 32500.Pdf](#)

2.c. Fire Department – Protective Gear And Equipment:

Second consideration/adoption of an ordinance appropriating \$19,237 for the purchase of firefighter protective gear and a respirator fit tester.

Documents:

[2c Fire Department Funds For Protective Equipment 19237.Pdf](#)

2.d. Economic Development – Grow Waynesboro Program:

Second consideration/adoption of an ordinance \$3,279 to provide for the City's match for the "Grow Waynesboro" grant program.

Documents:

[2d Economic Development Grow Waynesboro Match 3279.Pdf](#)

2.e. Parks And Recreation – Riverview Cemetery Building Repairs:

Second consideration/adoption of an ordinance appropriating \$9,450 to provide for repairs to the Riverview Cemetery building.

Documents:

[2e Parks And Recreation Cemetery Building Repair 9450.Pdf](#)

2.f. Human Resources –Timekeeping System:

Second consideration/adoption of an ordinance appropriating \$8,440 for additional costs for the City-wide timekeeping system implementation.

Documents:

[2f Human Resources Timekeeping System Manager Licenses 8440.Pdf](#)

3. MATTERS FROM COUNCIL MEMBERS.

4. PROCLAMATION

4.a. Red Cross Month:

Consider naming March, 2017 as Red Cross Month in the City of Waynesboro, and present the proclamation to Mr. Bill Brent, Executive Director, American Red Cross.

Documents:

[P17-03 Red Cross Month March 2017.Pdf](#)

5. RESOLUTION

5.a. Florence Avenue Bridge:

Consider adopting a resolution requesting the Virginia Department of Transportation to reallocate unspent funds related to the completed Delphine Avenue widening in the amount of \$1.4 million to be utilized for the repair and replacement of the Florence Avenue Bridge.

Documents:

[5a-Florence-Bridge.pdf](#)

6. APPLICATION

6.a. South River Fly Fishing Expo:

Consider approving an application from Destination Downtown Waynesboro to permit the sale and consumption of alcoholic beverages on City property on Saturday and Sunday, April 22 and 23, 2017 during the South River Fly Fishing Expo in Constitution Park.

Documents:

7. CORRESPONDENCE, COMMUNICATION, AND CALENDAR
8. CITIZEN COMMENT PERIOD
9. CLOSED MEETING (IF NECESSARY)
10. ADJOURN

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

If you have access to the City's website, www.waynesboro.va.us, 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 BUSINESS MEETING MINUTES



Council for the City of Waynesboro held a Regular Business Meeting on Monday, February 13, 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
Todd Patrick, City Attorney
Julia Bortle, Clerk of Council
Luke Juday, Planning Director
Nichole Nicholson, Human Resource Director
Michael Wilhelm, Police Chief

Guest: Ms. Tracy Straight, Wayne Theatre Alliance

ABSENT: James Shaw, Deputy City Manager

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.

CONSENT AGENDA:

Councilman Marks moved to adopt the Consent Agenda as presented. The motion was seconded and adopted 5:0 with affirmative votes from Council members Allen, Short, Freeman, Marks, and Anderson:

- a) **Approval of Minutes:** Consider adopting the minutes for the January 23, 2017 Regular Business Meeting, and dispense with the reading of the minutes.
- b) **Human Resources – Wellness Program:** Second consideration/adoption of 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. (2017-8)

MATTERS FROM THE COUNCIL:

Councilman Marks: *George Washington Birthday Breakfast:* Everyone is invited to the Breakfast on Saturday, February 18, Waynesboro Elks Lodge. It's a family-oriented event honoring a founding father. Prices range from free to \$12 for adults.

Vice Mayor Short: *Public Survey 2016:* The Vice Mayor appreciated the feedback received from his public information survey last fall. He will share the results online and on Facebook during the coming week.

Adopt A Highway Program: Received Council consensus for staff to look into the logistics of the City adopting the program.

Long-term parking on private property: Stated the risks and lack of consideration involved with citizens parking vehicles too close to structures other than on their driveways. He received Council consensus for staff to examine the City Code and develop recommendations for code enforcement.

Councilman Freeman: *Economic Development Authority Board:* It was the consensus of Council that Councilman Freeman attend the Economic Development Authority Board meetings.

INTRODUCTION – PLANNING DIRECTOR LUKE JUDAY: The City Manager introduced Mr. Luke Juday, the newly hired Planning Director who replaced the former Planning Director, Michael Barnes.

COMPREHENSIVE PLAN STEERING COMMITTEE:

The Code of Virginia requires localities to review their Comprehensive Plan every five years. To help in the preparation of this plan, a consultant, CZB Associates, was hired and will be assisted in the process by a Steering Committee. The Steering Committee kickoff meeting will be held on February 21, 2017 at 7:00 p.m. in the Council Chambers.

Councilman Freeman moved to appoint the following members to the Comprehensive Plan Steering Committee:

Melinda Ferguson
Doug Davis
Andy Matherly
Pascal Chandler
Emma Chandler
Kathy Johnson
Danny Ledford
Frank Carey
Pastor Mark McCoy
Jeff Nicholson
Andrew Kelly
Terry Short CC

Elzena Anderson CC
Stephen Arey PC
Shannon Boyle PC
Miguel Eusse
Stacey Strawn
Bob Harris
Mary Kane
Lee Quillen
Sam Hostetter
Noelle Owen
David Wolfe

Having been seconded and with no objections, the named individuals were appointed 5:0 to the Comprehensive Plan Steering Committee, with affirmative votes from Council members Allen, Short, Freeman, Marks, and Anderson.

PUBLIC HEARING AND ORDINANCE - TAX RELIEF FOR ELDERLY AND DISABLED:

It was the consensus of Council to adjust the Elderly and Disabled Tax Relief Program parameters, increasing the combined income limit by \$2,500 and increasing the net combined financial worth by \$2,500. If adopted, the new parameters would be similar to neighboring localities.

The public hearing was opened at 7:15 p.m. With no one signed up to speak, the public hearing was closed. The ordinance amending the tax relief for elderly and disabled was introduced by Vice Mayor Short at the January 23, 2017 Council meeting. **Having been seconded by Councilman Marks, the ordinance amending Section 78-61 (2) and Section 78-63 of the Waynesboro City Code to increase the maximum income to qualify for tax exemption for the elderly and handicapped was adopted 5:0 with the affirmative votes from Council members Allen, Short, Freeman, Marks, and Anderson. (2017-09)**

PRESENTATION - HUMAN RESOURCES DEPARTMENT OVERVIEW:

The Human Resource Director, Nichole Nicholson, made a presentation providing an overview of departmental operations, a copy of which is attached to the official transcript of these minutes (*attachment 45-77*).

APPLICATION - SOUTH RIVER SHAG:

Councilman Freeman moved to approve an application from Ms. Tracy Straight, Wayne Theatre Alliance, to serve alcohol on City property on Saturday, June 10, 2017 until 8:00 p.m. during the South River Shag event. The request for amplified sound was previously approved by the City Manager. **Having been seconded and with no objections, the motion was adopted 5:0 with affirmative votes from Council members Allen, Short, Freeman, Marks, and Anderson.**

SAWMPO TECHNICAL ADVISORY COMMITTEE AND BRITE TRANSIT ADVISORY COMMITTEE:

Councilwoman Anderson moved to adopt a resolution appointing the City's Director of Planning, Luke Juday, to the Staunton-Augusta-Waynesboro Metropolitan Planning Organization's Technical Advisory Committee for an indefinite term to begin immediately and to the Brite Transit Advisory Committee for an indefinite term to begin immediately.

**A RESOLUTION ^(R17-03)
TO APPOINT
THE DIRECTOR OF PLANNING,
LUKE JUDAY, TO VARIOUS COMMITTEES.**

WHEREAS, the City of Waynesboro recently hired a Director of Planning; and

WHEREAS, the City Council of Waynesboro desires to appoint the Director of Planning, Luke Juday, to various committees.

NOW THEREFORE, BE IT RESOLVED by the City Council of Waynesboro that the Director of Planning, Luke Juday, is hereby appointed to the Staunton-Augusta-Waynesboro Metropolitan Planning Organization's Technical Advisory Committee for an indefinite term to begin immediately, and to the Brite Transit Advisory Committee for an indefinite term to begin immediately.

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.

ORDINANCES:

FIRE DEPARTMENT CARDIAC MONITOR DEFIBRILLATOR: Councilman Marks moved to introduce an ordinance **APPROPRIATING A GRANT FROM THE VIRGINIA DEPARTMENT OF HEALTH, OFFICE OF EMERGENCY MEDICAL SERVICES, IN THE AMOUNT OF \$16,250, AS WELL AS A TRANSFER OF \$16,250 FROM THE EQUIPMENT REPLACEMENT RESERVE, TO THE GENERAL FUND, FOR THE PURCHASE OF A CARDIAC MONITOR DEFIBRILLATOR.** Having been properly introduced, this ordinance will be considered again at the February 27, 2017 Regular Business Meeting.

FIRE DEPARTMENT – PROTECTIVE GEAR AND EQUIPMENT: Councilman Freeman moved to introduce an ordinance **APPROPRIATING \$19,237 OF FIRE BOARD FUNDS FOR THE PURCHASE OF PROTECTIVE GEAR FOR FIREFIGHTERS, AS WELL AS THE PURCHASE OF A RESPIRATOR FIT TESTER.** Having been properly introduced, this ordinance will be considered again at the February 27, 2017 Regular Business Meeting.

ECONOMIC DEVELOPMENT – GROW WAYNESBORO PROGRAM: Councilman Freeman moved to introduce an ordinance **APPROPRIATING A PORTION OF GENERAL FUND UNASSIGNED FUND BALANCE, IN THE AMOUNT OF \$3,279, FOR TRANSFER TO THE WAYNESBORO ECONOMIC DEVELOPMENT AUTHORITY, TO PROVIDE FOR THE CITY'S MATCH FOR THE "GROW WAYNESBORO" GRANT PROGRAM.** Having been properly introduced, this ordinance will be considered again at the February 27, 2017 Regular Business Meeting.

PARKS AND RECREATION – RIVERVIEW CEMETERY BUILDING REPAIRS: Councilwoman Anderson moved to introduce an ordinance **APPROPRIATING A PORTION OF THE GOVERNMENTAL FACILITY MAINTENANCE RESERVE, IN THE AMOUNT OF \$9,450, TO THE GENERAL FUND, TO PROVIDE FOR REPAIRS TO THE RIVERVIEW CEMETERY BUILDING.** Having been properly introduced, this ordinance will be considered again at the February 27, 2017 Regular Business Meeting.

HUMAN RESOURCES –TIMEKEEPING SYSTEM: Councilman Marks moved to introduce an ordinance **APPROPRIATING A PORTION OF GOVERNMENTAL TECHNOLOGY RESERVE, IN THE AMOUNT OF \$8,440, TO THE GENERAL FUND, FOR ADDITIONAL COSTS FOR THE CITY-WIDE TIMEKEEPING SYSTEM IMPLEMENTATION.** Having been properly introduced, this ordinance will be considered again at the February 27, 2017 Regular Business Meeting.

COMMUNICATION, CORRESPONDENCE, AND CALENDAR: With no comments from staff or Council, the meeting continued.

CITIZEN COMMENT PERIOD:

Charlotte Wood, 346 Port Republic Road: spoke on behalf of the Port Republic Road residents and their concerns regarding increased traffic due to the closure of the Florence Avenue Bridge. Cars parked on the narrow streets with large truck traffic trying to pass through have caused tempers to rise. Also, the speed limit is not being followed, and she is concerned for the children who play in the area. She asked for speed enforcement to be done more frequently and asked for Council to consider their concerns.

Jeanie McCutcheon, 1922 East Main Street: spoke on behalf of the Port Republic Road Historical and Community Association. They would like to know when they will get new or repaired sidewalks on the Port Republic Road area. The Tree Street area and Lyndhurst Road have now gotten new sidewalks, and she asked City Council to look into the matter and tell the Port Republic Road residents when they can expect new sidewalks. Her comments also related to the serious homeless situation in the City. The homeless were moved to the Port Republic Road area from other areas. She asked City Council who made the decision to transport the homeless to the Port Republic Road area. The Mayor stated that he would speak with Ms. McCutcheon after the meeting.

Caleb Lotts, 94 Windsor Drive, Fishersville: asked City Council to look into bringing businesses and activities into the City other than restaurants. It would provide job opportunities and activities for younger people, noting Staunton's dog park, skating park, and basketball courts. The Mayor said Mr. Lotts' comments would be passed along to the Economic Development Director.

CLOSED MEETING:

Vice Mayor Short moved to go into a closed meeting for the purpose of a discussion and consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body pertaining to an EEO filing, 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 7:54 p.m.

Council came out of the closed meeting at 8:18 p.m. **Vice Mayor Short moved to adopt the following resolution as read in its entirety:**

RESOLUTION (R17-04)

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

Regular Business Meeting
Monday, February 13, 2017
Unapproved Draft

the Closed Meeting were heard, discussed or considered by the Council, namely discussion and consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body pertaining to an EEO filing, 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.

With no further business to discuss, the meeting was adjourned 8:19 p.m. on a motion by Vice Mayor Short.

Julia Bortle, CMC, Clerk of Council

Bruce Allen, Mayor

ORDINANCE NUMBER 2017-



AN ORDINANCE APPROPRIATING A GRANT FROM THE VIRGINIA DEPARTMENT OF HEALTH, OFFICE OF EMERGENCY MEDICAL SERVICES, IN THE AMOUNT OF \$16,250, AS WELL AS A TRANSFER OF \$16,250 FROM THE EQUIPMENT REPLACEMENT RESERVE, TO THE GENERAL FUND, FOR THE PURCHASE OF A CARDIAC MONITOR DEFIBRILLATOR, 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 \$32,500

Section I – General Fund

Paragraph 1. To the General Fund, for the purchase of a cardiac monitor defibrillator, \$32,500 is appropriated to be apportioned as follows:

110-3221-722	Capital Outlay	\$32,500
	8412 Medical Equipment	

Section II – General Fund

Paragraph 1. The above appropriation will be provided for by the following revenue:

110-0000-541	Intra-fund Transfer	\$16,250
	9004 From Fund Balance (110-0000-445.01-19)	
110-0000-524	State Categorical Aid	\$16,250
	0410 VDH/EMS Grants	

INTRODUCED: ON FEBRUARY 13, 2017 BY COUNCILMAN PETE MARKS

ADOPTED:

EFFECTIVE:

CLERK

MAYOR

ORDINANCE NUMBER 2017-



AN ORDINANCE APPROPRIATING \$19,237 OF FIRE BOARD FUNDS FOR THE PURCHASE OF PROTECTIVE GEAR FOR FIREFIGHTERS, AS WELL AS THE PURCHASE OF A RESPIRATOR FIT TESTER, 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 \$19,237

Section I – Fire Board Fund

Paragraph 1. To the Fire Board Fund, for purchase of protective gear for firefighters, as well as a respirator fit tester, \$19,237 is appropriated to be apportioned as follows:

111-3219-722	Materials & Supplies	\$11,028
	6741 Protective Equipment	
111-329-722	Capital Outlay	\$8,209
	8402 Machinery & Equipment	

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

111-0000-541	Intra-fund Transfers	\$19,237
	9004 From Fund Balance	

INTRODUCED: ON FEBRUARY 13, 2017 BY COUNCILMAN JEFF FREEMAN

ADOPTED:

EFFECTIVE:

CLERK

MAYOR

ORDINANCE NUMBER 2017-



AN ORDINANCE APPROPRIATING A PORTION OF GENERAL FUND UNASSIGNED FUND BALANCE, IN THE AMOUNT OF \$3,279, FOR TRANSFER TO THE WAYNESBORO ECONOMIC DEVELOPMENT AUTHORITY, TO PROVIDE FOR THE CITY'S MATCH FOR THE "GROW WAYNESBORO" GRANT PROGRAM, 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 \$3,279

Section I – General Fund

Paragraph 1. To the General Fund, for transfer to the Waynesboro EDA, \$3,279 is appropriated to be apportioned as follows:

110-8152-771	Miscellaneous Other Costs	\$3,279
	5869 Project Grants	

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

110-0000-541	Intra-fund Transfer	\$3,279
	9004 From Fund Balance	

INTRODUCED: ON FEBRUARY 13, 2017 BY COUNCILMAN JEFF FREEMAN

ADOPTED:

EFFECTIVE:

CLERK

MAYOR

ORDINANCE NUMBER 2016-



AN ORDINANCE APPROPRIATING A PORTION OF THE GOVERNMENTAL FACILITY MAINTENANCE RESERVE, IN THE AMOUNT OF \$9,450, TO THE GENERAL FUND, TO PROVIDE FOR REPAIRS TO THE RIVERVIEW CEMETERY BUILDING, 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 \$9,450

Section I – General Fund

Paragraph 1. To the General Fund, for repairs to the Riverview Cemetery Building, \$9,450 is appropriated to be apportioned as follows:

110-7210-751	Purchased Services	\$9,450
	3131 Repairs to Buildings/Grounds	

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

110-0000-541	Intra-fund Transfer	\$9,450
	9004 From Fund Balance (110-0000-445.01-20)	

INTRODUCED: ON FEBRUARY 13, 2017 BY COUNCILWOMAN ELZENA ANDERSON

ADOPTED:

EFFECTIVE:

CLERK

MAYOR

ORDINANCE NUMBER 2017-



AN ORDINANCE APPROPRIATING A PORTION OF THE GOVERNMENTAL TECHNOLOGY RESERVE, IN THE AMOUNT OF \$8,440, TO THE GENERAL FUND, FOR ADDITIONAL COSTS FOR THE CITY-WIDE TIMEKEEPING SYSTEM IMPLEMENTATION, 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 \$8,440

Section I – General Fund

Paragraph 1. To the General Fund, for additional manager licenses and accrual tracking capability for the city-wide timekeeping system, \$8,440 is appropriated to be apportioned as follows:

110-1542-702	Maintenance Contracts	\$7,440
	3340 Computer Software	
110-1542-702	Capital Outlay	\$1,000
	8409 Computer Related Equipment	

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

110-0000-541	Intra-fund Transfer	\$8,440
	9004 From Fund Balance (110-0000-445.01-15)	

INTRODUCED: ON FEBRUARY 13, 2017 BY COUNCILMAN PETE MARKS

ADOPTED:

EFFECTIVE:

_____ ***** _____
 CLERK MAYOR

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



Proclamation

In Recognition of

AMERICAN RED CROSS MONTH
MARCH 2017

In Central & Shenandoah Virginia we have a long history of helping our neighbors in need. American Red Cross Month is a special time to recognize and thank our heroes – those Red Cross volunteers and donors who give of their time and resources to help community members.

These heroes help families find shelter after a home fire. They give blood to help trauma victims and cancer patients. They deliver comfort items to military members in the hospital. They use their lifesaving skills to save someone from a heart attack, drowning or choking. They enable children around the globe to be vaccinated against measles and rubella.

The American Red Cross depends on local heroes to deliver help and hope during a disaster. We applaud our heroes here in Central & Shenandoah Virginia who gives of themselves to assist their neighbors when they need a helping hand.

Across the country and around the world, the American Red Cross responds to disasters big and small. In fact, every eight minutes the organization responds to a community disaster, providing shelter, food, emotional support and other necessities to those affected. It collects nearly 40 percent of the nation's blood supply; provides 24-hour support to military members, veterans and their families; teaches millions lifesaving skills, such as lifeguarding and CPR; and through its Restoring Family Links program, connects family members separated by crisis, conflict or migration.

We dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on donations of time, money and blood to fulfill its humanitarian mission.

NOW, THEREFORE, I, BRUCE E. ALLEN, Mayor for the City of Waynesboro, on behalf of the Waynesboro City Council, do hereby proclaim March 2017 as American Red Cross Month. I encourage all Americans to support this organization and its noble humanitarian mission.

IN WITNESS WHEREOF, I have hereunto set my hand this 27th day of February, in the year of our Lord two thousand seventeen.

Bruce E. Allen, Mayor, City of Waynesboro, Virginia

ATTEST:

Julia E. Bortle, CMC, Clerk of the Council



Waynesboro City Council Agenda Briefing

Meeting Date:	February 27, 2017	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 #	5a	
Resolution#		
Department:	City Manager's Office/Public Works Department – Engineering Division	
Subject:	VDOT Urban Formula Construction Funding for the Florence Avenue Bridge	

Background: The Virginia Department of Transportation has notified the City of unspent Urban Formula Construction Funds from the Delphine Avenue widening project in the amount of \$1.4 million. These funds are available to the City and it is suggested that they be applied to the repair and replacement of the Florence Avenue Bridge. The bridge replacement, including engineering services, has an estimated cost of \$1.6 million.

The City has applied for Revenue Sharing funds for the project. The Revenue Sharing program is highly competitive and it does not appear likely that the City will receive funding in the upcoming funding cycle. In addition, the Revenue Sharing Program requires a fifty percent match, whereas, Urban Formula Construction Funds generally require a two percent match.

The City will utilize Urban Maintenance funds and/or VDOT Bridge State of Good Repair funding for the balance of the project.

Florence Avenue Bridge Replacement

The Florence Avenue Bridge is a sixty-one foot long, single span bridge that carries Florence Avenue over the CSX Railroad. Bridge inspection reports completed in accordance with requirements of the Virginia Department of Transportation, indicate that the bridge is in poor condition, so much so, that in recent years an annual rather than the normal bi-annual inspection report is required. The 2016 report indicates that the bridge is rapidly deteriorating and recommends a variety of necessary improvements including a replacement of the bridge super-structure within three to four years. A hole in the deck led to an emergency inspection which ultimately led to the bridges closure to traffic.

City Manager's Recommendation: The City staff believes that there is an urgent need to replace the currently closed facility. While we had hoped the Revenue Sharing funds would be available for the project, that does not now seem likely. The unspent appropriation from the Delphine Avenue widening comes as something of a windfall and should be applied to the replacement of this bridge.

Suggested Motion(s): A motion should be made to approve a resolution supporting the City's request to allocate unspent Urban Formula Construction Funds in the amount of \$1.4 million to the repair and replacement of the Florence Avenue Bridge.

Attachment: Resolution

CITY COUNCIL OF WAYNESBORO, VIRGINIA



RESOLUTION

**VIRGINIA DEPARTMENT OF TRANSPORTATION
REALLOCATION OF URBAN FORMULA CONSTRUCTION FUNDS
FOR THE REPLACEMENT OF THE FLORENCE AVENUE BRIDGE,
WAYNESBORO, VA**

At a regularly scheduled meeting of the City Council of the City of Waynesboro, Virginia held on February 27, 2017 on a motion by [name of Council member], seconded by [name of Council member], the following resolution was adopted by a vote of [#] to [#]:

WHEREAS, the City Council of the City of Waynesboro, Virginia has been notified by the Virginia Department of Transportation of an unspent Urban Formula Construction Funds allocation related the Delphine Avenue widening project (UPC #'s 87504, 87505, 16446) in the amount of \$1.4 million; and,

WHEREAS, the City has an urgent need to repair and replace the Florence Avenue Bridge (Federal ID # 22294)

WHEREAS, it is the City Council's understanding that the aforementioned \$1.4 million allocation can be dedicated to the Florence Avenue Bridge replacement project;
NOW, THEREFORE, BE IT RESOLVED THAT: The City Council of the City of Waynesboro, Virginia hereby requests that an unspent Urban Formula Construction Funds allocation of \$1.4 million from the Delphine Avenue widening project be reallocated for the repair and replacement of the Florence Avenue Bridge.

ADOPTED this 27th day of February, 2017.

A COPY ATTEST

Signed: _____ Mayor,
Waynesboro City Council

Attest: _____, Clerk,
Waynesboro City Council



SPECIAL EVENT PERMIT APPLICATION

Submit to:
Waynesboro Parks & Recreation, 413 Port Republic Road, Waynesboro, VA 22980
540-942-6735 events@ci.waynesboro.va.us

Event Information			
Event Name: South River Fly Fishing Expo			
Location: Constitution Park	Estimated Attendance: 300-500		
Event Date(s): M T W Th F Sat Sun Saturday and Sunday	Event Time (s): 9am to 5pm		
Setup Begins (Date & Time): Wednesday	Teardown Ends (Date & Time):		
Provide a brief description of the event: Fly fishing exhibitors, instructors and presenters will be set up in a 60x120 tent there will be food vendors and ABC (Craft Beer) on premises			
Type of Event:	<input type="checkbox"/> Carnival	<input type="checkbox"/> Church	<input checked="" type="checkbox"/> Fundraiser
<input type="checkbox"/> Parade	<input type="checkbox"/> Concert	<input type="checkbox"/> Auto Show	<input type="checkbox"/> Charity
<input type="checkbox"/> Run/Walk	<input checked="" type="checkbox"/> Festival	<input type="checkbox"/> Company	<input type="checkbox"/> Bike
<input type="checkbox"/> Water Activity	<input type="checkbox"/> Community/Cultural	<input type="checkbox"/> Other:	
Event Admission/Entry Fee:	<input type="checkbox"/> Free	<input type="checkbox"/> Ticket/Entry Fee \$ <u>10.00</u> adults, kids under 16 free	
<input type="checkbox"/> Private	<input type="checkbox"/> Open to public	<input type="checkbox"/> Suggested Donation \$ _____	
Applicant Information- Applicant must be the contact person for the event submitted			
Organization Name: Destination Downtown Waynesboro			
Organization Address: 301 West Main Street, Waynesboro, VA 22980			
Contact Person: Tommy Lawhorne			
Cell Phone #: 540-649-1915	Email: tommy@southernriverflyshop.com		
Is this a non-profit organization with 501(c)(3) status? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no		Identification #:	
Insurance Carrier:		Phone:	
<i>*You will need to submit a Certificate of Insurance (COI) prior to your event naming City of Waynesboro as additional insured.</i>			
Requiring Council Approval			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Event Requires Street Closures <i>*Must submit map indicating event area and closures.</i>		
After approval, contact Police Department 942-6686 and Public Works 942-6743			
Closure Start Time:		Closure End Time:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Event Requires Alcohol Use Permit <i>*Must obtain ABC License and submit copy to P&R</i>		
After approval, contact Police 942-6686 to determine what police coverage is necessary.			
Service Time: 10am-5pm	# of Vendors: Max of 5	<input checked="" type="checkbox"/> Sampled <input checked="" type="checkbox"/> Sold <small>Check all that apply</small>	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Special Request- indicate any special resources or services you would like to request from the City: Fencing for admission control and ABC policy, Trash pickup, Police Coverage/Overnight security		

*

* Fence is stored by P&R - installation is the responsibility of

Event Setup		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Tents- A permit and inspection is required for any tent over 400 square feet http://www.waynesboro.va.us/322/Fire-Code-Permits	
	# of Commercial Tents:	# of Cooking Tents: # of Pop-up Tents:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Inflatables/Mechanical Rides- A permit and inspection is required for inflatables (ie. bounce house, etc.) http://www.waynesboro.va.us/322/Fire-Code-Permits . Mechanical rides require a permit and fee http://www.waynesboro.va.us/DocumentCenter/Home/View/4588 . If staking is necessary, a Miss Utility ticket is required to ensure utilities are avoided.	
	# of Inflatables:	# of Mechanical Rides: Provider:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Food Vendors/Food Trucks- Food Vendors must be licensed to vend in Waynesboro and be permitted by the Health Department- Contact Commissioner of Revenue 942-6610 and Health Department 949-0137 to verify.	
	# of Food Vendors: Max 4	# of Food Trucks Max 4 <input type="checkbox"/> Catered
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Access to Power- Power may not be available at all locations contact Parks & Recreation to determine availability.	
	Power Requirements: <input type="checkbox"/> 110v # of outlets: ___ <input type="checkbox"/> 30 Amp # <u>2</u> <input type="checkbox"/> 50 Amp # <u>2</u>	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Access to Water- Water may not be available at all locations. Contact Parks & Recreation 942-6735 to determine availability.	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Signs/Banners- Signs/banners should not be placed on right-of-ways. All signs and banners should be removed immediately after the event. Contact Parks & Recreation about hanging banners at park venues. Contact Tourism about advertisement space available on their building.	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Trash Disposal- Many venues have trash cans in place. Additional cans can be requested if needed.	
	# of Additional cans: 8-10	Trash Service Requested: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Portable Restrooms- It is the event organizer's responsibility to provide restrooms, if public facilities are not available or not sufficient. Venues' facilities may not be available year round.	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Impact businesses/residences/parking- Tourism can assist with business notification in the Downtown Area. Contact Police Department for parking/access assistance.	
Emergency Support- Events with attendance over 500 may be required to have Emergency Support. Contact Em. Mgt 942-6698		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Requesting Police Support- Required for road closures and when alcohol is being served. Contact the Police Department 942-6686 to discuss arrangements.	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Requesting Fire Department- Contact 942-6730 to make arrangements.	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Requesting EMS/Ambulance- Contact Emergency Management 942-6698	
Publicity		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Requesting use of City Logo	Is this a grant requirement? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Requesting inclusion in Tourism's digital/print newsletter	

Liability Release: The undersigned applicant, in consideration of the City's approval of the event, on behalf of the Organizer, its agents, attorneys, successors and assigns, releases, forever discharges and promises to defend and wholly to indemnify the City, its officers, agents, attorneys, successors and assigns, from any and all claims, demands, obligations, liabilities, indebtedness, breaches of contract, debts, sums of money, accounts, compensations, contracts, controversies, promises, damages, costs, losses, expenses, attorneys' fees, and claims for sanctions of every type, kind, nature, description, or character, and Irrespective of how, why and by reason of what fact, which could, might, or may be claimed to exist, of whatever kind or name, arising out of or in any way connected with this event or any prior or subsequent activity undertaken pursuant to and under the authority of this application. Further, I grant permission to all of the aforementioned to use any photographs, motion pictures, recordings, or any other record for any legitimate purpose.

By signing below the applicant certifies the above information is accurate. The applicant also acknowledges receipt, review, and understanding of the Liability Release.

Print Name: Tommy Lawhorne Signature: *Thomas J. Lawhorne* Date: 1/12/2017

* Facility Rental Fee: _____ Additional Services Fee: _____ Total Fee: _____ Receipt # _____ Date: _____

Approval of Parks & Recreation Staff: *[Signature]* Date: 1/13/17

[Handwritten initials]