



# City of Harrisonburg

409 S. Main Street  
Harrisonburg, VA 22801

## Meeting Agenda - Final-revised City Council

*Mayor Deanna R. Reed*  
*Vice-Mayor Richard A. Baugh*  
*Council Member Ted Byrd*  
*Council Member George Hirschmann*  
*Council Member Christopher B. Jones*

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Tuesday, June 27, 2017

7:00 PM

Council Chambers

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**1. Roll Call**

**2. Invocation**

**3. Pledge of Allegiance**

**4. Special Recognition**

**4.a. Proclamation honoring United Way of Harrisonburg and Rockingham County**

**Review & Recommendation:** [Click here to enter the action/summary \(insert the summary from the memo here\).](#)

**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 for June 8, 2017 Joint School Board / City Council Meeting**

**Review & Recommendation:** [Click here to enter the action/summary \(insert the summary from the memo here\).](#)

**Attachments:** [Minutes \(Joint\)](#)

**5.b. Minutes from June 13, 2017 City Council Meeting**

**Attachments:** [Minutes](#)

**5.c. Consider granting an ordinance to Keezell, LLC to use, occupy and alter the sidewalk at the corner of South Main Street and Newman Avenue**

**Review & Recommendation:** Consider approving a franchise for a term in excess of five years to use, occupy, and alter the sidewalk at the along the north side of Newman Avenue, at the corner of Newman Avenue and South Main Street.

**Attachments:**      [Memorandum](#)  
[Complete Application](#)  
[Exhibit A Sidewalk Plan](#)  
[Sidewalk Area Drawing - Keezel](#)  
[Maintenance Agreement](#)  
[Proposed ordinance](#)  
[Public Hearing Notice](#)

**5.d.** Consider an amendment and reenactment of Section 4-2-77 Transient Tax and Section 4-2-87 Meals Tax of the Harrisonburg City Code

**Review & Recommendation:** Consider amending and re-enacting Section 4-2-77 to increase the transient occupancy (lodging) tax to seven (7) percent, and amending and re-enacting Section 4-2-87 to increase the meals tax to seven (7) percent.

**Attachments:**      [Memorandum](#)  
[Current Ordinance 4-2-87 reflecting recommended amendments](#)  
[Current Ordinance 4-2-77 reflecting recommended amendments](#)  
[Public Hearing Notice](#)

**5.e.** Consider amending and re-enacting Section 7-4-1 Water and Sewer Rates, of the Harrisonburg City Code

**Review & Recommendation:** Consider amending and re-enacting Section 7-4-1 - Schedule of rates and charges generally.

**Attachments:**      [Memorandum](#)  
[Overview](#)  
[Current ordinance reflecting proposed amendments](#)  
[Public Hearing Notice](#)  
[Power Point presentation](#)

**5.f.** Consider a request from S & B Rentals LLC to rezone a parcel located at 160 and 164 Waterman Drive from M-1, General Industrial District to B-2, General Business District.

**Review & Recommendation:** Planning Commission recommended approval (6-0) to rezone the 39,154 +/- square feet parcel, identified as tax map parcel 36-M-11, from M-1 to B-2.

**Attachments:**      [Memorandum](#)  
[Extract RZ 160 & 164 Waterman Drive](#)  
[Site Maps](#)  
[Application, applicants letter, and supporting documents](#)  
[Surrounding Property owners letter](#)  
[Public Hearing Notice](#)  
[Power Point Presentation](#)

**5.g.** Consider a request from S & B Rentals LLC for a special use permit per Section 10-3-91 (8) to allow for the reduction in required parking spaces within the B-2, General Business District. Areas that would have been used for parking must remain

as open space and shall not be used to meet any conflicting requirements of the Zoning Ordinance. The property is located at 160 & 164 Waterman Drive.

**Review & Recommendation:** Planning Commission recommended approval (6-0) of the Special Use Permit to allow for the reduction in required parking spaces on the 39,154+/- square feet property identified as tax map parcel 36-M-11, with the following condition:

The SUP allowing a reduction in required parking shall only be applicable to the uses proposed in the application.

**Attachments:** [Memorandum](#)  
[Extract SUP 160 & 164 Waterman Drive](#)  
[site maps](#)  
[Application, applicant letter, and supporting documents](#)  
[Surrounding Property owners letter](#)  
[Public hearing notice](#)

- 5.h. Consider a request from Virginia Mennonite Retirement Community, Inc. (VMRC) to rezone a 13.35 +/- acre section of the Virginia Mennonite Retirement Community by amending the existing Master Plan Drawing. The properties are identified as tax map parcels 52-D-4, 6-10.

**Review & Recommendation:** Planning Commission recommended to approve (5-0) the rezoning request for the Park Village area and other small areas as shown in the Master Plan Drawing to be rezoned from R-3, Multiple Dwelling Residential and I-1, Institutional Overlay District to R-3C, Medium Density Residential Conditional and I-1, Institutional Overlay District..

**Attachments:** [Memorandum](#)  
[Extract RZ VMRC Master Plan Amendment](#)  
[Site Maps](#)  
[Application, applicant letter, and supporting documents](#)  
[Proposed site development layout](#)  
[Surrounding Property owners letter](#)  
[Public hearing notice](#)  
[Power Point presentation](#)

- 5.i. Consider approval of an ordinance to abate and demolish a blighted property

**Review & Recommendation:** Consider declaring the property located at 226 Kelley Street, Harrisonburg, Virginia, a blighted property and therefore a nuisance, and further authorize taking steps to abate the nuisance, including the razing of the structure.

**Attachments:** [Memorandum](#)  
[Excerpts from May 14 2013 Minutes](#)  
[Notice of Unsafe Building](#)  
[Blighted Property Ordinance 226 Kelley St](#)

## 6. Public Hearings

- 6.a. Consider approving the disposition of real estate located at the intersection of Virginia Avenue and Mount Clinton Pike Extended

**Review & Recommendation:** Consider approving the disposition of real estate, namely the conveyance of a parcel containing 536 square feet, located at the northeast corner of the intersection of Virginia Avenue and Mount Clinton Pile (Extended) to Harrisonburg Virginia Avenue Station, L.L.C. in exchange for a parcel containing 536 square feet, located along the northern side of Mount Clinton Pike, in the City of Harrisonburg, to be dedicated to the City of Harrisonburg.

**Attachments:** [Memorandum](#)  
[Resolution](#)  
[Deed of Exchange](#)  
[Plat](#)  
[Aerial Photo](#)  
[Public hearing notice](#)

## 7. Regular Items

7.a. Consider amending the city's Purchasing and Contracting Manual to update the current purchasing thresholds to be effective July 1, 2017

**Review & Recommendation:** Staff is requesting the approval to amend Sections 4-3-44(c), 4-3-45(6), 4-3-68, 4-3-70(3) and 4-3-71(2) of the city's Purchasing and Contracting Policy Manual to increase the various purchasing thresholds. The current thresholds were last revised in July 2004.

**Attachments:** [Memorandum](#)  
[Applicable Revised Sections](#)

7.b. Consider removing 1996-1997 Real Estate Taxes and 2011 Personal Property Taxes from the tax roll

**Review & Recommendation:** In accordance with the 4-1-36 from the Harrisonburg City Code, and 58.1-3940 from the State Code of Virginia, I respectfully request that personal property taxes for the year of 2011 and real estate taxes for the year 1996/1997 be removed from the Treasurer's books as uncollectable.

**Attachments:** [Letter to council](#)  
[Delinquent PP Tax 2011 only](#)  
[Delinquent RE Tax 1996 only](#)  
[Delinquent PP Tax 2011-2016](#)  
[Delinquent RE Tax 1996-2016](#)

7.c. Consider Advertisement of delinquent Real Estate taxes for the years 2014/2015 and 2015/2016.

**Review & Recommendation:** As is required under Section 4-1-29 of City Code, I am asking if it is your desire to direct me to advertise as unpaid, the delinquent real estate taxes for the years 2014/2015 and 2015/2016.

**Attachments:** [Letter to council](#)  
[Delinquent RE 2014-2015](#)

7.d. Consider a Radio System User Equipment Replacement proposal

**Review & Recommendation:** The radio system user equipment has reached end of service life. Capital Improvement Plans include replacement over fiscal years 2019-2020. An unforeseen issue has arisen with the radio system upgrade that requires the radios to be purchased now so users can transition to the new system.

**Attachments:** [Memorandum](#)  
[Power Point presentation](#)

## 8. Special Event Application Requests

### 8.a. Consider a special event application request for Brothers Brewing 3-Miler

**Review & Recommendation:** To consider the event application request for the Brothers Brewing 3 Miler on Washington Street August 26, 2017.

**Attachments:** [Memorandum](#)  
[Application](#)

### 8.b. Consider a special event application request for Valley Fourth

**Review & Recommendation:** Consider the event application request for Valley Fourth on Tuesday, July 4, 2017.

**Attachments:** [Memorandum](#)  
[Application](#)  
[Map](#)  
[ABC license](#)

### 8.c. Consider a special event application request for Block Party in the Burg

**Review & Recommendation:** Consider the event application request for Block Party in the Burg on Saturday, August 26, 2017.

**Attachments:** [Memorandum](#)  
[Application](#)  
[Map](#)

### 8.d. Consider an event application request for Race to Beat Breast Cancer 5k Run/Walk

**Review & Recommendation:** Consider the event application request for the Race to Beat Breast Cancer 5k Run/Walk on Saturday, October 21, 2017.

**Attachments:** [Memorandum](#)  
[Application](#)  
[Map](#)

### 8.e. Consider a special event application request for the Turkey Trot

**Review & Recommendation:** Consider the event application request for the Turkey Trot on Thursday, November 23, 2017.

**Attachments:** [Memorandum](#)  
[Application](#)  
[Map](#)

**8.f.** Consider a special event application request for the NYE Glow Run 5k

**Review & Recommendation:** Consider the event application request for the NYE Glow Run 5k on Sunday, December 31, 2017.

**Attachments:** [Memorandum](#)  
[Application](#)  
[Map](#)

**8.g.** Consider a special event application request for First Night Harrisonburg

**Review & Recommendation:** Consider the event application request for First Night Harrisonburg on Sunday, December 31, 2017.

**Attachments:** [Memorandum](#)  
[Application](#)  
[Map](#)

**8.h.** Consider a special event application request for Alpine Loop Gran Fondo

**Review & Recommendation:** Consider the event application request for the Alpine Loop Gran Fondo on Sunday, October 1, 2017.

**Attachments:** [Memorandum](#)  
[Application](#)  
[Map](#)  
[Insurance](#)  
[Endorsement](#)

**9. Reallocations****9.a.** Consider a reallocation of budgeted funds in the amount of \$250,000 for the School Fund

**Review & Recommendation:** A reallocation of budgeted funds is requested within the school's operating budget totaling \$250,000. This reallocation is a normal procedure for this time of year to make funds available where they are needed within the School Fund. No additional city dollars are required for the school division.

**Attachments:** [Memorandum](#)  
[Reallocation](#)

**9.b.** Consider a reallocation of budgeted funds in the amount of \$925,000 for the General Capital Projects Fund and a total of \$340,000 for the Water and Sewer Capital Projects Funds

**Review & Recommendation:** A reallocation of budgeted funds is requested from the General Fund to the General Capital Projects Fund for several projects. In addition, a reallocation of budgeted funds is being requested from the Water and Sewer Funds to the Water and Sewer Capital Projects for funding of new utility billing software.

**Attachments:** [Memorandum](#)  
[Budget Reallocation](#)

**10. Other Matters**

10.a. Comments from the public, limited to five minutes, on matters not on the regular agenda.  
(Name and address are required)

10.b. City Council and Staff

**11. Closed Session**

11.a. Virginia Code Section 2.2-3711(A), under: Subsection 3 for a discussion of the disposition of publically held real estate

**12. Adjournment**