



City of Harrisonburg

409 S. Main Street
Harrisonburg, VA 22801

Meeting Agenda - Final City Council

Mayor Christopher B. Jones
Vice-Mayor Richard Baugh
Council Member Ted Byrd
Council Member Kai Degner
Council Member Abe Shearer

Tuesday, November 29, 2016

7:00 PM

Council Chambers

1. Roll Call
2. Invocation
3. Pledge of Allegiance
4. Comments from the public, limited to five minutes, on matters not on the regular agenda. (Name and address are required)
5. Consent Agenda (any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of Council, otherwise all items will be voted on with one (1) motion)

5.a. Minutes

Attachments: [November 15, 2016 Meeting Minutes](#)

- 5.b. Consider a supplemental appropriation for the Fire and Public Works Departments in the amount of \$4,000

Review & Recommendation: The city received \$4,000 from VML's Safety Grant Program. The Public Works Department used a portion of the funds to purchase water filled barricades for special events and the Fire Department used a portion of the funds for reflective diagonal striping for its vehicles.

Attachments: [Budget Memorandum](#)
[Supplemental Appropriation](#)

Legislative History

11/15/16 City Council approved on first reading

- 5.c. Consider a supplemental appropriation for the Economic Development Department in the amount of \$50,000 to appropriate a VA Agriculture and Forestry Industries Development program grant

Attachments: [Memorandum](#)
[Supplemental Appropriation](#)

Legislative History

11/15/16 City Council approved on first reading

- 5.d. Consider a supplemental appropriation for the Police Department in the amount of \$38,790.66 for the purchase of patrol rifles

Attachments: [Memorandum](#)
[Supplemental Appropriation](#)

Legislative History

11/15/16 City Council approved on first reading

- 5.e. Consider a supplemental appropriation for the Public Transportation Department in the amount of \$445,000

Review & Recommendation: HDPT's contract with Nextbus for Intelligent Transportation System (ITS), AVL solution expires December 2016. HDPT sent out a RFP for prospective bidders in July 2016. Seven proposals were received, of which six met requirements. HDPT staff reviewed the proposals with assistance from JMU, and unanimously chose Avail Technologies as our next ITS solution. \$450,000 had been budgeted for the project with anticipation of renewing the Nextbus contract with upgrades. Nextbus did not bid. Avail was chosen despite being at the high end of bidders. Most bidders were not able to supply approved NTD (National Transit Database) modules. Avail's solution offers MDT's (Mobile data terminals) trip planning, automatic passenger announcements, automatic passenger counting, pre-trip inspection reports to the shop, systems diagnostics for cameras, and destination signs.

Attachments: [Memorandum](#)
[Supplemental Appropriation](#)

Legislative History

11/15/16 City Council approved on first reading

6. Public Hearings

- 6.a. Consider a supplemental appropriation for the General Capital Projects Fund in the amount of \$9,403,864

Review & Recommendation: The Public Works Department has recently been awarded VDOT grant funding for five (5) capital projects. Those projects are the Garbers Church Road Shared Use Paths, Spotswood Elementary Safe Routes to School, Grace Street Extension (JMU), MLK Jr. Way Improvements, and I-81 Exit 245 Realignment. This supplemental appropriation will place the awarded grant funds and JMU matching funds into the appropriate project accounts.

Attachments: [Memorandum](#)
[Supplemental Appropriation](#)

- 6.b. Consider a resolution approving the transfer of 21,008 square feet to Diversified Properties, LLC

Review & Recommendation: This transaction is a finalization of remaining issues from the Erickson Avenue Extension / Pear Street Relocation Project, which was completed a couple of years ago. The city will transfer a total of 21,008 sq. ft. no longer needed by the city to Diversified Properties, LLC. The property to be transferred will become a part of Skyview Estates.

Attachments: [Memorandum](#)
 [Resolution](#)
 [PLATS](#)
 [Public Hearing](#)

7. Regular Items

7.a. Consider approval of the HUD FY2014 and 2016 CDBG Amendment

Review & Recommendation: The required 30 day public comment period concludes on Monday, November 28, 2016 at 9:00 a.m. At this time, one comment has been received. Staff recommends approval of the HUD FY2014 and 2016 amendment, which proposes that funds from the 2014 Mercy House Small Mercies Expansion Project be moved to the 2016 Fire Department AED Project.

Attachments: [Memorandum](#)

7.b. Discussion of storm water erosion problem impacting University Court townhouses and their residents

Review & Recommendation:

7.c. Consider approval to establish and fill a new GIS Administrator position

Review & Recommendation: Staff is seeking council approval to establish and fill a new position, "GIS Administrator", and downgrade an existing position, from "GIS Coordinator", to a "GIS Analyst". The attached memo to council provides more detail on the request.

Attachments: [Memorandum](#)

7.d. Consider cancellation of the second council meeting in December that would be held on Tuesday, December 27, 2016

Review & Recommendation: In the past council has cancelled the second council meeting in December due to the council members and city staff traveling during the holidays.

8. Special Event Application Requests

8.a. Consider the special event application for the Harrisonburg Holiday Parade on December 2, 2016

Review & Recommendation: The Harrisonburg Holiday Parade, tree lighting, and JMU Marching Royal Dukes concert will take place on December 2, 2016 from 7:00 to 9:00 p.m.

Attachments: [Memorandum](#)
 [Event Application](#)
 [Certificate of Insurance](#)

9. Other Matters

10. Boards and Commissions

10.a. Building Code Board of Appeals

**Review &
Recommendation:**

Currently there are three terms that expired November 30, 2015. The individuals serving in those spots will remain until replaced. There are three terms that will expire on November 30, 2016. Craig Miller and Steven Hottle have submitted reappointment applications to continue serving.

119.3 Officers and qualifications of members.

The Local Building of Building Code Appeals (BBCA) shall annually select one of its regular members to serve as chairman. When the chairman is not present at an appeal hearing, the members present shall select an acting chairman. The locality or the chief executive officer of the locality shall appoint a secretary to the LBBCA to maintain a detailed record of all proceedings. Members of the LBBCA shall be selected by the locality on the basis of their ability to render fair and competent decisions regarding application of the USBC and shall to the extent possible, represent different occupational or professional fields relating to the construction industry. At least one member should be an experienced builder; at least one member should be an RDP, and at least one member should be an experienced property manager. Employees or officials of the locality shall not serve as members of the LBBCA.

Attachments:

[Craig Miller - Reappointment](#)

[James Fye](#)

[Rehan Mairajuddin](#)

[Steven Hottle - Reappointment](#)

10.b. Environmental Performance Standards Committee

**Review &
Recommendation:**

During the November 15, 2016 council meeting council decided that Council Member Byrd and Council Member Degner would review the applications and come back to council with a recommendation. Applications were sent to the two individuals whom showed interest after the deadline. Only one of those individuals submitted an application.

Attachments: [Spreadsheet of all Applicants](#)
[Benjamin Meredith](#)
[Bradley Striebig](#)
[Charlie Hendricks](#)
[Daniel Downey](#)
[Deirdre Smeltzer](#)
[Douglas Hendren](#)
[Jeffrey Heie](#)
[Johann Zimmermann](#)
[Mark Keller](#)
[Mikeala Schmitt-Harsh](#)
[Paige Ober](#)
[Peter Barlow - application only](#)
[Raymond Sellers](#)
[Ritchie Vaughan](#)
[Samuel Morton](#)
[Sellers supplemental](#)
[Tom Benevento](#)
[Yonathan Admassu](#)

10.c. Harrisonburg-Rockingham Redevelopment and Housing Authority (HRHA)

Review & Recommendation: Mr. Scott Gallagher's first term is due to expire November 29, 2016. Mr. Gallagher is interested in serving another term and is recommended by Mr. Wong and other members of HRHA. There are two applications attached for council's consideration. The term would expire November 29, 2020.

Attachments: [Brent Finnegan](#)
[Scott Gallagher - Reappointment](#)

11. Adjournment