

City of Fredericksburg, Virginia

City Council

AGENDA

Council Chambers

715 Princess Anne Street

Fredericksburg, Virginia 22401

September 27, 2016

7:30 p.m.

Mayor Mary Katherine Greenlaw, Presiding

Hon. Mary Katherine Greenlaw, Mayor
Hon. William C. Withers, Jr., Vice-Mayor, Ward Two
Hon. Kerry P. Devine, At-Large
Hon. Matthew J. Kelly, At-Large
Hon. Bradford C. Ellis, Ward One
Hon. Timothy P. Duffy, Ph.D., Ward Three
Hon. Charlie L. Frye, Jr., Ward Four

1. Call To Order

2. Invocation

Councilor Matthew J. Kelly

3. Pledge Of Allegiance

Mayor Mary Katherine Greenlaw

4. Presentations

A. Recognition Of G.M. Haney

B. Columbia Gas Update - Robert Innes, Columbia Gas

5. Public Hearing

A. Resolution 16-___, Approving Certificates Of Appropriateness For Site Planning, Mass And Scale, And Detailed Design Of The George Street Townhouses

Documents:

[5A NBB LLC COA.PDF](#)

6. Comments From The Public

City Council provides this opportunity each regular meeting for comments from citizens who have signed up to speak before the start of the meeting. To be fair to everyone, please observe the five-minute time limit and yield the floor when the Clerk of Council indicates that your time has expired. Decorum in the Council Chambers will be maintained. Comments that are not relevant to City business and disruptive are inappropriate and out of order.

7. Council Agenda

8. Consent Agenda

- A. Resolution 16-___, Approving The 2015-2016 Consolidated Annual Performance And Evaluation Report

Documents:

[8A CAPER.PDF](#)

- B. Resolution 16-___, First Read, Amending The Fiscal Year 2017 Rappahannock Area Office On Youth Services & Group Home Commission Budget (Fund 738) By Appropriating \$75,000 Of Fund Balance

Documents:

[8B RAOY BUDGET AMEND.PDF](#)

- C. Transmitting Preliminary Year-End Financial Results - Fiscal Year 2016

Documents:

[8C FY16 PRELIM YEAR END.PDF](#)

- D. Transmittal Of Boards And Commission Minutes

- D.i. Economic Development Authority - July 11, 2016

Documents:

[8D1 EDA 7-11-16.PDF](#)

- D.ii. Economic Development Authority - August 8, 2106

Documents:

[8D2 EDA 8-8-16.PDF](#)

- D.iii. Memorials Advisory Commission - May 18, 2016

Documents:

[8D3 MEMORIALS 5-18-16.PDF](#)

- D.iv. Memorials Advisory Commission - July 20, 2016

Documents:

[8D4 MEMORIALS 7-20-16.PDF](#)

- D.v. Potomac & Rappahannock Transportation Commission - August 8, 2016

Documents:

[8D5 PRTC 7-7-16.PDF](#)

9. Minutes

A. Public Hearing - September 13, 2016

Documents:

[9A 9-13-16 PUBLIC HEARING MINUTES.PDF](#)

B. Regular Session - September 13, 2016

Documents:

[9B 9-13-16 REGULAR SESSION MINUTES.PDF](#)

10. City Manager Agenda

A. Resolution 16-___, Amending The Fiscal Year 2017 City Grants Fund Budget By Appropriating \$61,467 In The City Grants Fund For PEG Access Projects And A Police Justice Administration Grant

Documents:

[10A POLICE JAG GRANT.PDF](#)

B. Resolution 16-___, Endorsing Transportation Project Applications

Documents:

[10B TRANSPORTATION PROJECTS.PDF](#)

C. Resolution 16-___, Considering Special Exceptions For Timbernest, LTD. For 506-516 Sophia Street And 525 Caroline Street, To Permit The Construction Of New Residences On Sophia Street

Documents:

[10C TIMBERNEST.PDF](#)

D. Resolution 16-___, Initiating A Unified Development Ordinance Text Amendment To Provide For Breweries, Wineries, And Distilleries In The City Of Fredericksburg

Documents:

[10D BREWERIES.PDF](#)

E. Resolution 16-___, Approving Economic Incentives For The NBB, LLC Mixed Use Project

Documents:

[10E NBB INCENTIVE.PDF](#)

F. City Manager's Update

Documents:

[10F CITY MANAGER UPDATE.PDF](#)

G. Calendar

Documents:

[10G CALENDAR.PDF](#)

11. Adjournment



MEMORANDUM

TO: City Council

FROM: Kathleen Dooley, City Attorney *Kathleen Dooley*

DATE: September 21, 2016

RE: Public hearing – NBB, LLC application for a certificate of appropriateness

The purpose of this memo is to identify the topic of the September 27, 2016 public hearing for NBB, LLC's revised plans for five townhomes, to identify the criteria that Council will use in making its decision, and to describe the form of Council's action.

“Architecturally compatible:”

NBB, LLC proposes to build five townhomes on property it owns behind the National Bank Building, along the 300 block of George Street. The property is within the Historic Fredericksburg District, which is a historic preservation zoning designation. All new construction within the HFD requires the issuance of a certificate of appropriateness. The question is whether the proposed new construction is “architecturally compatible” with the historic landmarks, buildings, structures, and areas located within the district.

Elements of architectural compatibility:

The question of “architectural compatibility” is divided into the following elements (from City Code §72-23.1(D)(1)):

- (a) Site planning (continuity of street edge, spacing between buildings, fences and walls, parking);
- (b) Building scale (size, height, façade proportions);
- (c) Building massing (form, roof shape, orientation);
- (d) Roof (shape, pitch, overhang, dormers, skylights, chimneys);
- (e) Windows (type, shape and proportion, rhythm and balance, blind/shutters);

- (f) Doorways (placement and orientation, type);
- (g) Storefronts (materials, architectural details);
- (h) Exterior architectural elements (entrances porches and steps, cornices);
- (i) Materials (wall surfaces, foundation, roof); and
- (j) Miscellaneous details (trim, gutters and leaders, louvers/vents, lighting, public utilities).

The City's Historic District Handbook provides additional discussion and guidance for each of the foregoing elements.

Evaluating the elements of architectural compatibility:

The duty of providing a professional report on the elements of architectural compatibility was divided between Frazier Associates and City staff. The Frazier Associates report addresses the first three elements – site planning, building mass, and building scale. Frazier Associates also provided two computer models showing the new construction in the context of the neighborhood. The computer model depicts the project from the eye-level view of passers-by.

The City staff report addresses the remaining elements, which are typically identified as “detailed design.”

Council action:

Council may take action on the certificates of appropriateness at any public meeting after the close of the public hearing. A draft resolution is in the meeting packet, which simply provides for approval of certificates of appropriateness for site planning, building mass and scale, and detailed design. The resolution incorporates the September 27, 2016 applicant materials. However, the two professional reports identify a number of questions to be resolved. The resolution will likely need to be amended to incorporate the final version of plans, or to identify any final conditions of approval.



MOTION:

**September 27, 2016
Regular Meeting
Resolution No. 16-__**

SECOND:

**RE: APPROVING CERTIFICATES OF APPROPRIATENESS FOR SITE
PLANNING, MASS AND SCALE, AND DETAILED DESIGN OF THE
GEORGE STREET TOWNHOUSES**

ACTION: APPROVED: Ayes: 0; Nays: 0

RECITALS

- A. NBB, LLC owns land located at 900 Princess Anne Street and the 300 block of George Street in the City of Fredericksburg. The parcels are identified on the City's tax map and Geographic Information System as GPINs 7789-14-2805 (900 Princess Anne Street) and 7789-14-0798 (311 George Street) (collectively, the "Property"). The Property is located in the Historic Fredericksburg zoning district.
- B. A certificate of appropriateness from the Fredericksburg Architectural Review Board (ARB) is required for all new construction in the historic district. NBB submitted an application for a certificate of appropriateness for the construction of seven townhomes on the Property.
- C. On October 26, 2015, the ARB voted on motions to approve a certificate of appropriateness for the site planning and mass and scale for the seven townhomes on October 26, 2015 (the October Certificate).
- D. On November 9, 2015, the ARB voted on motions to approve an additional certificate of appropriateness for various aspects of the detailed design of the proposed seven townhomes (the November Certificate).
- E. On November 10, 2015, the Fredericksburg City Council adopted Resolution 15-85 for the purpose of suspending the October Certificate. Resolution 15-85 directed the City Attorney to present the application to the City Council, preferably at its meeting on December 8, 2015, and provided NBB the opportunity to present its application to the City Council at the same meeting.
- F. On November 19, 2015, the City Manager appealed the ARB's November 9, 2015 vote to approve a certificate of appropriateness for the detailed design of the seven townhomes.
- G. In August, 2016, NBB prepared revised plans and elevations for the construction of five townhomes on the Property (Revised Plans). The Revised Plans consist of 16 pages of architectural elevations, site plans, and exhibits by *njb* ARCHITECTURE dated September 27, 2016.

H. City Council held a public hearing on the Revised Plans on September 27, 2016.

RESOLVED

Now, therefore, be it resolved:

1. After considering the Revised Plans, the reports of Frazier Associates and City Planning staff, the applicant's presentation, and comments by the public, the City Council finds the Revised Plans demonstrate that the proposed new construction will be architecturally compatible with the historic aspects of the HFD, as required by City Code §§72-23.1 and 72-34.1.
2. The City Council approves certificates of appropriateness for site planning, mass and scale, and detailed design for the proposed townhouses.
3. The condition of the approval is that the new construction shall be in substantial accord with the Revised Plans.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 16- duly adopted at a meeting of the City Council meeting held September 27, 2016 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



FRAZIER ASSOCIATES

ARCHITECTURE

September 20, 2016

HISTORIC
PRESERVATION

Mr Timothy Baroody, City Manager

COMMUNITY
DESIGN

Ms. Kathleen Dooley, City Attorney

City of Fredericksburg

COMMUNITY
GRAPHICS

P.O. Box 7447

Fredericksburg, VA 22404-7447

RE: Design Review Revised Design of George Street Townhouses

Dear Mr Baroody and Ms. Dooley:

This design review for new construction on George Street in the Fredericksburg Historic District is in response to a request from City Council. As we understand it, their goal is to produce a project that is architecturally compatible with the historic landmarks, buildings and structures within the local historic preservation district. This review was carried out by reviewing the revised architect's plans as submitted for a public presentation on September 27, 2016. The Frazier Associates review is limited to the criteria of site planning, building scale and building mass, in City Code 72-23.1 (D) (1) (a), (b), and (c). It does not address the remaining review criteria, which will be addressed in a separate report. The review was carried out using the City of Fredericksburg Historic District Handbook.

I regret that I am not able to attend the public hearing on September 27, 2016. I am out of the country on that date.

In general, it is our opinion that the developer's revised proposal successfully addresses the site planning and building scale criteria, and the building mass criteria, with some suggested modifications discussed below.

In general, the developer's proposal of residential townhouses is a good proposed use for this site, because it transitions from the commercial (Caroline Street) and institutional (Princess Anne Street) uses and relates to the neighboring residential uses. It is also consistent with the townhouse use across George Street. Accommodating the automobile with garages and access poses a significant constraint on the project due to the size and shape of the project site.

Overall, context is key to designing and evaluating this project. The goal is to design a new project that fits within its context, without creating a false sense of its own history. From a broad perspective, the pattern of development in the district was denser near

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www.frazierassociates.com



water (Caroline Street), transitioning to churches and government buildings (Princess Anne Street) then to larger detached dwellings.

What follows is a more detailed commentary, based on the City of Fredericksburg Historic District Handbook.

1. Continuity of Scale: p. 44 and Scale p. 65

“Scale” is more than height. Scale is the relationship of buildings to each other and to the human form. Elements such as the number of stories, height of floors, window size, porch heights, etc. all contribute to the definition of scale. The height of the proposed development is within the average of the height of buildings within its context. The scale is also established by the number of stories within the height. The proposed four stories (including the basement) relate to the surrounding historic buildings.

The front porches, railings, windows, and water table also establish a relationship to the human scale. These elements differentiate the mass of the front and side facades, which help the project mass and scale.

2. Continuity of Setback: p. 44 and Building Spacing p. 63

The proposed site is a pivot point in the district between commercial and residential uses, but relates more to the residential style. The character of Charles Street from William to Hanover Streets transitions from zero setback in commercial areas to deeper setbacks in residential areas. Also, historically from the river west, density went from zero setback in commercial areas to deeper setbacks in single-family residential areas. This happens on George Street with a few exceptions: the side elevation of the National Bank Building adjacent to the proposed project and the large non-contributing building beyond the cemetery (Verizon). The three historic townhouses across the street from the proposed development fit because of their setback, porches, roof forms, and scale.

The revised design provides a front yard that reinforces the transitional residential character of the project. It also includes a side yard which, together with the reduced height, mass, and scale of the townhomes, helps to respect the prominence of the National Bank Building.

The side yard facing Charles Street is appropriate to the proposed residential use, and it also relates the new use to the existing Masonic Cemetery across George Street.

3. Balance of Two-Sided Street: p. 44

The new front yards help this development to balance this block of George Street. The majority of historic buildings on the street are set back from the street. All of the historic buildings that face George Street on this block have front yards suitable to their uses.

4. Height: p. 62

This guideline states that new buildings should relate to the average height (within 10% of the average height) and that new buildings should have the same number of stories. The revised design meets this guideline.

5. Front Façade Proportion: p. 62 and Directional Expression: p. 65

This guideline addresses the relationship of height and width of the new construction. The relationship of height to width for the redesigned townhomes reflects the proportions of the historic townhomes across the street. The design could further emphasize the horizontality of the new units by providing a unified roof line for the front porches on units 1 and 2, and 3 and 4. This change in design would likely require changes to the location of the porch columns.

6. Entrance and Porch Projections: p. 63

Porches aid in creating scale, and the historic townhouses across the street and other houses in the context of the development employ a variety of porches. The positive effect of the porch projections shown in the revised design, in differentiating the front façade for purposes of mass and scale, is noted above. The materials used for the front porches will be encountered by pedestrians and drivers, given their proximity to the sidewalk and street. These materials should be analyzed during the detailed design review for the project.

7. Building Massing: p. 75

A building's massing is defined by a number of elements, including its size and height. Other factors that contribute to building mass are the complexity of the building form and the building's roof shape.

The proposed massing for the redesigned townhomes is successful in its division of the development into separate buildings, and the stepping back of the fourth story with the balconies along George Street has helped to reduce the mass of the buildings in order to better fit within the immediate context.

Roof shape is an important element of building mass. The majority of the buildings in the surrounding area tend to have gable roofs, which effectively reduce the mass of the top floor of living space. Another approach that may be effective is stepping back the top story on all the street facing elevations. There are concerns about the use of a mansard roof form in this context and on this style of building, but details relating to the roof form concerning architectural style compatibility and details will be addressed in a separate report.

8. Detailed design.

Frazier Associates' review of the revised plans was limited to the questions of site planning, mass and scale. There are other important matters of materials and details that should be addressed in the evaluation of the detailed design of the project.

Again, the proposed use will be a great asset to the downtown and the historic district of Fredericksburg. The developer and his architect have made great strides in modifying this development to better fit the context of Fredericksburg's historic district.

Sincerely,

A handwritten signature in black ink that reads "Kathleen O. Frazier". The signature is written in a cursive, flowing style.

Kathleen O. Frazier, AIA
Principal







MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Kate Schwartz, Historic Resources Planner
DATE: September 21, 2016
RE: Detailed design review for revised George Street Brownstones project for September 27, 2016 City Council public hearing

This review of the design of the proposed new construction in the 300 block of George Street in the Fredericksburg Historic District addresses details and materials. The details to be reviewed are specified in City Code §72-23.1(D)(1), items (d) through (j). Items (a) through (c) address site planning, scale, and massing and have been evaluated in the letter report provided by Frazier Associates dated September 20, 2016. The review utilizes the City of Fredericksburg Historic District Handbook.

The revised proposal is generally in accordance with the standards and guidelines in place for Fredericksburg's Historic District, though some clarification or revision is suggested for specific items. A detailed evaluation of the design details follows.

d. Roof (shape, pitch, overhang, dormers, skylights, chimneys)

The buildings feature a dual roof form, with a flat roof terrace above the façade and a mansard roof topping the majority of the structure. Gable-roofed dormers align with the division of bays above the side and rear elevations. The transition between the flat-roofed terrace area and the mansard roof is unusual and the combination of these roof types is unique. Modifications to the details, including the eave overhang, trim, and the railing or balustrade, may improve the articulation of this roof form. Mansard roofs typically feature substantial trim elements lining the upper and lower roof edges, and even defining the corners on many examples.

The porches are topped by half-hipped standing seam copper roofs. These are a style and material appropriate for the district; however, the metal roof should be applied in the hand-crimped style. The projecting bay windows at the side elevations are also topped by copper roofs; however, they feature a flared or curved profile that is inconsistent with the general architectural motif. A shed or half-hipped roof above the bay windows would be more consistent with the Federal and Greek Revival-style details reflected in the remainder of the design.

Additionally, privacy walls and chimneys project forward on the terraces between lots one and two, between lots three and four, and at the west end of lot five. Chimneys project up from the rooftop terraces and are clad in ATAS Versa-Lok panels. This material is assessed below, under item (i). The chimneys are located near the front of the roof terrace. Due to their placement and cladding, the chimneys do not appear integrated into the roofline or architecture of the buildings, and will appear as a

prominent detail from street level. The Frazier report pinpoints the rooftop terrace and attic-level setback as a tool that reduces the overall mass of the project and allows it to better fit the George Street context. The privacy wall and chimney detail was not included in the previous side elevations. The massing may need to be reassessed in light of this detail.

e. Windows (type, shape and proportion, rhythm and balance, blinds/shutters)

The applicant proposes to use Pella ProLine Series double-hung sash windows. These are aluminum clad wood windows with a six-over-six light pattern. The selected windows relate to window types used throughout the district and are an appropriate material; however, the windows should include simulated divided lights with true exterior muntins to be in accordance with the standards and guidelines. The rhythm and placement of windows aligns with the patterns of the district.

At the first and second floor front and side elevations, louvered shutters frame each window. The shutters are constructed of a PVC composite material and will be mounted with hardware that provides the appearance of operability. This design is in accordance with the district standards.

There is some variation in the sizing and alignment of windows on the rear elevation. The rhythm of windows on the rear elevation could be improved by reducing the number of windows at the second floor and aligning them with the dormers at the attic level. Additionally, the light pattern of the smaller windows at the first floor rear elevation needs to be clarified.

f. Doorways (placement and orientation, type)

The primary entry doors will be paired, glazed wood doors with multi-light sidelights and transoms. Side and rear entry doors as well as the garage doors are proposed as multi-light painted steel doors. The doors at the rear inset balcony are Pella Architectural series aluminum-clad wood French doors. All multi-light doors should include simulated divided lights with true exterior muntins. The door styles, materials, and placements meet the standards and guidelines for the district.

Specifications for the doors and windows at the rooftop terraces need to be provided.

g. Storefronts (materials, architectural details)

Not applicable to this residential development.

h. Exterior architectural elements (entrances, porches and steps, cornices)

All cornices, porch railings, porch posts, balusters, columns, column bases, window and door trim, and moldings will be constructed of Fypon molded polyurethane. In general, limited information is available regarding the long-term wear of polyurethane trim products due to their relatively recent invention. A painted finish typically improves the longevity of these materials and provides a visual appearance that aligns with the standards and guidelines for the district. The developer has specified that the selected product may be primed and painted in accordance with these standards.

Azek composite decking will be used for the porch steps and landings. Azek is an appropriate material for this use; however, it is not recommended for structural applications. The developer should specify the material to be used for the porch stair stringers or any other structural elements.

Cable railings are proposed at the rear inset balconies and surrounding the rooftop terraces. These railings are appropriate for use on the rear elevation, but the cable railing at the rooftop terrace contrasts with the traditional details of the entry porches below. This significant contrast reduces the cohesiveness of the front elevation. A more traditionally-styled balustrade at the roofline would be more consistent with the Federal and Greek Revival-style details used elsewhere on the buildings.

i. Materials (wall surfaces, foundation, roof)

The primary wall surfaces will be constructed of brick with raked mortar joints. Sills and lintels will be constructed of cast stone. The foundation will not be visible. The developer should clarify the type of brick bond or pattern for wall surfaces as well as the brick size. The manufacturer, Pine Hall Brick, does not appear to offer the proposed brick type (Old Yorktown) in the size specified (modular).

The wall surfaces at the rooftop terraces will be clad using ATAS Versa-Lok panels, a metal shingle cladding system. The careful introduction of new materials into the district is consistent with the standards and guidelines; however, the Versa-Lok system was introduced in 2009 and it is unclear how the material finish might degrade over time. The manufacturer offers a limited warranty on chalking and fading of the finish. The southern exposure of the terrace wall surfaces may accelerate deterioration of the finish.

The roof will be clad in slate shingles. The developer should clarify that the material chosen is a true slate rather than a synthetic slate. The dormers and bay windows will be constructed of fiber cement panels and trim. This material is in accordance with the standards and guidelines for the district and is commonly used for new construction.

j. Miscellaneous details (trim, gutters and leaders, louvers/vents, lighting, public utilities)

The six-foot fence at the rear of the property is specified as a Trex Seclusions composite privacy fence in color Woodland Brown. The fence design, location, and material meet the standards and guidelines for the district.

Caps at the top of the chimneys and along the top edge of the rooftop terrace wall will be metal cladding. The metal should be finished or painted to minimize reflection of the surface.

SUMMARY

Recommendations

- Match bay window roof style to the front porch roofs.
- Specify that windows and doors will include simulated divided lights with true exterior muntins.

- Improve the rhythm of windows on the rear elevation by reducing the number of windows at the second floor and aligning them with the dormers at the attic level.
- Specify the light pattern of the smaller windows at the first floor rear elevation.
- Provide specifications for the doors and windows at the rooftop terraces.
- Use a traditionally-styled balustrade or parapet surrounding the rooftop terrace in place of the cable railing.
- Specify the material to be used for the porch stair stringers or any other structural elements as Azek is not appropriate for structural applications.
- Clarify the type of brick bond or pattern for wall surfaces as well as the brick size. The manufacturer, Pine Hall Brick, does not appear to offer the proposed brick type (Old Yorktown) in the size specified (modular).
- Clarify if the roof material will be real or synthetic slate.
- Paint or otherwise finish the metal caps at the roofline or chimney to minimize reflection.

Issues

- Evaluate the compatibility of the mansard roof and consider modifying elements to improve cohesiveness with the overall design.
- Re-evaluate massing, addressing the projecting privacy walls and chimneys at the rooftop terraces.
- Consider a material with proven durability for the rooftop terrace wall cladding.



**GEORGE STREET
BROWNSTONES**
FREDERICKSBURG, VA

FREDERICKSBURG CITY COUNCIL



September 27, 2016





Revisions made based on meetings with the City Manager, City Attorney, members of the ARB and representatives of the National Military Park, UMW Preservation Dept, and HFFI:

- Reduced the total unit number from 7 to 5 units.
- Added front and side setbacks providing green space and porches.
- Widened the units for a more appropriate contextual proportion.
- Removed one level of living space reducing the total building height from 49' -4" to 44' -4" total height
- Created a front facing balcony on the top level to reduce the visual building impact at street level.
- Provided a traditional Federal style walk up porch.
- Updated details and materials as appropriate.



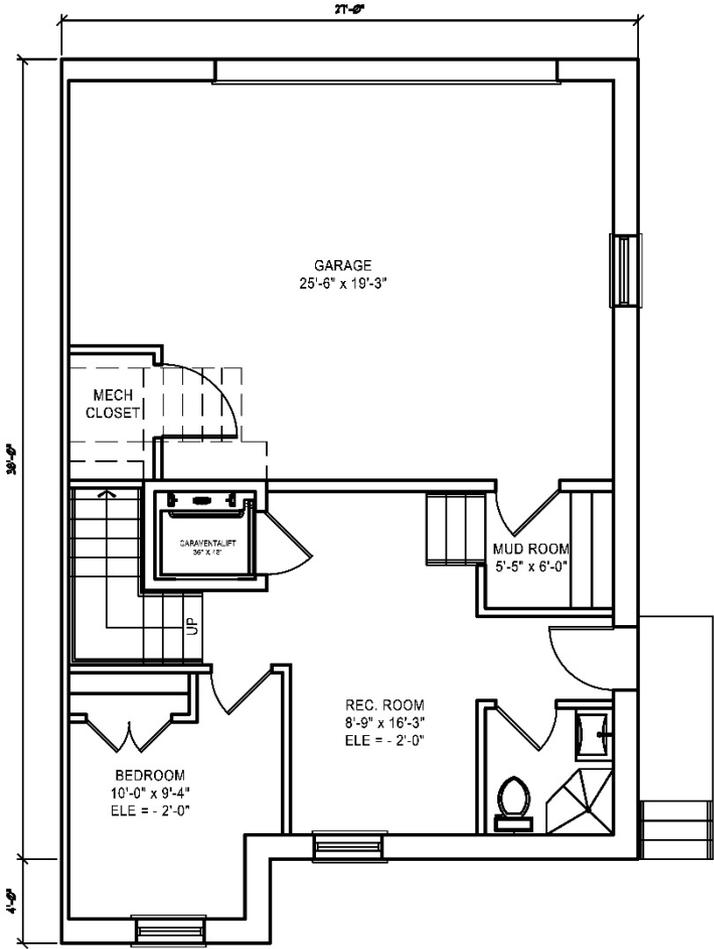
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FREDERICKSBURG, VA**



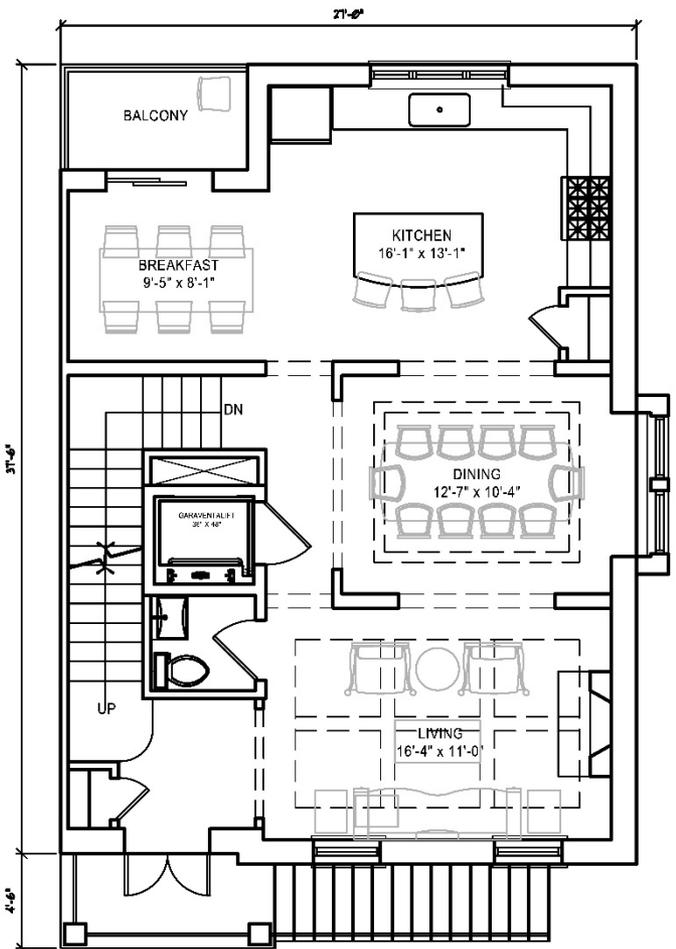
ALLEY ELEVATION



**GEORGE STREET
BROWNSTONES
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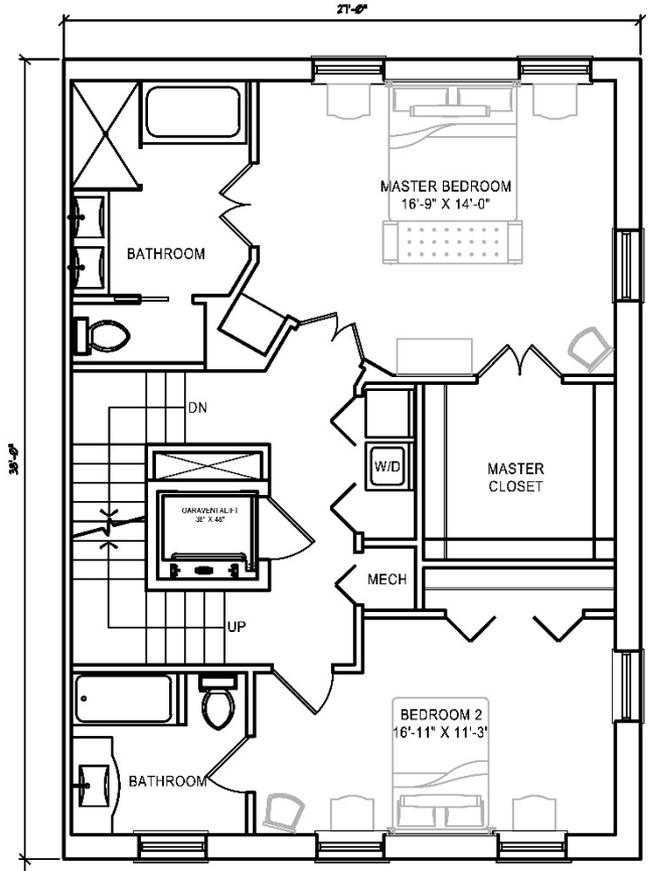
BASEMENT FLOOR PLAN



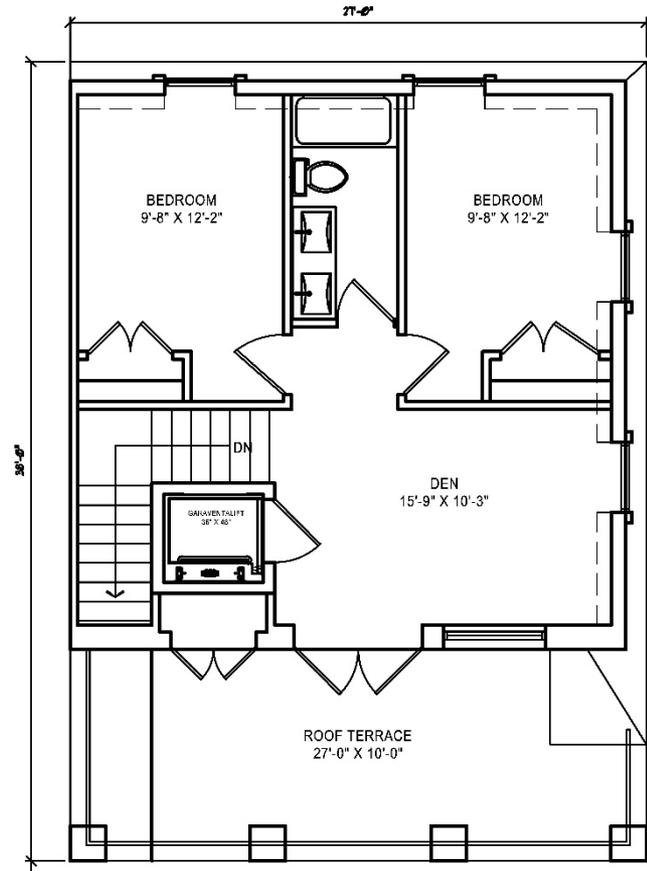
FIRST FLOOR PLAN



**GEORGE STREET
BROWNSTONES
FREDERICKSBURG, VA**



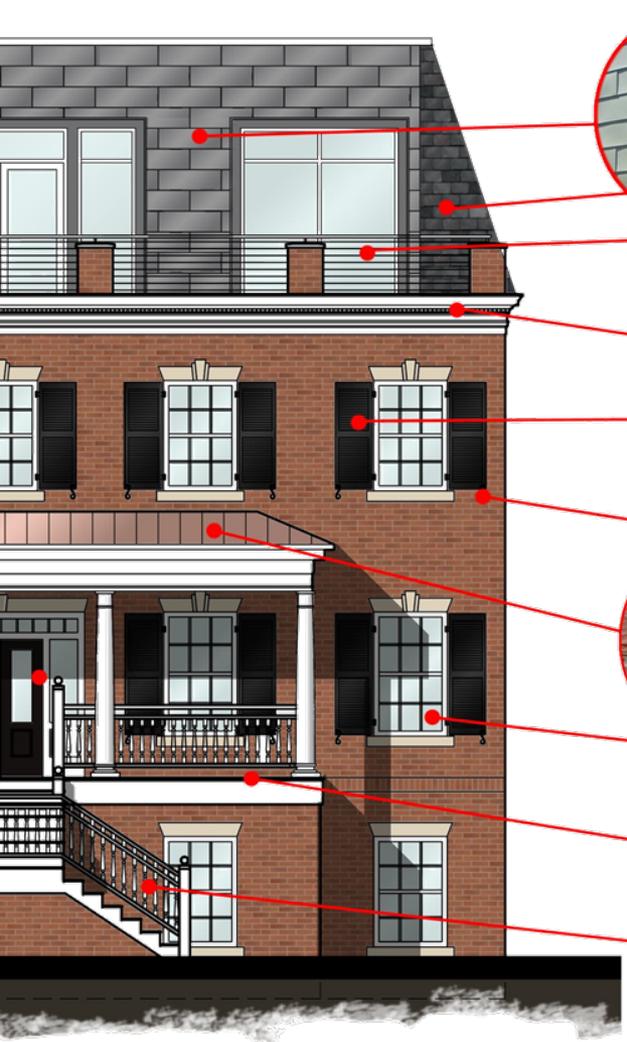
SECOND FLOOR PLAN



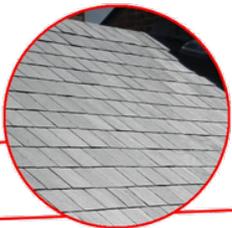
ATTIC FLOOR PLAN



**GEORGE STREET
BROWNSTONES**
FREDERICKSBURG, VA



ATAS VERSA-LOC
PANELS



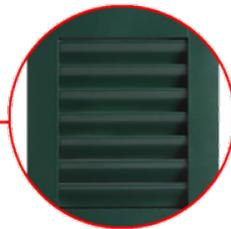
SLATE
ROOF



CABLE
RAILING



FYPON
MOULDING



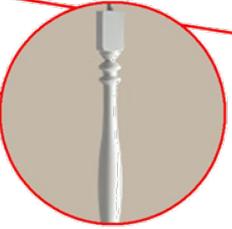
NEW HORIZON
PVC COMPOSITE
SHUTTERS



COPPER
ROOF



SHUTTER
HARDWARE



FYPON
BALUSTER
ASHLEY



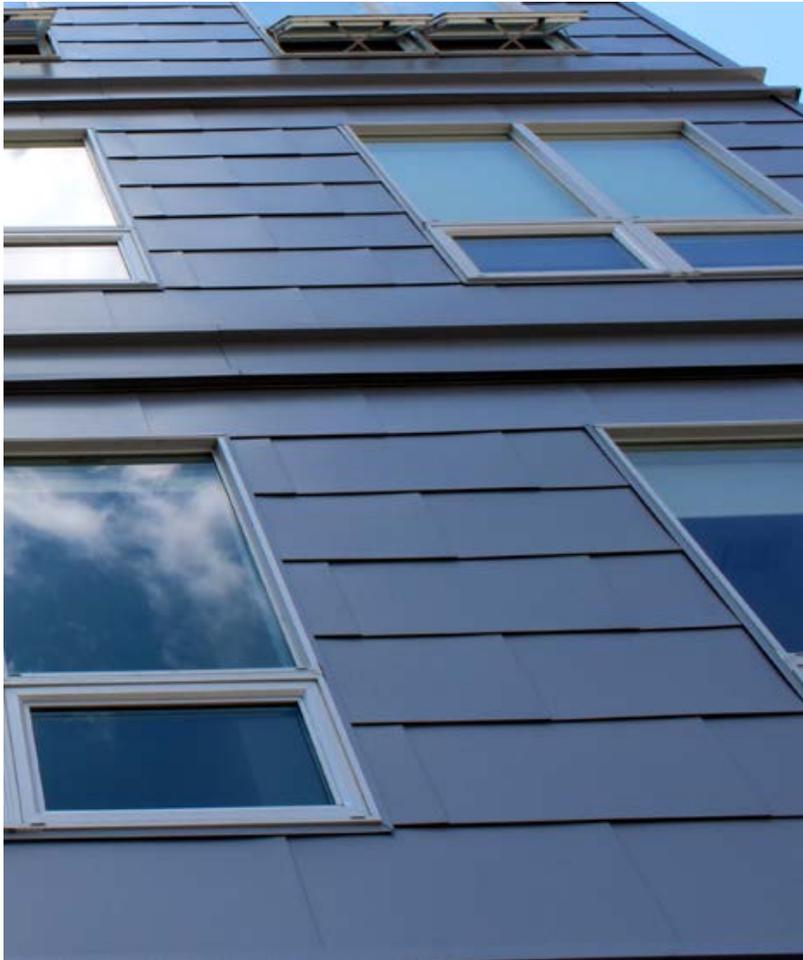
COMPOSITE
DECKING



PELLA PRO LINE
WINDOWS



**GEORGE STREET
BROWNSTONES
FREDERICKSBURG, VA**



Versa-Lok, a flat shingle style wall panel, creates classic rectangular shapes with its versatile mix-and-match sizes. Versa-Lok size: 12 by 36 inch (VSL123), The panel installs right-to-left starting at the bottom, and it utilizes concealed clips and fasteners to provide a metal shingle type application on a wall.

Color: Charcoal Grey



BALUSTER ASHLEY
24X2-1/2X2-1/2
SMOOTH



MOULDING CROWN
9-13/16X19X96
SMOOTH



COLUMN BASE
TS-8B



GEORGE STREET
BROWNSTONES
FREDERICKSBURG, VA



New Horizon PVC Composite Wide True-Louver Shutters –
E-Class – Color: black



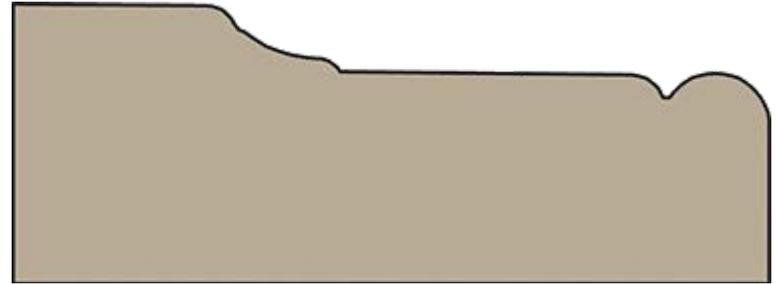
**GEORGE STREET
BROWNSTONES
FREDERICKSBURG, VA**



MORNING SKY GRAY



**GEORGE STREET
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Johnston

MEMORANDUM

TO: Timothy J Baroody, City Manager
FROM: Charles Johnston, Director of Community Planning and Building
Susanna R. Finn, Community Development Planner
DATE: September 27, 2016
SUBJECT: Approval of the Consolidated Annual Performance and Evaluation Report

ISSUE:

In September of each year, the City is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the United States Department of Housing and Urban Development (HUD) to review how the City met its community development goals during the program year.

RECOMMENDATION:

That the City Council adopt the attached resolution approving the final CAPER for the 2015/2016 program year (July 1, 2015 - June 30, 2016) and authorizing staff to forward it to HUD by the deadline date of September 28, 2016.

BACKGROUND:

The 2015/2016 CAPER was developed and made available to the community for review and comment at the Planning Department in City Hall, on the internet at www.fredericksburgva.gov, and at the Central Rappahannock Regional Library Headquarters. In addition, a summary of the report with an invitation to comment was published in the Free Lance-Star newspaper on August 30, 2016, and distributed directly to area civic organizations, neighborhoods, and interested parties as identified in the Citizen Participation Plan.

On September 13, 2016, City Council held a public hearing to gather community input prior to staff finalizing the report. One public comment was offered. This hearing was advertised on August 30 and September 8 in the Free Lance-Star newspaper.

Staff received one public comment during the 15-day public review period which was open from August 31 to September 14, 2016. The comment was regarding the support for music programs for children. This was recorded in the CAPER. Staff will review the request in conjunction with the development of the 2020-2025 Comprehensive Plan.

The City utilized \$161,839.85 in CDBG funds for the 2015/2016 program year. Six hundred fifty four (654) persons and/or households were served through the Emergency Home Repair, Removal of Architectural Barriers, Fair Housing Awareness, and four public service programs.

ITEM #8A

CDBG funds were expended as follows:

Housing Rehabilitation Assistance	\$ 82,900.85
Public Services	\$ 22,793.82
Removal of Architectural Barriers	\$ 9,802.00
Administration/Management	\$ 29,825.92
Fair Housing	\$ 0.00
Public Notice/Advertising	\$ 976.26

The City of Fredericksburg is on track to meet its goals for the 2015-2020 consolidated plan.

FISCAL IMPACT:

Community development programs are funded through the City's CDBG entitlement funds. The City contributed an additional \$24,917.82 of General Funds for administration/management of the CDBG programs, other efforts to coordinate assistance for low- and moderate-income (LMI) residents of the City. These efforts included providing representation to the Fredericksburg Regional Continuum of Care (CoC), coordination with Central Virginia Housing Coalition on homeownership and rental opportunities for City residents, coordination with Rebuilding Together (formerly known as Christmas in April) on providing necessary repairs to City homes which fell outside of the Emergency Home Repair Program guidelines, and providing City representation on the Project Management Team for the regional Neighborhood Stabilization Program. An additional \$40,503.20 of public and private funding was leveraged by CDBG agencies during the implementation of outlined programs.

Attachments:

Resolution

Consolidated Annual Performance and Evaluation Report for 2015/2016 Program Year



September 27, 2015
Regular Meeting
Resolution No. 16-

MOTION:

SECOND:

RE: APPROVING THE 2015-2016 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

ACTION: APPROVED: Ayes: 0; Nays: 0

WHEREAS, the City of Fredericksburg, Virginia receives annual funding under the Community Development Block Grant program to address critical community development needs; and

WHEREAS, the Department of Planning and Community Development, which administers these funds, develops a Consolidated Annual Performance and Evaluation Report (CAPER) for submittal to the United States Department of Housing and Urban Development (HUD), to show that these funds were expended according to the adopted Annual Action Plan; and

WHEREAS, the CAPER evaluates how the City's community development programs have met specified needs and also provides for a public review of these programs.

NOW, THEREFORE BE IT RESOLVED, that the Council of the City of Fredericksburg in Virginia, pursuant to a full public participation process, approves the 2015-2016 CAPER.

BE IT FURTHER RESOLVED that the City Manager is authorized to forward the approved CAPER to HUD, for further review and approval.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 16- duly adopted at the City Council meeting held September 27, 2016 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council

CITY OF FREDERICKSBURG, VIRGINIA



COMMUNITY DEVELOPMENT BLOCK GRANT
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION
REPORT
DRAFT

PROGRAM YEAR 2015/2016

(JULY 1, 2015 TO JUNE 30, 2016)

Prepared by: The Community Planning and Building Department

EXECUTIVE SUMMARY

According to the HUD Comprehensive Housing Affordability Strategy Data Query Tool, 5,455 households, or 55.78 percent of the households in the City of Fredericksburg meet HUD's definition of Low or moderate income (LMI) households. These households have an increasingly more difficult time finding or maintaining affordable housing and other fundamental community services. They have limited funds to meet daily needs and to ensure safe and stable living environments for their families. The City of Fredericksburg uses its Community Development Block Grant (CDBG) funds to provide qualifying individuals and families with necessary housing assistance and public services.

This is the City of Fredericksburg's Consolidated Annual Performance and Evaluation Report (CAPER) of programs undertaken in accordance with the 2015-2016 Annual Action Plan and the 2010 Consolidated Plan (5-year strategic plan).

A total of \$161,839.85 in CDBG funds was utilized to assist eligible City residents through a variety of programs including emergency home repair for 7 units, removal of architectural barriers to promote accessibility at 2 homes, emergency grant assistance to prevent foreclosure and intense financial counseling for 20 LMI households, legal assistance and awareness for 85 LMI people, HIV/AIDS education and testing for 163 individuals, financial assistance for 4 LMI individuals and mental health support for 4 LMI individuals living with HIV/AIDS, providing food for 369 elderly and/or disabled LMI individuals, furthering fair housing initiatives, public information, and general program administration. An additional \$83,193.29 of public and private funding was leveraged by CDBG agencies to support the implementation of the outlined programs.

The City of Fredericksburg continues to work towards the 2010 Consolidated Plan goals as originally identified or modified in the Annual Action Plan for Program Year 2015/2016 in many instances having met or exceeded program goals.

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
PROGRAM YEAR 2015/2016

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INTRODUCTION

This Consolidated Annual Performance and Evaluation Report (CAPER) evaluates Fredericksburg's progress in carrying out the 2015/2016 Action Plan for Community Development Programs. This annual report also assesses the City's success in addressing the five-year priorities and objectives contained in its 2010 Consolidated Plan. The report is organized to be consistent with its related Action Plan, so interested citizens can easily compare these documents and readily assess the City's performance

SUMMARY OF THE ANNUAL PERFORMANCE REPORTING PROCESS

The annual performance reporting process is dictated by the need to provide the U.S. Department of Housing and Urban Development (HUD) with a completed assessment within 90 days of the end of the Program Year. This federal agency also requires that this report be the subject of a public hearing and a 15-day public review and comment period. To meet the September 28, 2015 deadline, Fredericksburg adhered to the following schedule for developing its Consolidated Annual Performance and Evaluation Report (CAPER):

August 9, 2016	Ad to Clerk of Council
August 15, 2016	Send Summary CAPER to civic associations and area churches Send Summary ad to local newspaper
August 16, 2016	Advertise for Public Hearing Summary ad runs in local newspaper Public Notice that 15-day comment period begins
August 30, 2016	Advertise for Public Hearing
September 13, 2016	Public Hearing
September 14, 2016	Public Comment period ends
September 27, 2016	City Council action
September 28, 2016*	Submission of CAPER to HUD

* The period between City Council approval and submission of the report to HUD is used by staff to review and fine tune the data entered into HUD's Integrated Disbursement and Information System (IDIS).

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

According to the HUD Comprehensive Housing Affordability Strategy Data Query Tool, 5,455 households, or 55.78 percent of the households in the City of Fredericksburg meet HUD's definition of Low or moderate income (LMI) households. These households have an increasingly more difficult time finding or maintaining affordable housing and other fundamental community services. They have limited funds to meet daily needs and to ensure safe and stable living environments for their families. The City of Fredericksburg uses its Community Development Block Grant (CDBG) funds to provide qualifying individuals and families with necessary housing assistance and public services.

This is the City of Fredericksburg's Consolidated Annual Performance and Evaluation Report (CAPER) of programs undertaken in accordance with the 2015-2016 Annual Action Plan and the 2010 Consolidated Plan (5-year strategic plan).

A total of \$161,839.85 in CDBG funds was utilized to assist eligible City residents through a variety of programs including emergency home repair for 7 units, removal of architectural barriers to promote accessibility at 2 homes, emergency grant assistance to prevent foreclosure and intense financial counseling for 20 LMI households, legal assistance and awareness for 85 LMI people, HIV/AIDS education and testing for 163 individuals, financial assistance for 4 LMI individuals and mental health support for 4 LMI individuals living with HIV/AIDS, providing food for 369 elderly and/or disabled LMI individuals, furthering fair housing initiatives, public information, and general program administration. An additional \$83,193.29 of public and private funding was leveraged by CDBG agencies to support the implementation of the outlined programs.

The City of Fredericksburg continues to work towards the 2010 Consolidated Plan goals as originally identified or modified in the Annual Action Plan for Program Year 2015/2016 in many instances having met or exceeded program goals.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Housing and Support Services - HIV/AIDS	Affordable Housing	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	600	163	27.17%	120	163	135.83%
Housing and Support Services - HIV/AIDS	Affordable Housing	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	50	8	16.00%	10	8	80.00%
Housing Rehabilitation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	40	7	17.50%	8	7	87.50%
Increase Homeownership	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	10	2	20.00%	2	2	100.00%

Legal Services and Fair Housing Advocacy	Affordable Housing	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	700	73	10.43%	200	73	36.50%
Prevent Foreclosure/Eviction	Affordable Housing	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	75	12	16.00%	20	12	60.00%
Provide Food for Elderly/Disabled	Affordable Housing	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	369	36.90%	200	369	184.50%
Remove Architectural Barriers to Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	15	2	13.33%	3	2	66.67%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City of Fredericksburg's use of CDBG funds has addressed the priorities and objectives identified in the 2015-2016 Annual Action Plan. Most importantly for this program year, 100 percent of funds served households of low to moderate income.

A total of \$161,839.85 in CDBG funds was utilized to assist eligible City residents through a variety of programs including emergency home repair for 7 units, removal of architectural barriers to promote accessibility at 2 homes, emergency grant assistance to prevent foreclosure and intense financial counseling for 20 LMI households, legal assistance and awareness for 85 LMI people, HIV/AIDS education and testing for 163 individuals, financial assistance for 4 LMI individuals and mental health support for 4 LMI individuals living with HIV/AIDS, providing food for 369 elderly and/or disabled LMI individuals, furthering fair housing initiatives, public information, and general program administration. An additional \$83,193.29 of public and private funding was leveraged by CDBG agencies to support the implementation of the outlined programs.

The City of Fredericksburg continues to work towards the 2010 Consolidated Plan goals as originally identified or modified in the Annual Action Plan for Program Year 2015/2016 in many instances having met or exceeded program goals.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	206
Black or African American	251
Asian	3
American Indian or American Native	9
Native Hawaiian or Other Pacific Islander	1
Total	470
Hispanic	22
Not Hispanic	0

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Though there are areas of the City with high percentages of minority residents CDBG activities are available City-wide for any qualifying resident.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		612,941	161,840

Table 3 – Resources Made Available

Narrative

The City of Fredericksburg received \$157,611 in Community Development Block Grant (CDBG) funding for the 2015/2016 Program Year. These funds supported a variety of programs including housing rehabilitation and public services.

Housing Rehabilitation (Emergency Home Repair Program) – Expended \$82,900.85 to perform emergency repairs to seven owner-occupied houses.

Direct Homeownership Assistance – Expended \$15,541 to assist in financing the home purchases for two eligible households.

Public Services - The Central Virginia Housing Coalition (CVHC) expended \$5,725 to actively prevent homelessness. With these funds, CVHC was able to provide emergency grants to 20 families threatened with eviction or foreclosure. The same 20 families benefitted from housing and budget counseling administered by CVHC.

Public Services - Rappahannock Legal Services (RLS) expended \$11,200 to provide housing advocacy and/or housing consumer education to 85 very low - to extremely low -income households in the City of Fredericksburg.

Public Services - Fredericksburg Area HIV/AIDS Support Services (FAHASS) used \$4,248.52 to provide practical support services to avoid eviction for 4 individuals and mental health case management to avoid crisis for 4 individuals. FAHASS also provided educational material and/or testing kits to 163 low/moderate income persons in Fredericksburg.

Public Services – The Fredericksburg Regional Food Bank used \$1,800 to help administer the Food for Life Brown Bag Program. With these funds, the Food Bank assisted 369 elderly and/or disabled persons in Fredericksburg.

Removal of Architectural Barriers - The Planning Department expended \$9,802 to help maximize the independence and self-sufficiency of two very low - to extremely low - income households of persons with disabilities. Specific work included bathroom modifications at two residences with the installation of ADA height toilet and grab bars. Additional work included the construction of a ramp to create safe

access into the home. The geographic distribution of investment was one in the Mayfield Subdivision and one in the lower college heights area.

Administration/Oversight and Management - The Planning Department used \$29,825.92 in CDBG funds to administer and oversee all CDBG programs during this Program Year.

Fair Housing - This activity used \$0.00 to distribute the 2016 Guide to Virginia Landlord-Tenant Law and make referrals to the Rappahannock Legal Services.

Public Information - The Planning Department expended \$976.26 to provide CDBG information to City residents through the local newspaper, direct mailings, and handouts to office walk-in traffic.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100		

Table 4 – Identify the geographic distribution and location of investments

Narrative

The Emergency Home Repair Program, Direct homeownership Assistance Program, and Removal of Architectural Barriers Program are administered on a first come, first served basis. Emergency home repairs and needs to remove architectural barriers are addressed as quickly as possible, so waiting lists work exceptionally well. Homeownership assistance favors applicants who are strongly committed and have qualified for a mortgage loan. In each instance distribution of these programs Citywide has proven beneficial to target eligible households. In general, the most CDBG related activity will occur where there are higher concentrations of low-to-moderate income persons; however, low-to-moderate income needs exist and are scattered throughout the City. By making CDBG investment available Citywide, eligible persons have been served more equitably than if such activity were geographically restricted.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Direct Homeownership Assistance – Expended \$15,541 to assist in financing the home purchases for two eligible households. This program leveraged \$258,274 in additional private funding for the purchase of two affordable homes in the City. The geographic distribution included one in Mayfield and one in the Braehead subdivision.

Public Services - The Central Virginia Housing Coalition (CVHC) expended \$5,725 to actively prevent homelessness. With these funds, CVHC was able to provide emergency grants to 20 families threatened with eviction or foreclosure. The same 20 families benefitted from housing and budget counseling administered by CVHC. This investment did not require any matching contributions but leveraged \$21,495.47 of non-Federal resources.

Public Services - Rappahannock Legal Services (RLS) expended \$11,200 to provide housing advocacy and/or housing consumer education to 85 very low - to extremely low -income households in the City of Fredericksburg. This investment did not require any matching contributions but leveraged \$15,250 of non-Federal resources.

Public Services - Fredericksburg Area HIV/AIDS Support Services (FAHASS) used \$4,248.52 to provide practical support services to avoid eviction for 4 individuals and mental health case management to avoid crisis for 4 individuals. FAHASS also provided educational material and/or testing kits to 163 low/moderate income persons in Fredericksburg. This investment did not require any matching contributions but leveraged \$18,537 of other-Federal (Ryan White) resources.

Public Services – The Fredericksburg Regional Food Bank used \$1,800 to help administer the Food for Life Brown Bag Program. With these funds, the Food Bank assisted 369 elderly and/or disabled persons in Fredericksburg. This investment did not require any matching contributions but leveraged \$2,999 of non-Federal resources.

Administration/Oversight and Management - The Planning Department used \$29,825.92 in CDBG funds to administer and oversee all CDBG programs during this Program Year. The City contributed an additional \$24,917.82 of City General Funds for administration/oversight and management of the CDBG programs and efforts to coordinate other assistance for low - and moderate - income residents of the City.

The City supported housing rehabilitation by other organizations and agencies by identifying households in need and by providing non-CDBG funding. The City contributed \$5,000 toward City projects. This funding assisted in Rebuilding Together performing repairs to 7 homes. City funds leveraged an

estimated \$10,412.21 worth of additional funding and in-kind improvements (total market value of work and materials \$40,503.20) with these projects in the form of volunteer work and community/business donations. As noted above, this activity occurs without CDBG funding.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	155	0
Number of Special-Needs households to be provided affordable housing units	211	0
Total	366	0

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	20	20
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	11	9
Number of households supported through Acquisition of Existing Units	2	2
Total	33	31

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City's goal for the 2015/2016 Program Year was to rehabilitate or provide emergency repairs to eight dwellings. Staff did not meet its goal of emergency repairs, completing a total of only seven units. However, this was every qualified applicant on the year's list. Every household assisted during this Program Year had incomes within 0-50 percent of area median income. Five of those were below 30 percent of the area median income.

Fredericksburg provided CDBG funding to support the Removal of Architectural Barriers Program administered by the City's Planning and Community Development Department to help to remove architectural barriers to independent living. The City's annual goal was to assist three households in this

regard. The program assisted two households during the 2015/2016 Program Year. These two households were the only qualified applicants for the program this year. Two household assisted during this period had incomes within 30-50 percent of area median income.

Planning staff continued to administer the Direct Homeownership Assistance Program, to help provide down payment and/or closing costs assistance. Several households inquired about funding but did not close on a house. Two households were qualified for the program and received assistance this program year. Both households were within the 30-50 percent of area median income range. Staff continues to work with the Central Virginia Housing Coalition and provide outreach through civic and neighborhood associations and community events to encourage participation in the program.

Homeless prevention occurred through three non-profit organizations with subrecipient contracts. Rappahannock Legal Services provided assistance to 85 households instead of the projected 200 due to staff turnover. Fredericksburg Area HIV/AIDS Support Services assisted 8 individuals. This organization was also able to provide 163 low-income, at-risk persons with critical education and/or testing to prevent the spread of the disease. The Central Virginia Housing Coalition served 20 households. A fourth subrecipient, Fredericksburg Regional Food Bank, assisted elderly and/or disabled persons living in Fredericksburg with the Food for Life Brown Bag program. This organization assisted 369 elderly and/or disabled people instead of the projected 200.

Discuss how these outcomes will impact future annual action plans.

Future action plans will reflect a more achievable goal for Rappahannock Legal Services as their focus shifts from education to more time intensive legal representation. The remainder of project goals will remain the same as outlined in the consolidated plan and will not impact future annual action plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	293	0
Low-income	163	0
Moderate-income	8	0
Total	464	0

Table 7 – Number of Persons Served

Narrative Information

The City supported housing rehabilitation by other organizations and agencies by identifying households in need and by providing non-CDBG funding. The City contributed \$5,000 toward City projects. This funding assisted in Rebuilding Together performing repairs to 7 homes. City funds leveraged an estimated \$10,412.21 worth of additional funding and in-kind improvements (total market value of work

and materials \$40,503.20) with these projects in the form of volunteer work and community/business donations. As noted above, this activity occurs without CDBG funding.

Planning staff continued to administer the Direct Homeownership Assistance Program, to help provide down payment and/or closing costs assistance. Two eligible households qualified for assistance in the 2015-2016 program year helping to leverage \$258,274.26 in private funds. In total, seven persons were assisted through this program.

Staff continued to implement the successful Emergency Home Repair Program, which assists residents to eliminate electrical hazards as well as to obtain emergency roof and plumbing repairs. Seven very low- to extremely low- income households consisting of ten African-Americans and two Caucasians received assistance for such emergency repairs. Of the twelve persons assisted through this program, eight were elderly and/or disabled. The Emergency Home Repair Program is administered on a first-come, first-served basis.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Fredericksburg participates in the Fredericksburg Regional Continuum of Care's Coordinated Entry System, and refers individuals experiencing homelessness to the community's Central Intake, administered by Central Virginia Housing Coalition (CVHC), when appropriate. Community partners work to identify and engage persons experiencing homelessness and connect them to services.

The CoC ensures that all people living unsheltered in the CoC's geographic area are known to and engaged by providers and outreach teams. Micah Ecumenical Ministries works with the street homeless, and primarily identifies and maintains contact with unsheltered persons by offering basic needs services at their hospitality center. Clients engaged with Micah also help to identify others who are unsheltered and may not be accessing services. Case managers visit known camps to outreach those living outside. Additionally, the community's PATH outreach worker engages those with serious mental illness and works to connect them to services.

CVHC's Intake Worker and Diversion Case Manager field calls and walk-ins, divert households from homelessness by connecting them to community resources when possible, and facilitate entry into shelter when necessary. CVHC maintains a robust network of service providers with resources to meet the various needs of persons accessing the CoC's Coordinated Entry System.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Fredericksburg Regional Continuum of Care addresses the emergency shelter needs of homeless persons by collectively providing 48 year-round shelter beds for adults without children, 70 year-round shelter beds for families with children, 42 year-round shelter beds for individuals and families fleeing domestic violence, and 8 year-round shelter beds for those exiting the hospital who have no place to stay. Additionally, a 37-bed cold weather shelter runs from mid-November to mid-March to serve those who would otherwise be unsheltered during the winter months. Despite continued efforts to shelter all unsheltered persons experiencing homelessness, there continue to be cases where a household refuses shelter or shelter is not available due to lack of bed space, time expiration, or violent criminal histories. The CoC is engaged to find a solution to provide shelter opportunities for these individuals; in the meantime, Micah's hospitality center offers basic needs assistance when shelter is not an option. Case managers are also on site at the hospitality center to help with job search, disability applications, and access to other community resources. All unsheltered persons are included in the community list for rapid re-housing prioritization; in many cases unsheltered persons have been successfully re-housed from the street.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Households experiencing a housing crisis are connected to appropriate resources to prevent homelessness through the Fredericksburg Regional Continuum of Care's Coordinated Entry System. Households who are at risk of losing their housing receive connection to community resources, including housing counseling, financial assistance through faith-based groups, or other related services. Those who are considered most imminently at risk of homelessness are connected to the prevention program at CVHC for case management, financial assistance, and housing location services, as appropriate. The CoC targets its prevention resources to households living in a hotel/motel or with friends/family, who have run out of options and without prevention assistance would become homeless.

The Fredericksburg Regional Continuum of Care has an active Discharge Planning Committee that works together to ensure that persons being discharged from institutions do not enter homelessness. The committee includes representatives from local hospitals, mental health and crisis stabilization providers, jails, probation, departments of social services, and schools.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Fredericksburg Regional Continuum of Care works to reduce length of homelessness through its Housing First approach to homeless services, reduce new cases of homelessness through its prevention and diversion activities, and reduce returns to homelessness through a focus on stabilization and longer-term supports of the community's most vulnerable. The community's rapid re-housing and permanent supportive housing programs are targeted to those least likely to self-resolve to ensure that they are able to transition back into permanent housing as quickly as possible. Those not prioritized for rapid re-housing or permanent supportive housing are assisted in self-resolving through housing-focused shelter case management. The community's housing locator engages landlords who will rent to high-barrier households, including those with poor credit, criminal backgrounds, financial judgments, or inconsistent income, to ensure access to affordable housing units.

The community is committed to the goals of Opening Doors, to end veteran, chronic, family, and youth

homelessness. The Fredericksburg Regional CoC has worked alongside other Virginia CoCs in adopting the goal of preventing and ending homelessness among veterans by the end of 2015 by implementing a local veterans initiative, which culminated in Virginia being the first state to functionally end veterans homelessness. Local partners continue to collaborate through the Veterans Working Group, which exchanges updates multiple times per week and meets twice per month to case conference individuals on the by-name list of veterans experiencing homelessness in our community. While continuing its commitment to the veterans initiative, the CoC is now shifting focus to the goal of ending chronic homelessness by the end of 2017.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

There is no public housing within the City of Fredericksburg.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

Planning staff continued to administer the Direct Homeownership Assistance Program, to help provide down payment and/or closing costs assistance. Several households inquired about funding but did not close on a house. Two households were qualified for the program and received assistance this program year. Both households were within the 30-50 percent of area median income range. Staff continues to work with the Central Virginia Housing Coalition and provide outreach through civic and neighborhood associations and community events to encourage participation in the program.

Actions taken to provide assistance to troubled PHAs

There is no public housing within the City of Fredericksburg.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City has established flexible zoning requirements for setbacks and parking, to encourage in-fill development in established neighborhoods. City staff also considers whether to waive water availability fees for new units on a case by case basis, as another means to make new housing affordable.

Fredericksburg has consistently supported affordable housing through its CDBG programs. CDBG funded activities with a strong homeownership emphasis include the Direct Homeownership Assistance Program and the Emergency Home Repair Program. Homeownership assistance helps qualifying families to become homeowners. Emergency home repair assistance addresses high cost maintenance items to keep the homes of qualifying families intact and habitable.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Planning staff continued to implement the Emergency Home Repair Program, to maximize available funding for housing rehabilitation. This program provides the means to repair leaking roofs and plumbing (to mitigate water damage) as well as to repair electrical systems (to remove safety hazards). This program operates on a first-come, first-served basis and demand has been high, as revealed by an active waiting list.

Planning staff continued to implement the Direct Homeownership Assistance Program to expand homeownership opportunities available to low/moderate income City residents. This program provides specific closing costs and down payment assistance to qualifying households.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Repeated Question

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City's community development programs are indirectly related to reducing the number of poverty level families. Applicable programs include the Emergency Home Repair Program, the regionally administered Housing Choice Voucher Program (including a component to serve people with cognitive impairments), Food for Life Program, existing local tax relief for the elderly and/or disabled persons, and homeless prevention programs through the Central Virginia Housing Coalition, Rappahannock Legal Services, and the Fredericksburg Area HIV/AIDS Support Services. The above programs do not actually

increase anyone's income, though. Instead, the City's relatively modest CDBG entitlement is thought to be more effective when directed toward handling high-cost home maintenance items, so low/moderate income persons can use their income for other critical living expenses.

Fredericksburg has no separate economic development component in its CDBG activities.

Fredericksburg's Office of Tourism and Economic Development continues to work with developers and investors to establish technological and industrial plants, as well as to develop the retail and service sectors that provide new jobs for low/moderate income persons.

To ensure that economic growth and job opportunity benefits all Fredericksburg residents, the FREDericksburg Regional Transit System links people and jobs. The FRED fleet travels on routes that have been carefully developed in response to community input and to ensure community access for elderly, low/moderate income, and mobility impaired persons.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Fredericksburg Planning staff has worked with the region's social service agencies, the George Washington Regional Commission, and a host of service providers and non-profit organizations to develop the Fredericksburg Regional Continuum of Care.

The CoC transitioned the lead agency and chair duties in 2015 to a full-time CoC Coordinator position at the George Washington Regional Commission (GWRC). The CoC Coordinator was fully funded through federal and state homeless services grants. Factors contributing to this decision include, the CoC's continued growth, its effort to retool the region's homeless services system, and increased resource commitments to comply with federal and state monitoring expectations. The Fredericksburg Regional CoC planning group has the support of the local governments in Planning District 16.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

There is no public housing in Fredericksburg with which to coordinate. Administration of the Housing Choice Voucher Program for rental assistance, on the other hand, has been consolidated for all regional localities under the CVHC.

The Fredericksburg Regional CoC continues to strengthen its membership and meet on a monthly basis to more effectively coordinate homeless intervention. CVHC is designated and funded as the Centralized Intake office for servicing households in crisis. CoC members refer households to CVHC to conduct intake and coordinate emergency services for households to prevent homelessness and regain stability.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Increased awareness and knowledge of fair housing by providing funding to Rappahannock Legal Services, to help this organization provide education and counseling related to the Virginia Residential Landlord Tenant Act, to persons in the 0-80 percent of median income range. Raised visibility of Fair Housing and the complaint process by maintaining the Community Development Block Grant/Fair Housing website within the City's website which includes a description of CDBG programs, a definition of fair housing, general fair housing information, landlord tenant guidance, and links to HUD and the Virginia Fair Housing Office's website to get more information or to file a complaint.

Provided outreach through the distribution of fair housing materials to approximately 21 individuals. These individuals included landlords and renters who contacted the City's Community Planning and Building Department. The Guide to Virginia Landlord-Tenant Law and Local Rental Housing in Planning District 16 was provided free of charge.

Provided outreach to approximately 500 City landlords by including fair housing information in the Landlord License mailing in January 2016. Additional fair housing information was mailed to approximately 1,200 landlords (residential and commercial) with a bulk mailing about rental properties in June 2016.

Assisted residents with special needs to have full access to housing and services by ensuring that a variety of housing types are included in the City's 2015 Comprehensive Plan. Units range from apartments to single-family detached dwellings. This variety should help to maintain and enhance homeownership levels as well as provide additional rental opportunities. In addition, Community Planning and Building Department staff worked with the City's Transit Department to ensure that the bus system effectively serves all areas of the community.

Ensured orderly transfers of assets to facilitate improvement loans by assisting one household to obtain proper title to their home and become eligible for the Emergency Home Repair Program and other non-profit organization programs. City staff also consulted with the Rappahannock Legal Services to ensure that assistance with will preparation is available to eligible clients through the organization.

Worked to reduce NIMBYism by continuing to implement the Rental Property Maintenance Program, through individual requests, to ensure that renters can live in decent housing. In addition, efforts that address neighborhood conditions by promoting housing rehabilitation and ownership continued through the implementation of CDBG programs.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Planning staff continues to ensure that each contractual agreement for the use of CDBG funds relates to the housing strategies identified in the Consolidated Plan and the applicable Annual Action Plan. Subrecipients formally agree to adhere to all applicable statutory and regulatory requirements. Subrecipients must also submit quarterly performance reports and a final annual report. In evaluating annual performance, it is important to examine how the expenditure of funds relates to the priorities, needs, and goals of the 2015 Consolidated Plan. The table shows the City's progress in meeting its revised five-year goals.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

PUBLIC HEARING

On September 13, 2016, City Council held a public hearing during one of its regularly scheduled meetings. This hearing was advertised on August 16, 2016 and August 30, 2016 in the Free Lance-Star newspaper. Summary annual reports were also sent directly to civic associations, area churches, and interested parties. An article also appeared on September 12 highlighting the public hearing and outlining the year's accomplishments and spending. During this meeting, one comment was received suggesting CDBG funds be utilized to encourage music programs for youth.

PUBLIC NOTICE

To give the public a reasonable opportunity to review and comment on the completed CAPER, the City published a summary of this annual performance report and notice of a 15-day comment period in the local newspaper. The summary and public notice ran in the Fredericksburg Free Lance-Star newspaper on August 16, 2016. This notice stated that the full document was available for review in the Community Planning and Building Department as well as in the Central Rappahannock Regional Library and on the City's website www.fredericksburgva.gov. In addition, this notice was mailed directly to neighborhood civic associations and selected churches with which the Planning staff has worked and those identified in the Citizen Participation Plan.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Future action plans will involve a reduction in the goals for Rappahannock Legal Services. Recent history in their performance has shown their goal of serving 200 individuals with landlord tenant education is perhaps too ambitious for their current staffing levels. In the future, more emphasis will be placed upon the active representation of clients in housing court and the grant fund amount will be cut proportionally to reflect their new drop in goal levels. While a stronger emphasis on representation for Low-Moderate income individuals marks an improvement in the public service offered.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Attachment

Corrected PR-26

PR26-CDBG Financial Summary Report (CORRECTED)
Program Year 2015
Fredericksburg, VA

PART I: SUMMARY OF CDBG RESOURCES	
1 UNEXPENDEDCDBG GRANT FUNDS AT END OF PREVIOUS PROGRAM YEAR	\$ 186,708.95
2 ENTITLEMENT GRANT	\$ 157,791.00
3 SURPLUS URBAN RENEWAL	\$ -
4 SECTION 108 GUARANTEED LOAN FUNDS	\$ -
5 CURRENT YEAR PROGRAM INCOME	\$ -
5a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	\$ -
6 FUNDS RETURNED TO THE LINE OF CREDIT	\$ -
6a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	\$ -
7 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	\$ -
8 TOTAL AVAILABLE (SUM, LINES 01-07)	\$ 344,499.95
PART II: SUMMARY OF CDBG EXPENDITURES	
9 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING ADMINISTRATION	\$ 131,037.67
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	\$ -
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 9 AND 10)	\$ 131,037.67
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	\$ 30,802.18
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	\$ -
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	\$ -
15 TOTAL EXPENDITURES (SUM LINES 11-14)	\$ 161,839.85
16 UNEXPENDED BALANCE (LINE 8-15)	\$ 182,660.10
PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	\$ -
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	\$ -
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	\$ 131,037.67
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	\$ -
21 TOTAL LOW/MOD CREDIT (SUM LINES 17-20)	\$ 131,037.67
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100%
LOW/MOD BENEFIT FOR MULTI YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	\$ -
25 CUMULATIVE EXPENDITURES BENEFITTING LOW/MOD PERSONS	\$ -
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/24)	0%
PART IV: PUBLIC SERVICE CAP CALCULATION	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	\$ 22,793.82
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	\$ -
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	\$ -
30 ADJUSTMENTS TO COMPUTE TOTAL PS OBLIGATIONS	\$ -
31 TOTAL PS OBLIGATIONS (LINE 27+LINE 28+LINE 29+LINE 30)	\$ 22,793.82
32 ENTITLEMENT GRANT	\$ 157,791.00
33 PRIOR YEAR PROGRAM INCOME	\$ -
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	\$ -
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	\$ 157,791.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/35)	14%
PART V: PLANNING AND ADMINISTRATION CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	\$ 30,802.18
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	\$ -
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	\$ -
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	\$ -
41 TOTAL PA OBLIGATIONS (LINE 37+38+39+40)	\$ 30,802.18
42 ENTITLEMENT GRANT	\$ 157,791.00
43 CURRENT YEAR PROGRAM INCOME	\$ -
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	\$ -
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	\$ 157,791.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.5%

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	3	223	5884748	Central Virginia Housing Coalition	5	LMA	\$ 773.00
2015	3	223	5914565	Central Virginia Housing Coalition	5	LMA	\$ 709.15
2015	3	223	5952024	Central Virginia Housing Coalition	5	LMA	\$ 4,242.85
2015	4	224	5884748	Rappahannock Legal Services	5	LMC	\$ 4,666.65
2015	4	224	5952024	Rappahannock Legal Services	5	LMC	\$ 6,533.35
2015	5	225	5914565	Fredericksburg Area HIV/AIDS Support Services	5	LMc	\$ 1,046.40
2015	5	225	5952024	Fredericksburg Area HIV/AIDS Support Services	5	LMC	\$ 3,022.42
2015	10	230	5652024	Fredericksburg Area Food Bank	5	LMC	\$ 1,800.00
					5	Matrix Code	\$ 22,793.82
2015	9	229	5864705	Direct Homeownership Assistance Program	13	LMH	\$ 15,500.00
2015	9	229	5884748	Direct Homeownership Assistance Program	13	LMH	\$ 41.00
					13	Matrix Code	\$ 15,541.00
2015	1	221	5884748	Housing Rehabilitation Assistance	14A	LMH	\$ 837.00
2015	1	221	5914565	Housing Rehabilitation Assistance	14A	LMH	\$ 53,066.51
2015	1	221	5952024	Housing Rehabilitation Assistance	14A	LMH	\$ 28,997.34
2015	2	222	5914565	Removal of Architectural Barriers	14A	LMH	\$ 700.00
2015	2	222	5952024	Removal of Architectural Barriers	14A	LMH	\$ 9,102.00
					14A	Matrix Code	\$ 92,702.85
							\$ 131,037.67

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	3	223	5884748	Central Virginia Housing Coalition	5	LMA	\$ 773.00
2015	3	223	5914565	Central Virginia Housing Coalition	5	LMA	\$ 709.15
2015	3	223	5952024	Central Virginia Housing Coalition	5	LMA	\$ 4,242.85
2015	4	224	5884748	Rappahannock Legal Services	5	LMC	\$ 4,666.65
2015	4	224	5952024	Rappahannock Legal Services	5	LMC	\$ 6,533.35
2015	5	225	5914565	Fredericksburg Area HIV/AIDS Support Services	5	LMc	\$ 1,046.40
2015	5	225	5952024	Fredericksburg Area HIV/AIDS Support Services	5	LMC	\$ 3,022.42
2015	10	230	5652024	Fredericksburg Area Food Bank	5	LMC	\$ 1,800.00
					5	Matrix Code	\$ 22,793.82
							\$ 22,793.82

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	6	226	5864705	Program Administration	21A		\$ 3,274.69
2015	6	226	5884748	Program Administration	21A		\$ 17,586.07
2015	6	226	5914565	Program Administration	21A		\$ 8,965.16
					21A	Matrix Code	\$ 29,825.92
2015	8	228	5864705	Public Information	21C		\$ 166.98
2015	8	228	5914565	Public Information	21C		\$ 428.72
2015	8	228	5952024	Public Information	21C		\$ 380.56
					21C	Matrix Code	\$ 976.26
							\$ 30,802.18

PR-26



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2015
 FREDERICKSBURG, VA

DATE: 08-29-16
 TIME: 9:41
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	186,708.95
02 ENTITLEMENT GRANT	157,791.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	344,499.95
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	77,339.71
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	53,697.96
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	131,037.67
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	30,421.62
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	54,078.52
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	215,537.81
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	128,962.14
PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	77,339.71
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	53,697.96
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	131,037.67
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	7,195.20
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	15,598.62
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	22,793.82
32 ENTITLEMENT GRANT	157,791.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	157,791.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.45%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	30,421.62
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	380.56
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 + LINE 40)	30,802.18
42 ENTITLEMENT GRANT	157,791.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	157,791.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.52%



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2015
 FREDERICKSBURG, VA

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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17
 Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18
 Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	3	223	5884748	Central Virginia Housing Coalition	05	LMA	\$773.00
2015	3	223	5914565	Central Virginia Housing Coalition	05	LMA	\$709.15
2015	4	224	5884748	Rappahannock Legal Services	05	LMC	\$4,666.65
2015	5	225	5914565	Fredericksburg Area HIV/AIDS Support Services	05	LMC	\$1,046.40
					05	Matrix Code	\$7,195.20
2015	9	229	5864705	Direct Homeownership Assistance Program	13	LMH	\$15,500.00
2015	9	229	5884748	Direct Homeownership Assistance Program	13	LMH	\$41.00
					13	Matrix Code	\$15,541.00
2015	1	221	5884748	Housing Rehabilitation Assistance	14A	LMH	\$837.00
2015	1	221	5914565	Housing Rehabilitation Assistance	14A	LMH	\$53,066.51
2015	2	222	5914565	Removal of Architectural Barriers	14A	LMH	\$700.00
					14A	Matrix Code	\$54,603.51
Total							\$77,339.71

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	3	223	5884748	Central Virginia Housing Coalition	05	LMA	\$773.00
2015	3	223	5914565	Central Virginia Housing Coalition	05	LMA	\$709.15
2015	4	224	5884748	Rappahannock Legal Services	05	LMC	\$4,666.65
2015	5	225	5914565	Fredericksburg Area HIV/AIDS Support Services	05	LMC	\$1,046.40
					05	Matrix Code	\$7,195.20
Total							\$7,195.20

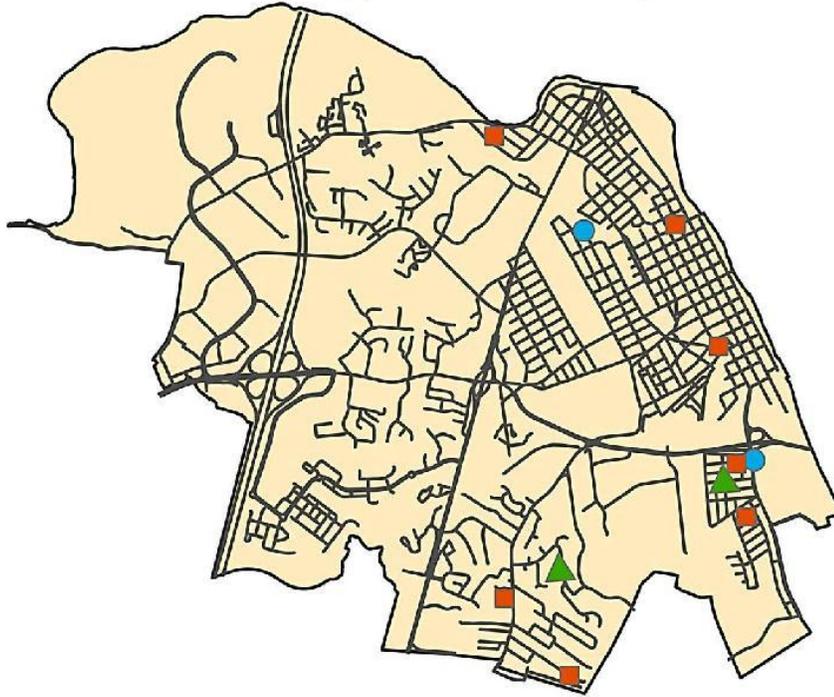
LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	6	226	5864705	Program Administration	21A		\$3,274.69
2015	6	226	5884748	Program Administration	21A		\$17,586.07
2015	6	226	5914565	Program Administration	21A		\$8,965.16
					21A	Matrix Code	\$29,825.92
2015	8	228	5864705	Public Information	21C		\$166.98
2015	8	228	5914565	Public Information	21C		\$428.72
					21C	Matrix Code	\$595.70
Total							\$30,421.62

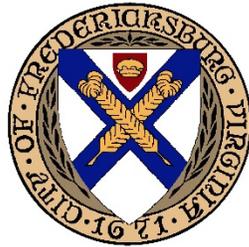
Map of Completed Projects 2015-2016

Map I: Location of Completed CDBG Projects 2015-2016

● Removal of Architectural Barriers ■ Emergency Home Repair ▲ Direct Homeownership Assistance



0 1,550 3,100 6,200 9,300 12,400 Feet



Deidre G. Jett

MEMORANDUM

TO: Timothy Baroody, City Manager
FROM: Deidre Jett, Budget Manager
RE: Amending the Fiscal Year 2017 Rappahannock Area Office on Youth Services & Group Home Commission (Fund 738) Budget by Appropriating \$75,000 of Fund Balance
DATE: September 21, 2016

ISSUE

As fiscal agent for the Rappahannock Area Office on Youth Services & Group Home Commission, the City Council is asked to approve a resolution appropriating \$75,000 of fund balance to replace an HVAC system in the Chaplin Youth Center.

RECOMMENDATION

Staff recommends approval of the attached resolution.

BACKGROUND

The Rappahannock Area Office on Youth Services & Group Home Commission operates the Chaplin Youth Center. The Center has six HVAC systems that provide heating and cooling to the building. Four of the six units have reached the end of their operational life. The Commission directed staff to seek bids for the replacement of the HVAC systems at its July 2016 meeting. At the August meeting staff presented four bid options. The Commission determined that the replacement was a priority and authorized the use of the agency's fund balance. The total project is estimated at \$75,000.

FISCAL IMPACT

No funds are required from the City. City Council is asked to amend the budget as fiscal agent for the Rappahannock Area Office on Youth Services & Group Home Commission.

Attachment: Resolution

cc: Mark Whitley, Assistant City Manager
Clarence Robinson, Director of Fiscal Affairs
Benjamin Nagle, Executive Director, Rappahannock Area Office on Youth Services & Group Home Commission



September 27, 2016
Regular Meeting
Resolution No 16-__

MOTION:

SECOND:

RE: AMENDING THE FISCAL YEAR 2017 RAPPAHANNOCK AREA OFFICE ON YOUTH SERVICES & GROUP HOME COMMISSION BUDGET (FUND 738) BY APPROPRIATING \$75,000 OF FUND BALANCE

ACTION: APPROVED: Ayes: 0; Nays: 0

WHEREAS, the City of Fredericksburg serves as Fiscal Agent for the Rappahannock Area Office on Youth Services & Group Home Commission; and

WHEREAS, the Rappahannock Area Office on Youth and Group Home Commission approved the use of \$75,000 of agency fund balance to replace the HVAC system at the Chaplin Youth Center ; and

WHEREAS, City Council wishes to appropriate these funds;

NOW, THEREFORE, BE IT RESOLVED that the following appropriations amending the FY 2017 budget be recorded in the Rappahannock Area Office on Youth Services & Group Home Commission Fund (738):

RAPPAHANNOCK AREA OFFICE ON YOUTH SERVICES & GROUP HOME COMMISSION (Fund 738)

Source

Fund Balance

3-738-061010-0010	Fund Balance - Surplus	\$	75,000
Department Total:		\$	75,000

Total Source: \$ 75,000

Use

Residential Services Chaplin

4-738-033452-8101	Machinery & Equipment - Replacement	\$	75,000
Department Total:		\$	75,000

Total Use: \$ 75,000

Votes:

Ayes:

Nays:

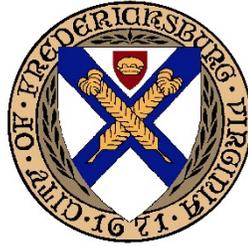
Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, Tonya B. Lacey the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 16- duly adopted the City Council meeting held September 27, 2016 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



Clarence A. Robinson

MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Clarence A. Robinson, Director of Fiscal Affairs
RE: Preliminary Year-End Financial Results – FY 2016
DATE: September 21, 2016

ISSUE

This report is presented to the City Council in an effort to highlight some aspects of the preliminary year-end FY 2016 financial results. The Comprehensive Annual Financial Report (CAFR) for FY 2016, which includes the annual audited financial statements, will be published and released in December 2016.

RECOMMENDATION

This item is informational and it does not require any action on the part of the City Council.

BACKGROUND

As of June 30, 2016, the City's Fiscal Year 2016 financial activities were concluded. As of July 1, 2016, FY 2017 financial activities officially commenced. The City observes a 45-day accrual period. This accrual period enables the City to post eligible FY 2016 activities, received in FY 2017, to the FY 2016 fiscal year. The Fiscal Affairs Department has been working diligently with the various departments and the independent auditors to examine the records and record necessary entries. This report reflects selected data associated with the preliminary unaudited year-end activities for FY 2016. These results are unaudited and could be adjusted for the final audit postings.

Overall General Fund

The overall financial results for the General Fund in FY 2016 continue to indicate that the City is still in a stable financial condition. General Fund revenues for the City increased 2.80% from \$85,373,162 in FY 2015 to \$87,765,522 in FY 2016. In FY 2016 the overall General Fund expenditures and transfers to other funds totaled \$90,493,831 reflecting an increase of 7.06% from the prior year total of \$84,524,106.

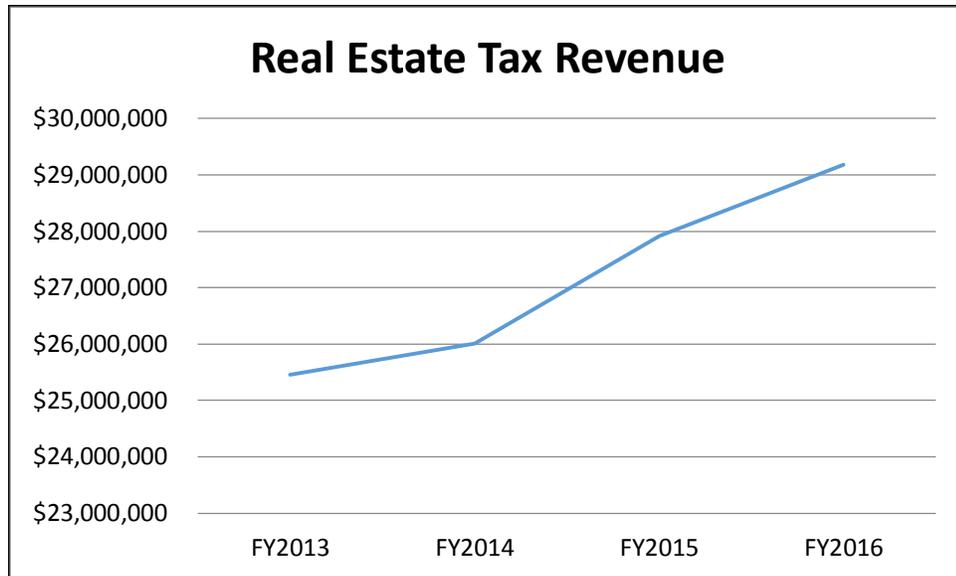
The staff will bring forward budget amendments for consideration for carryovers and encumbrances in the near future.

Revenues

Several of the City's major revenues sources continued to show signs of improvement. During the course of the FY 2016, some revenue sources provided more growth while other revenue sources remained stable or even declined. Overall, the trend remains positive.

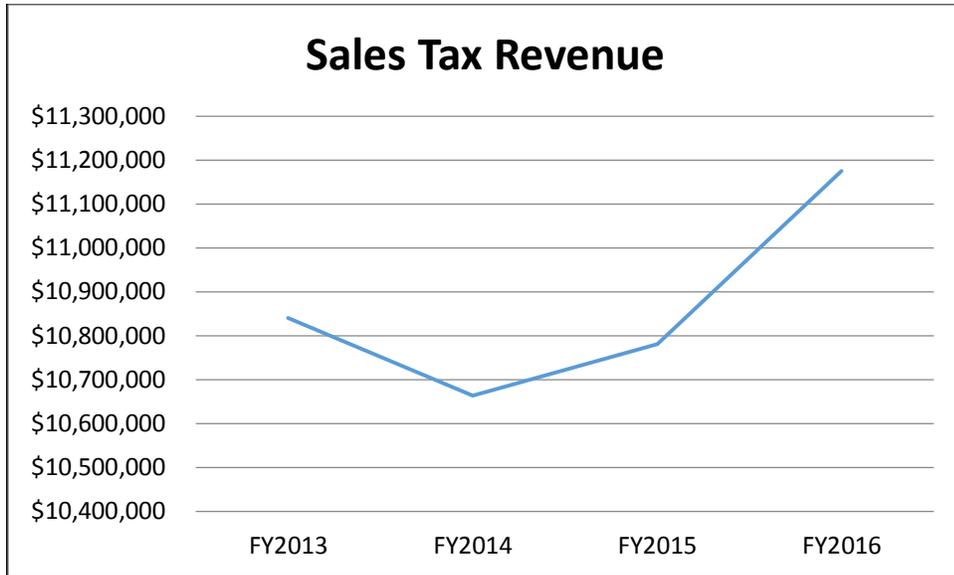
Real Estate

The City’s real estate tax is still the largest single source of revenue for the General Fund, comprising 33.24% of the total General Fund revenues in Fiscal Year 2016. The City’s real estate tax collections increased in FY 2016 to \$29,174,263 up from the FY 2015 collection amount of \$27,910,877. This increase is due in large part to a real estate tax rate increase. The real estate tax rate increased in FY 2015 from \$0.79 per \$100 of assessed valuation to \$0.82 per \$100 of assessed valuation in FY 2016. The following chart reflects the receipts from real estate tax revenues over the past four years.



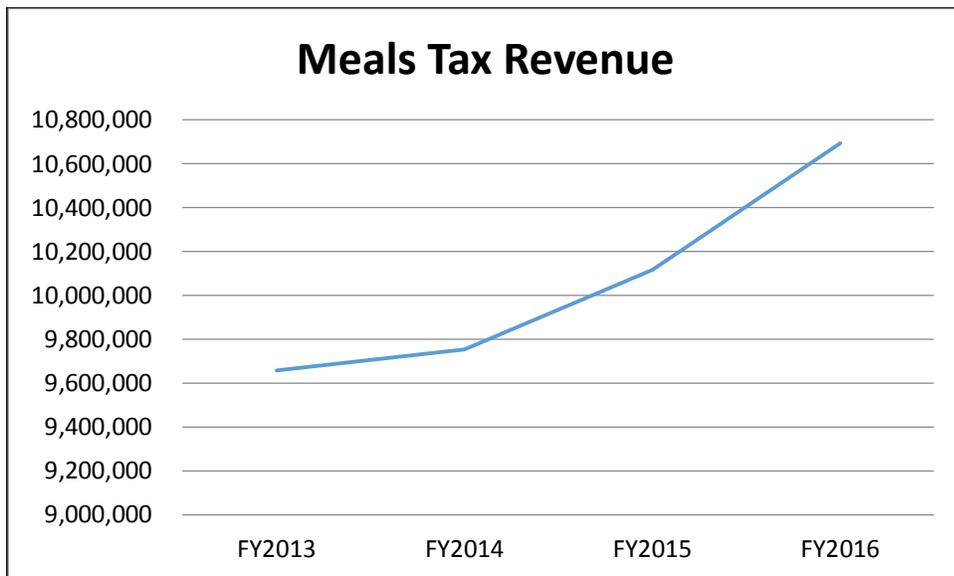
Sales Tax

In FY 2016, the local sales and use tax revenue again exceeded the prior year collections. The FY 2016 collections totaled \$11,176,401, up 3.67% above the FY 2015 total collection amount of \$10,780,677. Over the past three fiscal years, receipts have risen from \$10.6 million to \$11.1 million. The following chart depicts a recovery in sales tax revenue from the \$10.6 million low in FY 2014.



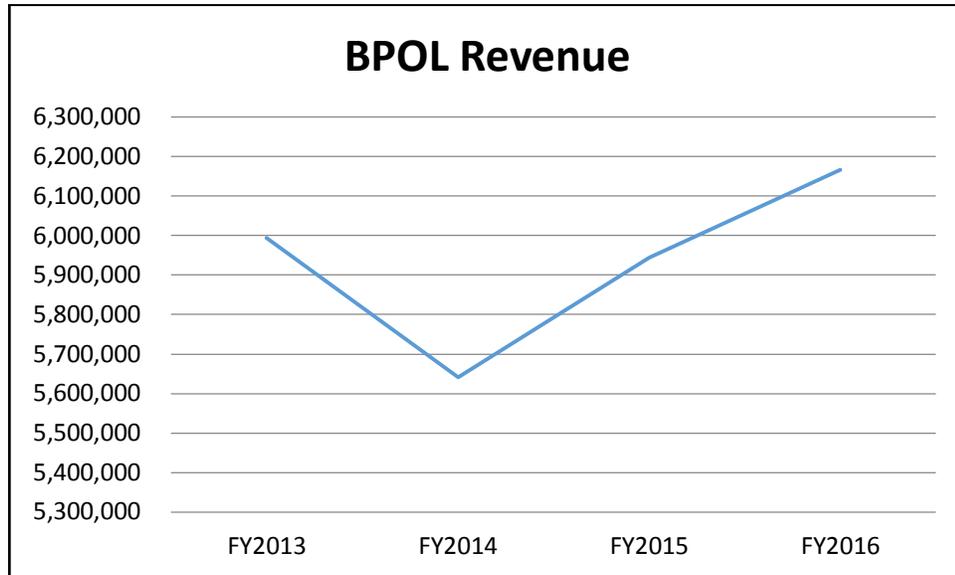
Meals Tax

The meals tax revenue grew in FY 2016 for the third consecutive year. In FY 2013 meals tax revenue was \$9.6 million and in FY 2016 the revenue had increased to a \$10.7 million amount. A 5.71% growth rate occurred in FY 2016 when compared to the FY 2015 revenues which totaled \$10.1 million. This is the second consecutive fiscal year in which the City's meals tax collections exceeded the \$10 million level. This growth in meals tax revenue can be attributed to the successful restaurant community here in the City. The following graph reflects receipts for the past four years which reflects a trend of increased revenue growth.



Business License

The City’s business license (BPOL) revenue receipts increased during FY 2016 for the second consecutive year. The total BPOL revenue during FY 2016 was \$6,167,163 which was up 2.93% from the FY 2015 total of \$5,943,743. The following graphic reflects a revenue growth pattern trending up after the low period in FY2014 when revenue was only \$5,641,615.



Other Notable Revenue Items

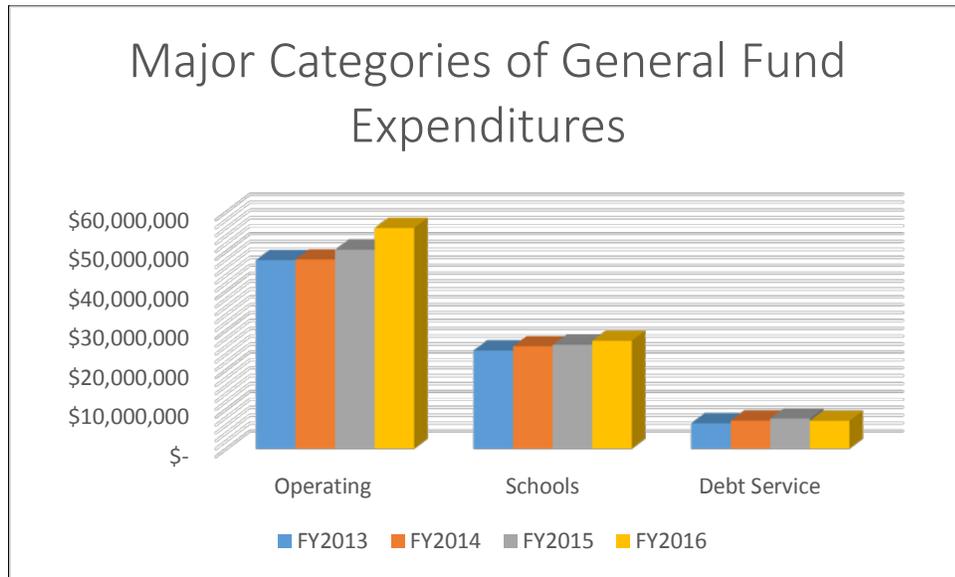
Here are some other revenue results from FY 2016.

- Personal property tax collections, including the state’s PPTRA reimbursement, increased from \$9,972,280 in FY 2015 to \$10,230,633 in FY 2016. In addition, there was an increase in delinquent personal property tax collections from \$215,030 in FY 2015 to \$239,581 in FY 2016.
- Consumer Utility Tax collections reflected a slight reduction going from \$1,856,992 in FY 2015 to \$1,810,911 in FY 2016.
- Lodging taxes increased from \$1,329,542 in FY 2015 to \$1,432,190 in FY 2016.
- Building permit revenue increased from \$347,769 in FY 2015 to \$402,347 in FY 2016.
- Court fines and forfeitures declined from \$220,470 in FY 2015 to \$152,541 in FY 2016.
- Waste collection revenue increased from \$967,732 in FY 2015 to \$985,924 in FY 2016.
- Emergency Medical Fee revenue increased slightly, from \$837,543 in FY 2015 to \$849,174 in FY 2016.

Expenditures

Overall expenditure activity increased from \$81,524,106 in FY 2015 to \$90,493,831 in FY 2016. The establishment of the OPEB Benefit Trust accounted for \$1,000,000 of the expenditure increase amount. In addition, increased funding for various capital projects and City Schools also accounted for a major portion of the increased expenditure amount.

Expenditures increased in other areas by approximately \$2.8 million. Some of these other expenditure increases include the cost of the real estate reassessment, emergency medical services costs, public works equipment upgrades, street sanitation upgrade improvements, the employee cost-of-living adjustment, and increased health insurance premiums.



Balance of General Fund Contingency

At the close of FY 2016, the General Fund Contingency account had a favorable available balance amount of \$57,094. This unspent balance remaining in the contingency account represents resources that were appropriated from fund balance for use as needed.

FISCAL IMPACT

There is no fiscal impact – this report is informational only and no action is requested.

FREDERICKSBURG
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ECONOMIC DEVELOPMENT AUTHORITY MINUTES (EDA)

July 11, 2016

8:30 a.m. • EDA Regular Meeting

City Hall, The Suite

715 Princess Anne St.

Fredericksburg, VA

The Economic Development Authority of the City of Fredericksburg, Virginia met in regular session on Monday, July 11, 2016 beginning at 8:30 a.m. in the Suite at City Hall.

EDA MEMBERS PRESENT. Amy LaMarca, Chair, presiding. Joe Wilson, Michael Colangelo, Chris Muldrow and Bill Beck.

ABSENT. Bob Carter and Tom Crimmins.

ALSO PRESENT. Fredericksburg VA Main Street, Inc.: Ann Glave and Scarlett Pons; Beveridge Seay: Nick Seay; Fredericksburg Theatre Ensemble: Kimberly Leone; Fredericksburg Expo and Conference Center: Scott Little; EDA Counsel: Blanton Massey; Department of Economic Development and Tourism: Karen Hedelt, Director; Bill Freehling, Assistant Director for Economic Development; Amy Peregoy, Economic Development Specialist.

Chair LaMarca introduced Mr. Tim Baroody, City Manager. Mr. Baroody made a few comments regarding city business and relationships. Chair LaMarca thanked Mr. Baroody for his comments and attendance at the meeting.

DETERMINATION OF QUORUM. Michael Colangelo.

AGENDA. Chair LaMarca added a presentation by Mr. Scott Little, Executive Director of Fredericksburg Expo and Conference Center upon his arrival to the meeting. Upon a motion by Bill Beck, seconded by Chris Muldrow, the updated agenda was approved: Ayes (5); Nays (0).

PUBLIC COMMENTS. None.

PRESENTATION BY ANN GLAVE AND SCARLETT PONS, FREDERICKSBURG VA MAIN STREET, LLC (FVMS) – Chair LaMarca introduced Ms. Glave and Ms. Pons. Ms. Pons presented the background of the FVMS branding process, working with Higashi Glaser design and introduced Nick Seay of Beveridge Seay. Ms. Glave presented the thought process and design of the concept, logo and tagline. Ms. Pons noted the six calls to action with color coordination: Savor, Peruse, Reflect, Navigate, Create and Honor. The color coordination and calls to action will be used in locations for way finding signage, banners, vacant storefronts and gift cards. FVMS is currently receiving RFP's for the new website which will launch in September or October. The branding will be rolled out over a year during different promotions and holidays. Meetings are being held with City Council, city staff and business stakeholders. FVMS has applied for a matching state grant of \$25,000 with FVMS allocating \$16,000. After a brief question and answer period; Chair LaMarca thanked Ms. Glave and Ms. Pons for the presentation.

APPROVAL OF MINUTES. Upon a motion by Joe Wilson, seconded by Chris Muldrow the minutes from the June 13, 2016 meeting were approved: Ayes (4); Nays (0); Absent from Vote: (1).

TREASURER'S REPORT. The financial statement and budget report for June were accepted and filed with the minutes.

NEW BUSINESS.

- a. **Adoption of FY2017 EDA Budget** – Chair LaMarca presented the FY2017 budget. Upon a motion by Chris Muldrow, seconded by Bill Beck the board approved the FY2017 budget: Ayes (4); Nays (0); Absent from Vote (1).

OLD BUSINESS. EDA Strategic Acquisition Plan – Chair LaMarca informed the board former EDA Chairman Chris Hornung will volunteer his assistance with the EDA Strategic Acquisition plan. He is finalizing the plan for review.

NEW BUSINESS - CONTINUED.

- b. **Draft EDA FY2016 Annual Report** – Mr. Freehling presented the draft of the FY2016 annual report. Chair LaMarca noted it was an excellent report but requested information regarding the Charles Street sale be inline with other items within the report and requested the board send comments to Mr. Freehling. Final design and distribution in August.
- c. **Historicon Convention** – Chair LaMarca introduced Mr. Little. Mr. Little informed the board the Historicon representatives have expressed they would move the convention back to Philadelphia for 2018, 2019 and 2020. The convention is set to be held in Fredericksburg for 2017. Mr. Little requested the EDA commit a \$5,000 grant annually for years 2018, 2019 and 2020 providing Historicon executes the contract for the event for the entire three-year period. Mr. Freehling presented background of the Historicon convention to include an economic impact assessment and memo from Victoria Matthews, Conference Sales and Services Coordinator. Ms. Hedelt noted certain amenities the EDT office offers to the convention participants. Upon a motion by Joe Wilson, seconded by Michael Colangelo the board approved \$5,000 annually for years 2018, 2019 and 2020 upon execution of the contract: Ayes (5); Nays (0).

COMMITTEE REPORTS.

- a. **Grants Committee** – Mr. Colangelo presented the Grants Committee recommendations to the board for ten grants:

Rappahannock Fredericksburg Rotary, \$500 for Downtown Fall events.

The Fredericksburg Area Museum and Cultural Center, \$1,480 to replace William Street awning.

Fredericksburg Food Co-Op, \$0 to match a portion of FCI Seed Grant and marketing, member recruitment and community outreach.

Central Rappahannock Regional Library, \$3,600 for Music on the Steps concert series.

Chamber of Commerce Made in Fred/Next Generation of Business Leaders, \$500 for business plan competition.

Fredericksburg Sister City Association, \$1,000 for French national day, Bastille Day, July 14

Washington Heritage Museums, \$0 for Mary's House Party – Bourbon and Boxwood fundraiser.

Stage Door Productions, Inc., \$800 for presentation of Shakespeare's The Tempest in Hurkamp Park

Spencer Devon Brewing, \$2,000 for a mural by Bill Harris at 106 George St.

Boy Scout Troop 165 & YMCA, \$0 for the Via Colori street painting event in Downtown.

After a brief discussion, the grants were voted on in a block. Upon a motion by Michael Colangelo, seconded by Chris Muldrow the EDA approved the grants as recommended by the Grants Committee totaling \$9,880: Ayes (4); Nays (0); Abstain: (1 – Bill Beck- President Fredericksburg Sister City Association).

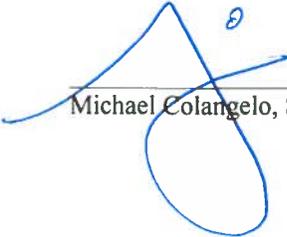
- b. *Fredericksburg VA Main Street (FVMS) Committee* – Mr. Crimmins was absent from the meeting, no update was given. Chair LaMarca notified the board the new performance agreement has been executed.

STAFF REPORT. Mr. Freehling gave the following updates: Karen Hedelt's retirement luncheon to be held on July 12; Amy Peregoy was appointed as the EDA Freedom of Information Act point of contact; Free Lance-Star relocation to Central Park Corporate Center build out has begun; Fredericksburg Theatre Ensemble, Inc. moving along with permitting and finalizing MOU for execution; Spencer Devon Brewing waiting for notification from the state on the Virginia Tourism Growth Fund grant. Mr. Freehling presented points on his trip to Greenville and offered a presentation to the EDA.

CHAIRMAN'S REPORT. Chair LaMarca stated she would attend the August Bluemont Concert as an EDA representative in appreciation of their recent grant. Chair LaMarca met two representatives from Virginia Economic Development Partnership (VEDP) and would like to invite them to present additional incentives at the state level during an upcoming meeting.

BOARD MEMBERS COMMENTS. Mr. Wilson was appointed to the State Virginia Growth and Opportunity board with a two year term. In October a regional board will be setup. Ms. Hedelt noted the Fredericksburg Regional Alliance is very involved with the board.

ADJOURNMENT. There being no further business to come before the Economic Development Authority at this time, Chair LaMarca declared the meeting officially adjourned at 9:38 a.m.


Michael Colangelo, Secretary

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ECONOMIC DEVELOPMENT AUTHORITY MINUTES (EDA)

August 8, 2016

8:30 a.m. • EDA Special Meeting

City Hall, The Suite

715 Princess Anne St.

Fredericksburg, VA

The Economic Development Authority of the City of Fredericksburg, Virginia met in special session on Monday, August 8, 2016 beginning at 8:30 a.m. in the Suite at City Hall.

EDA MEMBERS PRESENT. Amy LaMarca, Chair, presiding. Tom Crimmins, Michael Colangelo, Bob Carter and Bill Beck.

ABSENT. Chris Muldrow and Joe Wilson.

ALSO PRESENT. EDA Counsel: Blanton Massey; Department of Economic Development and Tourism: Bill Freehling, Interim Director; Amy Peregoy, Economic Development Specialist.

DETERMINATION OF QUORUM. Michael Colangelo.

AGENDA. Upon a motion by Bob Carter, seconded by Bill Beck, the agenda was approved: Ayes (5); Nays (0); Absent from Meeting (2).

PUBLIC COMMENTS. None.

NEW BUSINESS. *Adoption of policy to govern remote participation in Economic Development Authority meetings by members unable to attend due to an emergency or personal matter* – Chair LaMarca presented the resolution. Upon a motion by Bob Carter, seconded by Bill Beck the board approved Resolution 16-09 adopting a policy to govern remote participation in Economic Development Authority meetings by members unable to attend due to an emergency or personal matter: Ayes (5); Nays (0); Absent from Meeting (2).

Chris Muldrow and Joe Wilson were introduced into the meeting via phone conference.

Role call attendance: Amy LaMarca, Chris Muldrow in North Carolina on vacation, Michael Colangelo, Bob Carter, Tom Crimmins, Bill Beck and Joe Wilson in Illinois on business. Upon a motion by Bob Carter, seconded by Bill Beck, the agenda was approved: Ayes (5); Nays (0); Absent from Meeting (2).

CLOSED SESSION.

Mr. Colangelo moved for the adoption of Resolution 16-10 for the purpose of holding a discussion concerning financial assistance to a prospective business or industry in the form of a grant for capital investment including renovation of facilities and purchase of equipment in facilities which the applicant will lease in the City of Fredericksburg, where no previous announcement has been made of the business or industry's interest in locating or

expanding its facilities in the community, under Virginia Code §2.2-3711.A.5. Seconded by Bob Carter and passed by the following recorded votes: Ayes (7); Nays (0).

Mr. Freehling noted there had been no public announcement as to the closed session item to Mr. Beck.

Where upon the members went into closed session.

Upon coming out of closed session, a motion was made by Michael Colangelo, to adopt Resolution No. 16-11, certifying the proper conduct of the closed session. It was seconded by Bob Carter; the motion was passed: Ayes (6); Nays (0); Absent from Meeting (0); Absent from Vote: (1).

Role call attendance: Amy LaMarca, Chris Muldrow, Michael Colangelo, Bob Carter, Tom Crimmins and Bill Beck. Joe Wilson terminated the call due to boarding of his flight.

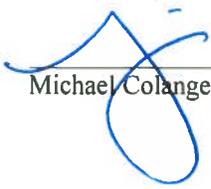
Mr. Carter moved for the EDA to support the State of Virginia Governor's Agriculture and Forestry Industries Development Fund (AFID) matching grant of \$150,000 to be paid over three years at \$50,000 a year. Seconded by Tom Crimmins and passed by the following recorded votes: Ayes (5); Nays (1); Absent from Meeting (1); Absent from Vote (0).

Mr. Massey requested the foregoing language to be added: for its Chairwoman to execute on behalf of the EDA, the Performance Agreement subject to staff and EDA counsel review and approval. Mr. Carter moved to amend the motion to add the language, seconded by Mr. Crimmins and passed by the following recorded votes: Ayes (5); Nays (1); Absent from Meeting (1); Absent from Vote (0).

Mr. Carter moved for the EDA to support the State of Virginia Governor's Agriculture and Forestry Industries Development Fund (AFID) matching grant of \$150,000 to be paid over three years at \$50,000 a year for its Chairwoman to execute on behalf of the EDA, the Performance Agreement subject to staff and EDA counsel review and approval. Seconded by Tom Crimmins and passed by the following recorded votes: Ayes (5); Nays (1); Absent from Meeting (1); Absent from Vote (0).

BOARD MEMBERS COMMENTS. Mr. Massey reminded the board to request a work session with City Council. Mr. Beck requested more information on the grant program. Chair LaMarca explained the allocations, different grant categories and criteria to include special projects.

ADJOURNMENT. There being no further business to come before the Economic Development Authority at this time, Chair LaMarca declared the meeting officially adjourned at 9:30 a.m.



Michael Colangelo, Secretary

**Resolution 16-10 for Economic Development Authority to Hold Closed Meeting Under
The Virginia Freedom Of Information Act**

Date of Adoption: August 8, 2016

Proposed by: _____

Resolved that the Economic Development Authority convene a closed meeting under the Virginia Freedom of Information Act in order to discuss:

Personnel – specific City officers, appointees, or employees, for the purpose of considering such person’s assignment, appointment, promotion, performance, demotion, salary, disciplining, or resignation, under Virginia Code §2.2-3711.A.1

Real Property -

the acquisition of real property

for the purpose of discussing acquisition of real property for a public purpose, specifically, the expansion of an existing recreation facility, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Economic Development Authority, under Virginia Code 2.2-3711(A)(3).

the disposition of publicly held real property,

Prospective Business -

a prospective business or industry, OR

the expansion of an existing business or industry,

for the purpose of holding a discussion concerning financial assistance to a prospective business or industry in the form of a grant for capital investment including renovation of facilities and purchase of equipment in facilities which the applicant will lease in the City of Fredericksburg, where no previous announcement has been made of the business or industry’s interest in locating or expanding its facilities in the community, under Virginia Code §2.2-3711.A.5.

Legal Matters -

actual litigation specifically, _____

_____ with legal counsel, where such consultation in open session would adversely affect the negotiating or litigating posture of the Economic Development Authority, **OR**

probable litigation with legal counsel, staff, or consultants, where (1) litigation has been specifically threatened or on which the Economic Development Authority or its counsel has a reasonable basis to believe will be commenced by or against a known party, and (2) such consultation in open session would adversely affect the negotiating or litigating posture of the Economic Development Authority, **OR**

legal matters, _____, with counsel, where such matters require the provision of legal advice, under Virginia Code §2.2-3711.A.7.

Other – (Specify subject matter, purpose of discussion, and applicable Code Section)

FREDERICKSBURG
**ECONOMIC
DEVELOPMENT**
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RESOLUTION 16-11

CERTIFICATION OF CLOSED MEETING

IT IS HEREBY RESOLVED by the Economic Development Authority of the City of Fredericksburg, Virginia, as follows:

WHEREAS, the Authority has convened a closed meeting under Virginia Code §2.2-3711.A.5, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712.D of the Code of Virginia requires a certification by this Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Authority 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 (Chapter 37 of Title 2.2) were heard, discussed or considered in such closed meeting, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting by the Authority.

Date of Adoption: August 8, 2016

AYES: 6

NAYS: 0

ABSENT FROM MEETING: 1

CERTIFICATION: Secretary's Certificate

I, the undersigned, certify that I am the Secretary for the Economic Development Authority of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution ____ duly adopted at a meeting of the Economic Development Authority held on August 8, 2016, at which a quorum was present and voted.

Given under my hand and the official seal of the Economic Development Authority of the City of Fredericksburg, Virginia.

Date: 9/12/2016

Secretary, EDA

FREDERICKSBURG
ECONOMIC
DEVELOPMENT
AUTHORITY

Motion: Carter

August 8, 2016
Special Meeting
Resolution No. 16-09

Second: Beck

RE: ADOPTING A POLICY TO GOVERN REMOTE PARTICIPATION IN ECONOMIC DEVELOPMENT AUTHORITY MEETINGS BY MEMBERS UNABLE TO ATTEND DUE TO AN EMERGENCY OR PERSONAL MATTER

ACTION: APPROVED: Ayes: 5; Nays: 0; Absent from Vote: 2; Absent from Meeting 2

WHEREAS, the Virginia Freedom of Information Act permits a member of a public body who cannot attend a meeting in person due to an emergency or personal matter to participate by electronic communications means from a disclosed off-site location, up to two times per calendar year. In addition, a member who is unable to attend a meeting due to a temporary or permanent disability or other medical condition may participate from a remote location for an unlimited number of meetings. The 2014 General Assembly amended the law so that remote participation is only permitted when the public body has adopted a policy that will apply equally to all members.

NOW THEREFORE, BE IT RESOLVED that the Fredericksburg Economic Development Authority adopts the following policy to govern remote participation in Economic Development Authority meetings by members unable to attend due to an emergency or personal matter:

If a quorum is physically present to conduct a meeting of the Economic Development Authority or one of its committees, other members may attend and participate in such meeting from a remote location by telephone or other audio or video means, provided such attendance complies with the provisions of the Virginia Freedom of Information Act, as amended from time to time. This policy shall be applied strictly and uniformly. The member's attendance in this manner shall be subject to approval by the members at a meeting, including at the beginning of the meeting that is the subject of such approval, so long as the member wishing to attend in this manner has advised the Chairman a reasonable time before the start of the meeting, so that the necessary equipment can be put in place.

Votes: 5

Ayes: 5

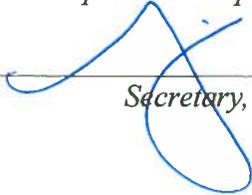
Nays: 0

Absent from Vote: 2

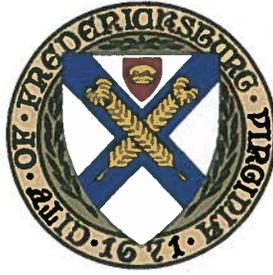
Absent from Meeting: 2

Secretary's Certificate

I, the undersigned, certify that I am the Secretary of the Economic Development Authority City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 16-09 duly adopted at a meeting of the Economic Development Authority meeting held August 9, 2016, at which a quorum was present and voted



Secretary, EDA



Memorials Advisory Commission Meeting Minutes

Wednesday, May 18, 2016

Second Floor Conference Room, City Hall, 715 Princess Anne Street, Fredericksburg, VA

Commission Members Present: Nancy Moore, Chair, Michael Spencer, Betty Massey, Paula Raudenbush, Garnett Parker, Susan Spears, Marilyn Lloyd, City Rep. Tonya Lacey

Commission Members Absent: Jervis Hairston

Chair Nancy Moore called the meeting to order at 4:00 p.m.

Approval of Minutes:

Susan Spears moved to approve the minutes from January 20, 2016. Betty Massey seconded. The minutes were unanimously approved.

Old Business

City Planner Erik Nelson reported that the John Smith marker has been installed and the sign for the entrance to the trail explaining the marker is ready to be created. The Committee requested that the sign explain that the marker was part of a Chesapeake Conservancy project and not a grave marker. Otherwise, there were no changes to the language for the sign. There will likely be a ceremony later in the summer at the marker. Mr. Nelson also reported that a few worn panels are being replaced and a new sign will be made for the area behind the visitor center that now contains the rebuilt hearth from the Goolrick house.

Old Business:

Wall of Honor. The Commission has received the following nominations: Barbara Crookshanks, Hamilton Eckenrode, Charles Rowe, Ralph Smith and Gladys Todd. After some discussion, it was decided that Mr. Eckenrode did not have as strong a connection to Fredericksburg as the rest of the nominees and he did not live here when he made his major contributions to society. Paula Raudenbush made a motion that we accept Barbara Crookshanks, Charles Rowe, Ralph Smith and Gladys Todd as the 2016 additions to the Wall of Honor. Marilyn Lloyd seconded. Motion passed unanimously.

Nancy Moore suggested that we ask the honorees' nominators to speak for a few minutes at the ceremony which will be held prior to the Council meeting on October 11 if their schedule permits.

Tonya Lacey showed the new plaques to the Committee.

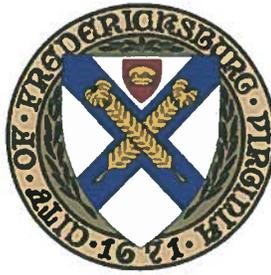
New Business:

The new brochure for the Mary Washington Monument, edited and designed by Paula Raudenbush, was reviewed and approved by the Commission. Tonya Lacey will print them in-house. Nancy Moore reported that Kim Nash has replaced Kitty Lee Wafle as the Restoration Committee Liaison to the Garden Club of Virginia. Nancy will meet with her on the 25th and present the brochure.

Memorials Advisory Commission Policy. Michael Spencer reported that he will share the policy with the new city historic preservation staff, Kate Schwartz, and send it round to the Commission for final approval.

Meeting was adjourned at 3:45 p.m. The next meeting will be on Wednesday, September 21, 2016, at 4:00 p.m.


Paula Raudenbush, Recording Secretary



Memorials Advisory Commission Meeting Minutes

Wednesday, July 20, 2016

Second Floor Conference Room, City Hall, 715 Princess Anne Street, Fredericksburg, VA

Commission Members Present: Nancy Moore, Chair, Michael Spencer, Paula Raudenbush, Garnett Parker, Marilyn Lloyd, Jervis Hairston

Commission Members Absent: Betty Massey, Susan Spears

Chair Nancy Moore called the meeting to order at 4:20 p.m.

Approval of Minutes:

Marilyn Lloyd moved to approve the minutes from May 18, 2016. Garnett Parker seconded. Motion passed unanimously.

Old Business

Nancy Moore showed members the printed brochure for the Mary Washington Monument that will be displayed in a box near the monument and at local historic attractions.

New Business:

New City Manager, Tim Baroody, stopped by to introduce himself and meet the committee.

Jervis Hairston moved that the committee recommend that the Dixon Park swimming pool be named in honor of Doris Buffet. Marilyn Lloyd seconded. Discussion involved all the good things Ms. Buffet has done for the City of Fredericksburg. Approval was unanimous.

Meeting was adjourned at 4:45 p.m. The next meeting will be on Wednesday, September 21, 2016, at 4:00 p.m.

Paula Raudenbush, Recording Secretary

September 8, 2016
Regular Meeting
Res. No. 16-09-01

MOTION: KELLY

SECOND: CADDIGAN

RE: APPROVE – MINUTES – JULY 7, 2016

ACTION: APPROVED

WHEREAS, on July 7, 2016, at 7:00 p.m. the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) convened their regular meeting at the PRTC Transit Center, located at 14700 Potomac Mills Road, Woodbridge, Virginia; and

WHEREAS, PRTC conducted business in accordance with a published agenda dated July 7, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of July 7, 2016.

Votes:

Ayes: Anderson, (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Lawson, Lovejoy, Miller, Pittard, Principi, Thomas

Nays: None

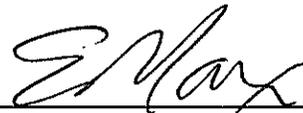
Abstain: Durany, Trampe

Absent from Vote: None

Alternate Present Not Voting: None

Absent from Meeting: Aveni, Barg, Horsley, Lasch, Maurer, McLaughlin, Milde, Mitchell, Naddoni, Nohe, Ross, Sellers, Skinner, Way, Withers, Wren

ATTEST:



Eric Marx, Interim Executive Director

June 7, 2016
Regular Meeting
Res. No. 16-07-01

MOTION: KELLY
SECOND: JONES
RE: APPROVE – MINUTES – JUNE 2, 2016
ACTION: APPROVED

WHEREAS, on June 2, 2016, at 7:00 p.m. the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) convened their regular meeting at the PRTC Transit Center, located at 14700 Potomac Mills Road, Woodbridge, Virginia; and

WHEREAS, PRTC conducted business in accordance with a published agenda dated June 2, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of June 2, 2016.

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Jenkins, Jones, Kelly, Lawson, Milde, Principi, Skinner, Trampe, Thomas, Way

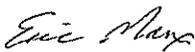
Nays: None

Abstain: Caddigan, Nohe

Absent from Vote: Miller

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST: 

Eric Marx, Interim Executive Director

July 7, 2016
Regular Meeting
Res. No. 16-07-02

MOTION: KELLY
SECOND: BARKER
RE: APPROVE – AGENDA – JULY 7, 2016
ACTION: APPROVED

WHEREAS, the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) meets on a monthly basis and an agenda is presented to the Commission for review and approval.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the agenda of July 7, 2016, as presented.

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Lawson, Milde, Nohe, Principi, Skinner, Trampe, Thomas, Way

Nays: None

Abstain: None

Absent from Vote: Miller

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST:



Eric Marx, Interim Executive Director

July 7, 2016
Regular Meeting
Res. No. 16-07-03

MOTION: CADDIGAN

SECOND: KELLY

RE: APPROVE – CONSENT AGENDA – JULY 7, 2016

ACTION: APPROVED

WHEREAS, the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) was presented with a consent agenda; and

WHEREAS, an opportunity was afforded for items to be added or deleted from the consent agenda.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the consent agenda of July 7, 2016, as presented/amended.

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Lawson, Milde, Nohe, Principi, Skinner, Trampe, Thomas, Way

Nays: None

Abstain: None

Absent from Vote: Miller

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST: Eric Marx
Eric Marx, Interim Executive Director

June 7, 2016
Regular Meeting
Res. No. 16-07-04

MOTION: KELLY

SECOND: CADDIGAN

**RE: ACCEPTANCE OF THE POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION MONTHLY JURISDICTIONAL
FINANCIAL REPORT FOR THE PERIOD ENDED APRIL 30, 2016**

ACTION: APPROVED

WHEREAS, a financial report for each jurisdiction is prepared each month for presentation to the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission"); and

WHEREAS, this report supplies information on the current month and year-to-date motor fuel tax collections; earned interest, other revenues, state administration cost, expenditures, transfers and encumbrances; and

WHEREAS, this information covers the PRTC as a whole, as wells as each separate jurisdiction; and

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby accept the Jurisdictional Financial Report for the period ended April 30, 2016, as presented.

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Lawson, Milde, Nohe, Principi, Skinner, Trampe, Thomas, Way

Nays: None

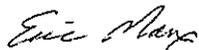
Abstain: None

Absent from Vote: Miller

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST:



Eric Marx, Interim Executive Director

July 7, 2016
Regular Meeting
Res. No. 16-07-05

MOTION: CADDIGAN

SECOND: KELLY

**RE: AUTHORIZATION TO APPROVE FY17 SCHEDULE AND BUS STOP DISPLAY
PRODUCTION TASK ORDERS**

ACTION: APPROVED

WHEREAS, the Executive Director annually seeks the Commission approval to authorize expenses related to producing printed public information, such as bus schedules, system maps, and bus stop displays; and

WHEREAS, a single approval allows the (Interim) Executive Director to authorize task order expenditures to Smartmaps, Incorporated, PRTC's competitively procured marketing firm, regardless of cost, as long as the expense is within the adopted budget; and

WHEREAS, materials are typically produced twice each year, corresponding to spring and fall service changes, to account for schedule, routing, bus stop, and fare changes, new services, and occasional redesigns; and

WHEREAS, funding to cover this expenditure is included in PRTC's FY17 adopted budget.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorize the Interim Executive Director to incur expenses associated with the production of printed schedule brochures and bus stop information displays that are within PRTC's adopted FY17 budget.

July 7, 2016
Regular Meeting
Res. No. 16-07-05
Page Two

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Lawson, Milde, Nohe, Principi, Skinner, Trampe, Thomas, Way

Nays: None

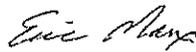
Abstain: None

Absent from Vote: Miller

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST:



Eric Marx, Interim Executive Director

July 7, 2016
Regular Meeting
Res. No. 16-07-06
VRE Agenda Item 8-G

MOTION: SKINNER

SECOND: CADDIGAN

RE: RECOMMEND AUTHORIZATION TO AMEND THE CONTRACT FOR NEW PASSENGER RAILCARS AND TO EXECUTE AN ASSIGNMENT AGREEMENT TO ASSIGN OPTIONS TO PURCHASE ADDITIONAL RAILCARS TO CHICAGO METRA

ACTION: APPROVED

WHEREAS, in March of 2012 the Virginia Railway Express (VRE) Chief Executive Officer (CEO) executed a Contract with Sumitomo Corporation of the Americas (SCOA) for a base order of eight passenger railcars with the option for 42 additional passenger railcars; and

WHEREAS, the Contract has been amended three times to exercise options for the purchase of 21 passenger railcars; and

WHEREAS, the current Contract expires in March of 2017; and

WHEREAS, VRE will not exercise the remaining options for 21 passenger railcars prior to March of 2017; and

WHEREAS, Metra of Chicago approached VRE requesting VRE assign to them the remaining options; and

WHEREAS, VRE, SCOA, and Metra are currently working to finalize agreements to assign these options to Metra in a form approved by VRE's legal counsel; and

WHEREAS, the VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation hereby authorizes the VRE Chief Executive Officer to execute a contract amendment with Sumitomo Corporation of the Americas to assign options for up to 21 passenger railcars to Metra in a form approved by legal counsel, and to execute an assignment agreement with Metra assigning the options for up to 21 passenger railcars in a form approved by legal counsel.

July 7, 2016
Regular Meeting
Res. No. 16-07-06
VRE Agenda Item 8-G
Page Two

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Lawson, Milde, Miller, Nohe, Principi, Skinner, Trampe, Thomas, Way

Nays: None

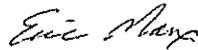
Abstain: None

Absent from Vote: None

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST:



Eric Marx, Interim Executive Director

July 7, 2016
Regular Meeting
Res. No. 16-07-07
VRE Agenda Item 8-H

MOTION: CADDIGAN

SECOND: JENKINS

RE: RECOMMEND AUTHORIZATION TO EXECUTE AN AGREEMENT AFTER CERTIFICATE TO TRANSFER PROPERTY AT THE WOODBRIDGE VRE STATION TO THE VIRGINIA DEPARTMENT OF TRANSPORTATION AND TO ACCEPT VDOT PERMIT FOR CONTINUED OPERATION OF KISS AND RIDE AT WOODBRIDGE VRE STATION

ACTION: APPROVED

WHEREAS, the Virginia Department of Transportation (VDOT) requires property at the Virginia Railway Express (VRE) Woodbridge Station for improvements to the highway intersection of US Route 1 and Virginia Route 123; and

WHEREAS, the VDOT, in accordance with its property acquisition policies, filed a Certificate of Take for this acquisition in the Prince William Circuit Court; and

WHEREAS, VDOT and VRE subsequently resolved all of the issues regarding the property acquisition and reached agreement on the terms of an agreement which compensates VRE for the property and improvements in an amount equal to its appraisal; and

WHEREAS, VDOT has agreed to issue a permit that allows VRE to continue to operate the bus loop and kiss-and-ride area until such time as the property is needed for Phase II of the interchange improvement; and

WHEREAS, the VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission authorizes the VRE Chief Executive Officer to execute an Agreement After Certificate to complete the transfer of VRE property at the Woodbridge VRE Station to the Virginia Department of Transportation in the amount of \$1,068,280, and to accept a VDOT permit for continued operation of the bus loop and kiss-and-ride area at VRE Woodbridge Station.

July 7, 2016
Regular Meeting
Res. No. 16-07-07
VRE Agenda Item 8-H
Page Two

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Lawson, Milde, Miller, Nohe, Principi, Skinner, Trampe, Thomas, Way

Nays: None

Abstain: None

Absent from Vote: None

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST: *Eric Marx*
Eric Marx, Interim Executive Director

July 7, 2016
Regular Meeting
Res. No. 16-07-08

MOTION: NOHE

SECOND: JONES

RE: AUTHORIZATION TO ADVERTISE FOR THE PROCUREMENT OF MID-LIFE BUS OVERHAULS

ACTION: APPROVED

WHEREAS, the Potomac and Rappahannock Transportation Commission (PRTC) overhauls its 40 and 45-foot buses at approximately mid-life to ensure continued safety, reliability, comfort, and appearance; and

WHEREAS, PRTC currently has 24 buses in the overhaul queue, including twenty-three (23) 45-foot buses (2007 – 2009) and one 2010 40-footer; and

WHEREAS, based on similar PRTC overhauls performed over the last several years, management estimates that funding is currently in-hand for 20 buses and that funding will be secured for the remaining four over the course of the two-plus year project; and

WHEREAS, the procurement will be structured such that a contract will be awarded for as many overhauls as can be afforded at the time, with an option(s) to award for additional buses as funding becomes available.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission hereby authorizes the Interim Executive Director to advertise for the procurement of mid-life bus overhauls.

BE IT FURTHER RESOLVED that the Interim Executive Director will return to the Commission with a contract award recommendation.

July 7, 2016
Regular Meeting
Res. No. 16-07-08
Page Two

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Lawson, Milde, Miller, Nohe, Principi, Skinner, Trampe, Thomas, Way

Nays: None

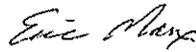
Abstain: None

Absent from Vote: None

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST:



Eric Marx, Interim Executive Director

July 7, 2016
Regular Meeting
Res. No. 16-07-09

MOTION: NOHE

SECOND: JONES

RE: AUTHORIZATION TO AWARD STRATEGIC PLAN PHASE II CONTRACT

ACTION: APPROVED

WHEREAS, at its December 3, 2015 meeting, the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) adopted a resolution accepting outcomes of the November 14th strategic planning retreat, one of which was unanimous consent that PRTC should move forward with developing a comprehensive strategic plan; and

WHEREAS, the Board subsequently authorized management to submit applications for state grants for the development of a strategic plan; and

WHEREAS, the plan has two phases – phase one entails investigation of alternatives to fund the anticipated short-term budget shortfall and pay for desired future transportation enhancements and was awarded using a mid-cycle FY16 grant, is currently underway with results expected in August; and

WHEREAS, phase two entails development of the strategic plan itself; and

WHEREAS, management provided the Commission a draft scope at its June 2016 meeting; the Commission, in turn, provided management specific guidance on several fundamental elements and appointed a Steering Committee; and

WHEREAS, management recently forwarded the phase two scope of work to Kimley-Horn and Associates, Inc., lead consultant selected to complete phase one from the Virginia Department of Rail and Public Transportation’s (VDRPT) list of General Planning Consultant Services for Transit Programs and Projects in Virginia; and

WHEREAS, costing has yet to be finalized, management recommends awarding the phase two contract to Kimley-Horn at this time in order to begin phase two prior to the Commission’s next meeting on September 8th; and

July 7, 2016
Regular Meeting
Res. No. 16-07-09
Page Two

WHEREAS, funding for this phase has been included PRTC's FY17 budget and contract award will not exceed the amount of funding programmed.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission hereby authorizes the Interim Executive Director to award a contract for strategic plan phase two to Kimley-Horn and Associates, Inc.

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Milde, Miller, Nohe, Principi, Skinner, Trampe, Thomas, Way

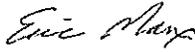
Nays: Lawson

Abstain: None

Absent from Vote: None

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST: 

Eric Marx, Interim Executive Director

July 7, 2016
Regular Meeting
Res. No. 16-07-10

MOTION: WAY

SECOND: CADDIGAN

RE: AUTHORIZATION TO REVISE BUDGET AND APPROPRIATION OF CITY OF MANASSAS' MOTOR FUELS TAX ACCOUNT FOR FY17 PRTC AND VRE SUBSIDIES, WITH \$325,000 OF NORTHERN VIRGINIA TRANSPORTATION AUTHORITY (NVTA) 30 PERCENT FUNDS USED FOR VRE SUBSIDIES INSTEAD OF OMNILINK SUBSIDIES

ACTION: APPROVED

WHEREAS, the City of Manassas, by Resolution #R-2016-41 dated June 27, 2016, repealed Resolution #R-2016-29 dated May 9, 2016, which was an attachment to four resolutions approved at the June 2, 2016 Commission meeting; and

WHEREAS, both resolutions relate to the use of the City's 2.1 percent motor fuels tax funds for FY17 PRTC and VRE subsidies, City parking lot leases, and City parking garage debt service; and

WHEREAS, changes relate solely to the source of funding of OmniLink and VRE subsidies, with Resolution #R-2016-29 specifying that \$325,000 of Northern Virginia Transportation Authority (NVTA) 30 percent funds would be used to cover the majority of the FY17 OmniLink subsidies, with the balance of FY17 OmniLink, other PRTC and VRE subsidies coming from motor fuels tax funds, and Resolution #R-2016-41 repealing Resolution #R-2016-29 specifying that \$325,000 of NVTA 30 percent funds will be used to cover a portion of the FY17 VRE subsidies, with the remainder of FY17 VRE and all PRTC subsidies coming from motor fuels tax funds; and

WHEREAS, there were no resolution changes for the City parking lot leases and parking garage debt service.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorize revising the budget and appropriation of the City of Manassas' motor fuels tax account for FY17 PRTC and VRE subsidies, with \$325,000 of NVTA 30 percent funds used for VRE subsidies instead of OmniLink subsidies.

July 7, 2016
Regular Meeting
Res. No. 16-07-10
Page Two

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barker, Caddigan, Jenkins, Jones, Kelly, Lawson, Milde, Miller, Nohe, Principi, Skinner, Trampe, Thomas, Way

Nays: None

Abstain: None

Absent from Vote: None

Alternate Present Not Voting: Barg, Durany

Absent from Meeting: Aveni, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Pittard, Ross, Sellers, Withers, Wren

ATTEST:

Eric Marx

Eric Marx, Interim Executive Director



CITY OF FREDERICKSBURG, VIRGINIA
CITY COUNCIL
MINUTES

Council Chambers, 715 Princess Anne Street
Fredericksburg, Virginia 22401

HON. MARY KATHERINE GREENLAW, MAYOR
HON. WILLIAM C. WITHERS, JR., VICE -MAYOR, WARD TWO
HON. KERRY P. DEVINE, AT-LARGE
HON. MATTHEW J. KELLY, AT-LARGE
HON. BRADFORD C. ELLIS, WARD ONE
HON. DR. TIMOTHY P. DUFFY, WARD THREE
HON. CHARLIE L. FRYE, JR., WARD FOUR

September 13, 2016

The Council of the City of Fredericksburg, Virginia, held a public hearing on Tuesday, September 13, 2016, beginning at 8:08 p.m. in the Council Chambers of City Hall.

City Council Present. Mayor Mary Katherine Greenlaw, Vice-Mayor William C. Withers, Jr. and Council members Kerry P. Devine, Dr. Timothy P. Duffy, Bradford C. Ellis, Charlie L. Frye, Jr. and Matthew J. Kelly.

Also Present. City Manager Timothy J. Barody, Assistant City Manager Mark Whitley, City Attorney Kathleen Dooley, Public Works Director Doug Fawcett, Community Planning and Building Development Director Charles Johnston, Development Administrator Marne Sherman, Interim Economic Development Director Bill Freehling and Clerk of Council Tonya B. Lacey.

Notice of Public Hearings (D16-__ thru D16-__). The Clerk read the notice of the public hearings as they appeared in the local newspaper, the purpose being to solicit citizen input.

Implementation of 2015-2016 Community Development Block Grant Programs for the Consolidated Annual Performance and Evaluation Report (CAPER) (D16-__). 1 speaker. Ms. Finn stated that each

year the City submits a Consolidated Annual Performance Evaluation Report (CAPER) to the U. S. Department of Housing and Urban Development in order to meet federal guidelines under the Community Development Block Grant (CDBG) Programs. The purpose of the public hearing was to offer the public the chance to provide feedback on the execution of the CDBG programs during 2015-2016. In addition to the public hearing staff contacted neighborhood associations, civic groups, and interested parties to solicit public input. A summary of the CAPER appeared in the *Free Lance-Star* on August 30, 2016. This notice opened the public comment period. The final report will be brought back to City Council on September 27 for final approval.

Councilor Kelly asked that due to the housing development that was purchased and is planned to be redeveloped if the City had programs available for the tenants if and when they may have to move out. He said he would like the City to be prepared and have everything in place. Ms. Finn said through the City the most applicable program would be the homeowner's assistance program. She also said the Lend-a-Hand program also offered one-time assistance with rent and utilities which could help with the start-up fees and initial down payments. She also noted that the staff was working with the tenants to see what their needs were and they would be bringing resources to them in October to try and get them into a more stable situation before the deadline hits.

Councilor Duffy thanked staff for their work on this and she also noted the City Manager Barody was also working on this.

Ryguv Mau Muhammed, 1112 Caroline Street, suggested using the grant monies for a youth music program to help the children.

Adjournment. There being no more speakers to come before the Council at

this time. Mayor Greenlaw declared the hearing officially adjourned at 8:19 p.m.

Mary Katherine Greenlaw, Mayor

Tonya B. Lacey, Clerk of Council, CMC

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CITY OF FREDERICKSBURG, VIRGINIA
CITY COUNCIL

MINUTES

Council Chambers, 715 Princess Anne Street
Fredericksburg, Virginia 22401

HON. MARY KATHERINE GREENLAW, MAYOR
HON. WILLIAM C. WITHERS, JR., VICE -MAYOR, WARD TWO
HON. KERRY P. DEVINE, AT-LARGE
HON. MATTHEW J. KELLY, AT-LARGE
HON. BRADFORD C. ELLIS, WARD ONE
HON. DR. TIMOTHY P. DUFFY, WARD THREE
HON. CHARLIE L. FRYE, JR., WARD FOUR

September 13, 2016

The Council of the City of Fredericksburg, Virginia, held a regular session on Tuesday, September 13, 2016, beginning at 7:30 p.m. in the Council Chambers of City Hall.

City Council Present. Mayor Mary Katherine Greenlaw, Vice-Mayor William C. Withers, Jr. and Council members Kerry P. Devine, Dr. Timothy P. Duffy, Bradford C. Ellis, Charlie L. Frye, Jr. and Matthew J. Kelly.

Also Present. City Manager Timothy J. Baroody, Assistant City Manager Mark Whitley, City Attorney Kathleen Dooley, Public Works Director Doug Fawcett, Community Planning and Building Development Director Charles Johnston, Development Administrator Marne Sherman, Interim Economic Development Director Bill Freehling and Clerk of Council Tonya B. Lacey.

Opening Prayer and Pledge of Allegiance. Council was led in prayer by Councilor Matthew J. Kelly followed by the Pledge of Allegiance led by Mayor Mary Katherine Greenlaw.

Officer Recognized. Mayor Greenlaw recognized the presence of Stuart Butterfield at this evening’s meeting.

Presentation of Proceeds of the 4th Annual United Way Benefit Golf Tournament – Janel Donohue, United Way President (D16-__).

Mayor Greenlaw presented Ms. Donohue with a check for the Rappahannock United Way in the amount of \$16,100 from the City's 4th Annual Golf Tournament.

Ms. Donohue thanked the City on behalf of the Board for such a generous donation and she said it would be used in the community for those in need.

Public Works Director Fawcett also the Chair of the golf tournament introduced the members of the committee. The committee consisted of Lesley Sale (Graphics), Robert Bell (Human Resources), Chief Eddie Allen (Fire), Brenda Martin (City Manager's Office), Becky Lane (RUW), Donna Crump (City Manager's Office) and Teresa Payne (Fire). Mr. Fawcett said there were 122 participants, 15 percent more than the year prior and the money raised was also up 15 percent. He said the goal was to increase both each year. In the past four years they have raised \$46,000 for RUW.

Arts Commission Public Art Presentation (D16-__). A member of the Arts Commission Preston Thayer gave an introductory of the public art sculptures for the City. The Arts Commission took on the project of bringing public sculpture to the City. The Commission received support from Parks and Recreation, Tourism and financial support from the Economic Development Authority. The art sculptures will be placed in the gateways of the City: Princess Anne and Route 1, Old Mill Park and Heritage Trail, Frederick and Caroline Streets and Dixon Park. There were several entries and four were selected. The selected artists were from Connecticut, North Carolina, New York and Charlottesville. The art sculptures will be temporarily displayed for a year and new sculptures will replace them. (See D16-__ for more information).

Hazel Hill Gas Issues – Robert Innes, Columbia Gas (D16-__). Mr. Innes said they have been working with the owners of Hazel Hill to replace and takeover the ownership and maintenance of the natural gas lines that serve the apartments. They have 600 of the 3,200 feet installed and they were working near the office area and the apartments that surround the office. They have met with the residents to explain the process and they will continue to update them throughout the process. Mr. Innes said he would continue to keep City Council updated as well as staff.

Councilor Frye thanked Mr. Innes for coming and sharing the update. He also thanked staff for stepping up and taking care of things. He said this incident was a reality check for how underprivileged people were being treated. He said it is frustrating that this issue went this far. He said he was not blaming the gas company because it was not their issue it was a Hazel Hill owner's issue that was supposed to be taken care of years ago.

Mayor Greenlaw said it was important to let people know that the gas lines were owned by the complex and it was unfortunate that the residents went as long as they did without heat. She thanked Columbia Gas for moving forward with the repairs.

Mr. Innes informed the Council that once they install the lines it would be Columbia Gas' responsibility to make sure nothing like this happens again.

Vice-Mayor Withers asked what the chances were that the lines in the buildings had deficiencies. Mr. Innes stated that the City was working with the building owners on that end. He also explained that Columbia gas currently serves the gas up to a single master meter and beyond that there were underground lines that distributed to the apartments and those lines were owned by the current owner of the apartments. He said

they were called in to locate a safety issue last spring and because of safety issues the gas company would not put gas back into the line. He said they will remove the master meter and they would install meters to each of the individual buildings. He said they told the owners that they would need to make sure the internal piping's were in good shape and the City was working with them on that.

Councilor Devine reminded citizens the City did not know about this problem for 8 days and she said if there was a problem like this please let the City know and the City will try to help facilitate the fix.

CSX Track Project Update – Randy Marcus (D16-__). Mr. Marcus stated that several months ago he had spoken to Council about CSX's plans to build a sidetrack at the south end of the Fredericksburg yard. He reported that CSX was committed to being a positive partner in ever town and City they are located in and they planned to get the work done as soon as possible. He said they have finalized the design and engineering plans, as well as agreements with Virginia Department of Rail and Public Transportation (DRPT) who will be contributing a significant amount of money for this project, they have ordered signals and construction will start soon thereafter. Once the sidetrack is complete there will be empty tank cars sitting there waiting to be transported back to Richmond.

Councilor Frye thanked Mr. Marcus for his work on this project. He said this had been an ongoing issue with the tankers being stored on the track and it was a hazard to Mayfield as well as the entire City. Mr. Frye also addressed the bridges in the City and he said he had pictures to send showing the exposed rebar. He said he would like the other bridges repaired like the one repaired on Princess Anne Street. Mr. Marcus said the

Charles Street overpass was just inspected and it was determined to be structurally sound. They have put in a request to get a facelift for it and they were working to get it scheduled.

Councilor Kelly noted that there were drainage issues on the track and he said it would make more sense to address the drainage problem as opposed to giving it a facelift. He said the City does not own the station and in 2010 there were discussion on coming up with a master plan but they would need CSX's support. He said he would like to have a meeting of the minds to come up with a master plan agreement.

Public Hearings Conducted (D16-__ thru D16-__). The regular session was recessed in order to conduct the scheduled public hearings and immediately reconvened upon their conclusion.

Citizen Comment. The following speaker participated in the citizen comment portion of this evening's meeting.

Tina Morris, 1711 Franklin Street, spoke in regards to the noise ordinance. She said she attempted to use it and it did not work. She said the noise ordinance needed to be made clearer on the website and the citizens needed to understand it.

James Streets, 100 Princess Anne Street, Mr. Streets is a resident of the Hazel Hill Apartments community and he thanked Mayor Greenlaw and Councilor Frye for their help over the winter when they had no heat and hot water.

Council Agenda Presented. The following items were presented to Council for discussion.

7A. Midnight Madness Update – Councilor Frye

Midnight Madness Update – Councilor Frye thanked the City Council and staff for their support of the Midnight Madness program. The program was a success with the collaboration of the police department, schools and parks and recreation department. Councilor Frye said he would bring a more detailed update once he was done studying the crime rates during the time of the midnight madness program.

City Manager’s Consent Agenda Accepted for Transmittal as Recommended (D16-__ thru D16-__). Following review and as recommended Councilor Kelly moved approval of the City Manager’s consent agenda items; motion was seconded by Councilor Devine and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Ellis, Frye and Kelly. Nays (0).

- Transmittal of the FRED Transit Report – 2nd Quarter April, May, June 2016 (D16-__).
- Ordinance 16-23, Second Read, Granting a Fifteen-Year Non-Exclusive License to Extenet Systems, Inc. to Install, Maintain, and Use Telecommunication Cable and Equipment in City Rights-of-Way (D16-__).
- Resolution 16-76, Second Read, Amending the Fiscal Year 2016 Budget for Final Adjustments (D16-__).
- Resolution 16-79, Amending the Fiscal Year 2017 Budget for the City Grants Fund for Police Department Programs (D16-__).
- Resolution 16-80, Authorizing the City Manager to Execute a License Agreement with the Estate of Dr. Martin Luther King, Jr. Related to the

Naming of the Fall Hill Avenue Bridge over Interstate 95 the “Dr. Martin Luther King, Jr. Memorial Bridge”(D16-__).

- Transmittal of Recommended Comprehensive Plan Amendments Related to New Proffer Legislation (D16-__).
- Proposing the Cancellation of October 11, 2016 Council Meeting (D16-__).

Adoption of Minutes (D16-__). Councilor Devine moved approval of the July 12, August 9, August 23, 2016 Work Sessions and the August 23, 2016 Public Hearing and Regular Session minutes; motion was seconded by Councilor Kelly and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Ellis, Frye and Kelly. Nays (0).

Resolution 16-81, Amending the Fiscal Year 2017 Budget for the Social Services Fund for a Vehicle Replacement (D16-__). – After staff presentation Councilor Kelly made a motion to approve Resolution 16-81, on first read, amending the Fiscal Year 2017 budget for the Social Services fund for a vehicle replacement; motion was seconded by Vice-Mayor Withers and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Ellis, Frye and Kelly. Nays (0).

Resolution 16-82, Initiating a Unified Development Ordinance Text Amendment to Change the Regulations of Fences in all Zoning Districts, Including Changes in the Definitions of Required Yards (D16-__). – After staff presentation Councilor Kelly made a motion to approve Resolution 16-82, initiating a Unified Development Ordinance text amendment to change the regulations

of fences in all zoning districts, including changes in the definitions of required yards; motion was seconded by Vice-Mayor Withers and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Ellis, Frye and Kelly. Nays (0).

Planning Services Director Johnston reminded Council of the area planning meetings that were going to be held for the public on Monday, September 19 at 7:30 p.m. at the Idlewild Clubhouse for Area 3 and on September 20 at 7:30 p.m. at James Monroe High School for Area 6.

Resolution 16-83, Approving a Settlement Agreement for NBB, LLC to Provide for the Potential Settlement of Litigation (D16-__). – City Attorney Dooley gave an overview of the proposed settlement agreement between the City Council and NBB, LLC. This agreement was a little different from a typical settlement agreement this agreement was more like a roadmap. The agreement showed how the parties together could reach a final settlement of their lawsuits and it offered assurances that both sides needed in order to work together towards a successful outcome.

The roadmaps to a final agreement would include City Council holding a public hearing on the proposed certificate of appropriateness (COA) for the revised plans. If the Council approved the COA and the incentive agreement, then the parties would dismiss the pending litigation. The second potential path is if the Council was not able to approve the revised plans, then the parties would resume litigation activities.

The public hearing is scheduled for September 27 and Council can take action at the October 25 or the November 8 meeting or a special meeting could be scheduled if that is required. The roadmap ends on November 8 this would allow time for Council and the applicant to work together after the public hearing.

The other Council action that was a contingent was an incentive for the mixed use project. The incentive would be for the rehabilitation of the National Bank Building where the investor invested over a million dollars into that building and when the residential units are approved there would be a mixed used redevelopment project. The Economic Development Authority approved the agreement on September 12. The incentives would come for approval after the COA is approved. The proposed resolution authorizes the City Attorney to execute the settlement agreement on behalf of City Council and directs staff to implement the terms of the agreement.

Councilor Kelly said the action the council took in regards to this project was the right decision to make for maintaining the character of the City. He said Mr. Adams should also be recognized for his exemplary job with the renovations of the bank building. He also thanked Mr. Adams for meeting many of the requests Council made in bringing the building back into compliance. Councilor Kelly noted that in regards to the incentives the City had a tax abatement program for renovations of historic buildings downtown and Mr. Adams would have qualified for and it would have lasted 10 years and this was a basis for the number that the Council was looking at for the incentives.

Councilor Kelly made a motion to approve Resolution 16-83, approving a settlement agreement for NBB, LLC to provide for the potential settlement of litigation; motion was seconded by Vice-Mayor Withers.

Councilor Ellis said the project had come a long way and he thanked the City Manager and the City Attorney for going to the settlement talks. He also thanked City Manager Baroody for discussing the process and for working on improving the process.

Councilor Duffy agreed with Councilor Kelly and he thanked everyone for their work on this project.

Mayor Greenlaw agreed the process was difficult but it turned out well. She thanked everyone and said this was good resolution for the community.

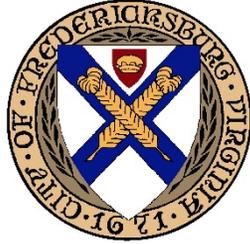
The motion passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Ellis, Frye and Kelly. Nays (0).

City Manager's Report and Council Calendar (D16-__ thru D16-__). City Manager Baroody reviewed the Manager's report and Council Calendar. Activities highlighted on the report were as follows: National Bank Stairs Relocated, Naming of the Pool, Picnic in the Park, Motts Reservoir Fishing Pier Repair, Parks and Recreation's Fall Program Brochure, Officers Donate their Hair to Children with Hair Loss, Fredericksburg Police Department Welcomes New Patrol Officers and New Communications Officer, Midnight Madness, and Building Statistics.

Adjournment. There being no further business to come before the Council at this time, Mayor Greenlaw Declared the meeting officially adjourned at 8:55 p.m.

Mary Katherine Greenlaw, Mayor

Tonya B. Lacey, Clerk of Council, CMC



Deidre G. Jett

MEMORANDUM

TO: Timothy Baroody, City Manager
FROM: Deidre Jett, Budget Manager
RE: Resolution Amending the Fiscal Year 2017 City Grants Fund Budget by Appropriating \$61,467 of Revenue and Fund Balance Related to Public, Education and Government (PEG) Access, and Police Justice Administration Grants (JAG)
DATE: September 20, 2016

ISSUE

Shall City Council approve a resolution appropriating \$61,467 of revenue and fund balance in the City Grants Fund for PEG Access projects?

RECOMMENDATION

Staff recommends approval of the attached resolution. The resolution requires one reading.

BACKGROUND

1. PEG Access

The City receives approximately \$18,000 per year of PEG Access revenue. These revenues may be used to fund projects to produce PEG content as provided for in the Cable Franchise Agreements. Revenues not spent in one year may be carried forward. The (unaudited) balance at the end of FY 2016 was \$85,450. At its September 15, 2016 meeting, the Cable Commission recommended that the City fund the three PEG Access projects as described in the following chart. Additional information from the City School and Fire Department is also attached. In order for these projects to proceed, City Council will need to appropriate \$60,000.

Agency	Purpose	Amount
Fire Department	Video production Equipment for the Fire Department's Public Safety and Training Program	\$ 10,000
Central Rappahannock Regional Library	Equipment to Create a Digital Media Lab at the Downtown Branch to Create and Transmit Content	\$ 15,000
Fredericksburg City Schools	Broadcast of School Board and Other Community Meetings at the Renovated Original Walker Grant Site	\$ 35,000
TOTAL		\$ 60,000

2. Police Justice Administration Grant

The Police JAG grant was budgeted at \$14,500 in the FY 2017 Adopted Budget. Since that time, the Police Department has received notification that the amount of the grant will be \$15,967. This amendment will appropriate the additional \$1,467. Grant funds will be used to purchase new police evidence refrigerators.

FISCAL IMPACT

The City expects to receive approximately \$18,000 in PEG Access revenue during Fiscal Year 2017. In addition, approximately \$85,000 of the FY 2016 City Grants Fund balance is related to PEG Access. This balance may only be used for projects to produce PEG content as provided for in the Cable Franchise Agreements. This appropriation would recognize \$18,000 in PEG Access revenue and reduce the balance by \$42,000. The balance in the City Grants Fund related to PEG Access the end of FY 2017 is estimated to be \$43,000. The \$1,467 increase in the Police grant will not impact the City Grants Fund balance or the transfer from the General Fund.

Attachment: Resolution
Fire Department Project Description
Memo from Dr. John B. Gordon, III, Fredericksburg City Schools

cc: Mark Whitley, Assistant City Manager
Chief David Nye, Police Chief
Chief Eddie Allen, Fire Chief
Suzanne Tills, Chief Information Officer
Robert Young, Director of Technology, Fredericksburg City Schools
Chris Glover, Assistant Director for IT, Central Rappahannock Regional Library
Clarence Robinson, Director of Fiscal Affairs



September 27, 2016
Regular Meeting
Resolution No 16-__

MOTION:

SECOND:

RE: AMENDING THE FISCAL YEAR 2017 CITY GRANTS FUND BUDGET BY APPROPRIATING \$61,467 IN THE CITY GRANTS FUND FOR PEG ACCESS PROJECTS AND A POLICE JUSTICE ADMINISTRATION GRANT

ACTION: APPROVED: Ayes: 0; Nays: 0

WHEREAS, the City of Fredericksburg receives Public, Education and Government (PEG) Cable Access revenues in the City Grants Fund; and

WHEREAS, the City has accumulated a balance related to this revenue source; and

WHEREAS, the City and Cable Commission have identified projects for the Fire Department, the Fredericksburg City Schools, and the Central Rappahannock Regional Library that are eligible to be funded with these revenues; and

WHEREAS, the City of Fredericksburg received a Justice Administration Grant in excess of what was included in the FY 2017 budget, and

WHEREAS, City Council wishes to proceed with these projects and to appropriate these funds;

NOW, THEREFORE, BE IT RESOLVED that the following appropriations amending the FY 2017 budget be recorded in the City Grants Fund:

CITY GRANTS FUND

Source

Miscellaneous Revenue

3-210-018990-0028	PEG Access Revenue	\$	18,000
Department Total:		\$	<u>18,000</u>

City Grant Fund Balance

3-210-033010-0170	2017 Byrne JAG Grant	\$	1,467
Department Total:		\$	<u>1,467</u>

City Grant Fund Balance

3-210-061010-0010	Fund Balance - Surplus	\$	42,000
Department Total:		\$	<u>42,000</u>

Total Source: \$ 61,467
Use

<u>2017 Byrne JAG GRT</u>			
4-210-031874-6010	Police Supplies	\$	1,467
Department Total:		\$	<u>1,467</u>
<u>PEG ACCESS</u>			
4-210-081201-8203	Communications Equip. - Addi	\$	60,000
Department Total:		\$	<u>60,000</u>
Total Use:		\$	<u>61,467</u>

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, Tonya B. Lacey the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 16- duly adopted the City Council meeting held September 27, 2016 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



Fredericksburg Public Schools

817 Princess Anne Street
Fredericksburg, Virginia 22401-5819
Telephone: (540) 372-1130
Fax: (540) 372-1111

September 15, 2016

Dear Mrs. Jett:

This letter will serve as documentation of the existing usage of the Walker-Grant Center Facility and Meeting Room for public use by the City of Fredericksburg. As you may know we presently have several community and civic organizations that have previously used Original Walker-Grant for community events. The Walker-Grant Alumni Association has participated in several events including student tutoring, alumni association meetings, summer enrichment programs, and providing support to students and families in need. The Fredericksburg Alumni Chapter of Kappa Alpha Psi Fraternity, Inc. also has used the auditorium in the past for book bag drives, book drives, and fundraising events that support the Kappa League program at James Monroe High School, which funds scholarship opportunities for graduating seniors. With the completion of the Walker-Grant Center, we are expecting additional requests for the usage of the meeting room for professional development, arts shows, and civic association training events.

The Walker-Grant Center will be a community meeting place. Besides regular School Board Meetings and Fredericksburg City Public School events and activities that will take place in this area in the near future, it is our plan to develop a schedule for other organizations to be able to utilize this space. We plan to add the Walker-Grant Center to School Board Regulation KG-R for Community Use of School Facilities. At the completion of construction in August of 2017, the Walker-Grant Center will be open to the General Public and will also serve as an additional site for emergency situations within the city. Similar to what Fredericksburg City Public Schools has done with James Monroe High School, we will work closely with the city government in order to provide opportunities for public usage. Fredericksburg City Public Schools wants to continue our relationship with city organizations and groups.

If you have any additional questions or concerns, please feel free to contact me at your earliest convenience.

Sincerely,

Dr. John B. Gordon III
Director of Administrative Service-



CITY OF FREDERICKSBURG, VIRGINIA

Fire Department

601 Princess Anne Street
Fredericksburg, Virginia 22401-5914

(540) 372-1059
Fax: (540) 372-1050

EDWIN L. ALLEN, JR.
Fire Chief

Fredericksburg Fire Productions is a group that develops and produces video products for the City of Fredericksburg Fire Department's public safety and training program. This group started its work in 2012 with minimal equipment and large ideas. In the past four years, we have made great strides toward producing public service announcements on a variety of Fire and EMS subjects. We have made several training videos for in-house use and several videos for personnel morale in the department. This has all been done with very basic point and shoot cameras, video recorder, audio recorder and editing equipment.

The outlets to the public have been through our local Government access channel, Facebook, City web site, YouTube and public appearances. We have been able to produce 33 videos to date.

With the addition of new more advanced equipment, we feel the Fredericksburg Fire Productions group will be able to take the next step in quantity and quality of programs that will enhance the safety, education and wellbeing of the citizenry of the greater Fredericksburg area.

Thank you for your consideration.

Battalion Chief Edward W Sparks
City of Fredericksburg Fire Department
540-623-0800
esparks@fd.fredericksburgva.gov



Colutor

TO: Timothy J. Barody, City Manager
FROM: Erik F. Nelson, Senior Planner/Deputy Director
DATE: September 27, 2016
RE: Resolution to Support Submittal of Funding Requests for Transportation Projects

ISSUE

Virginia localities and organizations have a variety of opportunities to seek funds from the Virginia Department of Transportation for transportation improvement projects. There are three projects that need the City Council's endorsement as the related applications are prepared for submittal.

RECOMMENDATION

That the City Council adopt the attached resolution to support submittal of the following applications:

1. Twin Lakes/Kensington Trail Connector Project (to be submitted by FAMPO)
2. Fredericksburg Line Capacity Expansion Project (to be submitted by VRE)
3. Signal Lights Safety Upgrade Project (to be submitted by City)

BACKGROUND

The City and FAMPO staff will pursue multiple funding sources to address as many transportation needs as possible, as efficiently as possible. As an example, one funding source can sometimes be used for initial study and refinement of a project scope of work, to better ensure implementation funding can be secured from another source. In addition, transportation funding is programmed in six year increments, which allows for further coordination and planning. The following projects are within the City or will have a direct impact on City travelers/commuters:

Twin Lakes/Kensington Trail Connector – This project consists of a proposed ten-foot wide multi-use trail along Lafayette Boulevard, from Twin Lakes Drive to the Telegraph Hill development. This new facility will connect with a similar trail that will be built as part of the Telegraph Hill project that will link to the Virginia Central Railway Trail. The FAMPO staff will submit this application under the Smart Scale Program.

VRE Fredericksburg Line Capacity Expansion – The VRE staff is seeking funding from the Commonwealth to combine several unfunded/underfunded projects in their Capital Improvement Program. The overall project will include a variety of station, parking, and storage yard expansion.

ITEM #10B

sion projects as well as the acquisition of rolling stock. There are no construction projects in the City, but these improvements will benefit the entire Fredericksburg Line. The 11 new coaches will also benefit the overall line.

Signal Lights Safety Upgrade – The Highway Safety Improvement Program has been revised to better address the safety needs of all public roads in the Commonwealth. Beginning in Fiscal Year 2020, a portion of the available funds will be made available directly to jurisdictions that maintain their own local roads. The City has an opportunity to submit an application that will program safety funds for City use when they become available. There are 25 signalized intersections within the City that need to be retrofitted with the new amber left turn arrow, which has been found to reduce vehicle collisions in left turn lanes. The City's application will address every one of them.

FISCAL IMPACT

There are no direct costs to the City. Current project estimates are as follows:

1. Twin Lakes/Kensington Trail Connector - \$2 million through Smart Scale
2. Fredericksburg Line Capacity Expansion - \$136 million total cost, of which \$99 million is being requested through Smart Scale
3. Signal Lights Safety Upgrade - \$375,000 total cost (\$15,000 per signal) through the Highway Safety Improvement Program

Attachments:

Resolution



**September 27, 2016
Regular Meeting
Resolution No. 16-**

MOTION:

SECOND:

RE: **ENDORING TRANSPORTATION PROJECT APPLICATIONS**

ACTION: **APPROVED: Ayes: 0; Nays: 0**

WHEREAS, the City Council of the City of Fredericksburg desires to support the following funding requests to the Commonwealth of Virginia:

1. Twin Lakes/Kensington Trail Connector (Smart Scale), by the Fredericksburg Area Metropolitan Planning Organization (FAMPO)
2. Fredericksburg Line Capacity Expansion Project (Smart Scale), by the Virginia Railway Express
3. Signal Lights Safety Upgrade Project (Highway Safety Improvement Program) by the City of Fredericksburg;

and

WHEREAS, these projects are important components of the overall transportation plan to address existing and projected transportation needs; and

WHEREAS, the City staff has worked with the Virginia Department of Transportation, the Virginia Railway Express, and the Fredericksburg Area Metropolitan Planning Organization to develop long range transportation plans that address the full range of the region's transportation infrastructure,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fredericksburg, Virginia does hereby endorse these requests for Smart Scale funding by the Fredericksburg Area Metropolitan Planning Organization and the Virginia Railway Express, and for Highway Safety Improvement Program funding by the City of Fredericksburg.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Fredericksburg, Virginia does hereby authorize the City Manager to submit the request for Highway Safety Improvement Program funds to the Virginia Department of Transportation.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

* * * * *

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 16- duly adopted at a meeting of the City Council held September 27, 2016 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council

Colutor



MEMORANDUM

TO: Tim Baroody, City Manager
FROM: Mike Craig, Zoning Administrator
DATE: September 19, 2016 for the September 27 meeting
SUBJECT: SE2016-01 Timbernest, LTD (Riverwalk Square) requests Special Exceptions from general density and floodplain density to redevelop 506 – 512 Sophia Street (GPIN 7789-23-5802) and a portion of 525 Caroline Street (GPIN 7789-23-3825) in the Commercial-Downtown (CD) Zoning District.

ISSUE

Should the City Council approve the Special Exceptions to increase the general permitted density and increase the density permitted in the 100 year floodplain for the proposed River Walk Square multi-family and townhome redevelopment?

RECOMMENDATION

Approve the proposed Special Exceptions with the following conditions:

1. The applicant shall obtain Architectural Review Board approval of one or more certificates of appropriateness for the demolition of the existing structures.
2. The applicant shall obtain Architectural Review Board approval of one or more certificates of appropriateness for the proposed construction of the residential buildings, including approvals of site planning, mass and scale, and detailed design.
3. The applicant shall obtain an executed sub-lease of sufficient parking spaces in the City's Sophia Street parking deck from the Inns at Historic Fredericksburg, subject to approval by the City Council.
4. Access between the Fredericksburg Square property and Riverwalk Square shall be provided in perpetuity as generally shown along Riverwalk Place on the "Proposed Site Plan Townhomes at Riverwalk Square" by Commonwealth Architects dated June 21, 2016.
5. The use of the new residential units shall commence within 3 years from the date of this resolution.

COUNCIL PUBLIC HEARING AND WORK SESSION

The City Council held a public hearing on this item on July 12, 2016 at which three people spoke. Two people spoke in favor of the project, though one of those speakers expressed concerns over residential parking in the area. The third speaker spoke more in general. After discussion, the Council tabled this item until the August 23 meeting.

A work session on this item was held on August 23, 2016. The focus of the meeting was on how the Applicant proposed to address the loss of on-site parking spaces and what made this request special. A brief recap of these issues is included below.

PARKING RECAP

Currently, there are 43 spaces total on and adjacent to the Timbernest properties. Out of the total, Fredericksburg Square has 3 adjacent on-street parking spaces and 26 on-site parking spaces. The townhomes on Sophia Street have 14 parking spaces.

There are 31 total spaces proposed with the Riverwalk Square redevelopment of the properties. Out of the total, Fredericksburg Square would have 3 adjacent on-street parking spaces. The Riverwalk Square residential development would have 28 new parking spaces. The difference between the existing and proposed development is a loss of 12 net total spaces, though an additional 14 spaces are changing from commercial to residential use.

City staff has updated the parking garage capacity analysis provided in the first staff memo on this project. The updated analysis includes three additional months of parking data (see chart attached to this memo). A trend is illustrated by this extra data; the opening of the Spotsylvania Virginia Railway Express station has reduced the number of cars using the Sophia Street parking garage and now there are a little over 100 empty parking spaces out of the 297 total spaces in the garage on average.

Timbernest has proposed to enter into a Memorandum of Understanding with the Marriott (Inns of Historic Fredericksburg) that would enable the sub-lease of 26 parking spaces in the City's Sophia Street parking deck on the day any event was held at Fredericksburg Square. The 26 total spaces corresponds to the total amount of commercial spaces that are proposed to be eliminated from the site with the development of Riverwalk Square.

The Marriott currently leases up to 100 spaces a day from the City's parking deck. The leased spaces are split into "Tiers." There are 20 structured "Tier One" spaces that are reserved and paid for at a standard rate regardless of use. There are 60 structured "Tier Two" spaces that are unreserved and are paid for at a per space per day rate, meaning that the City only receives revenue on those spaces when they are actually used. There are 20 "Tier Three" surface spaces that are reserved and paid for at a standard rate regardless of use.

Timbernest's proposal is to sub-lease 26 of the "Tier Two" spaces during events at Fredericksburg Square. Director of Economic Development Bill Freehling has compiled data on the Marriott's existing use of the "Tier Two" spaces in the parking garage. His work is attached to this memo. Currently, on average, 13 of the 60 spaces are used on a daily basis. By month, the average peak day use is 30 spaces, which would leave an average excess capacity of 30 unused "Tier Two" spaces available for sub-lease. Over two years (24 months), the monthly peak on 7 different occasions left fewer than 26 excess "Tier Two" parking spaces available.

Currently, the Marriott's 20 "Tier Three" spaces are located in surface lot in the 600 block of Sophia Street. The City will be obligated to replace these 20 spaces with 20 "substantially similar spaces" when the Riverfront Park is developed.

The City cannot directly lease parking garage spaces to Timbernest due to the public bonds used to build the parking garage. There is general capacity in the parking garage to accommodate more use

and there is room within the Marriott's leased portion of the garage to accommodate 26 additional parking spaces. By sub-leasing 26 "Tier Two" spaces (leased at \$5.49 per day when used), Timbernest would generate an additional \$142.74 of parking revenue per event. A condition requiring the Applicant obtain an executed sub-lease of sufficient parking spaces in the City's Sophia Street parking deck subject to approval by the City Council has been included in the recommendation for approval of this project.

SPECIAL EXCEPTION RECAP

The work session discussion also focused on how this request complied with § 72-22.7.D(5), which states "whether the proposed use or aspect of the development requiring the special exception is special, extraordinary, or unusual."

There are four aspects of the proposal that the City Council may consider special, extraordinary, or unusual:

- The proposal involves the redevelopment of 13 existing residential units located on 0.324 acres of land. The existing density is 40 units per acre. The proposal is to build 14 new units on a 0.536 acre parcel. The proposed density is 29 units per acre and is closer to conformance with the zoning district than currently exists on-site.
- The existing 13 units on-site are within buildings built in the 1940s that are in poor condition and are at the end of their usable life.
- The new residential units will be built to modern building standards, with the first inhabited floor elevated out of the floodplain thus providing a significant improvement in public safety.
- The redevelopment is consistent with City vision and policy in that it is occurring in an area where the City's Comprehensive Plan calls for relatively intense development, a "hard urban edge," and where the City is planning and investing in infrastructure.

CONCLUSION

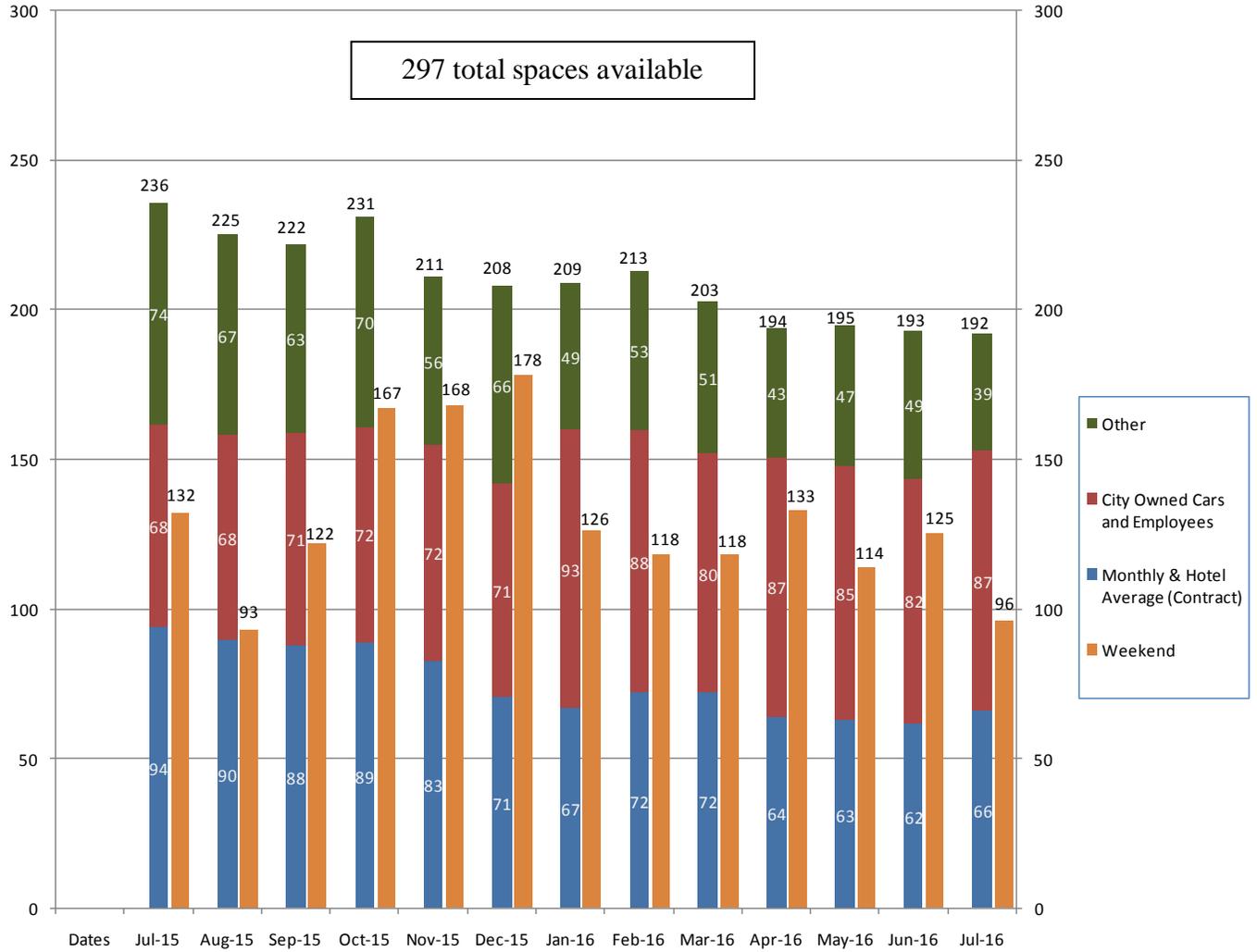
The Applicant has provided a viable parking alternative to mitigate the primary impact of this proposal. Also, the proposal has four characteristics which make it unusual. As such, the project should be approved in accordance with staff's recommendation.

ATTACHMENTS

1. Draft Resolution
2. Exhibit A – Updated Parking Analysis
3. "Proposed Site Plan Townhomes at Riverwalk Square" by Commonwealth Architects dated June 21, 2016"

EXHIBIT A – UPDATED PARKING ANALYSIS

1. SOPHIA STREET PARKING GARAGE CAPACITY ANALYSIS



2. Parking Data for Marriott Hotel, Downtown Fredericksburg:

The Marriott receives:

20 reserved spaces in the garage ("Tier One"); Current lease rate = \$116.96 per space per month (Charged regardless of use)

60 unreserved spaces in the garage ("Tier Two" and "Self Parking"); Current lease rate = \$5.49 per space used per day

20 reserved spaces in surface lot at 607 Sophia St. ("Tier Three"); Current lease rate = \$59.70 per space per month (Charged regardless of use)

Lease rates are adjusted annually, approximately 3 percent per year in base rent plus operational expense adjustment

Lease ends June 30, 2029; Tenant can renew for 10 years afterward

When Riverfront Park is developed, City must replace the 20 surface spaces with "substantially similar spaces" at Tier Three lease rate

Month	Lease revenue to City	Tier Two Average Daily Use	Tier Two Extra Capacity (Avg. Daily Use)	Tier Two Peak Day Use	Tier Two Extra Capacity (Peak Day Use)
July 2009	\$ 3,183.00				
August 2009	\$ 3,601.50				
September 2009	\$ 3,943.50				
October 2009	\$ 4,118.00				
November 2009	\$ 3,817.50				
December 2009	\$ 5,545.50				
January 2010	\$ 3,169.50				
February 2010	\$ 3,736.50				
March 2010	\$ 4,078.50				
April 2010	\$ 3,925.50				
May 2010	\$ 4,445.50				
June 2010	\$ 4,771.50				
July 2010	\$ 5,211.00				
August 2010	\$ 4,077.00				
September 2010	\$ 4,978.50				
October 2010	\$ 5,415.00				
November 2010	\$ 4,159.50				
December 2010	\$ 3,200.00				
January 2011	\$ 3,200.00				
February 2011	\$ 3,800.00				
March 2011	\$ 4,000.00				
April 2011	\$ 3,900.00				
April 2011	\$ 2,148.98				
May 2011	\$ 5,807.12				
June 2011	\$ 5,469.58				
July 2011	\$ 8,524.12				
August 2011	\$ 5,072.74				
September 2011	\$ 4,597.42				
October 2011	\$ -				
November 2011	\$ 5,002.72				
December 2011	\$ 4,616.18				
January 2012	\$ 4,244.70				
February 2012	\$ 3,246.00				
March 2012	\$ 4,750.00				
April 2012	\$ 4,006.80				
(2nd Pmt.) April 2012	\$ 3,022.46				
May 2012	\$ -				
June 2012	\$ 3,973.20				
July 2012	\$ 7,368.00				
August 2012	\$ -				
September 2012	\$ 3,800.00				
October 2012	\$ 4,900.00				
Adjustments - Sep 2012	N/A				
November 2012	\$ 4,200.00				
December 2012	\$ 4,000.00				
January 2013	\$ 5,138.34				
February 2013	\$ 4,907.66				

March 2013	\$ 3,956.76				
April 2013	\$ 4,074.98				
May 2013	\$ 4,722.00				
(2nd Pmt.) May 2013	\$ 5,352.20				
June 2013	\$ -				
June 2013	\$ 4,605.88				
(2nd Pmt.) June 2013	\$ 4,928.22				
July 2013	\$ 4,375.40				
August 2013	\$ 5,411.38				
September 2013	\$ 5,884.26				
October 2013	\$ 6,283.50				
November 2013	\$ 4,763.74				
December 2013	\$ 4,928.22				
January 2014	\$ 4,573.56				
February 2014	\$ 4,884.89				
March 2014	\$ 4,975.59				
April 2014	\$ 5,113.04				
May 2014	\$ 5,665.67				
June 2014	\$ 6,451.52				
July 2014	\$ 6,258.86	18.6	41.4	48	12
August 2014	\$ 5,954.66	16.7	43.3	28	32
September 2014	\$ 5,412.17	13.7	46.3	32	28
October 2014	\$ 5,402.03	13.2	46.8	29	31
November 2014	\$ 4,469.15	7.5	52.5	13	47
December 2014	\$ 4,667.50	18.3	41.7	54	6
FY14 Annual OE Adjust.	\$ 1,034.00				
January 2015	\$ -	17.3	42.7	39	21
O.E. Escalation Adjust.	\$ 400.00				
Ret. Ck. Adj (May 2014)	\$ (5,665.67)				
February 2015	\$ 4,920.46	10	50	36	24
Partial Pmt. (Dec. 2014)	\$ 500.00				
Partial Pmt. (Jan 2015)	\$ 5,500.00				
March 2015	\$ 6,570.52	19	41	34	26
Partial Pmt (Dec. 2014)	\$ 600.00				
Reissued Pmt (May 2014)	\$ 5,665.67				
April 2015	\$ 5,995.17	8.9	51.1	17	43
May 2015	\$ 6,004.48	15.5	44.5	41	19
June 2015	\$ 6,581.20	20	40	30	30
Partial Payment	\$ 400.00				
July 2015	\$ 5,892.84	17.3	42.7	32	28
August 2015	\$ 5,294.26	11.3	48.7	25	35
September 2015	\$ 5,641.36	13.8	46.2	34	26
October 2015	\$ 5,705.44	13.7	46.3	39	21
November 2015	\$ 5,075.32	10.3	49.7	20	40
December 2015	\$ 4,605.40	7.1	52.9	36	24
FY15 Annual O.E. Adjust.	\$ 953.55				
January 2016	\$ 4,356.70	4.8	55.2	20	40
February 2016	\$ 4,795.90	7.9	52.1	16	44
March 2016	\$ 5,218.63	9.9	50.1	19	41
April 2016	\$ 4,570.81	6.3	53.7	17	43
May 2016	\$ 4,960.60	8.4	51.6	23	37
June 2016	\$ 5,136.28	9.7	50.3	18	42
	Total:	Average of Average Daily Use:	Average Excess Capacity:	Average Peak Day Use:	Average Excess Capacity (Peak Day Use):
	\$ 412,901.12	12.5	47.5	29.2	30.8



September 27, 2016
Regular Meeting
Resolution No. 16-__

MOTION:

SECOND:

RE: APPROVING SPECIAL EXCEPTIONS FOR TIMBERNEST, LTD., FOR 506-516 SOPHIA STREET AND 525 CAROLINE STREET, TO PERMIT THE CONSTRUCTION OF NEW RESIDENCES ON SOPHIA STREET

ACTION: APPROVED: Ayes: 0; Nays: 0

WHEREAS, the applicant, Timbernest, Ltd., has applied to this Council for special exceptions to the maximum residential density regulations of the Flood Hazard Overlay District, and the maximum residential density regulations of the Commercial Downtown zoning district, to permit the redevelopment of property located 506-516 Sophia Street (GPIN 7789-23-5802)(Sophia Street parcel) and a portion of 525 Caroline Street (GPIN 7789-23-3825)(Caroline Street parcel) for single family attached and multi-family residential units.

WHEREAS, the applicant owns the two adjoining parcels referenced above. The Sophia Street parcel is currently the site of 13 residential units located on 0.324 acres of land. The existing residential units were built in the late 1940s, with the ground floors located within the 100-year floodplain. The current condition of the existing residential units is poor. The rear of the Caroline Street parcel is an existing surface parking lot, which adjoins the Sophia Street parcel.

WHEREAS, the applicant proposes to re-subdivide the two parcels, to create a new 0.536 acre parcel for the development of 14 new residential units, a mix of 7 single family attached and 7 multi-family residential units. The new residential buildings will be built to modern building standards, with the first inhabited floor elevated out of the floodplain, thus providing a significant improvement in public safety. The residential density of the new 0.536 acre parcel will be lower than the residential density of the existing 0.324 acre parcel.

WHEREAS, the applicant proposes to offset the loss of the existing 26 surface parking spaces through a sub-lease of parking spaces in the City's Sophia Street parking deck from the Inns at Historic Fredericksburg, LLC. Inns of Historic Fredericksburg leases these spaces from the City of Fredericksburg; it is permitted to sub-lease spaces with the approval of the City, which shall not be unreasonably withheld.

WHEREAS, the project is located within the Historic Fredericksburg District, and will thus require Architectural Review Board approval of certificates of appropriateness for demolition, site planning, mass and scale, and detailed design.

WHEREAS, the Council after notice and public hearing thereon, has considered the special exception applications in light of their conformity with the City's criteria for the review of special exception applications.

NOW, THEREFORE, BE IT RESOLVED,

1. Council makes the following findings with respect to the special exception application:
(a) the proposed use is unique and unlikely of recurrence; (b) the grant of the special exceptions is consistent with the City's Comprehensive Plan; (c) the special exceptions are consistent with the goals, purposes and objectives of the City's zoning ordinance; (d) there has been a sufficient period of time for investigation and community planning with respect to the application; (e) the special exceptions are consistent with the principles of zoning and good zoning practice, including the purposes of the CD district, existing and planned uses of surrounding land, the characteristics of the property involved, and the adverse impacts of the proposed use; (f) the proposed use or aspect of the development requiring the special exceptions is special, extraordinary or unusual; and (g) the applicant has demonstrated that its application meets all these criteria.
2. Council grants to Timbernest, Ltd., special exceptions to the maximum residential density regulations of the Flood Hazard Overlay District, and the maximum residential density regulations of the Commercial Downtown zoning district, to permit the redevelopment of property located 506-516 Sophia Street (GPIN 7789-23-5802)(Sophia Street parcel) and a portion of 525 Caroline Street (GPIN 7789-23-3825)(Caroline Street parcel) for single family attached and multi-family residential units, in substantial accordance with its application.
3. The following conditions must be satisfied prior to site plan approval for the project:
 - a. The applicant shall obtain Architectural Review Board approval of one or more certificates of appropriateness for the demolition of the existing structures.
 - b. The applicant shall obtain Architectural Review Board approval of one or more certificates of appropriateness for the proposed construction of the residential buildings, including approvals of site planning, mass and scale, and detailed design.
 - c. The applicant shall obtain an approved alternative parking plan for the replacement of the 26 parking spaces existing on the project site.
 - d. The applicant shall record a motor vehicle ingress and egress easement for the benefit of Fredericksburg Square across "Riverwalk Place," generally as shown on the plan entitled, "Proposed Site Plan Townhomes at Riverwalk Square," by Commonwealth Architects dated June 21, 2016.
 - e. The use of the new residential units shall commence within three years from the date of this resolution.

Votes:

Ayes:

Nays:

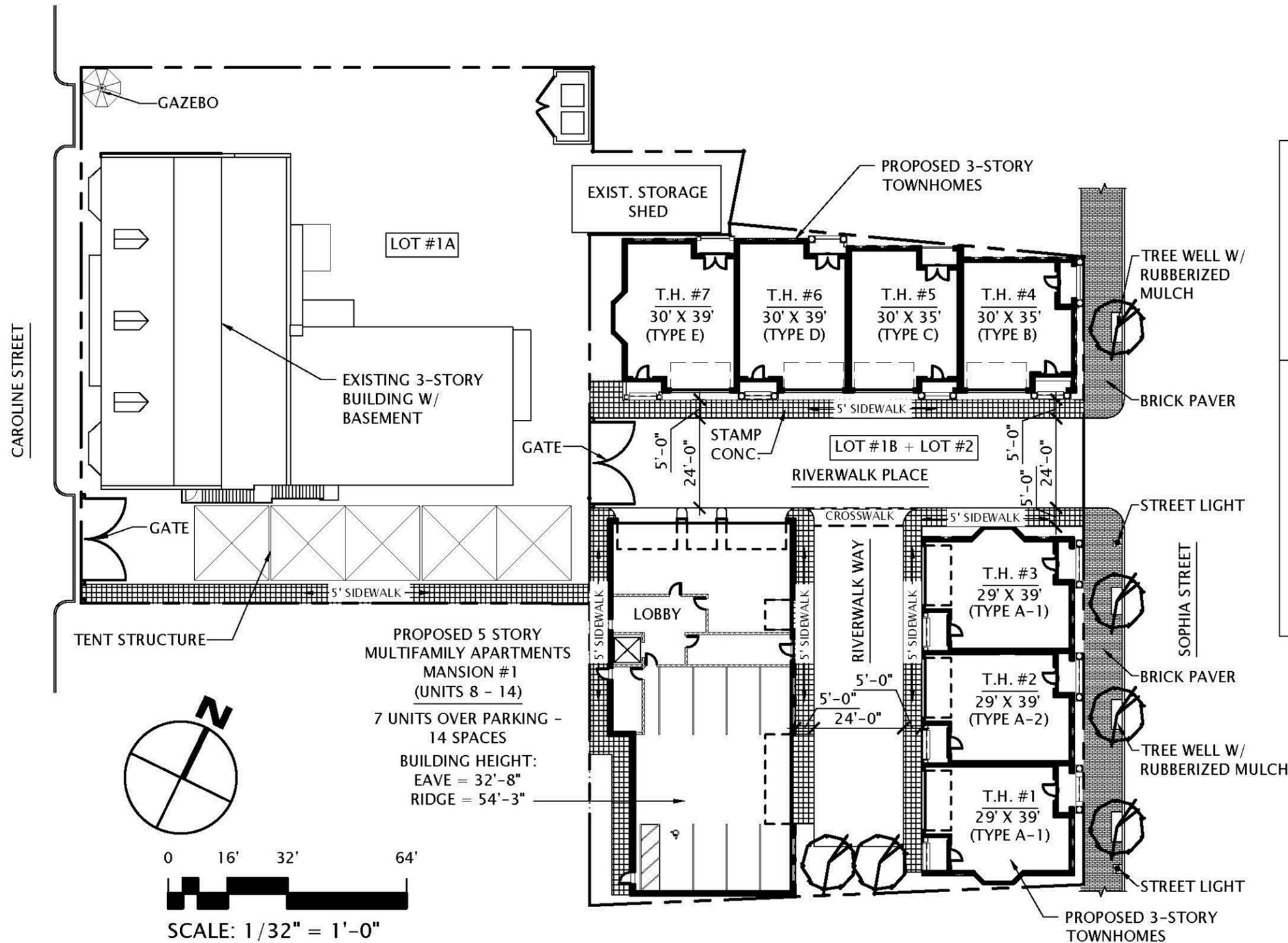
Absent from Vote:

Absent from Meeting:

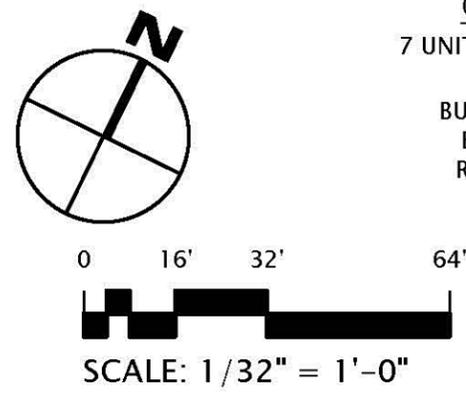
Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 16-__ duly adopted at a meeting of the City Council meeting held Date, 2016 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



LOT #1A = 20,484 SF (0.470 ACRE)	
EXISTING 3 STORY BUILDING W/ BASEMENT	
BASEMENT	5,090 S.F.
FIRST FLOOR	6,888 S.F.
SECOND FLOOR	3,943 S.F.
THIRD FLOOR	3,698 S.F.
TOTAL	19,619 S.F.
LOT #1B + #2 = 22,651 SF (0.52 ACRE)	
PARKING REQUIREMENTS:	
TOWNHOUSES: 1.5 PER D.U. X 7 UNITS =	10.5 SP.
1 PER EVERY 5 UNITS =	1.0 SP.
APARTMENTS: 1.5 PER D.U. X 7 UNITS =	10.5 SP.
1 PER EVERY 5 UNITS =	1.0 SP.
TOTAL REQ. SPACES:	23 SP.
TOTAL SPACES PROVIDED:	28 SP.



PROPOSED SITE PLAN TOWNHOMES AT RIVERWALK SQUARE

506 - 520 SOPHIA STREET FREDERICKSBURG, VA

06/21/16

A2



C. Colantonio

MEMORANDUM

TO: Tim Baroody, City Manager
FROM: Mike Craig, Zoning Administrator
DATE: September 20, 2016 (for the September 27, 2016 meeting)
RE: Proposed Unified Development Ordinance Text Amendment– Breweries, Wineries, Distilleries

ISSUE

Shall the Unified Development Ordinance be amended to define and locate different levels and types of Alcoholic Beverage Production facilities?

RECOMMENDATION

Initiate the proposed text amendment.

INTRODUCTION

Attached is a proposed amendment to the UDO to provide for brewery, winery, and distillery uses in the City of Fredericksburg. The amendments recognize that the post-Prohibition industrial/manufacturing character of the production of beer, wine, and spirits is no longer the sole model, with the emergence of lower-volume production facilities, paired with traditional commercial character (retail sales, restaurants, events) starting in the 1990s. The new businesses are appropriate and indeed desirable in many areas of the city. The new amendments distinguish the new uses by (1) production volume, and (2) commercial character – especially the on-premises sales or consumption of the product – and distribute these uses in the appropriate commercial zoning districts, either by-right or by special use permit.

The City's ordinances need to be updated to keep pace with changes in the marketplace. Specifically, Fredericksburg Regional Alliance (FRA) and the City's Economic Development staff have identified and are marketing several sites in the City's Commercial and Industrial zoning districts for different types of breweries, wineries and distillers that would require a Special Exception to operate. Also, the City's existing definitions and use regulations do not reflect the emerging craft alcohol production industries. In addition, the City's definition of a microbrewery currently has no upper production limit or use standards associated with the use. This means that a fairly intensive use can be developed by-right adjacent to residential areas without appropriate safeguards or protections for surrounding uses.

Below is a summary of the proposed amendment to the UDO. The amendment has been modified since the work session on this item held in June to provide more clear differentiation and regulation for each level of use.

CREATING THE ALCOHOLIC BEVERAGE PRODUCTION USE CATEGORY

The proposed update establishes a new Use Category in the Use Table called Alcoholic Beverage Production. The microbrewery use is proposed to be moved into this category and all the new craft and regional uses will be built within this Use Category.

DEFINING AND INTERPRETING NEW USES WITHIN THE USE CATEGORY

The proposed update amends the definition of Microbrewery to establish production levels up to 10,000 barrels per year. This is in accordance with Virginia Alcoholic Beverage Control (VABC) licensing limits and establishes that the beer produced at the facility will primarily be sold or consumed on-site in an accessory commercial area.

The proposed update defines Craft Brewery as a brewery producing from 10,001 to 30,000 barrels (a barrel is 31 gallons) where on-premises retail sales or consumption of at least 25% of the beer produced occurs in an accessory commercial area. The proposed update also similarly defines Craft Distillery and Winery but sets their production limits at 5,000 gallons in accordance with VABC licensing limits.

The proposed ordinance defines Regional Brewery as a brewery producing from 30,001 to 250,000 barrels of beer that includes an accessory commercial use but no required amount of on-site consumption of the product. The proposed ordinance similarly defines Regional Distillery and Winery but sets their production limits from 5,001 to 36,000 gallons in accordance with VABC licensing limits.

The proposed update amends the definition of Heavy Manufacturing to include breweries producing more than 250,000 barrels annually and wineries or distilleries producing more than 36,000 gallons annually.

The proposed update defines Barrel, Beer, Spirits and Wine as prescribed in Code of Virginia Title 4.1, Alcohol Beverage Control Act, § 4.1-100, “Definitions.”

It also creates a new section in § 72-83 Use Classification, Categories, and Use Types to add the Alcoholic Beverage Use category and explanations and examples of each use type.

An exhibit is attached to this memo containing examples of these different types of uses in order to help illustrate each type of use.

ALLOCATING AND REGULATING THE NEWLY DEFINED USES

The proposed amendment allocates the micro, craft, and regional into the commercial and industrial zoning districts in accordance with the following chart:

Use Category	Use Type	CT	CD	CSC	CH	I1	I2	PDC	PDMU
<i>Alcoholic Beverage Production</i>	<i>Microbrewery/taproom</i>		P	P	P	P	P	P	P
	<i>Craft brewery</i>		S	S	S	S	P	S	S
	<i>Craft distillery</i>		S	S	S	S	P	S	S
	<i>Craft winery</i>		S	S	S	S	P	S	S
	<i>Regional brewery</i>						S	S	
	<i>Regional winery</i>						S	S	
	<i>Regional distillery</i>						S	S	
	<i>Heavy Manufacturing</i>						S		

The proposed amendment assigns use standards to the micro, craft, and regional level uses. Microbreweries are proposed to comply with the following standards:

- (1) A copy of the current Virginia ABC license shall kept on file with the Zoning Administrator.
- (2) No outdoor storage is permitted.
- (3) No outdoor events are permitted on the premises without an approved minor site plan, which shall show the event date, time and location; frequency; improvements; outdoor amplification systems; food trucks; and maximum occupancy, in addition to other information required for an evaluation of the minor site plan.

Craft level uses are proposed to comply with the following standards:

- (1) A copy of the current Virginia ABC license shall kept on file with the Zoning Administrator.
- (2) No outdoor storage is permitted.
- (3) No outdoor events are permitted on site without an approved minor site plan, which shall show the event date, time and location; frequency; improvements; outdoor amplification systems; food trucks; and maximum occupancy, in addition to other information required for an evaluation of the minor site plan.
- (4) The location of any loading dock is subject to approval by City Council or the Zoning Administrator, as appropriate.
- (5) In considering a special use application, the City Council shall consider whether existing public water and sanitary sewer conveyance and treatment facilities are adequate for the proposed use.

Regional level uses are proposed to comply with the following standards:

- (1) A copy of the current Virginia ABC license shall kept on file with the Zoning Administrator.
- (2) Outdoor storage shall conform to the standards for outdoor storage as a principal use.
- (3) No outdoor events are permitted on site without an approved minor site plan, which shall show the event date, time and location; frequency; improvements; outdoor amplification systems; food trucks; and maximum occupancy, in addition to other information required for an evaluation of the minor site plan.
- (4) In considering a special use application, the City Council shall consider the proposed location of a loading dock and whether existing public water and sanitary sewer conveyance and treatment facilities are adequate for the proposed use.

CONCLUSION

The Unified Development Ordinance needs to be updated to keep pace with changes in Virginia's brewing and distilling economy. The ordinance needs to better define breweries, wineries, and distilleries and those uses should be differentiated by their production levels and commercial nature. Additional regulations need to be added to the uses in order to ensure that the uses remain in harmony with surrounding residential, commercial, or industrial uses. The proposed ordinance attached to this memo provides this update to the Unified Development Ordinance.

ATTACHMENTS

1. Draft resolution initiating the ordinance
2. Draft ordinance

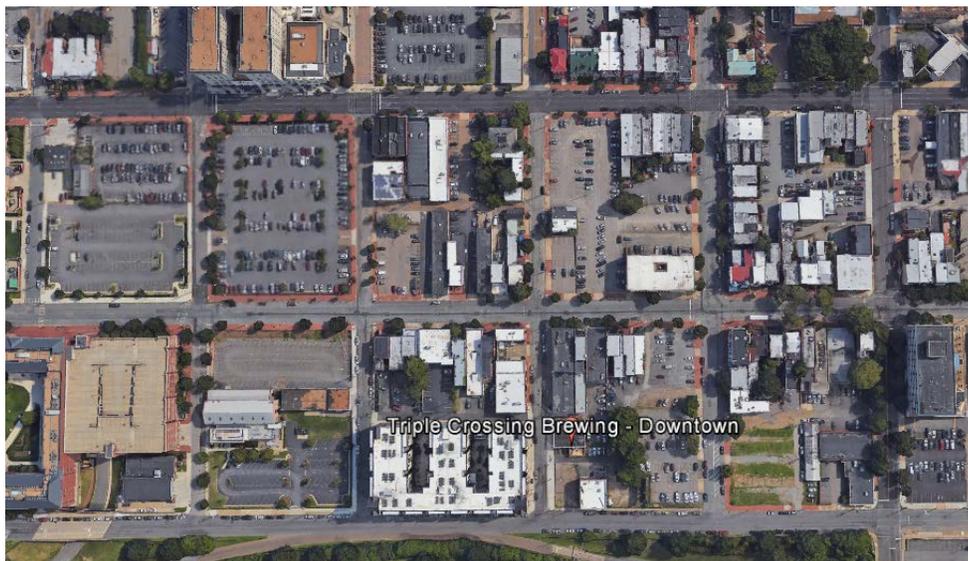
3. Exhibit – Comparable Alcoholic Beverage Producers

cc: Bill Freehling, Department of Economic Development and Tourism
Curry Roberts, Fredericksburg Regional Alliance
Kathleen Dooley, City Attorney

EXHIBIT – COMPARABLE ALCOHOLIC BEVERAGE PRODUCERS

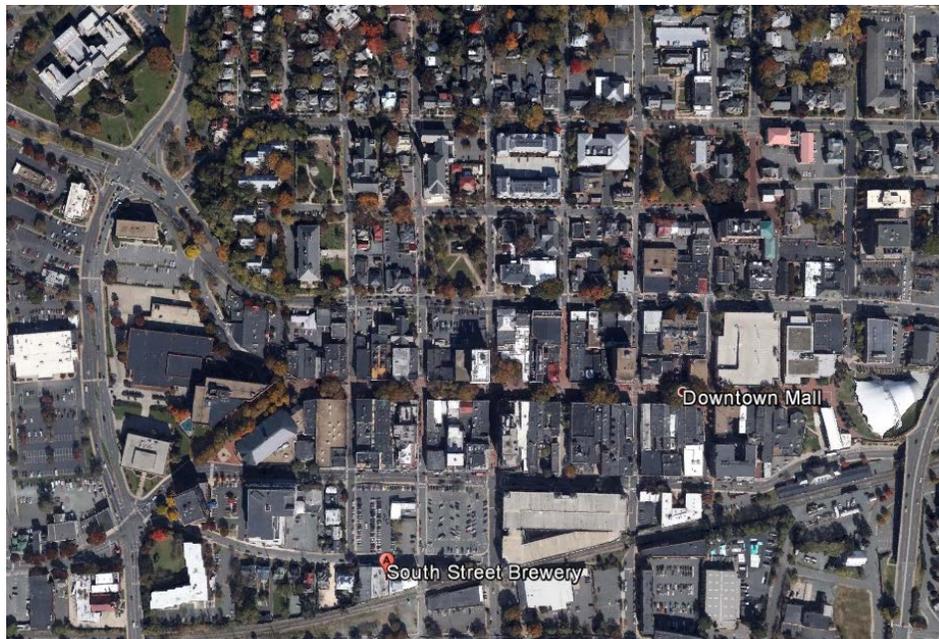
1. Triple Crossing – Downtown Richmond (Comparable: Core Caroline / Princess Anne / William Streets)

Licensing – Micro 500 – 10,000 barrels
Location – Downtown Richmond
Building size – 2,700 +/- sf
Loading facilities – Yes
Accessory uses – Tasting room and outdoor events
Parking – 9 spaces



2. South Street Brewery – Charlottesville, Downtown Mall (Comparable: Core Caroline / Princess Anne / William Streets)

Licensing – Micro 500 – 10,000 barrels
Location – Downtown Charlottesville (Downtown Mall)
Building size – 5,000 +/- sf
Loading facilities – No
Accessory uses – Restaurant
Parking – 0 spaces



3. Champion Brewery – Charlottesville, Urban / Industrial (Comparable: Train Station / Warehouse District / Mill District and Princess Anne Street Corridor / Jeff Davis Highway Commercial Areas)

Licensing – Craft 10,000 + barrels

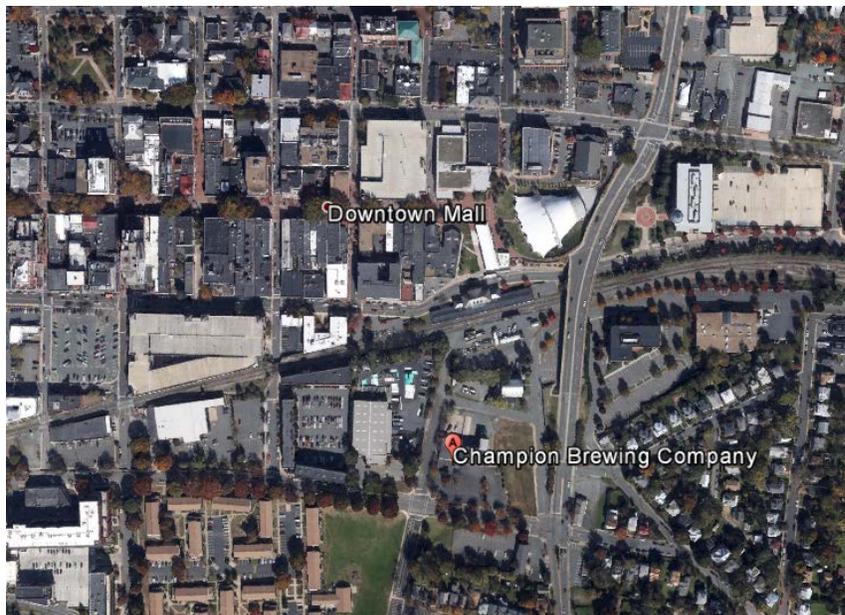
Location – Urban / Industrial Charlottesville (between neighborhoods and Downtown Mall)

Building size – 7,000 +/- sf

Loading facilities – Yes

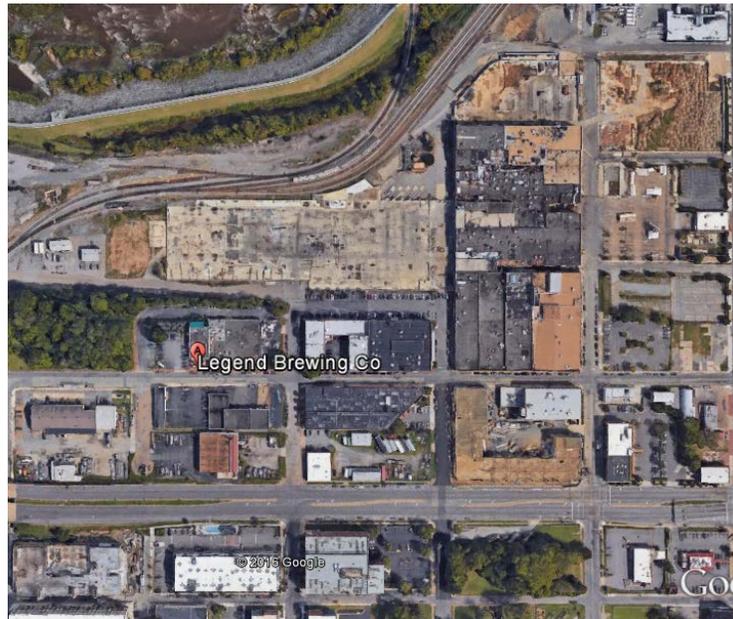
Accessory uses – Tap room / tasting room

Parking – 50 spaces (shared)



4. Legend Brewing Company – Richmond, Urban Industrial (Comparable: Train Station / Warehouse District / Mill District / Lafayette Corridor / Belman Road)

Licensing – Craft 12,000 barrels
Location – Urban / Industrial Richmond
Building size – 25,000 +/- sf
Loading facilities – Yes
Accessory uses – Restaurant
Parking – 50 spaces



5. Chesapeake Bay Distillery – Virginia Beach, Commercial District (Comparable: Train Station / Warehouse District / Mill District and Princess Anne Street Corridor / Jeff Davis Highway Commercial Areas)

Licensing – Craft 5,000 gallons

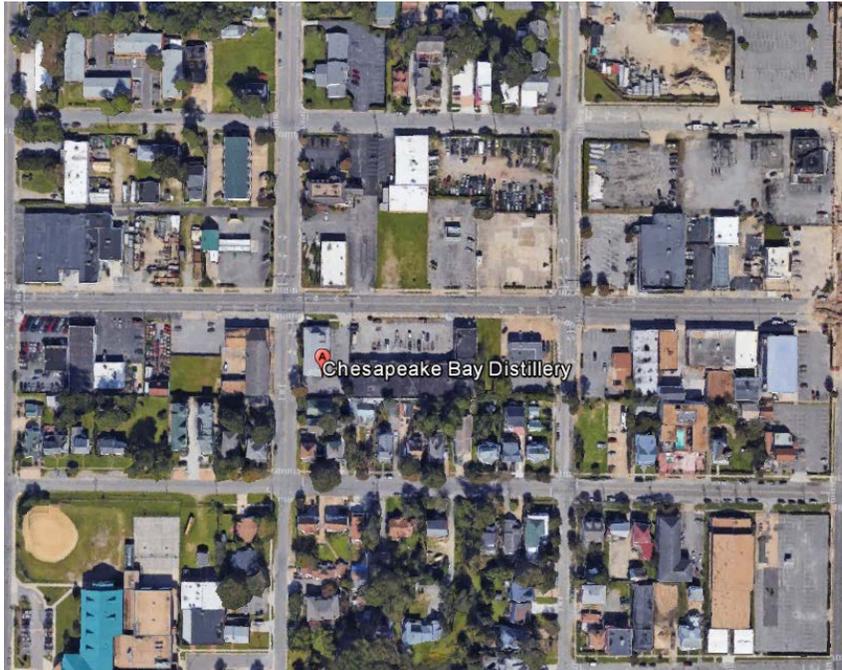
Location – Commercial District Virginia Beach

Building size – 25,000 +/- sf

Loading facilities – Yes

Accessory uses – Tours / Tasting Room / Retail Store

Parking – 20 spaces



6. Dark Corner Distillery – Greenville, South Carolina, Main Street (Comparable: Core Caroline Street)

Licensing – Unknown

Location – Main Street Greenville, South Carolina

Building size – 25,000 +/- sf

Loading facilities – No

Accessory uses – Tours / Tasting Room / Retail Store

Parking – 0 spaces



**A. Smith Bowman Distillery – Bowman Industrial Park, Spotsylvania County
(Comparable: Belman Road)**

Licensing – Heavy Manufacturing, over 36,000 gallons
Location – Bowman Industrial Park
Building size – 30,000 +/- sf
Loading facilities – Yes
Accessory uses – Tours / Tasting Room / Retail Store
Parking – Shared





September 27, 2016
Regular Meeting
Resolution No. 16-__

MOTION:

SECOND:

RE: INITIATING A UNIFIED DEVELOPMENT ORDINANCE TEXT AMENDMENT TO PROVIDE FOR BREWERIES, WINERIES, AND DISTILLERIES IN THE CITY OF FREDERICKSBURG

ACTION: APPROVED; Ayes: 0; Nays: 0

WHEREAS, the post-Prohibition industrial/manufacturing character of the production of beer, wine, and spirits is no longer the sole model, with the emergence of lower-volume production facilities, paired with traditional commercial character uses such as retail sales, restaurants, events starting in the 1990s.

WHEREAS, the new businesses are appropriate and indeed desirable in many areas of the city; the public purpose of these amendments is to identify, classify, and distribute these businesses throughout the City’s zoning district in accordance with the public necessity, convenience, general welfare, and good zoning practices.

WHEREAS, the proposed amendments distinguish the new uses by (1) production volume, and (2) commercial character – especially the on-premises sales or consumption of the product – and distribute these uses to the appropriate commercial zoning districts, either by-right or by special use permit.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby initiate an amendment to City Code Chapter 72, the Unified Development Ordinance, to provide for breweries, wineries, and distilleries in the City of Fredericksburg. City Council refers this proposal to the Planning Commission for review, public hearing, and recommendation under the procedures set forth in City Code §72-22.1.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk’s Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 16- duly adopted at a meeting of the City Council meeting held September 27, 2016 at which a quorum was present and voted.

***Tonya B. Lacey, CMC
Clerk of Council***



MOTION:

[date]

SECOND:

Regular Meeting
Ordinance No. 16-__

RE: **AMENDING THE UNIFIED DEVELOPMENT ORDINANCE TO PROVIDE FOR BREWERIES, WINERIES, AND DISTILLERIES IN THE CITY OF FREDERICKSBURG**

ACTION: **APPROVED; Ayes:0; Nays: 0**

First read: _____ Second read: _____

IT IS HEREBY ORDAINED by the Fredericksburg City Council that City Code Chapter 72, "Unified Development Ordinance," is amended as follows.

I. Introduction.

The City Council adopted a resolution to initiate this text amendment at its meeting on September 27, 2016. The Planning Commission held its public hearing on the amendment on _____, after which it voted to recommend the amendment to the City Council. The City Council held its public hearing on this amendment on _____.

The City Council has determined that public necessity, convenience, general welfare and good zoning practice favor these amendments to the Unified Development Ordinance.

II. City Code Amendment.

1. City Code §72-4, "Use Table," is amended as follows:

Use Category	Use Type	CT	CD	CSC	CH	I1	I2	PDC	PDMU
<i>Alcoholic Beverage Production</i>	<i>Microbrewery/taproom</i>		P	P	P	P	P	P	P
	<i>Craft brewery</i>		S	S	S	S	P	S	S
	<i>Craft distillery</i>		S	S	S	S	P	S	S
	<i>Craft winery</i>		S	S	S	S	P	S	S
	<i>Regional brewery</i>						S	S	
	<i>Regional winery</i>						S	S	
	<i>Regional distillery</i>						S	S	

2. City Code §72-41.3, "Commercial Uses" is amended to add a new subsection "i. Craft brewery, distillery, or winery," as follows:

I Craft brewery, distillery, or winery. A craft brewery, distillery, or winery shall comply with the following standards:

- (1) A copy of the current Virginia ABC license shall kept on file with the Zoning Administrator.*
- (2) No outdoor storage is permitted.*
- (3) No outdoor events are permitted on site without an approved minor site plan, which shall show the event date, time and location; frequency; improvements; outdoor amplification systems; food trucks; and maximum occupancy, in addition to other information required for an evaluation of the minor site plan.*
- (4) The location of any loading dock is subject to approval by City Council or the Zoning Administrator, as appropriate.*
- (5) In considering a special use application, the City Council may consider whether the establishment of the use results in the rehabilitation or re-use of an existing industrial or commercial building, and whether existing public water and sanitary sewer conveyance and treatment facilities are adequate for the proposed use.*

3. City Code §72-41.3, "Commercial Uses" is amended to add a new subsection "Q. Microbrewery" as follows:

Q. Microbrewery. A microbrewery shall comply with the following standards:

- (1) A copy of the current Virginia ABC license shall kept on file with the Zoning Administrator.*
- (2) No outdoor storage is permitted.*
- (3) No outdoor events are permitted on the premises without an approved minor site plan, which shall show the event date, time and location; frequency; improvements; outdoor amplification systems; food trucks; and maximum occupancy, in addition to other information required for an evaluation of the minor site plan.*

4. City Code §72-41.3, "Commercial Uses" is amended to add a new subsection "T. Regional breweries, wineries, and distilleries," as follows:

T. Regional breweries, wineries, and distilleries.

- (1) A copy of the current Virginia ABC license shall kept on file with the Zoning Administrator.*
- (2) Outdoor storage shall conform to the standards for outdoor storage as a principal use.*
- (3) No outdoor events are permitted on site without an approved minor site plan, which shall show the event date, time and location; frequency; improvements; outdoor amplification systems; food trucks; and maximum occupancy, in addition to other information required for an evaluation of the minor site plan.*
- (4) In considering a special use application, the City Council may consider the proposed location of a loading dock, and whether existing public water and sanitary sewer conveyance and treatment facilities are adequate for the proposed use.*

5. City Code §72-83.4, "Commercial use classification," is amended to add the following uses in alphabetical order, and the remaining uses are re-lettered:

a. CRAFT BREWERY/WINERY/DISTILLERY.

Characteristics. The Commercial Alcoholic Beverage Use Category includes facilities for the production, packaging and distribution of beer, wine, and spirits. These uses are characterized as commercial uses, as opposed to the traditional manufacturing character, because the production volume is lower than that associated with a traditional manufacturing use. In addition, the production use is combined with one or more commercial uses such as eating establishment, entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use. Finally, this use involves the offering of the product for sale or consumption on premises.

b. MICROBREWERY.

Characteristics. The Commercial Alcoholic Beverage Use Category includes facilities for the production of beer. These uses are characterized as commercial uses, as opposed to the traditional manufacturing character, because the production volume is lower than that associated with a traditional manufacturing use. In addition, the production use is combined with one or more commercial uses such as eating establishment, entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use. Finally, this use is characterized by the on-premises retail sales or consumption of most of the beer produced. On-premises distribution facilities may be an accessory use.

c. REGIONAL BREWERY/WINERY/DISTILLERY.

Characteristics. The Commercial Alcoholic Beverage Use Category includes facilities for the production, packaging and distribution of beer, wine, and spirits. The production volume associated with the "regional" classification presents mixed commercial and manufacturing characteristics, but is still lower than a traditional manufacturing use. The production use is combined with one or more commercial uses such as eating establishment, entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use. This use involves the offering of the product for sale or consumption on premises; but distribution facilities for off-premises sale of the product are a characteristic of this use.

6. The definition of "Manufacturing, Heavy," is amended as follows:

MANUFACTURING, HEAVY

Manufacturing uses include, but are not limited to: asphalt/concrete mixing and batching, manufacture or assembly of machinery, equipment, instruments, vehicles, appliances, communications equipment, computer or electronic equipment, precision items and other electrical items; the processing of food and related products; *breweries producing more than 250,000 barrels annually, wineries or distilleries producing more than 36,000 gallons, lumber*

mills, pulp and paper mills, and the manufacture of other wood products; and electric power generation plants. Specifically prohibited are rendering, petroleum/asphalt refining, concrete manufacturing plants, and manufacture of chemicals, fertilizers, paint, and turpentine.

7. The definition of "Microbrewery/Taproom," in City Code §72-84.0, "Definitions," is amended as follows:

~~MICROBREWERY/TAPROOM. A facility intended for the production and packaging of beer for distribution, retail sale, or on-premise consumption. The development may also include a restaurant and may also include a bar or provision of live entertainment as an accessory use. Annual production of 0 to 10,000 barrels of beer, primarily for on-premises retail sales or consumption. The facility includes one or more of the following accessory uses: eating establishment, entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use.~~

8. City Code §72-84.0, "Definitions," is amended to add the following definitions in alphabetical order:

BARREL. The volume of 31 gallons, used to measure the production of beer.

BEER. This term shall have the same meaning as prescribed in Code of Virginia Title 4.1, Alcohol Beverage Control Act, §4.1-100, "Definitions."

CRAFT BREWERY. Annual production, packaging, and distribution of 10,001 to 30,000 barrels of beer, with on-premises retail sales or consumption of at least 25% of the beer produced. The facility includes one or more of the following accessory uses: eating establishment, entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use.

CRAFT DISTILLERY. Annual production, packaging, and distribution of 0 to 5,000 gallons of distilled spirits, with on-premise retail sales and consumption of at least 25% of the spirits produced. The facility includes one or more of the following accessory uses: eating establishment, entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use.

CRAFT WINERY. Annual production, packaging and distribution of 0 to 5,000 gallons of wine, with on-premise retail sales and consumption of at least 25% of the wine produced. The facility includes one or more of the following accessory uses: eating establishment, entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use.

REGIONAL BREWERY. Annual production, packaging, and distribution of 30,001 to 250,000 barrels of beer, with on-premises retail sales and consumption, and for distribution off-premises. The facility includes one or more of the following accessory uses: eating establishment,

entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use.

REGIONAL DISTILLERY. Annual production, packaging, and distribution of 5,001 to 36,000 gallons of distilled spirits, with on-premises retail sales and consumption and for distribution off-premises. The facility includes one or more of the following accessory uses: eating establishment, entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use.

REGIONAL WINERY. Annual production, packaging and distribution of 5,001 to 36,000 gallons of wine, for on-premises retail sales and consumption and for distribution off-premises. The facility includes one or more of the following accessory uses: eating establishment, entertainment venue, gift shop, special event facility, tap room, tasting room, tours, or similar accessory use.

SPIRITS. This term shall have the same meaning as prescribed in Code of Virginia Title 4.1, Alcohol Beverage Control Act, §4.1-100, "Definitions."

WINE. This term shall have the same meaning as prescribed in Code of Virginia Title 4.1, Alcohol Beverage Control Act, §4.1-100, "Definitions."

SEC. III. Effective Date.

This ordinance is effective immediately.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Approved as to form:

Kathleen Dooley, City Attorney

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Ordinance No. 16- duly adopted at a meeting of the City Council meeting held Date, 2016 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



ITEM #10E

Willie D. Fralby

MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Bill Freehling, Interim Director, Economic Development and Tourism
RE: NBB, LLC Performance Agreement
DATE: September 22, 2016 (For September 27, 2016 meeting)

ISSUE

Should the City of Fredericksburg enter into a performance agreement with the Fredericksburg Economic Development Authority (EDA) and NBB, LLC?

RECOMMENDATION

The City of Fredericksburg should authorize the City Manager to sign the performance agreement with the EDA and NBB, LLC.

BACKGROUND

NBB, LLC proposes to revise the design of its George Street townhomes. The redesigned project reduces the number of units from seven to five, reduces the height of the units to 44'4", removes one of the stories of the units, lowers the cornice, and provides a front yard on George Street and a side yard on Charles Street.

An economic incentive for the whole mixed-use project is proposed. If the City Council approves the redesign and economic incentive, the parties would dismiss the pending lawsuits.

The City encourages private investment in the rehabilitation of historic commercial buildings, through a partial real estate tax exemption for the increase in assessed value, under City Code §70-99.1. NBB did not apply for the tax exemption in time to permit the Commissioner of Revenue to physically inspect and appraise the property prior to the commencement of rehabilitation, as required by the City Code. The rehabilitation of the Fredericksburg National Bank building is the type of project that the City wishes to encourage by this tax exemption. Therefore, the proposed incentive also advances the public interest in the rehabilitation of this historic building.

The proposed economic incentive to NBB, LLC is \$300,000, a figure staff has closely analyzed and determined to be reasonable. NBB, LLC would receive the funds in two \$150,000 installments along the following schedule:

- First payment: Upon a certificate of occupancy being issued for the bank building and the first two townhomes
- Second payment: Upon a certificate of occupancy being issued for the remaining three townhomes

ITEM #10E

NBB, LLC would have five years from the date of the performance agreement to complete the project in order to receive the incentives.

The Fredericksburg EDA on September 12 agreed to make the two upfront \$150,000 payments to NBB, LLC along the aforementioned schedule with the following terms:

1. City Council would pay the EDA back in full from the incremental real estate tax revenue expected from the project. At project completion, it is anticipated that the real estate tax revenue increment will be about \$48,500 annually. It is anticipated that the EDA would be paid back in about seven years. Payments would be made annually, on or about September 1.
2. City Council would also pay the EDA 3 percent interest on the outstanding loan balance. That payment would also be made annually, on or about September 1. The EDA would re-invest the funds in future economic development opportunities in the City of Fredericksburg.

The EDA would be expected to receive approximately \$33,000 in interest payments during the seven-year period, along with 100 percent of its \$300,000 investment. The following is an estimated payment schedule.

Year	Principal Payment	Loan Balance	Interest Payment	Total payment
1	\$21,228.90	\$150,000.00	\$4,500.00	\$25,728.90
2	\$48,423.38	\$278,771.10	\$8,363.13	\$56,786.51
3	\$48,423.38	\$230,347.73	\$6,910.43	\$55,333.81
4	\$48,423.38	\$181,924.35	\$5,457.73	\$53,881.11
5	\$48,423.38	\$133,500.98	\$4,005.03	\$52,428.40
6	\$48,423.38	\$85,077.60	\$2,552.33	\$50,975.70
7	\$36,654.23	\$36,654.23	\$1,099.63	\$37,753.85
Total	\$300,000.00	N/A	\$32,888.28	332,888.28

If incremental real estate tax revenue is less than anticipated, it would take longer for the City of Fredericksburg to repay the EDA, and additional interest would be paid. If incremental real estate tax revenue is more than anticipated, the City of Fredericksburg could repay the EDA in less than seven years, and interest costs would drop.

FISCAL IMPACT

The City of Fredericksburg would be able to fund this incentive solely from incremental tax revenues derived from the National Bank Building project. Were it not for this project, the incremental tax revenue funding the incentive would not exist. Including the incremental business tax revenue expected from the project, the City of Fredericksburg will receive approximately \$200,000 more annual tax revenue than what was generated at the property previously. This agreement would also resolve litigation that would continue to cost taxpayers money and result in an uncertain outcome for the project/property.

Attachments: Resolution
NNB Performance Agreement



September 27, 2016
Regular Meeting
Resolution No. 16-__

MOTION:

SECOND:

RE: APPROVING ECONOMIC INCENTIVES FOR THE NBB, LLC MIXED USE PROJECT

ACTION: APPROVED: Ayes: 0; Nays: 0

RECITALS

- A. NBB, LLC owns land located at 900 Princess Anne Street and the 300 block of George Street in the City of Fredericksburg. The parcels are identified on the City's tax map and Geographic Information System as GPINs 7789-14-2805 (900 Princess Anne Street) and 7789-14-0798 (311 George Street) (collectively, the "Property").
- B. NBB has invested \$1.2M in improvements to the historic Fredericksburg National Bank at 900 Princess Anne Street in Fredericksburg. This building was built in 1820, and has been known over the years as the Farmer's Bank of Fredericksburg, the National Bank of Fredericksburg, and the Dabney-Herndon House. The building is an excellent example of the Federal architectural style. The bank played an important role in the history of Fredericksburg, including links to its period as a banking hub beginning in the early 19th century; and a prominent role in the history of the United States during the Civil War. The new and adaptive reuse of the building is a mix of commercial – with restaurant space on the ground floor – and office – with office space on the second floor. NBB's investment in the rehabilitation and reuse of this building is significant, and is expected to inspire additional private investment in historic preservation and economic development in the City's downtown.
- C. The City provides a tax exemption for real estate which has been substantially rehabilitated for commercial use, as provided in City Code §70-99.1. However, NBB did not apply for the tax exemption in time to permit the Commissioner of Revenue to physically inspect and appraise the property prior to the commencement of rehabilitation, as required by the City Code. The rehabilitation of the Fredericksburg National Bank building is the type of project that the City wishes to encourage by this tax exemption.
- D. NBB proposes to redevelop the remainder of the Property with five townhomes. The five townhomes and the National Bank Building will be connected by common areas, including a through lane for motor vehicle travel. The rehabilitation and reuse of the National Bank Building, the construction of the five single family attached townhomes, and the development of the common area, collectively, are referred to in this agreement as the Mixed Use Project.

- E. Prior to approving this performance agreement, the City Council has approved certificates of appropriateness for the site planning, mass and scale, and detailed design of the five townhomes. The townhomes are architecturally compatible with the Historic Fredericksburg District and with their immediate context, enhancing the mixed use character of the Mixed Use Project.

RESOLVED

NOW, THEREFORE, BE IT RESOLVED that the Fredericksburg City Council authorizes the City Manager to execute, deliver and carry out the terms of the Performance Agreement entitled, "Performance Agreement, City of Fredericksburg, Fredericksburg Economic Development Authority and NBB, LLC, dated October 1, 2016, on behalf of the City of Fredericksburg, in substantially the form submitted for approval.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 16-__ duly adopted at a meeting of the City Council meeting held September 27, 2016 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council

**PERFORMANCE AGREEMENT
CITY OF FREDERICKSBURG,
FREDERICKSBURG ECONOMIC DEVELOPMENT AUTHORITY
AND
NBB, LLC**

This is a performance agreement between NBB, LLC, a Virginia limited liability company, (“NBB” or “Company”), the Fredericksburg Economic Development Authority, a political subdivision of the Commonwealth of Virginia (“EDA”), and the City of Fredericksburg, a Virginia municipal corporation (the “City”), dated October 1, 2016.

RECITALS:

- A. NBB owns land located at 900 Princess Anne Street and the 300 block of George Street in the City of Fredericksburg. The parcels are identified on the City’s tax map and Geographic Information System as GPINs 7789-14-2805 (900 Princess Anne Street) and 7789-14-0798 (311 George Street) (collectively, the “Property”).
- B. NBB has invested \$1.2M in improvements to the historic Fredericksburg National Bank at 900 Princess Anne Street in Fredericksburg. This building was built in 1820, and has been known over the years as the Farmer’s Bank of Fredericksburg, the National Bank of Fredericksburg, and the Dabney-Herndon House. The building is an excellent example of the Federal architectural style. The bank played an important role in the history of Fredericksburg, including links to its period as a banking hub beginning in the early 19th century; and a prominent role in the history of the United States during the Civil War. The new and adaptive reuse of the building is a mix of commercial – with restaurant space on the ground floor – and office – with office space on the second floor. NBB’s investment in the rehabilitation and reuse of this building is significant, and is expected to inspire additional private investment in historic preservation and economic development in the City’s downtown.
- C. The City provides a tax exemption for real estate which has been substantially rehabilitated for commercial use, as provided in City Code §70-99.1. However, NBB did not apply for the tax exemption in time to permit the Commissioner of Revenue to physically inspect and appraise the property prior to the commencement of rehabilitation, as required by the City Code. The rehabilitation of the Fredericksburg National Bank building is the type of project that the City wishes to encourage by this tax exemption.
- D. NBB proposes to redevelop the remainder of the Property with five townhomes. The five townhomes and the National Bank Building will be connected by common areas, including a through lane for motor vehicle travel. The rehabilitation and reuse of the National Bank Building, the construction of the five single family attached townhomes, and the development of the common area, collectively, are referred to in this agreement as the Mixed Use Project.
- E. Prior to approving this performance agreement, the City Council has approved certificates of appropriateness for the site planning, mass and scale, and detailed design of the five townhomes. The townhomes are architecturally compatible with the Historic Fredericksburg District and with their immediate context, enhancing the mixed use character of the Mixed Use Project.
- F. The EDA is authorized by Virginia Code §15.2-4900 *et seq.* and Fredericksburg City Code §10-232 to accept contributions in order to make grants in furtherance of its purposes, and to make grants for the purposes of promoting economic development within the City.

- G. The City is authorized to make grants to the EDA in furtherance of the EDA's purposes.
- H. The EDA and the City have agreed to offer, and NBB has agreed to accept the economic incentive contained herein in exchange for the performance promised herein.
- I. The EDA Board of Directors authorized the Chair to enter into this agreement at its meeting of _____.
- J. The City Council authorized the City Manager to enter into this agreement at its regular meeting _____, 2016.
- K. Mike Adams, in his capacity as managing member of NBB, is authorized to enter into this agreement on behalf of NBB.

AGREEMENT

The parties agree as follows:

1. **Eligibility criteria.** In order to be eligible for the economic incentive, NBB shall complete the development of the Mixed Use Project in accordance with the approved certificates of appropriateness, within 60 months of the date of this agreement. The Mixed Use Project shall be considered complete upon the issuance by the Fredericksburg Building Code Official of the final certificate of occupancy for the fifth single family attached residence and the completion of site plan improvements, as determined and certified by the Development Administrator.
2. **Economic incentive – performance grant.** The EDA shall grant and pay to NBB an economic incentive as follows:
 - 2.1. \$150,000 within 30 days of the issuance of a certificates of occupancy for the National Bank Building and the first two townhouse units; and
 - 2.2. \$150,000 within 30 days of the completion of the Mixed Use Project.
3. **Appropriation to EDA.** As a grant to the EDA to enhance the economic development of the City, the City shall appropriate to the EDA an amount equal to 100% of the incremental real estate tax revenues received for the Property for the real estate tax year immediately preceding, on or about September 1 each year, until the total appropriation equals the amount of the economic incentive(s) paid by the EDA plus 3% annual interest. **The City's obligation under this subsection shall be subject to annual appropriation by the governing body and shall not be deemed to be a general obligation or debt of the City.**
4. **Governing law.** This agreement shall be administered and interpreted in accordance with the laws of the Commonwealth of Virginia. Any actions arising out of this agreement shall be filed and maintained in the general district court or circuit court of the City of Fredericksburg, Virginia.

Each party is signing this agreement on the date stated opposite that party's signature.

NBB, LLC

Mike Adams
By: Mike Adams, Managing Member

9/7/16
Date

COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF Fredericksburg, to wit:

I, Michael Whitford, a Notary Public for the Commonwealth aforesaid, hereby certify that Michael Adams, whose name is signed to the writing above has acknowledged the same before me in my county or city aforesaid.

Given under my hand and official seal this 7 day of Sept, 2016.

Michael John Whitford
Notary Public



MICHAEL JOHN WHITFORD
NOTARY PUBLIC 7106332
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES JUNE 30, 2019

My commission expires: _____
My registration number is: _____

ECONOMIC DEVELOPMENT AUTHORITY OF THE FREDERICKSBURG

By: _____ (SEAL) Date: _____

Attest:

Secretary

CITY OF FREDERICKSBURG

By: _____ (SEAL) Date: _____
Timothy J. Baroody, City Manager

Attest:

Deputy Clerk

Approved as to form:

City Attorney



MEMORANDUM

TO: Mayor Greenlaw and Members of City Council
FROM: Timothy J. Baroody, City Manager
DATE: September 21, 2016
SUBJECT: City Manager's Update

Highlights of major activities and other notable developments:

Refuse/Recycling Collection - Conversion to Carts – UPDATE - The first three phases of the conversion of the City's refuse and recycling collection service to a cart based system have been completed. The remaining phases will take place over the next few months.

Some modifications have been made to both the timing of delivery of carts to various neighborhoods and the order in which neighborhoods will receive carts. These modifications have been made in response to information gathered during the early phases and a conclusion that the modified plan will permit a more efficient completion of the process. The overall result will be that the entire process will be completed about four months earlier than previously anticipated (i.e., in January, 2017 instead of May, 2017.)

The only customers who will receive carts later than previously anticipated are those in Normandy Village, Elwood City, Elmhurst and properties west of the canal. Instead of receiving carts in October (as previously anticipated), these customers will receive carts in January. All other customers who have not yet received carts will receive them either earlier or at the same time as previously planned.

The modified schedule for completion of the cart distribution process is attached. Also, attached are maps showing the areas of the City to receive carts during each of the three remaining phases of the process.

Police Department Employees Participate in Bragg Hill, Family Life Center Community Day –

On August 27, Officer Chris Reyes, Ms. Wanda Lopez, and Ms. Laura Mahaney spent their Saturday participating in the Bragg Hill, Family Life Center Community Day. They answered many questions and gave out information about the Fredericksburg Police Department and crime prevention while interacting with the local community.



The Police Department's Honor Guard Present Colors at Flying Squirrels Game – On August 30, the Police Department's Honor Guard presented colors at the Richmond Flying Squirrels Fredericksburg Community Night baseball game. A good time was had by all!



Trees Removed from Washington Avenue Mall – The six little gem magnolias that the Tree Task Force recommended be removed from the Washington Avenue Mall, were removed on September 17. The trees were then re-planted at the Cossey Botanical Park along Little Page Street by the Community Gardens.

Thanks to the work of volunteers from the community including University of Mary Washington, Tree Fredericksburg and St. Georges Episcopal Church, the park has recently received some much needed maintenance work. These volunteers added wood chips along pathways and around the trees. The Master Gardeners group will be volunteering their time at the park on October 26 will be finished mulching the paths and do some pruning and weeding to the area. Some additional plantings may be done by the group later in the fall. This space is a “botanical zoo” that is used for teaching Master Gardeners and others about a variety of trees, plants and other concepts of gardening.



ITEM #10F



Pickleball Continues to Gain In Popularity – The Parks and Recreation Department held a Fall Pickleball Tournament Showdown Thursday, September 15 at Kenmore Park. Thirteen teams competed in the tournament, and medals were awarded to champions of the three competing divisions. Since lessons were first offered in the spring, and over 100 citizens have participated, the department wanted to provide an opportunity for players to try tournament play. Another tournament is being offered on

October 6 for novice players. The Fredericksburg pickleball community continues to grow; as the department now offers to citizens’ demos, lessons, open play, and ladder play.

Fire Department Open House – This popular annual event has been planned for October 9 from 1- 4 p.m. at Station One, 601 Princess Anne Street. Please bring your family and friends and enjoy this great day of fire safety demonstrations. See attachment.

**YOU ARE INVITED TO ATTEND
FREDERICKSBURG FIRE DEPARTMENT'S**

OPEN HOUSE

October 9th 1-4pm
(Rain Date- October 16th)

Located Downtown Fredericksburg at 601 Princess Anne Street



- 🔥 **Firefighter Challenge**
- 🔥 **Bullex Fire Extinguisher system**
- 🔥 **Thermal Imager Camera demo**
- 🔥 **Water Rescue and Dive Team Display**
- 🔥 **Engines, Ladder Trucks, Ambulances**
- 🔥 **911 Communications Display**
- 🔥 **Free food, drinks and fun for all ages**
- 🔥 **Live Firefighter demonstrations**
- 🔥 **Antique Fire Apparatus**
- 🔥 **Tactical EMS Team Display**
- 🔥 **FPD's James Monroe School Resource Vehicle and Breast Cancer Awareness Cruiser**



OR GIVE US A CALL AT (540) 372-1059



Refuse/Recycling Collection

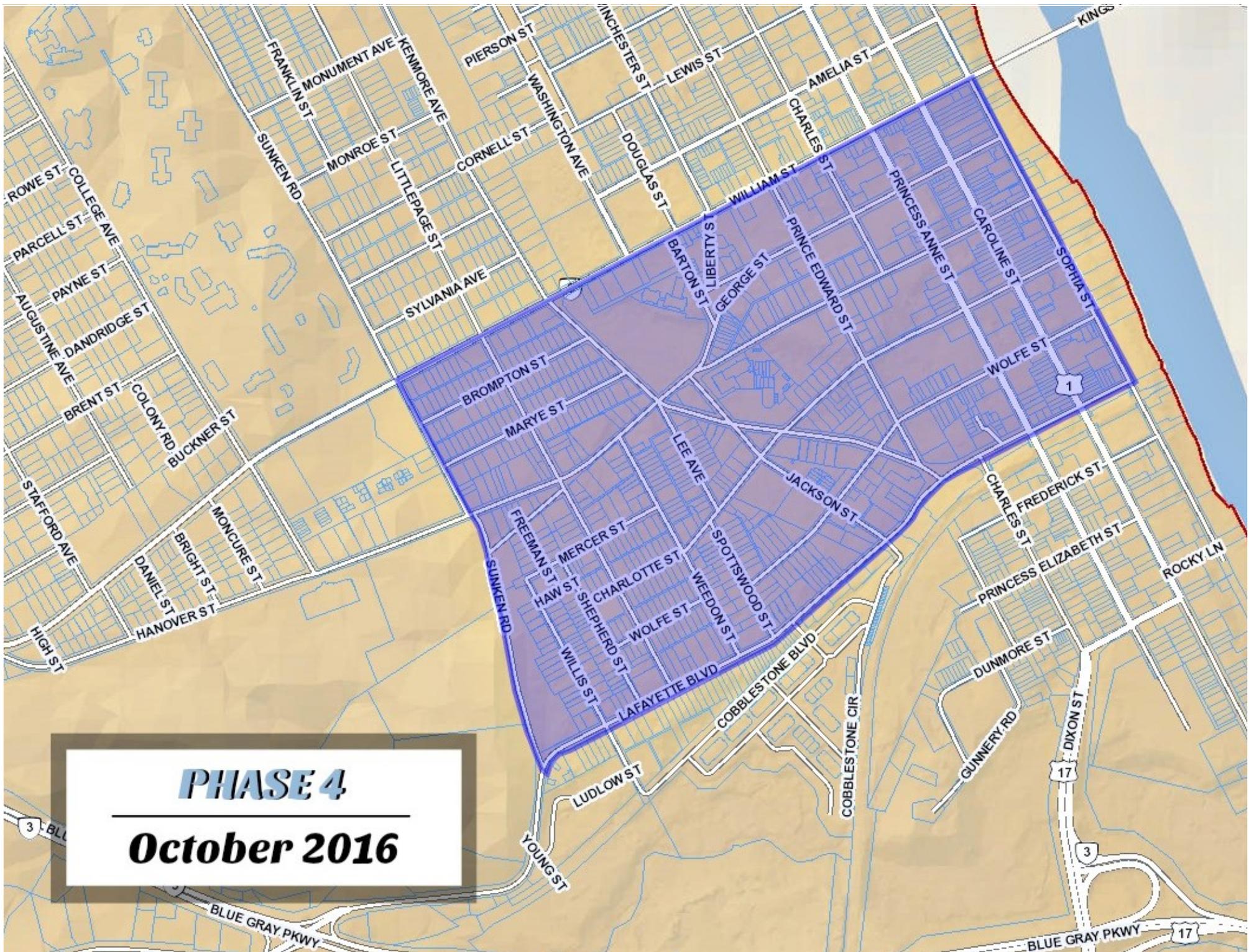
Delivery of Carts

Revised Schedule – September, 2016

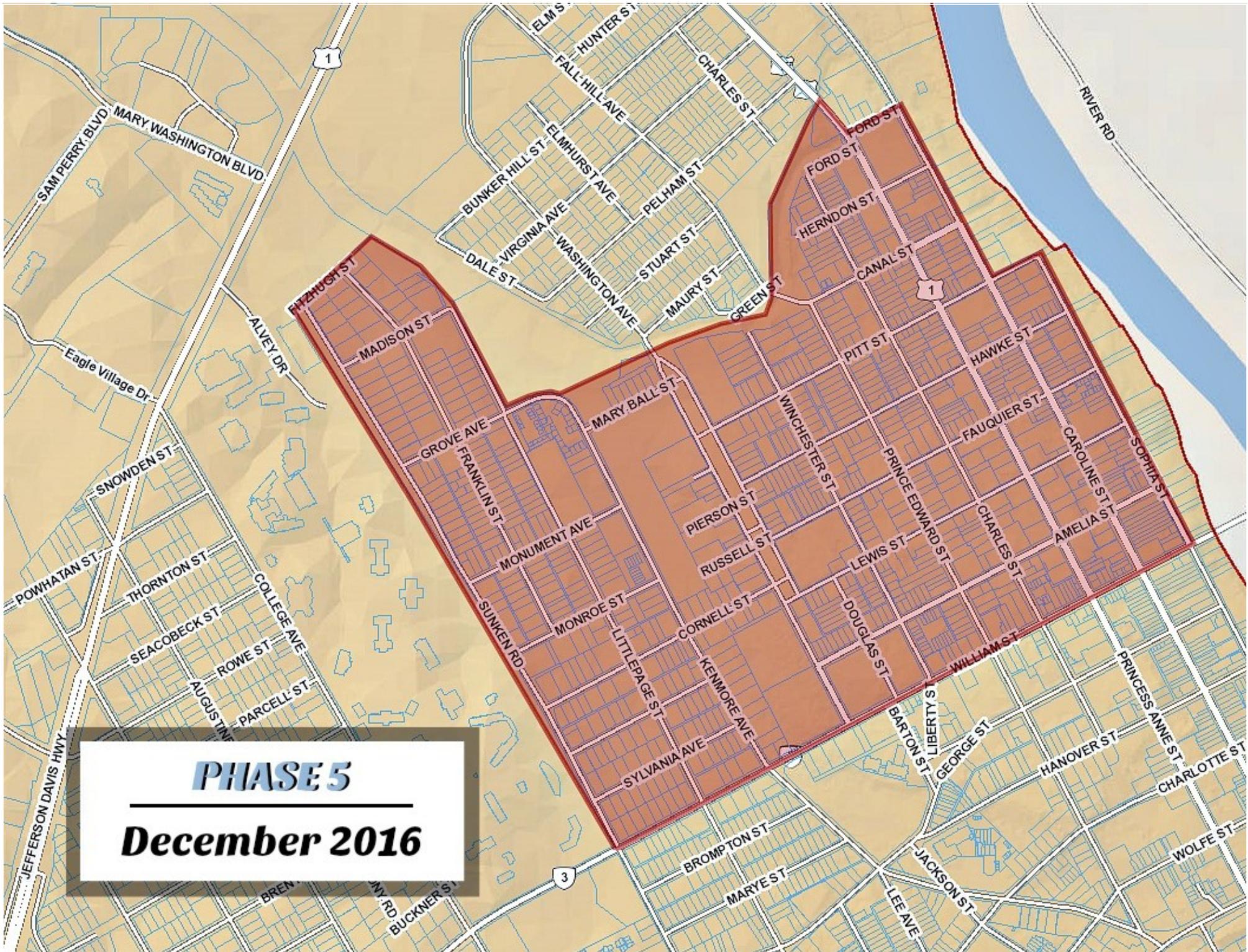
	Date	Estimated Number of Customers	Neighborhoods
Phase 4	October 2016		Downtown south of William Street
Phase 5	December 2016		Downtown north of William Street
Phase 6	January 2017		Normandy Village; Elwood City; Elmhurst and properties west of the canal
Total	-	1,900	-

*Properties which will not be converted:

- Downtown Central Business District
- Central Park Townhomes
- Olde Greenwich Townhomes
- Idlewild (currently served by private contractor)
- Summerfield



PHASE 4
October 2016



PHASE 5

December 2016



CITY COUNCIL MEETINGS & EVENTS CALENDAR

City Hall Council Chambers, 715 Princess Anne Street, Fredericksburg, VA 22401

9/26/16	4:00 p.m.	Doris Buffett Pool Re-Naming Ceremony and Reception	Dixon Park Pool
9/27/16	4:30 p.m. 5:30 p.m. 7:30 p.m.	Ribbon Cutting for Radio System Work Session <ul style="list-style-type: none"> • Discussion on UDO Amendments/ Proffers Regular Session	Police Department Suite, Room 218 Chambers
10/9-11		VML Annual Conference	VA Beach Convention Center
10/11/16 Meeting Canceled		No Work Session or Regular Meeting	
10/14 and 15	8 a.m. – 5 p.m.	Council Off-Site	Historic Kenmore Plantation, 1201 Washington Ave, Fleming-Smith Room
10/18/16	7:00 p.m.	Work Session (tentative)	Suite, Room 218
10/25/16	5:30 p.m. 7:00 p.m. 7:30 p.m.	Planning Commission Interviews Wall of Honor Reception Regular Session	Suite, Room 218 Chambers Chambers
11/8/16	5:30 p.m. 7:30 p.m.	Work Session Regular Session	Suite, Room 218 Chambers
11/9/16	TBD	Legislative Dinner	Stafford UMW Campus
11/15/16	7:00 p.m.	Work Session with Economic Development Authority	Large, Room 214

11/22/16	5:30 p.m.	Work Session	Suite, Room 218
	7:30 p.m.	Regular Session	Chambers
12/13/16	5:30 p.m.	Work Session	Suite, Room 218
	7:30 p.m.	Regular Session	Chambers

