



City of Harrisonburg

409 S. Main Street
Harrisonburg, VA 22801

Meeting Agenda - Final-revised City Council

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

Tuesday, October 27, 2015

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: [Draft Meeting Minutes October 13, 2015](#)

5.b. Joint Meeting Minutes

Attachments: [Draft Meeting Minutes October 15, 2015](#)

- 5.c. Consider a request from Eddie Warner to rezone a 37,643 +/- square feet parcel located at 475 Lucy Drive/2065 Reservoir Street, from R-3, Medium Density Residential District to B-2, General Business District

Review & Recommendation: Planning Commission recommended approval (7-0) of the rezoning request for the property located at the intersection of Reservoir Street and Lucy Drive and identified as tax map parcel 80-A-3.

Attachments: [Extract RZ 475 Lucy Drive](#)
[Site Maps](#)
[Staff Report RZ 475 Lucy Dr. & 2065 Reservoir St](#)
[Application and Other Supporting Documents](#)
[Surrounding Property Notification - 475 Lucy Drive](#)

Legislative History

10/13/15 City Council approved on first reading

- 5.d. Consider amending and re-enacting Section 6-1-15 and 6-1-26 of the Harrisonburg

City Code

Review &**Recommendation:**

These are proposed ordinance amendments related to the removal of snow and ice from sidewalks. The proposed amendments increase the amount of time to clear sidewalks, depending on the amount of snowfall, and place the responsibility for enforcement of the snow and ice removal ordinance with the Public Works Department instead of the Police Department. The amendments also provide for a waiver of costs in the case of physical hardship on the part of the owner or occupant of a property.

Attachments:

[Current Ordinance Reflecting Requested Changes](#)

[Proposed Ordinance](#)

[Final Revised Ordinance](#)

Legislative History

10/13/15

City Council

approved on first reading

5.e. Consider amendments to the City Code relative to Assistant City Manager**Review &****Recommendation:**

It is recommended that council re-title the Assistant City Manager position to Deputy City Manager. This is the more common title for a city, county or town's "second in command", used in such localities as Lynchburg, Staunton, Williamsburg, Albemarle, Rockingham, Blacksburg and Leesburg. The "deputy" title more accurately reflects the position's functional status within the city organization as it carries out all of the functions of the office of City Manager in the event of the City Manager's short- or long-term absence, in addition to currently having daily oversight responsibility for a number of city departments.

In order to "formally" make this change, several city ordinances need to be revised as they specifically refer to an "Assistant City Manager" position. Attached are copies of the current and proposed ordinances.

Also attached, is a copy of the city's formal organization chart and a copy of what is titled a "working" organization chart, the latter which delineates the areas of daily responsibility/oversight of the City Manager and the Deputy City Manager. Obviously the City Manager will remain ultimately responsible for all of the functions shown below City Manager on both charts.

Attachments:

[Current Ordinance Reflecting Requested Changes](#)

[Proposed Ordinance](#)

[2015 Org Charts](#)

Legislative History

10/13/15

City Council

approved

5.f. Consider a supplemental appropriation for the Police Department in the amount of \$13,315

Review & Recommendation:

This is a grant award from the U.S. Department of Justice through the Edward Byrne Memorial Justice Assistance Grant. The City of Harrisonburg plans to use the fund provided through the Edward Byrne Memorial Justice Assistance Grant to purchase equipment for the Police Department to aid in training, Geo-Mapping for community service initiatives, logistical planning for major events and large-scale operations and effective incident scene command.

The city will utilize \$13,315.00 of total funding for this grant project. Of this total amount, the City plans to utilize \$13,315.00 in federal funding as awarded through this grant program in order to realize the goals of the project. The City of Harrisonburg does not have the finances necessary to budget for the items outlined in this program's narrative and does not anticipate acquiring these funds. Additionally, funding for the items listed in this grant proposal is not being sought from any other sources (federal, state, local, foundation, etc.), thus no funds or potential funds are being supplanted through this project.

The items that the City of Harrisonburg will purchase for the Police Department with granted funds to increase the ability to train, conference, investigate, collaborate and inter-operate with the EOC include two InFocus MondoPad M-Touch 57-inch tablets (\$10,728.16) with two Apple TV's to connect mobile devices and hardware to the tablet (\$140.00 total), two iPad Airs for interactive control of the tablets (\$1,114.00 total), mounting hardware for one of the MondoPad units to hard-mount it in one of the training rooms (\$318), and a mobile cart for the second unit (\$1,015.00).

Attachments: [Supplemental Appropriation \(PD JAG\)](#)

Legislative History

10/13/15 City Council approved on first reading

- 5.g. Consider a supplemental appropriation for the Police Department in the amount of \$6,416.00

Review & Recommendation:

These funds would be budgeted from the Federal Seized Asset line, for law enforcement use only, to purchase employee performance documentation software.

Guardian Tracking is a performance documentation/ early intervention and recognition system software that helps organizations manage employee performance documentation. It will help manage several processes that take place in all organizations including: flagging high performing employees; supporting evaluation scores; flagging employees on thresholds of behavior; monitoring goals and performance improvement plane; tracks discipline; and, defends personnel decisions. Guardian Tracking provides transparency, pro-activity, recognition, culture, early intervention and positive recognition. Positive recognition has been shown to be the number one factor in gaining job satisfaction.

Attachments: [Supplemental Appropriation \(Asset Forfeiture\)](#)
[Harrisonburg \(VA\) PD - 147 Users - GT Hosted Application Services Agreement](#)
[Harrisonburg \(VA\) PD - Guardian Tracking Proposal](#)

Legislative History

10/13/15 City Council approved on first reading

- 5.h. Consider a supplemental appropriation for the Police Department in the amount of \$22,243.64

Review & Recommendation: These funds were awarded through the 2015 Bullet Proof Vest Partnership with the Bureau of Justice Assistance. The award may be used to reimburse half the cost of National Institute of Justice compliant armored vests which were ordered after April 1, 2015 through August 31, 2017.

Attachments: [Supplemental Appropriation \(BVP Grant\)](#)

Legislative History

10/13/15 City Council approved on first reading

6. Public Hearings

6.a. Consider resolution for VDOT's Transportation Alternatives Program (TAP) for Safe Routes to School, Spotswood Elementary School project

Review & Recommendation: Public Works Department requests support for a grant application to the VDOT's Transportation Alternatives Program (TAP) to fund the construction of sidewalks on the east side of Reservoir Street between Hawkins Street and Kenmore Street, installation of rectangular rapid flash beacon (RRFB) crosswalk with push-button actuation at the intersection of Norwood Street, and two flashing school zone signs on Reservoir Street. The TAP program is a reimbursement program administered by VDOT that may be used for projects that meet certain criteria for enhancing surface transportation. The program requires a 20% minimum match by the locality. The total project cost estimate is \$189,980. The grant request is for \$151,984, requiring a local match of \$37,996. A public hearing has been advertised for this meeting as required for the TAP grant application.

Attachments: [2015-10 TAP Improvements Map](#)
[Notice of Public Hearing](#)
[TAP FY2017 Application - Spotswood ES SRTS](#)
[Resolution of Support City Council](#)

7. Regular Items

7.a. Consider a Resolution for VDOT's FY 2016-2017 Revenue Sharing Program

Review & Recommendation: VDOT has historically offered its Revenue Sharing Program to localities to advance transportation projects to construction. Localities may apply for a maximum of \$10 million annually through this program.

Public Works Staff is requesting Council's consideration for the City applying for Revenue Sharing Grants for the following projects in the FY17 budget cycle:

1. Finance construction of the Reservoir Street Reconstruction Project in the amount of \$2,000,000 (\$1,000,000 revenue sharing and \$1,000,000 City matching funds);
2. Finance construction of the South Main St / MLK Jr. Way Improvements in the amount of \$2,700,000 (\$1,350,000 revenue sharing and \$1,350,000 matching funds);
3. Finance design, right of way and construction of Garbers Church Road Shared Use Paths in the amount of \$3,000,000 (\$1,500,000 revenue sharing and \$1,500,000 City matching funds);
4. Finance a portion of the annual paving program in the amount of \$1,900,000 (\$950,000 revenue sharing and \$950,000 City matching funds);
5. Finance construction of the Grace Street Extension Project on the campus of James Madison University in the amount of \$2,500,000 (\$1,250,000 revenue sharing and \$1,250,000 City matching funds provided by JMU).

Applications with City Council Resolution are due to VDOT by October 30, 2015

Attachments: [FY17 Revenue Sharing City Council Resolution](#)

7.b. Discussion regarding the joint City Council and School Board meeting of October 15, 2015

Review & Recommendation: There is no agenda summary or materials for presentation relative to this item. This item is intended to give council time on the agenda to discuss and comment on the referenced joint meeting.

8. Other Matters

9. Boards and Commissions

10. Closed Session

- 10.a.** 2.2-3711(A)(3) Discussion or consideration of the acquisition of real property for a public purpose

11. Adjournment