

City of Fredericksburg, Virginia

City Council

AGENDA

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. Jason N. Graham, Ward One
Hon. Timothy P. Duffy, Ph.D., Ward Three
Hon. Charlie L. Frye, Jr., Ward Four

**May 26, 2020
7:30 p.m.**

Mary Katherine Greenlaw, Presiding

The City Council Meeting will hold an e-meeting pursuant to and in compliance with City Council Ord. 20-05. The public is encourage to access the meeting though the broadcast on Cox Channel 84 and Verizon Channel 42. The meetings can also be viewed on our www.regionalwebtv.com/fredcc or Facebook live at www.facebook.com/FXBGgov

Agenda

1. Call To Order

"This Meeting is being held electronically by "Go to Meeting" application, pursuant to City Council Ordinance 20-05, An Ordinance to Address Continuity of City Government during the Pendency of a Pandemic Disaster.

The members participating are: [List members by name]

Members of the public have been invited to access this meeting by public access television Cox Channel 84, Verizon Channel 42, online at www.regionalwebtv.com/fredcc on Facebook Live at facebook.com/FXBGgov

2. Invocation

Councilor Charlie L. Frye, Jr.

3. Pledge Of Allegiance

Mayor Mary Katherine Greenlaw

4. Presentations

A. COVID-19 Update – Chief Mike Jones

5. **Public Hearing**

Citizens who wish to participate in the public hearing will be able to send their comments in writing by (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, (3) through a form on our website [HTTPS://WWW.FREDERICKSBURGVA.GOV/677/PUBLIC-COMMENT](https://www.fredericksburgva.gov/677/public-comment) or (4) email to the Clerk of Council. Comments must be received at least one hour in advance of the meeting – for example, comments will be accepted until 4:30 p.m. on nights with a 5:30 work session. The plan is to read these comments out loud during the public comment portion of the City Council meeting. The standard rules apply to public comments: the person must identify himself or herself by name and address, including zip code, limit his or her remarks to 5 minutes or less (read aloud), and address a topic of City business. Public comments submitted during the meeting, through the Facebook Live streaming video, will not be considered part of the official public comments of the meeting.

A. Fiscal Year 2021 Budget Public Hearing

Documents:

[5A BUDGET.PDF](#)

6. **Comments From The Public**

Citizens who wish to participate in the public comment period will be able to send their comments in writing by (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, (3) through a form on our website [HTTPS://WWW.FREDERICKSBURGVA.GOV/677/PUBLIC-COMMENT](https://www.fredericksburgva.gov/677/public-comment) or (4) email to the Clerk of Council. Comments must be received at least one hour in advance of the meeting – for example, comments will be accepted until 4:30 p.m. on nights with a 5:30 work session. The plan is to read these comments out loud during the public comment portion of the City Council meeting. The standard rules apply to public comments: the person must identify himself or herself by name and address, including zip code, limit his or her remarks to 5 minutes or less (read aloud), and address a topic of City business. Public comments submitted during the meeting, through the Facebook Live streaming video, will not be considered part of the official public comments of the meeting.

7. **Council Agenda**

8. **Consent Agenda**

A. Resolution 20-___, Initiating An Amendment To The 2015 Comprehensive Plan To Amend Chapter 11, "Planning Areas," To Change The Future Land Use Of Planning Area 5B

Documents:

[8A COMP PLAN AMEND.PDF](#)

B. Transmittal Of Board And Commission Minutes

B.i. Economic Development Authority – March 9, 2020

Documents:

[8B1 EDA 3-9-20.PDF](#)

B.ii. Economic Development Authority – March 23, 2020

Documents:

[8B2 EDA 3-23-20.PDF](#)

B.iii. Economic Development Authority – April 13, 2020

Documents:

[8B3 EDA 4-13-20.PDF](#)

9. **Minutes**

A. Work Session – May 5, 2020

Documents:

[9A 5-5-20 WORK SESSION MINUTES.PDF](#)

B. Public Hearing – May 12, 2020

Documents:

[9B 05-12-20 PUBLIC HEARING MINUTES.PDF](#)

C. Regular Session – May 12, 2020

Documents:

[9C 05-12-20 REGULAR SESSION MINUTES.PDF](#)

10. **City Manager Agenda**

A. Resolution 20-___, Granting A Special Use Permit For Eufhoria, A Retail Sales Establishment At 915 Lafayette Blvd., Unit D

Documents:

[10A EUFLORIA.PDF](#)

B. CDBG Cares Act

- Resolution 20-___, Approving the Community Development Block Grant 2015-2020 Consolidated Plan And 2019-2020 Annual Action Plan Substantial Amendment to

Incorporate CDBG-CV Funds

- Resolution 20-___, Approving the Community Development Block Grant Citizen Participation Plan

Documents:

[10B CDBG FUNDS.PDF](#)

- C. Resolution 20-___, Authorizing The City Manager To Execute The Fiscal Year 2020 Asphalt Rehabilitation Program Contract With Fredericksburg Asphalt And Paving In The Amount Of

Documents:

[10C ASPHALT REHAB.PDF](#)

- D. Resolution 20-___, Initiating An Amendment To The Comprehensive Plan To Update Fredericksburg's Transportation Projects Identified In The FAMPO 2040 Constrained Long Range Plan And Projects Not Yet Included In The Long Range Plan

Documents:

[10D COMP PLAN AMEND TRANSP.PDF](#)

- E. City Manager's Update

Documents:

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

- F. Calendar

Documents:

[10F CALENDAR.PDF](#)

11. Adjournment



MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Mark Whitley, Assistant City Manager
RE: City Budget Public Hearing
DATE: May 21, 2020 (for the May 26, 2020 City Council Meeting)

ISSUE

The City Council is asked to conduct a remote public hearing on May 26, 2020 for the FY 2021 City Budget.

RECOMMENDATION

No City Council action is required at this meeting. The goal of the public hearing is to hear public comments, provided remotely, on the City budget. Comments will be accepted at this meeting and will continue to be accepted until 4:30 p.m. June 9, 2020, in accordance with Ordinance 20-05, *An Ordinance to Address Continuity of City Government During the Pendency of a Pandemic Disaster*.

BACKGROUND

Remote Public Hearing Background

The City Council has been meeting remotely in response to the COVID-19 pandemic. State law requires that before the FY 2021 budget is adopted, a public hearing is to be held. The procedures for the public hearing on the budget are as follows:

- The City Council shall open the public hearing comment period, receive any comments that may have been submitted in advance, and continue the matter to the next meeting (in this case, the City Council meeting of June 9, 2020).
- Public comments may be reviewed in writing up to 1 hour prior to the next meeting, addressed to the Clerk of Council or other official designated by the Public Entity, by U.S. Mail, e-mail, hand delivery to the drop box located by the front door of City Hall; and by form on the City Web site: www.fredericksburgva.gov/877/public-commentor.
- Public comments will be compiled by the Clerk of Council and delivered to the City Council for review at or before the meeting, and be made part of the meeting record.

Advertisement for the City Budget

The City staff advertised the public hearing on the City Budget on May 19, 2020. It is essential to note that the advertisement is for fiscal planning purposes only, and the staff is still working to refine budget recommendations for FY 2021.

Funding for Fredericksburg City Public Schools has been approved by City Council on May 20, 2020. The public hearing will cover the remainder of the City budget, including the main operating fund, the General Fund. Other operating funds included in the public hearing include the City

Grants Fund, the Stormwater Management Fund, the enterprise funds (Water, Sewer, Transit, Parking), the Social Services Operating Fund, the Children’s Services Act Fund, and several smaller special revenue funds. Debt Service funds and fiduciary funds, where the City serves as the fiscal agent for other entities, are included as well.

Capital Funds are also included in the advertisement. The City proposes to adopt a much-reduced capital budget for FY 2020, and bring forward for City Council’s consideration a full capital improvements plan that is amended based upon the pandemic later this summer.

The Funding for the City School Operating Fund was approved at 75% appropriation, and staff will recommend a similar plan for the City’s General Fund. The City Council retains the option to amend the budget at any time, as new information or conditions warrant.

Here is a table that includes proposed revisions to the City Manager’s Recommended Budget presented March 10. These are for the City’s General Fund sources – revenues, transfers in, and fund balance usage.

	FY 2021 Rec. (March 10)	Revised FY 2021 Rec.	% Change from March 10	% Change FY20-FY21
GENERAL FUND SUMMARY				
<u>Sources</u>				
Real Property Tax	33,750,000	32,450,000	-3.9%	-1.6%
Sales Tax	12,825,000	10,900,000	-15.0%	-6.8%
Meals Tax	12,450,000	9,400,000	-24.5%	-23.6%
Lodging Tax	1,550,000	1,250,000	-19.4%	-21.9%
Personal Property Tax	9,650,000	8,435,000	-12.6%	-9.8%
PPTRA	1,728,800	1,728,800	0.0%	0.0%
Business License Tax	6,575,000	5,832,500	-11.3%	-9.9%
Telecommunication Sales Tax	1,475,000	1,400,000	-5.1%	-11.1%
Consumer Utility Tax	1,875,000	1,850,000	-1.3%	0.0%
Charges for Services	3,009,900	2,732,300	-9.2%	-5.2%
Permits & Fees	900,700	769,950	-14.5%	12.5%
State Revenues	6,267,500	6,231,250	-0.6%	-0.3%
Federal Aid	90,000	90,000	0.0%	200.0%
Other	6,578,825	6,093,375	-7.4%	-0.5%
Transfers	930,000	930,000	0.0%	0.0%
Fund Balance	3,823,000	5,633,554	47.4%	5.7%
Total	103,478,725	95,726,729	-7.5%	-5.9%

There are several major revisions to the expenditures in City Manager’s original Recommended Budget, which was presented on March 10, 2020, to balance the advertised budget. Highlights of these changes include the following:

- Elimination of most new positions.
- Elimination of the recommendation to increase salaries for City employees by 4% in October.

- Reduction in the City Transfer to Fredericksburg City Public Schools.
- Reduction in the Transfer to Debt Service as a result of a refinancing of the 2011 (A) GO Bonds.
- Inclusion of a one-month premium freeze for health insurance premiums.
- The public safety pay plan allowance of \$500,000 has been reduced to \$100,000.
- Salary reductions have been continued in the advertised budget for the entire fiscal year.
- Reduced support for the Central Rappahannock Regional Library, the Rappahannock Regional Jail, the Rappahannock Juvenile Center Commission, and other partner agencies.

There are no tax rate increases included in the revisions to the recommended budget. The staff does recommend postponement of consideration of fee increases for water and sewer rates and recycling until January of 2021.

Next Steps

The City Council should hear public comments on the newly revised budget.

The first read of the budget is scheduled for June 9, 2020, and second reading is scheduled for June 23, 2020. The staff is continuing to finalize recommendations on the budget, and will incorporate any changes that City Council wishes to make either at first reading or second reading.

FISCAL IMPACT

The public hearing itself does not have a fiscal impact. The recommendations for the advertisement will be modified as determined by City Council for the final FY 2021 budget.

cc: Robyn Shugart, Director of Finance
Doug Fawcett, Assistant City Manager
Brenna Erford, Budget Manager

Attachment: Public Hearing Advertisement



NOTICE OF PUBLIC HEARING

CITY OF FREDERICKSBURG PROPOSED BUDGET FOR FISCAL YEAR 2021

The City Manager's recommended budget synopsis is hereby prepared and published solely for the purpose of fiscal planning and public information. Items shown in the recommended budget do not represent commitments of the City until the City Council has adopted the budget. **The budget is for informative and fiscal planning purposes only; the budget estimates in this ad are based on the best available data at of date of publication and continue to be updated on an ongoing basis.** The City Council will hold a Public Hearing on the school budget **Tuesday, May 26, 2020 at 7:30 p.m.**, in an electronic meeting held under the continuity of Government Ordinance, Ord. 20-05. City Council Chambers will not be open for this meeting. Public access to the meeting will be provided by television broadcast on Cox Channel 84 and Verizon Channel 42 or online at www.regionalwebtv.com/fredcc and www.facebook.com/FXBGgov. Speakers should submit written public hearing comments.

Written public comments received by 4:00 p.m. on Tuesday May 26, 2020 will be read into the record at the public hearing. The City Council will continue to receive written comments until 4:30 p.m. June 9, 2020. The standard rules apply to written comments: the person must identify himself or herself by name and address, including zip code, limit his or her remarks to 5 minutes or less (read aloud) and address the topic of the City Schools budget. People may deliver their written comments by (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, (3) through a form on the City website: <https://www.fredericksburgva.gov/677/public-commentor> (4) email to the Clerk of Council. Persons requiring accommodations to facilitate participation are encouraged to contact the City Manager's Office at (540) 372-1010.

	FY 2019 Actual	FY 2020 Budget	FY 2021 Rec. (March 10)	Revised FY 2021 Rec.	% Change from March 10	% Change FY20-FY21
GENERAL FUND SUMMARY						
<u>Sources</u>						
Real Property Tax	31,928,111	32,970,000	33,750,000	32,450,000	-3.9%	-1.6%
Sales Tax	11,925,147	11,700,000	12,825,000	10,900,000	-15.0%	-6.8%
Meals Tax	11,918,714	12,300,000	12,450,000	9,400,000	-24.5%	-23.6%
Lodging Tax	1,547,989	1,600,000	1,550,000	1,250,000	-19.4%	-21.9%
Personal Property Tax	9,369,094	9,350,000	9,650,000	8,435,000	-12.6%	-9.8%
PPTRA	1,728,833	1,728,800	1,728,800	1,728,800	0.0%	0.0%
Business License Tax	6,482,531	6,475,000	6,575,000	5,832,500	-11.3%	-9.9%
Telecommunication Sales Tax	1,525,200	1,575,000	1,475,000	1,400,000	-5.1%	-11.1%
Consumer Utility Tax	1,850,089	1,850,000	1,875,000	1,850,000	-1.3%	0.0%
Charges for Services	2,657,877	2,880,900	3,009,900	2,732,300	-9.2%	-5.2%
Permits & Fees	1,065,294	684,200	900,700	769,950	-14.5%	12.5%
State Revenues	6,137,302	6,247,600	6,267,500	6,231,250	-0.6%	-0.3%
Federal Aid	94,526	30,000	90,000	90,000	0.0%	200.0%
Other	7,738,463	6,124,193	6,578,825	6,093,375	-7.4%	-0.5%
Transfers	900,000	930,000	930,000	930,000	0.0%	0.0%
Fund Balance	-	5,328,382	3,823,000	5,633,554	47.4%	5.7%
Total	96,869,171	101,774,075	103,478,725	95,726,729	-7.5%	-5.9%

	FY 2019 Actual	FY 2020 Budget	FY 2021 Rec. (March 10)	Revised FY 2021 Rec.	% Change from March 10	% Change FY20-FY21
<u>Uses</u>						
City Council	219,230	237,710	230,464	230,464	0.0%	-3.0%
City Manager	1,020,183	1,012,101	1,010,547	972,336	-3.8%	-3.9%
Clerk of the Council	112,051	114,681	121,821	119,726	-1.7%	4.4%
Clerk of the Circuit Court	728,165	889,511	887,506	887,506	0.0%	-0.2%
Commissioner of the Revenue	829,356	1,372,883	1,119,291	1,100,354	-1.7%	-19.9%
Commonwealth's Attorney	1,374,503	1,573,259	1,577,308	1,545,930	-2.0%	-1.7%
Courts	160,068	211,023	274,789	275,000	0.1%	30.3%
E911 Communications	1,340,263	1,443,153	1,503,686	1,455,000	-3.2%	0.8%
Economic Development	976,762	1,036,630	1,229,232	748,129	-39.1%	-27.8%
Fire	5,548,233	5,827,325	6,269,932	5,900,000	-5.9%	1.2%
Fire - EMS	1,370,022	1,855,107	1,898,235	1,850,000	-2.5%	-0.3%
Finance	847,639	929,778	954,474	923,904	-3.2%	-0.6%
Historic Resources	-	4,100	139,794	76,000	-45.6%	1753.7%
HR	419,917	487,136	574,271	436,400	-24.0%	-10.4%
Insurance	848,765	965,500	1,001,000	1,001,000	0.0%	3.7%
IT	1,724,974	1,850,948	2,152,884	1,960,816	-8.9%	5.9%
Legal Services	348,875	384,557	427,088	411,986	-3.5%	7.1%
Planning	716,096	722,149	788,561	642,206	-18.6%	-11.1%
Building	799,454	853,934	895,579	699,220	-21.9%	-18.1%
ARB/BZA	250	374	1,100	1,100	0.0%	194.1%
Parks, Recreation & Events	2,738,444	3,156,597	3,310,685	2,937,968	-11.3%	-6.9%
Police	8,334,621	8,793,105	9,074,783	8,838,449	-2.6%	0.5%
Public Facilities	2,658,209	3,052,426	3,071,928	2,512,718	-18.2%	-17.7%
Public Information	-	93,212	95,329	93,482	-1.9%	0.3%
Public Works	6,299,342	7,516,876	7,433,750	7,210,738	-3.0%	-4.1%
Risk Management	81,407	115,755	128,122	123,772	-3.4%	6.9%
Sheriff	2,330,646	2,398,330	2,514,714	2,476,627	-1.5%	3.3%
Transportation Division	169,724	157,470	170,271	164,425	-3.4%	4.4%
Treasurer	734,063	900,217	926,780	913,778	-1.4%	1.5%
Voter Registrar	285,458	333,772	441,295	429,121	-2.8%	28.6%
Schools	28,970,392	30,244,710	30,907,628	29,199,266	-5.5%	-3.5%
Correction & Detention	3,597,615	4,434,471	4,207,493	4,022,654	-4.4%	-9.3%
Outside Agencies	2,907,957	3,064,700	3,179,219	3,000,000	-5.6%	-2.1%
OPEB	200,000	-	-	-	0.0%	0.0%
Debt Service	8,271,477	8,622,580	8,127,111	6,542,534	-19.5%	-24.1%
Transfers	7,372,565	7,117,995	6,832,055	4,462,111	-11.8%	-15.4%
TOTAL	95,919,068	101,774,075	103,478,725	95,726,729	-7.8%	-6.3%

Other Funds Summary						
Special Revenue Funds						
<u>Social Services Fund</u>						
Sources	5,562,421	6,500,234	6,690,588	6,657,135	-0.5%	2.4%
Uses	5,517,559	6,500,234	6,690,588	6,657,135	-0.5%	2.4%
<u>City Grants Fund</u>						
Sources	1,611,168	2,262,538	1,568,754	1,568,754	0.0%	-30.7%
Uses	1,487,683	2,262,538	1,568,754	1,568,754	0.0%	-30.7%
<u>Children's Services Act Fund</u>						
Sources	3,278,544	3,924,510	3,899,450	3,879,953	-0.5%	-1.1%
Uses	3,126,173	3,924,510	3,899,450	3,879,953	-0.5%	-1.1%
<u>Fredericksburg Opportunity</u>						
Sources	75,000	96,000	75,000	50,000	-33.3%	-47.9%
Uses	-	96,000	75,000	50,000	-33.3%	-47.9%

<u>Blight Abatement</u>						
Sources	27,113	95,000	95,000	95,000	0.0%	0.0%
Uses	19,200	95,000	95,000	95,000	0.0%	0.0%
<u>Environmental (Stormwater)</u>						
Sources	572,457	970,805	865,000	865,000	0.0%	-10.9%
Uses	511,950	970,805	865,000	865,000	0.0%	-10.9%
<u>Stadium Fund</u>						
Sources	-	-	267,500	1,050,000	292.5%	-
Uses	-	-	267,500	1,050,000	292.5%	-

Component Unit Funds						
<u>Schools</u>						
<u>Operating</u>						
Sources	43,817,839	47,249,053	N/A	47,995,070	-	1.6%
Uses	43,817,839	47,249,053	N/A	47,995,070	-	1.6%
<u>Grants</u>						
Sources	6,198,690	5,596,277	N/A	5,596,277	-	0.0%
Uses	6,198,690	5,596,277	N/A	5,596,277	-	0.0%
<u>Economic Development Authority</u>						
Sources	586,912	154,650	214,650	200,000	-6.8%	29.3%
Uses	457,053	154,650	214,650	200,000	-6.8%	29.3%

Enterprise Funds						
<u>Water Operating Fund</u>						
Sources	8,172,336	5,786,218	6,570,800	6,552,787	-0.3%	13.2%
Uses	3,850,890	5,786,218	6,570,800	6,552,787	-0.3%	13.2%
<u>Wastewater Operating Fund</u>						
Sources	8,325,405	9,390,257	8,736,540	8,726,466	-0.1%	-7.1%
Uses	5,659,942	9,390,257	8,736,540	8,726,466	-0.1%	-7.1%
<u>Transit Fund</u>						
Sources	5,211,736	6,687,093	7,224,829	7,224,829	0.0%	8.0%
Uses	5,152,301	6,687,093	7,224,829	7,224,829	0.0%	8.0%
<u>Parking Fund</u>						
Sources	616,309	1,060,166	772,513	772,513	0.0%	-27.1%
Uses	463,019	1,060,166	772,513	772,513	0.0%	-27.1%

Capital Funds						
<u>School Capital</u>						
Sources	-	-	1,193,000	N/A	700,000	-
Uses	743,332	1,193,000	N/A	700,000	-	0.0%
<u>School Bond Funded Capital</u>						
Sources	-	-	N/A	-	-	0.0%
Uses	-	-	N/A	-	-	0.0%
<u>Public Works</u>						
Sources	8,870,635	17,812,867	N/A	13,731,000	-	-22.9%
Uses	2,768,620	17,812,867	N/A	13,731,000	-	-22.9%
<u>Public Facilities</u>						
Sources	6,303,369	7,628,966	N/A	665,305	-	-91.3%
Uses	1,450,333	7,573,966	N/A	665,305	-	-91.2%
<u>Public Safety</u>						
Sources	895,797	1,404,298	N/A	392,249	-	-72.1%
Uses	529,629	1,404,298	N/A	392,249	-	-72.1%

<u>Water System Improvement</u>						
Sources	-	1,893,436	N/A	2,902,800	-	53.3%
Uses	-	1,893,436	N/A	2,902,800	-	53.3%
<u>Wastewater System Improvement</u>						
Sources	-	12,854,336	N/A	18,788,000	-	46.2%
Uses	-	12,854,336	N/A	18,788,000	-	46.2%

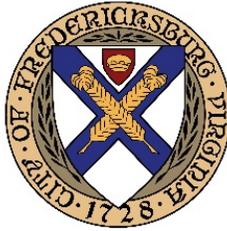
Debt Service Funds						
<u>General Obligation Bond / Revenue Bond Fund</u>						
Sources	4,670,591	4,844,731	4,342,145	2,757,568	-36.5%	-43.1%
Uses	4,356,892	4,844,731	4,342,145	2,757,568	-36.5%	-43.1%
Sources	4,066,645	4,217,750	4,218,246	4,218,246	0.0%	0.0%
Uses	4,220,529	4,217,750	4,218,246	4,218,246	0.0%	0.0%

Trust Funds						
<u>Riparian Lands</u>						
Sources	133,587	95,382	101,103	99,382	-1.7%	4.2%
Uses	87,226	95,382	101,103	99,382	-1.7%	4.2%

Fiduciary Funds						
<u>Rappahannock Regional Criminal Justice Academy</u>						
Sources	1,170,509	1,286,514	1,254,358	1,254,358	0.0%	-2.5%
Uses	1,004,408	1,286,514	1,254,358	1,254,358	0.0%	-2.5%
<u>Rappahannock Area Office on Youth</u>						
Sources	1,439,257	1,422,631	1,735,739	1,735,739	0.0%	22.0%
Uses	1,341,124	1,422,631	1,735,739	1,735,739	0.0%	22.0%
<u>Special Welfare Revenue Fund</u>						
Sources	20,542	35,000	35,000	35,000	0.0%	0.0%
Uses	27,663	35,000	35,000	35,000	0.0%	0.0%
<u>Court Services Unit</u>						
Sources	233,164	284,279	269,029	269,029	0.0%	-5.4%
Uses	230,003	284,279	269,029	269,029	0.0%	-5.4%
<u>Celebrate Virginia South CDA</u>						
Sources	2,458,892	1,746,150	1,746,150	1,746,150	0.0%	0.0%
Uses	2,458,892	1,746,150	1,746,150	1,746,150	0.0%	0.0%

Citizens may review the Fiscal Year 2021 City Manager's Recommended Budget online at the City's Web Site www.fredericksburgva.gov.

Mary Katherine Greenlaw
Mayor



MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Mike Craig, Senior Planner
DATE: May 15, 2020 (for the May 26 Council meeting)
SUBJECT: Re-initiation of JFH Fredericksburg II, LLC’s request for an amendment to the 2015 Comprehensive Plan and Future Land Use Map for Area 5B.

ISSUE

Should the Council adopt a resolution re-initiating amendments to the 2015 Comprehensive Plan to sub-planning area 5B and the Future Land Use Map?

RECOMMENDATION

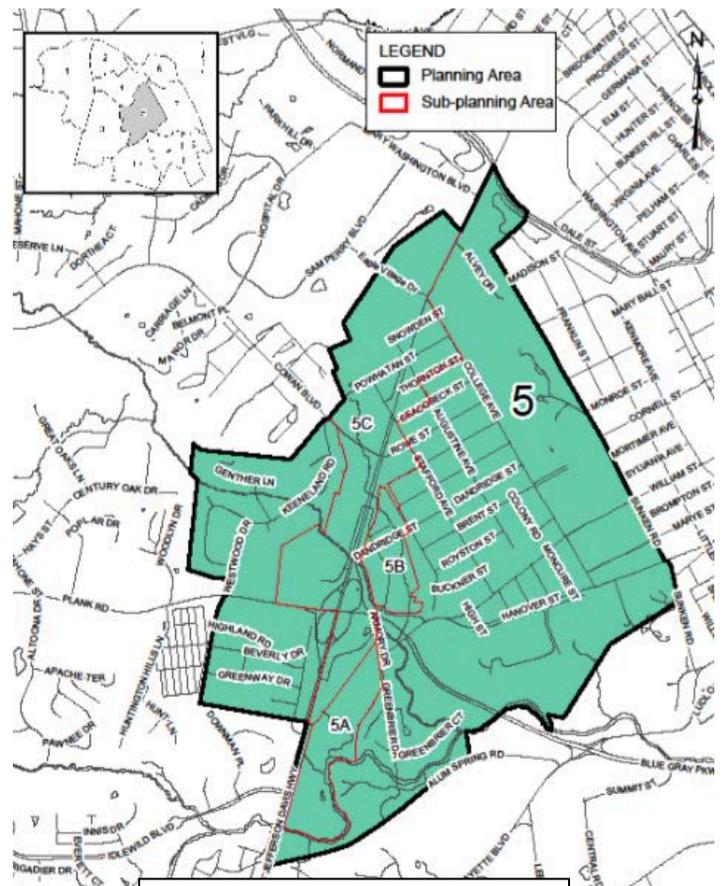
Approve the resolution directing the Planning Commission to initiate a Comprehensive Plan Amendment as described.

NEED FOR RE-INITIATION

JFH Fredericksburg II, LLC requests consideration of a Comprehensive Plan amendment to sub-planning area 5B. The change would enable consideration of a rezoning and vacation of right-of-way request to redevelop a portion of the area between US Route 1, Spotsylvania Avenue, Rappahannock Avenue, and Brent Street for commercial and office use.

The City Council initiated a Comprehensive Plan amendment for review at its September 24, 2019 meeting. The amendment was intended to be reviewed along with a proposed zoning map amendment for the Cowan Station project (consisting of approximately 60,000 square feet of commercial / office space) within area 5B.

The rezoning application was delayed while the Applicant worked through some infrastructure challenges on the site. The rezoning application was submitted on February 28 and was scheduled for public hearing with the Planning Commission on April 8. More than 60 days have elapsed since the original amendment initiation, so it is requested that City Council renew the initiation to restart the timeline for review starting at the Planning Commission’s June 17 meeting.



Comprehensive Plan page 11 (5)-2

BACKGROUND

Area 5 is centered on the intersection of Route 3 and Route 1 and includes the College Heights and Greenbrier neighborhoods as well as the University of Mary Washington. Sub Planning Area 5B is located at the northeast quadrant of the intersection of Route 3 and Route 1. This land was originally platted by the Fredericksburg Development Company and annexed into the City in 1951.

The existing land use pattern has remained much unchanged since the annexation. The former Fredericksburg Mobile Home Park makes up the northern end of 5B and is between U.S. Route 1 and Dandridge Street with frontage on Spotsylvania. The Payne Street right-of-way was vacated for use by the mobile home park in 1964. The mobile home park has been closed and vacant since March 2019.

The southern end of area 5B includes a cluster of semi-industrial, commercial, and office uses. They are oriented to Olde William Street, which was a primary east-west highway prior to the construction of the Blue and Gray Parkway.

Area 5B is functionally separated from the College Heights neighborhood by the 175-foot-wide VEPCO Dominion Power Transmission Line. Though the rights-of-way of Brent and Buckner Streets are platted through this area, they are currently unimproved. Dandridge Street is a public street, which served the mobile home park and adjacent lots, but does not connect to Rappahannock Avenue. A large portion of the area is currently undeveloped with rolling topography. A stream runs through the area between Spotsylvania and Rappahannock Avenues. The southern portion of the stream is perennial, which requires a 100 foot wide Resource Protection Area buffer.

ANALYSIS

The area was originally designed as a continuation of the College Heights neighborhood with small lots on gridded streets. However, existing site conditions make expansion of the existing neighborhood pattern challenging. 5B has proximity to Route 1, is physically separated from the College Heights neighborhood, and has conditions (the stream and transmission line) that limit the potential for connectivity.

Currently, the Future Land Use Map designates this area as ‘Medium Density Residential’. The Comprehensive Plan states that this area: *has the potential to be redeveloped at a higher intensity. Potential uses include student housing as well as a mix of commercial and residential uses, as has occurred at Eagle Village. The basis of this level of development would be to provide much needed student housing and allow the College Heights neighborhood to recover from excessive numbers of rental uses. Redevelopment plans would need to be designed to become a positive contribution to the neighborhood and help reestablish itself as an owner-occupied community.* The president of Mary Washington University was asked about its interest in this property as a new location for student housing. He said the University plans on utilizing its existing owned land (on William Street and in Eagle Village) to provide additional housing when necessary in the next 5 – 10 years. In addition, he indicated that the University is not planning to expand enrollment and is focusing housing plans on improving existing facilities.

Amendments to the Comprehensive Plan and Future Land Use Map are necessary to change the designations from low density residential use to more appropriate designations that would allow for the property owner’s desired redevelopment strategy.

The ‘General Commercial’ designation is appropriate on the northern end of 5B where the area has frontage, access, and visibility to Route 1. 5B is uniquely positioned near major roadways, regional transit, and two major institutional anchors: Mary Washington Hospital and the University of Mary

Washington. The location, coupled with its accessibility from U.S. Route 1, could provide space for some level of economic development in the form of commercial and office activity. Any increase in the intensity of the use of this area should interface appropriately with the adjacent neighborhood. While automobile connections may be inappropriate, pedestrian connections would provide a link and destination between neighborhoods and local goods and services. Buffering should also be used to mitigate impacts to the neighborhood from commercial use. High impact auto-centric uses should be limited or considered only under special review.

The remainder of the area should be designated 'Commercial - Transitional / Office'. The area has more environmental features than the northern portion of 5B and does not have direct access to major roadways. It is thus better suited as a transitional area.

NEXT STEPS

Approving the initiation resolution would permit the proposed Comprehensive Plan amendment to be reviewed concurrently with a rezoning request from JFH Fredericksburg II, LLC. The two items, along with a request to vacate the portion of Dandridge Street surrounded by the JFH Fredericksburg II, LLC's property and to re-align the Spotsylvania Avenue right-of-way in the vicinity of the project, will be referred to the Planning Commission for public hearing. It will then return the City Council for public hearing and final consideration.

ATTACHMENTS

1. Request for Amendment to the Comprehensive Plan
2. Resolution Initiating Comprehensive Plan Amendments
3. Proposed Comprehensive Plan Amendments – Area 5B Text
4. Current and Proposed Comprehensive Plan Amendment – Future Land Use Map

JFH – FREDERICKSBURG II, LLC
1005 SOPHIA STREET
FREDERICKSBURG, VIRGINIA 22401
PHONE: 540 / 899 – 3825 EMAIL: JEH@JARRELLINC.COM

August 30, 2019

CITY OF FREDERICKSBURG
CITY HALL
715 Princess Anne Street
Fredericksburg, Virginia 22401

Attention: Mayor Mary Katherine Greenlaw
Members of City of Fredericksburg’s City Council
Fredericksburg City Staff

Re: Request for Amendment to the Comprehensive Plan

To the Honorable Mayor, Members of our City Council and our City Staff:

JFH Fredericksburg II, LLC respectfully calls on the Mayor and Members of the City of Fredericksburg’s City Council to take up and to consider an Amendment to the Comprehensive Plan, requesting Land Use Planning District 5B be revised to allow Commercial – Highway zoning designation.

“Cowan Station,” our proposed professional office park, sits on 7.05 acres that is currently known as the Fredericksburg Mobile Home Park. The proposed office park parcel consists of forty-five separate (45) lots, totaling 7.05 acres of land, located on the East side of U.S. Route 1, North of the Route 3 junction and South of the Cowan Boulevard intersection, in the City’s Land Use Planning District 5B. The property was most recently zoned and used as a mobile home park, with a layout that provided for as many as 40 potential lots for the placement of individual residential mobile homes, under the zoning designation of C-T, RM-H and R-4. The properties adjacent to Cowan Station have zoning designations of C-T and R-4.

The Applicant proposes a formal Amendment to the zoning designation shown in Land Use Planning District 5B of the Comprehensive Plan, more specifically to the Cowan Station parcels, to a designation of Commercial – Highway (C – H). The property’s location, as a gateway to the City’s Route 1

commercial corridor, as a boundary to the extended Downtown economic district and as a point of connection to our pathways, provides that a C – H designation is the best fit.

Although it is permitted under C – H zoning, there is no desire for any automobile related operations to occupy these spaces, as such “uses” permitted under C – H, i.e. automobile related businesses, will be voluntarily abandoned. In furtherance of our commitment, we specifically provide that the following types of businesses shall explicitly prohibited in this office park development: adult establishment, convenience store with gasoline, gasoline sales, tattoo / piercing establishment, automobile sales and rental, automobile service, automobile towing and storage, and restaurant – fast food.

Function established through a slower build out of the entire property and established by the needs of the occupants of the park, as well as the community, takes time to evolve. Demand may call for a bike shop, a specialty eating establishment or fitness center, which could each be permitted under a broader scoped C – H zoning district, without each and every occupant facing the possibility of a special use permit.

Further, the General Development Plan prepared for Cowan Station illustrates the construction of six separate, independently standing professional office suites, of 6,500 sq.ft., providing a total available space of 39,000 sq.ft. Each of the individual buildings will have the flexibility to host from one and up to four offices / businesses, under each roof. Businesses attracted to this office park are expected to operate within the normal business hours of 7:00 a.m. – 12:00 a.m.

With this prime regional location and with a close proximity to the University of Mary Washington and the Mary Washington Healthcare’s main full-service hospital, target occupants for this space will be a medical and dental office, medical laboratory, governmental office, business and professional service, retail sales establishment, microbrewery, restaurant with indoor and outdoor seating and other collateral businesses, which could directly serve those working on the property, living the adjacent neighborhoods and residing in the City.

Highway traffic in the center of the Fredericksburg region is challenging, to say the least. Cowan Station seeks to take advantage of all available means to get around. Yes, the highways will remain a main focus of

transportation to and from Cowan Station for the foreseeable future; but the project also benefits from being near the "Hub" of it all.

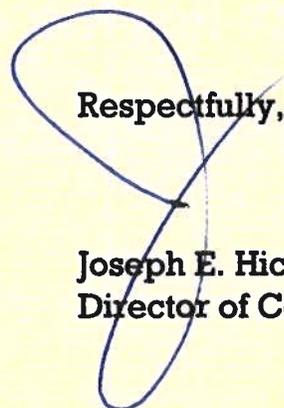
Cowan Station will provide pathways and sidewalks to integrate into the City's designated pathway system, contributing to the non-motorized connectivity for our residents and local commercial activity. Collaterally, there are no 4-wheeled vehicle roadway connections into or with the College Heights neighborhood. The open space and environmentally sensitive areas, which make up nearly sixty percent (60%) of this project, will be respectfully handled in the project and will be respectfully incorporated into the Cowan Station pathway design.

In addition, a more and more essential means of local travel is the Fred bus system. The central station for the Fred bus system is our local bus station, easily accessible to / from Cowan Station by sidewalk or pathway. Every Fred route makes its way to us. More importantly, Fred is the easiest path in our area to assist people to step up their income earning potential. With access to this public transportation, all of the residents in the City, along with many in the surrounding regional area, have access to the potential higher wage employment that can be available at this employment center.

Finally, Cowan Station seeks to create a professional office park, in an area of the City that needs rehabilitation. From the start of our concept, we opened our plans to the needs, wants and "not wants" of the City and the surrounding community. In the end, this is a project that will provide well for the City, our neighbors and the Region for a long time to come.

Thank you for your attention, in consideration of this request for an Amendment to the Comprehensive Plan for the City of Fredericksburg.

Respectfully,



Joseph E. Hicks
Director of Community Relations



May 26, 2020
Regular Meeting
Resolution No 20 -__

MOTION:

SECOND:

RE: Initiating an Amendment to the 2015 Comprehensive Plan to Amend Chapter 11, "Planning Areas," to Change the Future Land Use of Planning Area 5B

ACTION: APPROVED: Ayes: 0; Nays: 0

JFH-Fredericksburg II, LLC is the owner of property designated in the 2015 Comprehensive Plan, Chapter 11, "Future Land Use," as Planning Area 5B. JFH wrote to City Council on August 30, 2019, to request an amendment to the future land use designation of this parcel, in order to support a proposed office park, described more particularly in the letter.

City Code §72-22.2 and Code of Virginia §15.2-2229 govern the process for amendments to the local comprehensive plan. The governing body may prepare an amendment and refer it to the planning commission for public hearing within 60 days or such longer time frame as may be specified. In acting on any amendments to the plan, the governing body shall act within 90 days of the local planning commission's recommending resolution.

City Council adopted Resolution 19-82, Initiating an Amendment to the 2015 Comprehensive Plan to amend Chapter 11, "Planning Areas," to change the future land use of Planning Area 5B, on September 24, 2019. However, this amendment was not heard by the Planning Commission, due to delays in the submission of land use applications for the new development. Those applications are now complete and ready for review.

Therefore, the City Council hereby resolves to initiate amendment to the 2015 Comprehensive Plan Chapter 11, "Future Land Use," Planning Area 5B. The proposed amendment is described in an exhibit entitled "Comprehensive Plan Amendment, Chapter 11, Planning Area 5B," dated _____. The amendments are referred to the Fredericksburg Planning Commission for public hearing and recommendation within 60 days.

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. 20-__ duly adopted at a meeting of the City Council meeting held March 20, 2020 at which a quorum was present and voted.

Tonya B. Lacey, MMC
Clerk of Council

LAND USE POTENTIAL

This planning area has been extensively developed and is beginning to see extensive redevelopment. The College Heights and College Terrace neighborhoods are attractive and accessible, due to their traditional street grid. College Terrace is not going to change much, except for a limited amount of infill development and additions to homes. College Terrace will also be considerably enhanced by a systematic reclamation of the existing alleys, which will relieve on-street parking and keep service functions at the rear of properties. College Heights, on the other hand, is more subject to the influences of the University of Mary Washington and of the U.S. Route 1 Bypass. As redevelopment occurs in the College Heights area, the highly functional street grid will need to be respected and kept intact.

TABLE 11-24 LAND USE POTENTIAL IN PLANNING AREA 5

SUB PLANNING AREA	SIZE	CURRENT ZONING	RECOMMENDED USE
5A	34.7 acres	R-2 Residential	Low Density Residential
5B	30 acres	Commercial Transitional, R-4 Residential, and Mobile Home	Commercial-General; Commercial-Transitional/Office
5C	1.3 miles of the U.S. Route 1 Bypass Corridor	Planned Development-Medical Campus, Commercial-Highway, Commercial-Shopping Center, Commercial-Transitional/Office, R-12 Residential	Commercial-General; Commercial-Transitional/Office; Institutional

SUB PLANNING AREA 5A

This 34.7-acre tract is controlled by the University of Mary Washington and has frontage on the U.S. Route 1 Bypass as well as Greenbrier Drive. Potential uses include student housing, but there could also be a potential mix of commercial and residential uses, as has occurred at Eagle Village. This level of development could provide much needed student housing and allow the College Heights neighborhood to recover from excessive numbers of rental units and reestablish itself as an owner-occupied community.

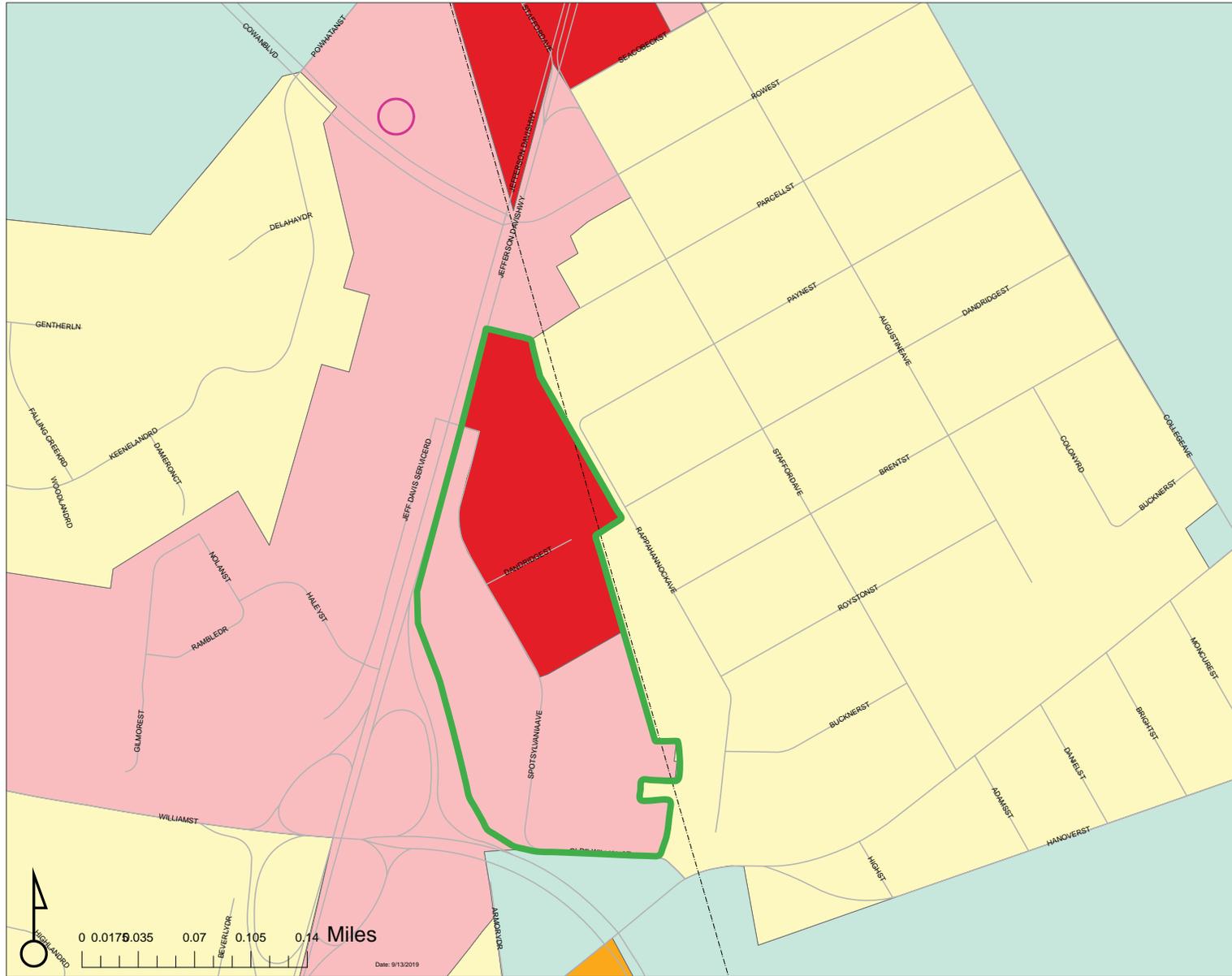
SUB PLANNING AREA 5B

The northeast quadrant of the intersection of State Route 3 and U.S. Route 1 exists currently as a remnant of the original Fredericksburg Development Company's platting with an assemblage of uses. Natural features and the Dominion Transmission Line functionally separate this area from the College Heights Neighborhood. The original configuration of streets and small lots is no longer practical particularly given the proximity to U.S. Route 1 and disconnection from College Heights. The existing layout, including vestiges of undeveloped rights-of-way, could be reassembled to support future evolution of the site. This area is uniquely positioned near major roadways, regional transit, and two major institutional anchors and could provide space for commercial and office activity. Serving as a walkable center, future development should link neighborhoods and local goods and services. A cohesive redevelopment could provide new uses where appropriate buffering ensures minimal effect to the adjoining neighborhood. To ensure this sensitivity, automobile centered uses and activities should only be considered under special review.

SUB PLANNING AREA 5C (U.S. ROUTE 1 BYPASS CORRIDOR)

The U.S. Route 1 Bypass/Jefferson Davis Highway became functional when a new Falmouth Bridge was completed in the 1940s, providing a way for travelers to avoid driving through downtown Fredericksburg when they did not intend to stop there. Commercial development followed the new traffic pattern and over the years a great variety of uses have gravitated to that roadway. A more cohesive commercial corridor could provide appropriate transitional land uses between the commercial activity along the highway and the nearby residential neighborhoods.

FUTURE LAND USE - PROPOSED



Legend

LAND USE DESIGNATION

TRANSECTS

- Civic
- T1
- T3E
- T3
- T4
- T4M
- T5M
- T5C
- T5W

RESIDENTIAL

- Low Density
- Medium Density
- High Density
- Planned Development/Mixed Use

COMMERCIAL

- Transitional/Office
- Downtown
- General Commercial
- Planned Development/Commercial

INDUSTRIAL

- General Industrial
- Light/ Research & Development

OTHER

- Institutional
- Parkland
- Preservation

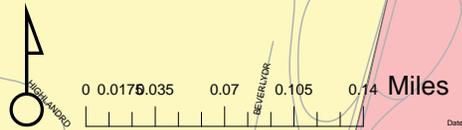
CENTERLINES

- Existing
- Planned

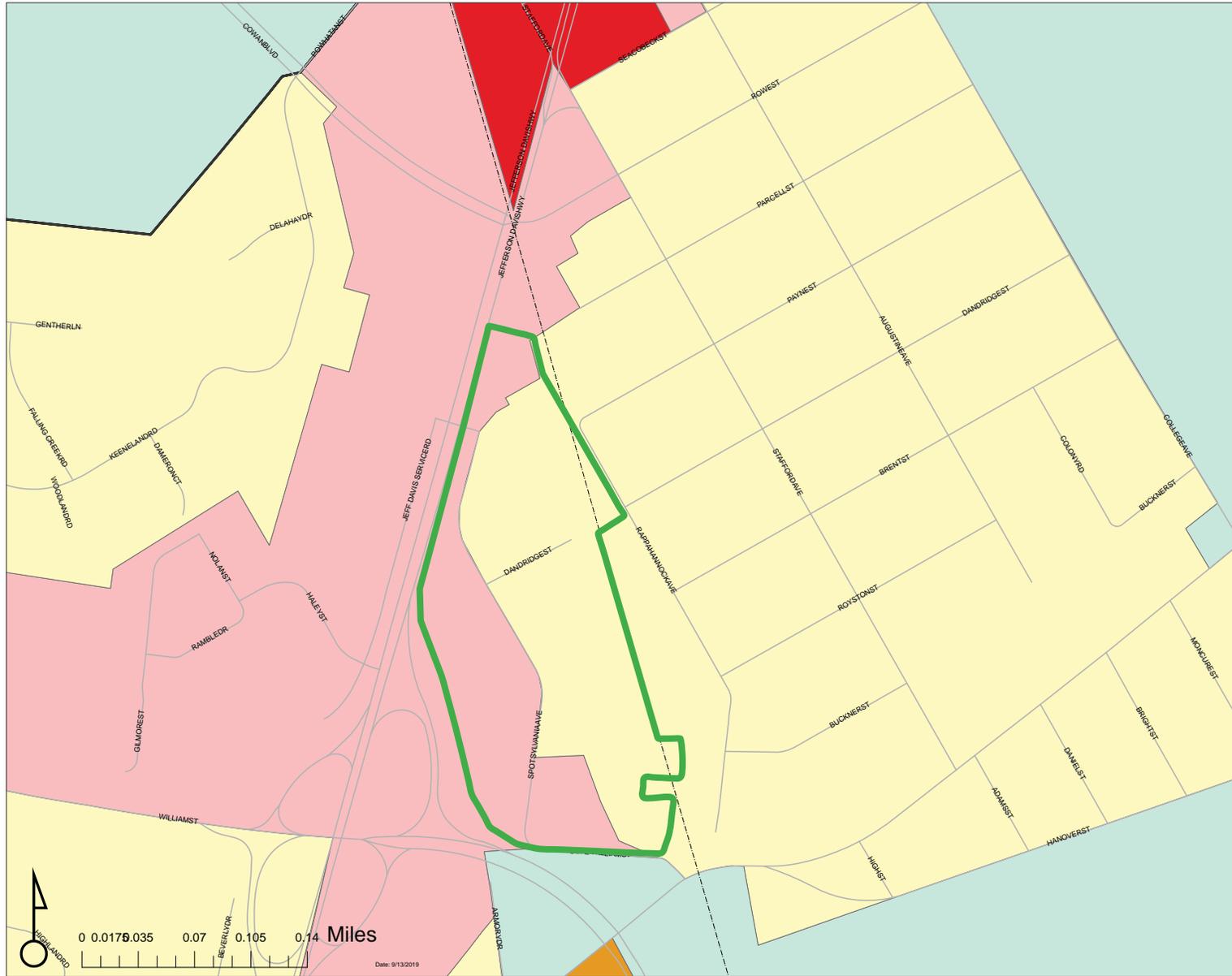
Area Plan Boundaries

Power Lines

Proposed Interstate Interchange



FUTURE LAND USE



Legend

LAND USE DESIGNATION

TRANSECTS

- Civic
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CENTERLINES

- Existing
- Planned

Area Plan Boundaries

Power Lines

Proposed Interstate Interchange



FREDERICKSBURG
ECONOMIC
DEVELOPMENT
AUTHORITY

706 Caroline Street
Fredericksburg, VA 22401

(540) 372-1216
(540) 372-6587 Fax

ECONOMIC DEVELOPMENT AUTHORITY MINUTES (EDA)

March 9, 2020

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, March 9, 2020 beginning at 8:30 a.m. in the Suite at City Hall.

EDA MEMBERS PRESENT. Beth Black Chair, presiding. Will Mackintosh, Lee Murray, Suzy Stone, Mitzi Brown and Bill Beck.

ABSENT. Chris Waller.

ALSO PRESENT. CTP+ Marketing & Consulting: Gordon Duncan; Fredericksburg Regional Alliance: Curry Roberts; Public Sculpture Project Director: Preston Thayer; Free Lance-Star: Cathy Jett; City of Fredericksburg: Charles Johnston, Sonja Cantu; EDA Counsel: Blanton Massey; Department of Economic Development and Tourism: Bill Freehling, Director; Angela Freeman, Business Development Manager; Amy Peregoy, Economic Development Specialist; Danelle Rose, Visitor Center Manager.

DETERMINATION OF QUORUM. Mitzi Brown.

AGENDA. Chair Black requested Item 12F after Item 5.

MOTION by Bill Beck, seconded by Will Mackintosh, the amended agenda was approved: Ayes (6); Nays (0); Absent from Meeting (1).

PUBLIC COMMENTS. None.

APPROVAL OF MINUTES.

MOTION by Mitzi Brown, seconded by Bill Beck the minutes from the February 10, 2020 regular meeting were approved: Ayes (6); Nays (0); Absent from Meeting (1).

PRESENTATION BY PRESTON THAYER, DIRECTOR, PUBLIC SCULPTURE PROJECT, FUNDING REQUEST 2020-21. Chair Black introduced Mr. Thayer. Mr. Thayer gave a brief overview of the following: sponsorship found for two art locations, four permanent art locations, two artists have donated art, two pieces of art purchased, Parks, Recreation and Events have included a page in their catalog for the art, and signs were produced for each piece of art located at each site. Mr. Preston requested \$4,000 for two installations of art. The board briefly discussed the art and an arts trail.

MOTION by Suzy Stone, seconded by Bill Beck the board approved \$4,000 for two installations of art: Ayes (6); Nays (0); Absent from Meeting (1).

COMMITTEE REPORTS.

- f. **Chatham Bridge Rehab Committee** – Ms. Brown informed the board the committee along with Danelle Rose and Sonja Cantu have been in discussions with CTP Marketing & Consulting regarding a campaign when the Chatham Bridge closes. Ms. Brown briefly discussed the campaign (see below).

PRESENTATION BY CURRY ROBERTS, PRESIDENT, FREDERICKSBURG REGIONAL ALLIANCE (FRA), FRA UPDATE AND REGIONAL INDUSTRIAL FACILITIES AUTHORITY (RIFA) Chair Black introduced Mr. Roberts. Mr. Roberts updated the board on the following: statics, job growth, population growth, cost of doing business, metrics, projects, assisted localities, announcements, Workforce Study 2019, Updated Cluster Analysis and their marketing calendar. He informed the board on the Regional Industrial Facility Authority (RIFA). (Please request presentation from the Economic Development & Tourism office.). There was a brief question and answer segment.

COMMITTEE REPORTS – CONT'D.

- f. **Chatham Bridge Rehab Committee** – Mr. Duncan gave an overview of CTP Marketing & Consulting along with he and his partner's backgrounds. He reviewed the closing of the Chatham Bridge. He introduced his "We build the bridge" campaign. He informed the board on the following: advertising, promotion, publicity, public relations, sales, communication and marketing. CTP would enlist the businesses as Bridge Builders. CTP will handle seasonal promotions and social media. Their partnership with the EDA's Chatham Bridge Rehab Committee, Danelle Rose and Sonja Cantu will create each month's marketing campaign. The services will cost \$41,250. There was a brief question and answer segment.

MOTION by Bill Beck, seconded by Suzy Stone the board approved \$41,250 for the marketing campaign presented by CTP Marketing & Consulting.: Ayes (6); Nays (0); Absent from Meeting (1).

PRESENTATION BY CHARLES JOHNSTON, DIRECTOR, COMMUNITY PLANNING AND BUILDING, PARKING CODE UPDATE. Chair Black introduced Mr. Johnston. Mr. Johnston updated the board on the following: Comprehensive Plan Policies, Creation of New Maker Districts, Walker Parking Action Plan, Achieving Walkable Mixed-Use Urban Places, Smart Code Model, Shared Parking Factor, Required Number of Spaces (residential, lodging, office, urban, retail), and Downtown Parking District (change boundaries, transit/bicycle facilities, allow purchase of 100% of spaces at higher rate). There was a brief question and answer period.

TREASURER'S REPORT. Mr. Murray presented the February 2020 budget and financial statement. They were filed with the minutes.

OLD BUSINESS. None.

NEW BUSINESS.

- a. **InvestFXBG Marketing** – Mr. Mackintosh met with Pete Morelewicz owner of Print Jazz. They discussed designs for window decals, banner ad for the Chamber of Commerce website and brochures. The cost will be \$300.

MOTION by Will Mackintosh, seconded by Mitzi Brown the board approved \$300 for the InvestFXBG design work: Ayes (6); Nays (0); Absent from Meeting (1).

- b. **EDA Business Appreciation Event** – Ms. Peregoy gave a brief overview of the 2019 event. The 2020 event will be held on either May 7 or May 4 at the Courtyard by Marriott. Business Appreciation awards will be discussed during the April meeting. Ms. Peregoy will handle all details for the event.

COMMITTEE REPORTS – CONT'D.

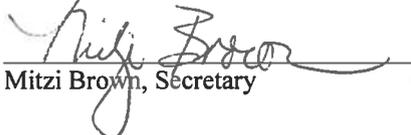
- a. **Parking Improvement Committee** – Mr. Mackintosh reviewed discussions on the electrical charging stations.
- b. **Branding Committee** – No update.
- c. **Strategic Acquisitions Committee** – Mr. Mackintosh updated the board on a tour of 2300 Fall Hill Ave. If the building was purchased it could be repurposed for James Monroe High School classes and FredCAT could move after their lease expires in Central Park.
- d. **Workforce Development Committee** – Ms. Brown stated their focus is on 2300 Fall Hill Ave. with discussions with the school board. She sees a great use for a regional CTE site to also include Germanna Community College and the University of Mary Washington. Ms. Freeman noted discussions of work related experiences for students with Fredericksburg City Schools.
- e. **Loan Committee** – Mr. Murray stated there were two loan applications moving forward with one loan application denial.

STAFF REPORT. Mr. Freehling gave updates on the following: City Council work session for the expansion of the Arts & Cultural District. He stated EDT had met with the owner and staff of Funland regarding a remodel of their mini-golf to include a Fredericksburg theme.

CHAIR'S REPORT. None.

BOARD MEMBERS COMMENTS. Mr. Mackintosh questioned any action by the board regarding RIFA in Mr. Roberts' presentation. Ms. Freeman discussed the Go Virginia grant request for RIFA. She will draft a letter of support for RIFA.

ADJOURNMENT. There being no further business to come before the Economic Development Authority at this time, Chair Black declared the meeting officially adjourned at 10:30 a.m.


Mitzi Brown, Secretary

FREDERICKSBURG
ECONOMIC
DEVELOPMENT
AUTHORITY

706 Caroline Street
Fredericksburg, VA 22401

(540) 372-1216
(540) 372-6587 Fax

ECONOMIC DEVELOPMENT AUTHORITY MINUTES (EDA)

March 23, 2020

8:30 a.m. • EDA Special E-Meeting

City Hall, City Council Chambers

715 Princess Anne St.

Fredericksburg, VA

The Economic Development Authority of the City of Fredericksburg, Virginia met in special session on Monday, March 23, 2020 beginning at 8:30 a.m. in City Council Chambers at City Hall.

EDA MEMBERS PRESENT. Beth Black Chair, presiding. Will Mackintosh, Lee Murray, Suzy Stone, Mitzi Brown, Bill Beck and Chris Waller.

ABSENT. None.

ALSO PRESENT. **EDA Counsel:** Blanton Massey; **Department of Economic Development and Tourism:** Bill Freehling, Director; Angela Freeman, Business Development Manager; Amy Perego, Economic Development Specialist.

DETERMINATION OF QUORUM. Mitzi Brown.

APPROVAL OF MEETING BY ELECTRONIC COMMUNICATION MEANS. The Economic Development Authority of the City of Fredericksburg, Virginia (the "EDA") has convened this special meeting conducted by electronic communication means under the authority of Virginia Code §2.2-3708.2. The purpose of this Resolution is to state the basis for conducting the meeting under this authority, and to record the EDA's approval of same.

MOTION by Will Macintosh, seconded by Suzy Stone, Resolution 20-01 was approved by roll-call vote: Ayes (7); Nays (0).

AGENDA.

MOTION by Will Macintosh, seconded by Chris Waller, the agenda was approved by roll-call vote: Ayes (7); Nays (0).

NEW BUSINESS.

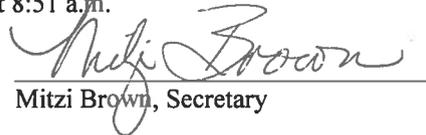
Establish temporary grant program to assist small businesses. Chair Black stated the EDA sees the need to create a program for small financial grants to City of Fredericksburg (22401) small businesses to assist proprietors for the purpose of making a monthly payment to prevent a threat of or an actual impending eviction, foreclosure, City taxes, insurance or termination of utilities; and such other expenses within the programs criteria. As Chair, a taskforce consisting of Mitzi Brown and Will Mackintosh with assistance from Bill Freehling and Amy Perego should be established.

Mr. Freehling noted the City of Fredericksburg has an economic development opportunity fund in the 2020 budget. The City has expressed preliminary interest in appropriating \$50,000 of that fund to the EDA to be used as a match to establish this program. This would need to be formally appropriated by City Council which could occur as soon as the April 14 meeting however City Council has expressed preliminary support for the concept. If the match is approved by City Council and the EDA \$100,000 would be funded for the program to help our businesses weather the storm of the COVID-19 outbreak.

Mr. Mackintosh gave a brief overview of the EDA's program with a comparison to other city programs with a larger scale which are providing grants and loans. Ms. Brown noted the current loan program could be shifted to create bridge loans to be discussed at another time but for now a grant program is needed for our small businesses. The board briefly discussed loans, the taskforce, grant criteria, budget, amounts of individual grants and the overall total amount for the program.

MOTION by Lee Murray, seconded by Mitzi Brown, Resolution 20-02 was approved by roll-call vote: Ayes (7); Nays (0).

ADJOURNMENT. There being no further business to come before the Economic Development Authority at this time, Chair Black declared the meeting officially adjourned at 8:51 a.m.


Mitzi Brown, Secretary

FREDERICKSBURG
ECONOMIC
DEVELOPMENT
AUTHORITY

MOTION: Mackintosh

March 23, 2020
Special Meeting
Resolution 20-01

SECOND: Stone

RE: Approving meeting by electronic communication means under Virginia Code §2.2-3708.2

ACTION: APPROVED: Ayes: 7; Nays: 0

The Economic Development Authority of the City of Fredericksburg, Virginia (the “EDA”) has convened this special meeting conducted by electronic communication means under the authority of Virginia Code §2.2-3708.2. The purpose of this resolution is to state the basis for conducting the meeting under this authority, and to record the EDA’s approval of same.

On March 12, 2020, Virginia Governor Ralph Northam declared a state of emergency in our State in response to the continued spread of novel coronavirus, or COVID-19. COVID-19 spreads from person-to-person, transmitted via respiratory droplets, and can be spread from an infected person who does not have symptoms to another person. No vaccine or known treatment options exist at this time. It is unclear when it will be safe to resume in-person EDA meetings, but it is reasonable to conclude that there may be a weeks-long period when it is unsafe to do so.

The nature of the declared emergency makes it impracticable or unsafe to expect a quorum or to allow the public to be present in a single location where more than 10 people will be present. The purpose of this special meeting is to address what role the EDA may be able to play in assisting businesses facing economic hardships brought on by the present health crisis. The EDA gave public notice of this special meeting by electronic communication means using the best available method given the nature of the emergency, which notice was given contemporaneously with the notice provided to the members of the EDA.

Public access to this special meeting is provided via live stream through the City’s Governmental television channel, and Facebook Live. The type of electronic communication means by which this meeting is conducted is personal phone call in on conference call where all present and calling in will participate in the EDA meeting agenda items and the discussion of them (or telephone conference call).

Therefore, the EDA hereby resolves that:

- Conducting this special meeting through electronic communication means is approved.
- Votes shall be conducted by name in roll-call fashion and included in the minutes.

Page 2 of 2
March 23, 2020

Roll Call Votes:

Ayes: 7

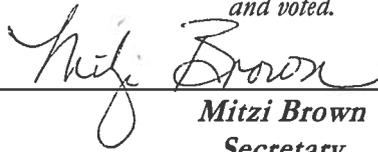
Nays: 0

Absent from Vote: 0

Absent from Meeting: 0

Secretary's Certificate

I certify that I am the Secretary of the EDA of the City of Fredericksburg, VA, and that the foregoing is a true copy of Resolution No. 20-01, adopted at a meeting of the EDA held March 23, 2020, at which a quorum was present and voted.



Mitzi Brown
Secretary

FREDERICKSBURG
ECONOMIC
DEVELOPMENT
AUTHORITY

MOTION: Murray

March 23, 2020
Special Meeting
Resolution 20-02

SECOND: Brown

RE: Creating a Temporary, Emergency Small Grant Program for Small Business

ACTION: APPROVED: Ayes: 7; Nays: 0

Whereas, on March 12, 2020, Virginia Governor Ralph Northam declared a state of emergency in the Commonwealth of Virginia in response to the continued spread of novel coronavirus, or COVID-19. COVID-19 is highly contagious. It spreads from person-to-person, is transmitted via respiratory droplets, and can be spread from an infected person who does not have symptoms to another person. No vaccine or known treatment options exist at this time; and

Whereas, on March 17, 2020, the Governor and the State Health Commissioner declared a public health emergency and mandated social distancing, restricting restaurants, fitness centers and theatres to 10 patrons at any one time or else close; and

Whereas, it is unclear when it will be safe to resume normal commerce, but it is reasonable to conclude that there may be a months-long period when it is unsafe to do so, as a result many small businesses, in addition to those specifically addressed by the Governor's declarations, have seen a significant reduction in business, have had to discharge employees without adequate notice. The self-employed have also suffered from the effects of social distancing, all of whom have and will likely continue to suffer from economic hardships brought on by the present health crisis; and

Whereas, Virginia Code §15.2-4905.13 states that economic development authorities ("EDAs") shall have the power to make grants and loans and may forgive loans in furtherance of its powers and Virginia Code §15.2-4901 states that such power shall be exercised for the benefit of the inhabitants of the Commonwealth through the promotion of their safety, health, welfare, convenience or prosperity;

NOW, THEREFORE, on Motion duly made and seconded the EDA of the City of Fredericksburg, Virginia, resolves as follows:

The EDA does hereby create a program for small financial grants to City of Fredericksburg (22401) small businesses to assist proprietors for the purpose of making a monthly payment to prevent a threat of or an actual impending eviction, foreclosure, City taxes, insurance or termination of utilities; and such other expenses within the programs criteria and

Mitzi Brown and Will Mackintosh be and they hereby are authorized and directed jointly to develop the criteria for making such grants and the procedure for applicants to follow in applying for such grants; and they are hereby empowered to make such grants as they deem justified and appropriate of up to \$4,000 per applicant from a total allocation by the EDA to the program of \$50,000, and to report their activity at each meeting of the EDA.

Page 2 of 2
March 23, 2020

This grant program shall terminate upon statement to that effect signed by Mitzi Brown and Will Mackintosh or duly adopted motion of the EDA, whichever first occurs.

Roll Call Votes:

Ayes: 7

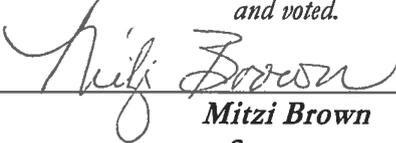
Nays: 0

Absent from Vote: 0

Absent from Meeting: 0

Secretary's Certificate

I certify that I am the Secretary of the EDA of the City of Fredericksburg, VA, and that the foregoing is a true copy of Resolution No. 20-02, adopted at a meeting of the EDA held March 23, 2020, at which a quorum was present and voted.



Mitzi Brown
Secretary

Emergency Grant Program - COVID-19 Relief

The City of Fredericksburg Economic Development Authority (EDA) is offering emergency grants of up to \$4,000 to help Fredericksburg (22401) businesses impacted by coronavirus pay essential business expenses. In order to apply, the business must be located in the City of Fredericksburg (22401), meet the [SBA definition](#) of a small business, and have a demonstrable need as a result of the Coronavirus. The needs are required to be listed with an amount within the application.

The EDA Emergency Grant Taskforce was created on March 23, 2020, during a special EDA meeting. The Taskforce will virtually meet to review grant applications. The Taskforce will prioritize brick and mortar businesses.

Applicants are required to be in compliance with the State Corporation Commission and City of Fredericksburg on taxes, permits, fees and regulations as of March 15, 2020. The Taskforce will verify these requirements.

If approved, applicants may be required to submit additional information for verification.

All information submitted by application or in addition is subject to the Freedom of Information Act (FOIA).

Contact:

Applicants are encouraged to contact the Department of Economic Development and Tourism with questions by [e-mailing](#) Bill Freehling, EDT Director, or Amy Peregoy, Economic Development Specialist/EDA Assistant Secretary.

Fredericksburg EDA
Emergency Grant Scoring Sheet

Name of Applicant: _____

Please rate each application according to these five metrics.

Business Track Record										
This score should take into account the length of time the business has been open, the business's prominence on the city landscape, and its importance to city's culture (i.e. is it a Fredericksburg "institution")										
0	1	2	3	4	5	6	7	8	9	10

Fiscal Impact of Business										
This score should take into account the amount of tax revenue the business generates in normal times, and the number of jobs that would potentially be preserved by saving the business.										
0	1	2	3	4	5	6	7	8	9	10

Degree of COVID-19 Impact										
This score should take into account how badly COVID-19 has impacted this business, with '0' being not at all and '10' being a complete closure of operations.										
0	1	2	3	4	5	6	7	8	9	10

Urgency of Need										
This score should take into account how badly the business needs a cash infusion at this moment. Will they go out of business if they don't get it, or can they hang on for another month?										
0	1	2	3	4	5	6	7	8	9	10

Efficacy of EDA Money										
This score should take into account how likely an EDA grant is to be decisive in saving the business. A '0' means our grant will probably not determine whether or not the business survives, while a '10' means that our grant means the difference between survival and destruction.										
0	1	2	3	4	5	6	7	8	9	10

Total Score: _____

Name of Reviewer: _____



Form Center

Economic Development Authority Grant Application

Grant Requirements

In order to apply, the business must be located in the City of Fredericksburg (22401), meet the SBA definition (see below) of a small business, and have a demonstrable need as a result of the Coronavirus. Applicants are also required to be in compliance with the State Corporation Commission and City of Fredericksburg taxes, permits, fees and regulations prior to March 15, 2020. The Taskforce will verify these requirements.

SBA Definition

SBA Definition

Business Name*

Business Street Address*

Zip Code*

Contact Name*

E-Mail Address*

**Contact Phone
Number***

Type of Business*

Have you received local funding assistance from another resource? *

If yes, resource name and amount?

**How long have you been in
business?***

Is your business a franchise?*

If so, is primary business located in the City of Fredericksburg (22401).

In the City of Fredericksburg
(22401)

What is your current operating status? Choose One*

- Still operating as normal Closed voluntarily
 Operating but at reduced capacity Forced to close by state order

Please provide date of operating status next.

Date of closure.

**If reduced capacity, provide
date.**

**Delivery/Take-Out only, provide
date.**

On-line sales only, provide date.

What is your current total employee count full-time? *

What is your current total employee count part-time? *

How many people have you hired since the COVID-19 outbreak?*

How many people have you had to lay off? *

What percentage of your workforce is currently working remotely?*

If employees are temporarily not reporting for work, what percentage will be paid during the work hiatus? *

For how many weeks will those not working be paid? *

On a scale of 1-7 how would you evaluate workforce morale today? *

Lowest 1 2 3 4 5 6 7 Highest

In addition to general health, what is your greatest concern for employees during this time of emergency? *

Please estimate your company's weekly revenue change experienced as a result of COVID-19. *

Choose increase or decrease with percentage. See list below.

Choose one for above question

Increase: 0-10%; 10-20%; 21-30%; 31-40%; 41-50%; 51-60%; 61-70%; 71-80%; 81-90%; 91-100%; 100%+

Choose one for above question

Decrease: 0-10%; 10-20%; 21-30%; 31-40%; 41-50%; 51-60%; 61-70%; 71-80%; 81-90%; 91-100%; 100%+

Cash on hand:*

- \$0 - \$5,000
- \$5,001 - \$10,000
- \$10,001 - \$20,000
- \$20,000+

Gross annual revenue for 2019*

- \$0 - \$25,000
- \$25,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1 Million
- \$1 Million+

Taskforce will verify with the Commissioner of the Revenue.

How many weeks of a business slowdown or shutdown would you estimate your business could survive before closing?*

Do you have standing lines of credit to help bridge this business interruption?*

Have you contacted your bank about a bridge loan or other financing?*

Who is your Landlord? *

If Mortgage answer same.

Have you contacted him/her regarding a reduced or delayed lease/mortgage payment?*

Do you anticipate any permanent reductions in your workforce?*

Next 3 months? If yes, list reduction number. Next 6 months? If yes, list reduction number. You may also answer No or Unsure.

Amount of grant funding requested?*

Maximum amount \$4,000

How will grant funding be used? Amount is REQUIRED to be listed by specific need. For example: Utilities \$500, Rent \$2,000, etc.*

AMOUNTS ARE REQUIRED TO BE LISTED BY NEED TO BE CONSIDERED BY TASKFORCE.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature*

First M. Last

Date*

mm/dd/yyyy

hh:mm am/pm

If you have any questions, please e-mail Amy Peregoy at aperegoy@fredericksburgva.gov or call 540-372-1216.

protected by reCAPTCHA

[Privacy - Terms](#)

* indicates a required field

FREDERICKSBURG
**ECONOMIC
DEVELOPMENT
AUTHORITY**

706 Caroline Street
Fredericksburg, VA 22401

(540) 372-1216
(540) 372-6587 Fax

ECONOMIC DEVELOPMENT AUTHORITY MINUTES (EDA)

April 13, 2020

8:30 a.m. • EDA Special E-Meeting
City Hall, City Council Chambers
715 Princess Anne St.
Fredericksburg, VA

The Economic Development Authority of the City of Fredericksburg, Virginia met in regular session on Monday, April 13, 2020 beginning at 8:30 a.m. in City Council Chambers at City Hall.

Chair Black read the following statement, this meeting is being held electronically by telephone, pursuant to City Council Ordinance 20-05, an Ordinance to Address Continuity of City Government during the pendency of a Pandemic Disaster.

The members participating are: Bill Beck, Mitzi Brown, Lee Murray, Suzy Stone, Chris Waller, and Will Macintosh.

Members of the public have been invited to access this meeting by: public access television and on Facebook Live at facebook.com/FXBGgov.

Public Comment may be made in writing by email to Ms. Peregoy.

EDA MEMBERS PRESENT. Beth Black Chair, presiding. Will Mackintosh, Lee Murray, Suzy Stone, Mitzi Brown, Bill Beck and Chris Waller.

ABSENT. None.

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

DETERMINATION OF QUORUM. Mitzi Brown.

ADOPTING PROCEDURES FOR ELECTRONIC PUBLIC MEETING TO ENSURE THE CONTINUITY OF GOVERNMENT DURING THE COVID-19 PANDEMIC DIASTER. Chair Black called upon Ms. Peregoy to present the Resolution. Ms. Peregoy stated the following: the City of Fredericksburg Economic Development Authority (“EDA”) is a Public Entity included within the scope of Ordinance 20-05. The EDA finds that it will be necessary and beneficial to meet from time to time to conduct essential business and assure continuity in government during the pandemic. Therefore, the EDA hereby resolves that:

- The EDA adopts the procedures for electronic public meetings set forth in Ordinance 20-05, a copy of which is attached to this resolution and incorporated herein by reference.
- EDA officers and staff are authorized to take all steps reasonably necessary or appropriate to implement these procedures and to develop any specific procedures as appropriate for the EDA, provided that those

specific procedures are consistent with Ordinance 20-05.

- Votes for this meeting and any future electronic meeting shall be conducted by name in roll-call fashion and included in the minutes.

This Resolution shall be effective immediately and shall remain in full force and effect for the effective duration of Fredericksburg City Ordinance 20-05.

MOTION by Bill Beck, seconded by Lee Murray, Resolution 20-03 was approved by roll-call vote: Ayes (7); Nays (0).

AGENDA. Chair Black struck Item 7 from the agenda and to move Item 9 before Item 8.

MOTION by Bill Beck, seconded by Chris Waller, the agenda was approved by roll-call vote: Ayes (7); Nays (0).

PUBLIC COMMENTS. Chair Black asked Ms. Peregoy if there were any public comments submitted prior to today's meeting via the instructions on the published agenda. Ms. Peregoy stated, no public comments were received.

OLD BUSINESS. EDA Grant Taskforce Update – Mr. Mackintosh reported a call for applications was placed via online application form, 224 applications were received from city businesses and non-profits requesting emergency grants to relieve financial stress from COVID-19. Total funding requested was \$813,981. All applications were reviewed by the Commissioner of the Revenue's office for being compliant with City licensing and taxes. The Grant Taskforce only considered compliant applications. After a rigorous review process the Grant Taskforce funded 83 businesses and non-profits. The Grant Taskforce arrived at a total of \$199,633 grants. Ms. Brown conferred with Mr. Mackintosh's report. Chair Black requested discussion from the board members. Mr. Murray thanked the Grant Taskforce, Mr. Freehling and Ms. Peregoy for their work. Mr. Beck requested information regarding individual grant funding. Mr. Mackintosh stated the funding were at different levels based on a scoring rubric. Ms. Beck asked if the grant amounts will help the businesses. Mr. Mackintosh stated they would be meaningful based on the businesses budget and need. He also viewed them as a bridge for the businesses as other resources evolve. Mr. Murray asked about the process in getting the funds to the applicants. Mr. Mackintosh stated a check would be written to the business. Mr. Mackintosh requested Ms. Peregoy to speak to the timing. Ms. Peregoy stated the funding would be mailed within the week after verification of reporting. Ms. Stone thanked the Grant Taskforce and staff.

TREASURER'S REPORT. Mr. Murray stated there was not much activity in the last month other than the \$500,000 was transferred from the City for the Gateway Boulevard project. The budget and financials have been reviewed to allocate additional funding for the COVID-19 emergency grant fund. A series of budget cuts were identified to assist. The Marine Corps Marathon \$25,000 will be extended to 2022. Germanna Community College's \$50,000 for the Allied Health Center will be deferred to fiscal year 2021. A few other budget line items were reduced. The EDA now can allocate an additional \$96,000. The EDA originally allocated \$50,000, the City allocated \$54,000 and with the additional \$96,000 there is a total of \$200,000 for the program. The EDA's reserves were not used and no financial constraints have been placed upon the EDA. There was no discussion by the board.

MOTION by Suzy Stone, seconded by Bill Beck the allocation of the additional \$96,000 to the COVID-19 emergency grant fund was approved by roll-call vote: Ayes (7); Nays (0).

NEW BUSINESS. None.

COMMITTEE REPORTS.

- Parking Improvement Committee** – No update.
- Branding Committee** – No update.

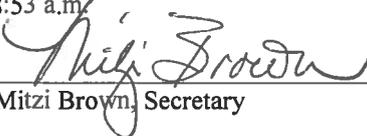
- c. *Strategic Acquisitions Committee* – No update.
- d. *Workforce Development Committee* – Ms. Stone noted participation with Young Reality. Mr. Curry Roberts from FRA is scheduling a virtual meeting for late April or early May.
- e. *Loan Committee* – Mr. Waller reported one loan application is in process of underwriting and one loan application is headed to underwriting.
- f. *Chatham Bridge Rehab Committee* – Ms. Brown stated they are shoring up the contract. Mr. Beck asked if COVID-19 would be included. Ms. Brown stated it would be included to some extent. The contract will be executed by the Chair.

STAFF REPORT. Mr. Freehling thanked Ms. Brown and Mr. Mackintosh board in regards to the grant program. Mr. Freehling thanked Ms. Black and Mr. Murray for their time adjusting the budget and standing up the grant program. Mr. Freehling thanked Ms. Peregoy for her work organizing the program and the work ahead. A press release will be drafted and sent to the media. He stated the Marine Corps Marathon is cancelled and the EDA's supportive funding would begin again in 2021 ending 2022. SlideFXBG is also cancelled but is scheduled for 2021 using the 2020 deposit.

CHAIR'S REPORT. Chair Black stated to the members of the board her thank you not just as the Chair but as a citizen of Fredericksburg and a proud owner of a small business. She sees firsthand the commitment and personal sacrifice to the people of this City. This is a diverse and talented board and we are exactly the right group to assist city staff through this unprecedented challenge. To City staff particularly the staffers the EDA works so close with including the EDT, the City Manager's office, City Council, and the City Attorney's office, thank you, your work is appreciated and your opinions greatly valued. Your unwavering commitment to Fredericksburg. The greatest city of the commonwealth and because of you we will get through and while there are sure to be new challenges we will be better once on the other side.

BOARD MEMBERS COMMENTS. Ms. Brown thanked everyone. Mr. Murray echoed Chair Black's statement. Mr. Beck thanked the Chair for her comments. He stated he felt better about this board now at the end of his term with many useful things being accomplished. He stated during the beginning of his term a funded building grant for \$40,000 remained vacant but what has been accomplished has helped many struggling people. The EDA has moved tremendously in the right direction in the last few years. He thanked Chair Black for her leadership. He congratulated everyone who worked on the grant program. The EDA has huge potential to be helpful to the City.

ADJOURNMENT. There being no further business to come before the Economic Development Authority at this time, Chair Black declared the meeting officially adjourned at 8:53 a.m.


Mitzi Brown, Secretary

FREDERICKSBURG
ECONOMIC
DEVELOPMENT
AUTHORITY

MOTION: Beck

April 13, 2020
Regular Meeting
Resolution 20-03

SECOND: Murray

RE: Adopting Procedures for Electronic Public Meetings to Ensure the Continuity of Government during the COVID-19 Pandemic Disaster

ACTION: APPROVED: Ayes: 7; Nays: 0

On March 12, 2020, Governor Ralph Northam declared a state of emergency in the Commonwealth of Virginia in response to the continued spread of novel coronavirus, or COVID-19. COVID-19 spreads from person-to-person, transmitted via respiratory droplets, and can be spread from an infected person who does not have symptoms to another person. No current vaccine or known treatment options exist at this time. The nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location.

Fredericksburg City Council adopted Ordinance 20-05 on April 7, 2020, authorizing Public Entities (as defined in the ordinance) to meet through real-time electronic means, including audio, telephonic, video, or other practical electronic medium, without a quorum physically present in one location.

Through this emergency ordinance, the Council also adopted procedures to ensure the continuity of government during the COVID-19 Pandemic disaster, temporarily suspended any deadlines applicable to Public Entities and their staff, and encouraged Public Entities to postpone non-emergency public hearings and action items during the disaster.

The City of Fredericksburg Economic Development Authority ("EDA") is a Public Entity included within the scope of Ordinance 20-05. The EDA finds that it will be necessary and beneficial to meet from time to time to conduct essential business and assure continuity in government during the pandemic.

Therefore, the EDA hereby resolves that:

- The EDA adopts the procedures for electronic public meetings set forth in Ordinance 20-05, a copy of which is attached to this resolution and incorporated herein by reference.
- EDA officers and staff are authorized to take all steps reasonably necessary or appropriate to implement these procedures and to develop any specific procedures as appropriate for the EDA, provided that those specific procedures are consistent with Ordinance 20-05.
- Votes for this meeting and any future electronic meeting shall be conducted by name in roll-call fashion and included in the minutes.

April 13, 2020
Resolution No. 20-03
Page 2

This resolution shall be effective immediately and shall remain in full force and effect for the effective duration of Fredericksburg City Ordinance 20-05.

Votes:

Ayes: 7

Nays: 0

Absent from Vote: 0

Absent from Meeting: 0

Secretary's Certificate

I certify that I am Mitzi Brown of the Economic Development Authority, and that the foregoing is a true copy of Resolution No. 20-03, adopted at a meeting of the Economic Development Authority held April 13, 2020, by electronic communication means.



Mitzi Brown
Secretary



MOTION: KELLY

SECOND: FRYE

RE: An Ordinance to Address Continuity of City Government During the Pendency of a Pandemic Disaster

ACTION: APPROVED: Ayes: 7; Nays: 0

FIRST READ: April 7, 2020 **SECOND READ:** April 7, 2020

April 7, 2020
Special Meeting
Ordinance No. 20-05

IT IS HEREBY ORDAINED by the Fredericksburg City Council:

Article I. Purpose.

On March 12, 2020, Governor Ralph S. Northam issued Executive Order 51 declaring a state of emergency for the Commonwealth of Virginia in response to the novel coronavirus (COVID-19) pandemic. The City Manager, as the City's Director of Emergency Management, pursuant to City Code §26-36 and Virginia Code §44-146.21, issued a Declaration of Local Emergency on March 16, 2020 in response to the imminent threat of disaster and danger to public health posed by the spread of the disease. This declaration was affirmed by City Council at a special meeting on Friday, March 20, 2020.

On March 23, 2020, Governor Ralph S. Northam issued Executive Order #53, which acknowledged the ongoing threat COVID-19 presents to our communities, prompting the need to significantly limit person-to-person contact to slow the spread of the virus. Consequently, this order limits in-person gatherings to no more than 10 people assembled in a single location. The Governor expanded on this directive by issuing Executive Order #55, a "stay-at-home order," on March 30, which will remain in effect until June 10, 2020.

City Council, in Resolution 20-21 confirming the Declaration of Local Emergency, acknowledged that COVID-19 is a communicable disease that presents a real and substantial threat to public health. The Council finds that the severity of this threat constitutes a "disaster" as defined by Virginia Code §44.1-146.16.

Virginia Code §15.2-1413 provides that a locality may, by ordinance, provide a method to assure continuity of government in the event of a disaster, notwithstanding any contrary provision of law, for a period not to exceed six months after any such disaster. The Attorney General of Virginia confirmed this authority in an opinion issued March 20, 2020. This emergency ordinance, which is enacted pursuant to Virginia Code § 15.2-1413, and which City Council deems necessary to ensure continuity of City government during the disaster caused by the COVID-19 pandemic, promotes public health, safety, and welfare and is consistent with the laws of the Commonwealth of Virginia, the Constitution of Virginia, and the Constitution of the United States of the America.

Article II. Rules and Procedures.

Section 1. Succession to Preside over Meetings. In the event that both the Mayor and Vice-Mayor are unavailable to participate in a meeting of City Council due to any reason, including illness, isolation, or quarantine, the participating members of Council shall elect a presiding officer *pro tem* to execute the duties of presiding at that meeting.

Section 2. Quorum. Notwithstanding any other provision of law, if a number of members of Council are unavailable to participate in a meeting due to reasons associated with COVID-19, including illness, isolation, or quarantine, and the absence of those members leaves fewer members than the number required by law to act, the remaining member or members shall constitute a quorum for the conduct of business and have authority to act by majority vote.

Section 3. Suspension of City Code Chapter 2, Article II Rules and Procedures. The following sections in Chapter 2 (Administration), Article II (City Council), of the Fredericksburg City Code are hereby suspended.

3-1. Section 2-39, Order of Business at Regular Meetings. Requirements that the format of Council agendas shall be set by resolution and shall include a consent agenda are hereby suspended to allow for modifications of the agenda format as needed by the City Clerk.

3-2. Section 2-44, Procedure for Adoption of Ordinances and Resolutions. Requirements for second readings of ordinances and certain resolutions are hereby suspended to allow the second readings of those ordinances and resolutions to be held on the same day and at the same meeting as their introductions.

3-3. Section 2-52 Members Leaving before Adjournment. Requirement that members entered as present shall not, without leave of the presiding officer leave a meeting until the meeting is

adjourned is hereby suspended to permit unannounced absences due to emergency, or, in the case of an electronic meeting, due to technical difficulty.

Section 4. Suspension of Deadlines. City personnel are encouraged to take action as is practical and appropriate to meet deadlines established under state law or city ordinance; however, notwithstanding any provision of law, regulation, or policy to the contrary, any deadlines requiring action by the City, its officers, including the Commissioner of Revenue and Treasurer, City employees, or any Public Entity as defined in Article III, below, are suspended. Time frames for review or expedited reviews are also suspended. Failure to meet any deadline or time frame will not constitute a default, violation, approval, ratification, or recommendation.

Section 5. Suspension of Inconsistent Policies. Any other rules, bylaws, or policies adopted by the City Council or any other Public Entity are hereby suspended to the extent they are inconsistent with this ordinance and its authorizations.

Article III. Remote Public Meetings.

Section 1. Purpose and Findings. Council finds that the COVID-19 pandemic makes it unsafe to physically assemble in one location a quorum for public bodies, including the Council, the School Board, the Planning Commission, Board of Zoning Appeals, Architectural Review Board, Economic Development Authority, the Rappahannock Regional Solid Waste Management Board, and all other local and regional boards, commissions, committees and authorities created by the Council or to which the Council appoints all or a portion of its members (collectively "Public Entities" and individually "Public Entity"), or for such Public Entities to conduct meetings in accordance with normal practices and procedures.

Section 2. Remote Meetings Authorized.

2-1. Any regularly scheduled or regular meeting of any Public Entity may be canceled by the chair if there is no essential business that needs to occur or if conditions otherwise make it impractical to meet. Notice of the cancellation must be provided to the Public Entity's members and the public as soon as practicable.

2-2. Any meeting or activities which require the physical presence of members of the Public Entities may be held through real-time electronic means, including audio, telephonic, video, or other practical electronic medium, without a quorum physically present in one location.

2-3. Prior to holding a remote meeting in accordance with this Article, the Public Entity shall provide public notice at least 3 days in advance of the remote meeting, or, in the case of a special or emergency meeting, in accordance with applicable special notice requirements. Such notice shall include a statement that the meeting is being held through electronic means, and identify how the public may access the meeting and, if applicable, offer comment.

2.4. Any such remote meeting shall be closed to in person public attendance and open to electronic public access. Public access for City Council meetings shall, when feasible, include live broadcast available on all City public access television channels, the City website, and the City Government Facebook page. Additional methods may be used. Other Public Entities shall require public access consistent with their capabilities.

2.5. Any remote meeting held pursuant to this Article shall state on its agenda and at the beginning of the meeting that it is being held pursuant to and in compliance with this Ordinance; identify the persons responsible for receiving public comment, if applicable; and identify notice of the opportunities for the public to access such electronic meeting.

2.6. Any Public Entity holding a meeting remotely pursuant to this Article, for which a public comment period would be provided if that meeting were held in person, may provide a method for soliciting public comment in advance of or during the meeting. All such public comments will be provided to members of the Public Entity at or before the electronic meeting and made part of the record for such meeting.

Section 3. Remote Public Hearings Authorized.

3-1. Non-emergency public hearings may be postponed to a future date, when a regular meeting can be held with a quorum of the Public Entity physically present. The Clerk of Council is authorized to reschedule public hearings and provide notice as appropriate.

3-2. Public hearings on essential business that needs to occur, may be held in accordance with the requirements of this section.

3-3. The Public Entity shall open the public hearing comment period, receive any comments that may have been submitted in advance, and continue the matter to its next meeting.

3-4. Public comments may be received in writing up to 1 hour prior to the next meeting, addressed to the Clerk of Council or other official designated by the Public Entity, by U.S. Mail, e-mail, or hand delivery to the drop box located by the front door of City Hall; and by additional methods identified by the Public Entity and included in the meeting notice in accordance with Section 2 of this Article.

3-5. Public Comments shall be compiled by the Clerk of Council, or other official designated by the Public Entity to receive comments, and delivered to each member of the Public Entity for review at or before the meeting at which the matter is scheduled to be concluded. All comments shall be made part of the meeting record.

Section 4. Minutes of Meetings.

4-1. Minutes of all remote meetings held pursuant to this Article shall (1) state that it is being held pursuant to and in compliance with this Ordinance, (2) identify the specific electronic means by which the meeting was conducted and which members participated, and (3) specify the methods by which the public was given the opportunity to access the meeting and provide comment.

4-2. Minutes shall otherwise conform to the requirements of law.

4-3. The Public Entities may approve minutes of an electronic meeting at a subsequent electronic meeting and shall later approve all such minutes at a regular or special meeting after the disaster has ended.

Article IV. Effective date; Expiration.

This ordinance is effective immediately and shall remain in full force and effect, unless amended, readopted, or repealed by City Council, for a period not exceeding 6 months after the end of the COVID-19 disaster.

Votes:

Ayes: Greenlaw, Withers, Devine, Duffy, Frye, Graham, Kelly

Nays: None

Absent from Vote: None

Absent from Meeting: None

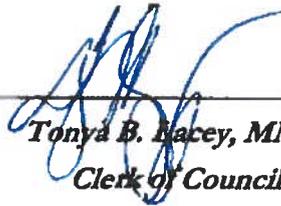
Approved as to form:



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. 20-05 duly adopted at a meeting of the City Council meeting held April 7, 2020 at which a quorum was present and voted.



Tonya B. Hacey, MMC
Clerk of Council



CITY OF FREDERICKSBURG, VIRGINIA
CITY COUNCIL
MINUTES
Council Chambers, 715 Princess Anne Street
Fredericksburg, Virginia 22401

ITEM #9A

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. JASON N. GRAHAM, WARD ONE
HON. DR. TIMOTHY P. DUFFY, WARD THREE
HON. CHARLIE L. FRYE, JR., WARD FOUR

Council Work Session
May 5, 2020

Fiscal Year 2021 School Budget Discussion

The Council of the City of Fredericksburg, Virginia held a work session on Tuesday, May 5, 2020, beginning at 5:00 p.m. using electronic communication through GoToMeeting pursuant to and in compliance with the City Council Ordinance 20-05, an ordinance to address Continuity of City Government during the pendency of a pandemic disaster.

Council Present. Mayor Mary Katherine Greenlaw, Presiding. Vice-Mayor William C. Withers, Jr., Councilors Kerry P. Devine, Timothy P. Duffy, Charlie L. Frye, Jr., Jason N. Graham and Matthew J. Kelly.

School Board Present. Chairwoman Jennifer Boyd, Rev. Jarvis Bailey, Jannan Holmes, Malvina Kay, Kathleen Pomeroy and Elizabeth Rehm.

Also Present. City Manager Timothy J. Baroody, Assistant City Manager Mark Whitley, City Attorney Kathleen A. Dooley, Budget Manager Brenna Erford, Superintendent Marci Catlett, Deputy Superintendent John Russ, Director of Finance Jennifer Brody, Chief Academic Officer Lori Bridi, Chief Operations /Information Officer Mike George, Clerk of the Board Deborah Wright and Clerk of Council Tonya B. Lacey.

Disclosures. Councilor Frye disclosed that his spouse was employed by the Fredericksburg School System and he could participate fairly and objectively in the decision.

Councilor Duffy disclosed that he was employed by the Fredericksburg School System but he could participate fairly and objectively in the decision.

Fiscal Year 2021 School Budget. Assistant City Manager Whitley presented a PowerPoint presentation and in his presentation he covered the City Projected Financial Shortfall, the Fiscal Year (FY) 2020 Reduction Plan, FY 2020 Plan (\$8 million), FY 2021 Original Recommendations, FY 2021 New Plan and FY 2021 Budget Schedule. (See Attachment I for more information).

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Councilor Kelly asked if the City would be using reserves to cover expenses for this year and next year. He said using those fund would defer and push out costs and he would like this to be a part of the discussions.

Schools Finance Director Brody presented a PowerPoint presentation and she discussed Background and Trends, Challenges and Opportunities, Operating Fund Budget Overview, Operating Fund Summary and Grants Fund Budget Overview. (See Attachment II for more information).

Councilor Graham asked what the effects of COVID-19 would look like on the schools budget if the schools had a delayed opening or another shutdown and Ms. Brody said she did not know what it would look like but they would have to assume it would happen. She said they probably would not have the same technology costs but they would have the stimulus funds that they could draw down if needed.

Councilor Graham asked if there were any thoughts on a virtual curriculum programs available and Dr. Catlett said they had been in contact with the superintendent for the State of Virginia and they offer a program called Virtual Virginia and it has about 90 subjects across K-12 and they can use it if they are not in school for the fall. There will be no costs for those courses. She said the State was being proactive and comprehensive in how they were supporting schools across Virginia.

Vice-Mayor Withers asked if the School Board or School Administration had considered pay cuts as the City was doing with its employees. Ms. Catlett said the Governor was careful not take back steps in compensating the educators. She said they would consider freezes on hiring staff. Vice-Mayor clarified that he was not speaking about teachers but the upper administration and she said they could consider that if needed.

Ms. Bridi said the only additional information she could give on Virtual Virginia was the amount of time it would train the teachers as well as the students on how to use the platform. She said it was designed for secondary students and not elementary students. She could not predict what that would look like but they would do everything necessary to make sure the students and teachers were ready.

Ms. Brody said there was often a lack of appreciation of the criticality of what the upper levels do in the administration. She said if it were not for them spending a tremendous amount of time when the pandemic hit, there would be a complete loss for educating the students. She said it was the administrative level that allowed them to be successful but she understood the need to

ITEM #9A

examine salaries continuously. Councilor Withers said he appreciate the work and he said he knew they were working hard because City staff was working hard as well.

Ms. Kay stated that she was appreciative of the relationship between the schools and City Council. She said the two were making history in the way they have been working together. The City has shown that it cares about education but they have no idea what the future holds. Ms. Kay suggested as time goes on that conversations continue on FY20 and FY21 but FY22 through FY25 to provide the facilities that will be needed. She said she wanted to be ready the next time the schools need to go virtual.

Councilor Duffy was thankful of the leadership of Mr. Baroody and Dr. Catlett and he said they have done a great job of identifying savings. He said his concern was that they will need to find more savings in the future and he wanted to be sure they were ready.

Councilor Devine agreed the City and schools were under great leadership. She said there was a lot of work to do and she said everyone would need to look at how to move forward. She was hopeful that there would be some professional development on how to manage virtual teaching. She said none of the long term needs would be going away and they both needed to have long term planning discussions.

Councilor Frye gave credit to everyone who made all this work. He spoke about all the people who came out and spoke up to the Council and School Board in regards to the school capacity issues. He also noted how thankful he was that the School Board hired Dr. Catlett as the Superintendent because he felt that someone new would not have had the internal knowledge to be able to handle the pandemic as well. Councilor Frye also said he was going to keep fighting for the alternative students as well as those who are underprivileged.

Dr. Catlett said they were concerned with the alternative and underserved kids so they have put together a new initiative, the Community Outreach Committee. It has about 50 members and they will reach out to parents and students to see if they need support.

Mayor Greenlaw said they cannot loose site of the vision and the long term vision. She said there was a group working on that and they will continue to identify what needed to be done. She said she appreciate the collaboration.

Dr. Catlett also informed the public of another initiative that started and it was the instructional school bus that travels the same route as the school feeding truck and they were delivering schools supplies, flashcards and books to students. She asked for any type of support or donations.

ITEM #9A

Councilor Frye mentioned the possibility of the old hospital for CTE extended and he said would like to talk about whether it was still a possibility.

Councilor Graham said he had been looking over capacity issues and there were 190 students more at Hugh Mercer and 65 more at Lafayette and he wanted to know the possibility of combining K-5 in the two schools to save on cottages. Mayor Greenlaw said there was a taskforce who would be looking at all options. She reiterated that the long term discussion would need to happen. She ensured everyone the progress had slowed but not stopped.

Dr. Catlett said they have not revisited CTE because the pandemic had taking priority and they needed to attend to those.

Ms. Boyd reiterated that the long range planning for the schools was critical and she felt that they were at the point in the pandemic where they could turn back to those discussions and in transition look at the possibilities they might be able to implement to save money in the short term. She said she was not sure there was much that could be done to change next year's budget.

Mr. Bailey stated that everyone was in this together and he noted that the City employees would be taking hits with pay cuts and furloughs and he was concerned with the morale of City staff. Mr. Baroody said he was not able to speak on behalf of the City employees but he did say he had never worked with a finer bunch of individuals. He spoke of the challenges of having to make cuts and furloughs. He said everyone was still focused and committed to customer service. Mr. Baroody said they were holding their heads high and working with pride. Mr. Bailey said he wanted people to know that when one hurts everyone hurts.

Mayor Greenlaw said the city employees were working more than just their jobs and the teachers are working under extraordinary circumstances. She said there was a large population of students that it was going to be hard for them to learn virtually. She said although under difficult circumstances the City had to be run and kids have to be taught and it would be done.

Adjournment. There being no further business to come before the Council at this time. Mayor Greenlaw declared the session officially adjourned at 6:23 p.m.

**Tonya B. Lacey
Clerk of Council
City of Fredericksburg**

City Budget Update

Joint Meeting of City Council & FCPS

May 5, 2020

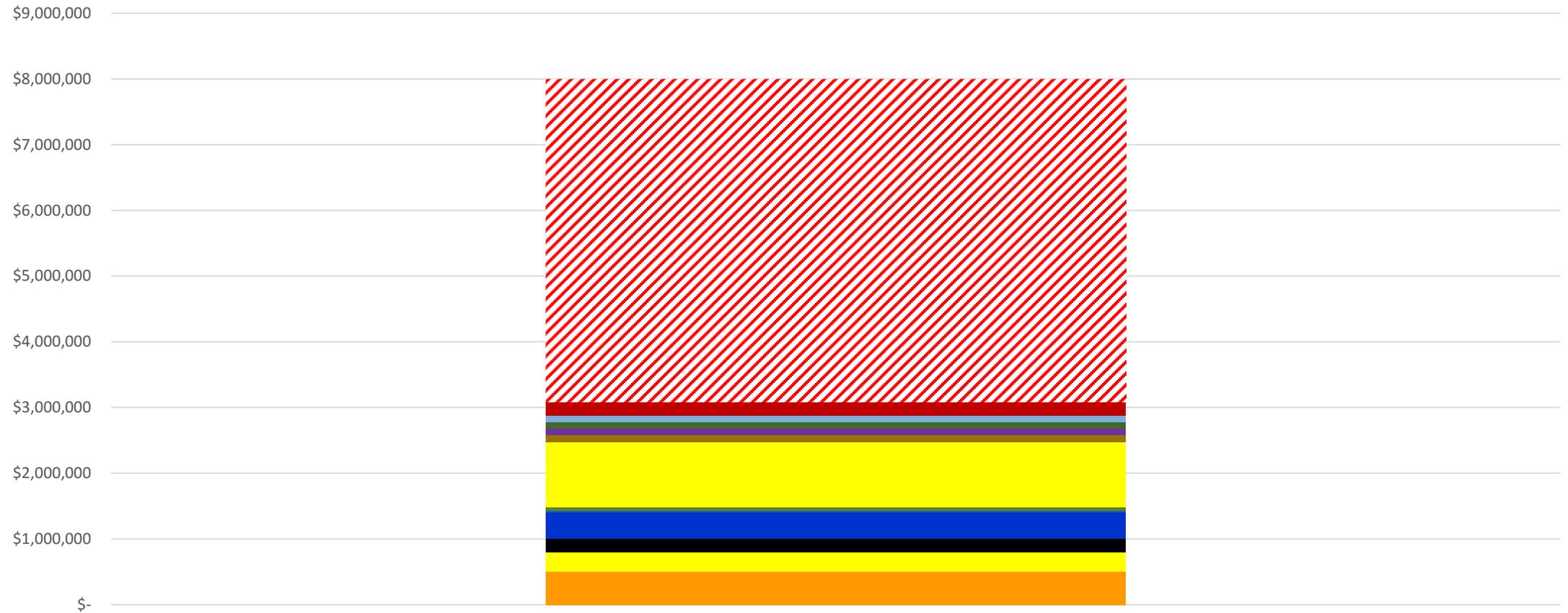
City Projected Financial Shortfall

- FY 2020
 - Estimates between \$4 million and \$8 million shortfall in revenues
- FY 2021
 - Estimates between \$8 million and \$10 million reduction in revenues
- City needs partnership with FCPS to get through FY 2020 and FY 2021

FY 2020 Plan

Item	Amount
Reduce Transfer to Schools	\$500,000
Eliminate Small Area Plans	\$300,000
CRRL	\$200,000
City Personnel – Hiring Freeze / Pay Cut / Furloughs	\$400,000
Close Pool for Summer 2020	\$30,000
Rappahannock Regional Jail	\$50,000
Eliminate / Reduce / Defer Capital Projects	\$1,000,000
Reduce Transfer to DSS	\$100,000
Reduce Transfer to CSA	\$100,000
Freeze Spending – Snow Removal	\$100,000
Freeze Spending – Rappahannock Juvenile Center	\$100,000
Freeze Spending – Various Line Items	\$200,000
Additional Spending Freeze / or Revenue / or FB	\$4,920,000

FY 2020 Plan (\$8 million)



- School
- Small Area Plans
- Library
- Personnel
- Pool
- RRJ
- Capital Projects
- DSS
- CSA
- Snow
- RJC
- Line Items
- Other Items & FB

FY 2021 Original Recommendation

- City Total General Fund - \$103,478,725 – up \$3.3 million from original FY 2020
- Recommendation for City Schools –
 - City Transfer of \$30,907,628
 - Total School Budget of \$50,323,299

FY 2021 New Plan

- FY 2021 – Current Thinking
 - \$95.7 million target – includes use of \$5 million in Fund Balance
 - Eliminate City Staff Salary Increases (both 4% & deferral of most additional allowance for public safety) (\$1.15 million - corrected)
 - Eliminate New Positions in Recommended Budget (\$512,000)
 - Debt Refinancing for 2011 Bonds – (\$1.6 million)
 - Reduce “Cash” Capital – (TBD)
 - Reduce Operating Line Items (TBD)
 - Reduce Local Support for FCPS (\$1.3 million)
 - Reduce support for regional agencies (TBD)

FY 2021 Schedule

- May 12
 - City Council holds public hearing on school budget, 1st Read
 - May 20 Second Read for School Budget
- May 26
 - Public Hearing on City Budget
- June 9
 - 1st Read on City Budget
- June 23
 - 2nd Read on City Budget

FY 2021
Approved School Board
Budget Highlights

*Forward and Upward,
Leading @ the Speed of Change*

Fredericksburg City Public Schools
Joint Work Session
May 5, 2020

Presentation Highlights

1. Background and Trends
2. Challenges and Opportunities
3. Operating Fund Budget Overview
4. Grants Fund Budget Overview
5. Capital Fund Budget Overview

Background and Trends

Slight increase in Per Pupil Spending over three year period

FY16-FY18 Cost Per Pupil Comparison			
School Division	FY2016	FY2017	FY2018
Stafford	\$ 10,130	\$ 10,533	\$ 10,245
Spotsylvania	10,571	10,873	10,908
Manassas	13,036	13,154	13,127
Fredericksburg	13,240	13,498	13,775
Charlottesville	16,086	16,444	17,079
Average Cost Per Pupil	\$ 14,663	\$ 14,971	\$ 15,427
State Average	\$ 11,745	\$ 12,171	\$ 12,548

Significant Increases in Student Enrollment over three year period

FY18-FY20 K-12 Enrollment			
School	9/30/2017	9/30/2018	9/30/2019
Hugh Mercer Elementary School (Capacity 945)	857	921	978
Lafayette Upper Elementary School (Capacity 1010)	865	835	788
Walker-Grant Middle School (Capacity 930)	722	764	794
James Monroe High School (Capacity 1164)	1,005	1,013	1,014
Total K-12 Students	3,449	3,533	3,574

Challenges and Opportunities

Significant challenges include:

1. Long-term effect of population growth on school enrollment and capacity
2. Short-term effect of population growth on class size and staff workload and morale, including teachers, administrators and other staff members
3. Teacher retention and salary competitiveness with surrounding counties
4. Increase in health care costs
5. Increase in number of students needing special services
6. COVID-19 financial uncertainty

Challenges and Opportunities (cont.)

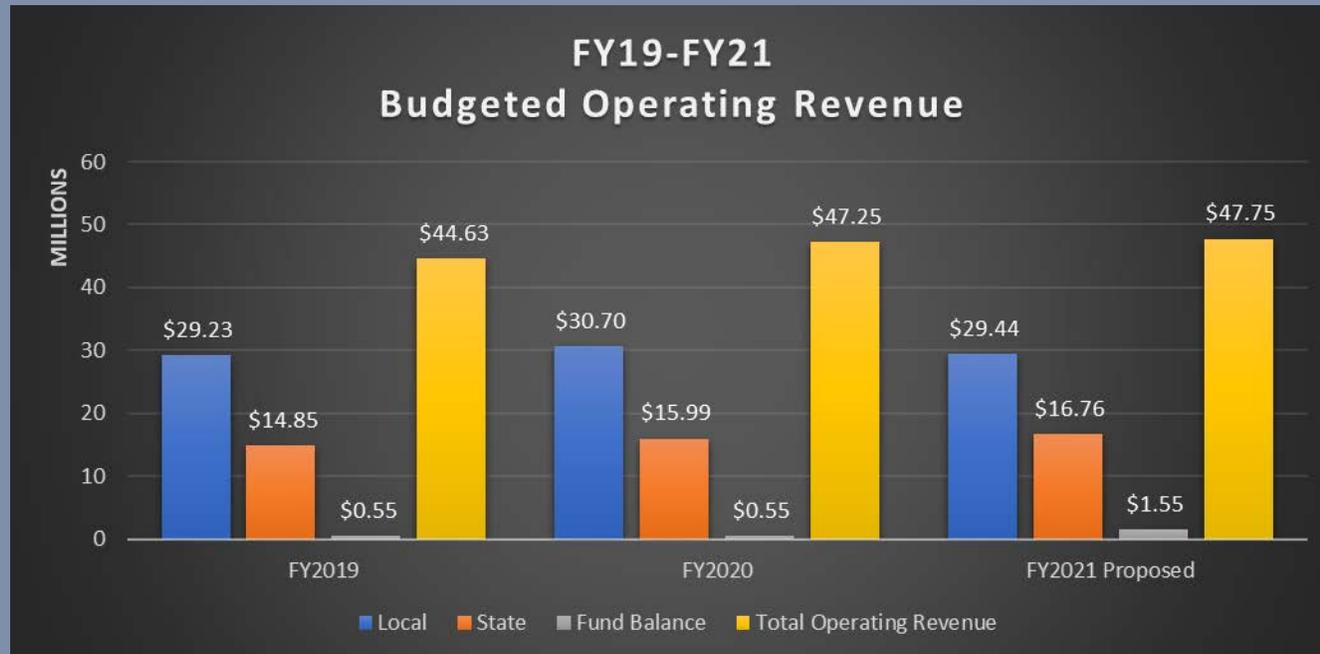
Significant opportunities include:

1. Enrollment-Capacity-Expansion Taskforce working to find long-term solutions to school overcrowding
2. Two classrooms added at HMES and one classroom at WGC to ease short-term crowding
3. State CARES Act stimulus funds available for qualified Marcy 2020 – September 2022 COVID-19 expenditures

Operating Fund Budget Overview

Total operating funding source increases (decreases) are \$746,017 and include:

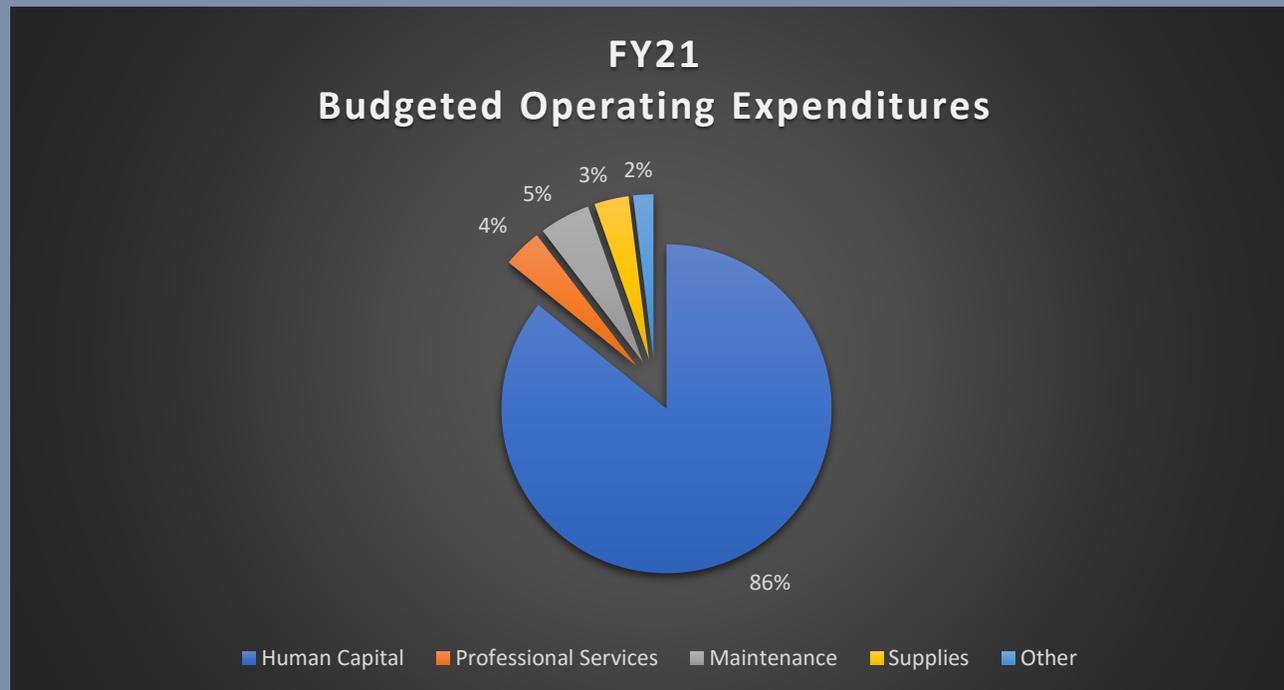
1. Additional state funding \$1,031,961 (Adjusted for state sales tax revenue)
2. Additional budgeted use of fund balance \$950,000
3. Addition of other local revenue – recovered costs \$25,000
4. Decreased City funding request of (\$1,260,944) over FY2020



Operating Fund Budget Overview (cont.)

Total operating fund increases are \$746,017 and include:

1. VRS increases of \$265,000
3. Health insurance premiums increases of \$287,000
4. Utility and maintenance increases of \$194,017



Operating Fund Summary

Local Composite Index decreased from .6210 to .5840

Average Daily Membership increased from 3521 to projected 3560

Expenditure Increases

VRS Employer Contribution Rate	265,000
Expected Health Insurance Premiums	287,000
Non-Personnel (Maintenance, Utilities, Liability Insurance)	194,017
Total Expenditure Increases	<u>\$ 746,017</u>

Funding Increases

State Funding	\$ 1,031,961
Budgeted Use of Fund Balance	950,000
Other Local - Recovered Costs	25,000
Total Funding Increases	<u>\$ 2,006,961</u>
Projected Decrease in City Funding Request	<u>\$ (1,260,944)</u>

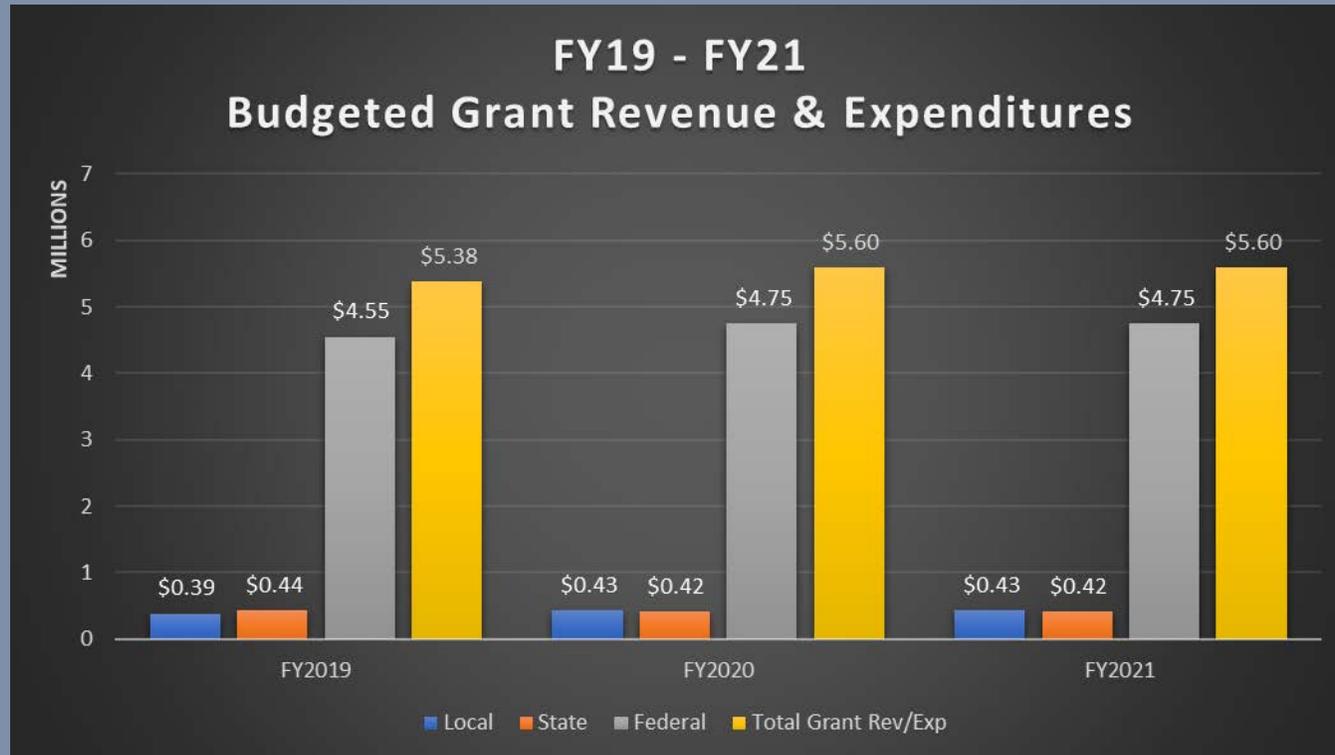
Operating Fund Summary

Operating Fund	Adopted FY2019	Revised FY2019	Actual FY2019	Adopted FY2020	Approved FY2021	Percent of Budget
Revenues (Source of Funds)						
Local Revenue	169,179	170,379	371,962	244,000	244,000	0.51%
State Revenue	14,846,200	14,846,200	15,175,969	15,994,843	17,026,804	35.48%
General Fund Transfers	29,060,210	29,185,892	29,185,892	30,460,210	29,199,266	60.84%
Recovered Costs	-	-	-	-	25,000	0.05%
Use of Fund Balance	550,000	1,549,000	-	550,000	1,500,000	3.13%
Total Operating Fund Revenue	44,625,589	45,751,471	44,733,824	47,249,053	47,995,070	100.00%
Expenditures (Use of Funds)						
Human Capital	38,888,250	38,924,737	38,031,431	41,198,973	41,209,220	85.86%
Professional Services	1,747,096	2,165,008	1,804,956	1,527,106	1,820,800	3.79%
Maintenance and Repairs	1,874,361	1,915,079	1,945,698	1,842,462	2,392,600	4.99%
Supplies	1,577,083	1,943,622	1,642,774	1,962,883	1,620,450	3.38%
Capital Assets	538,799	803,025	692,980	717,629	952,000	1.98%
Total Operating Fund Expenditures	44,625,589	45,751,471	44,117,839	47,249,053	47,995,070	100.00%

FY2021 requested City contribution \$29,199,286

Grants Fund Budget Overview

No grants funding source increases and expenditures are currently projected.



Capital Fund Budget Overview

Total capital improvements are \$700,000 and include:

1. Computer technology \$350,000
2. Capital maintenance (roofs, carpeting, HVAC) \$100,000
3. Two learning cottages at HMES \$150,000
4. Door upgrades at LUES and JMHS \$50,000

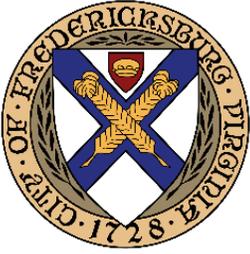
Included in the total capital budget is \$50,000 of use of fund balance as a contingency for unexpected capital repairs and maintenance.

Fund balance will be used for these projects. No City contribution is requested.

FY 2021
Approved School Board
Budget Highlights

Questions?

Fredericksburg City Public Schools
Joint Work Session
May 5, 2020



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. JASON N. GRAHAM, WARD ONE
HON. DR. TIMOTHY P. DUFFY, WARD THREE
HON. CHARLIE L. FRYE, JR., WARD FOUR

May 12, 2020

The Council of the City of Fredericksburg, Virginia, held a public hearing on Tuesday, May 12, 2020, beginning at 7:30 p.m. using electronic communication through GoToMeeting pursuant to and in compliance with the City Council Ordinance 20-05, an ordinance to address Continuity of City Government during the pendency of a pandemic disaster.

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

Also Present. City Manager Timothy J. Baroody, Assistant City Manager Mark Whitley, City Attorney Kathleen Dooley, Assistant City Attorney Dori Martin, Community Planning and Building Services Director Charles Johnston, Community Development Planner Susanna Finn, Fire Chief Mike Jones and Clerk of Council Tonya B. Lacey.

Notice of Public Hearings (D20-__ thru D20-__). The Clerk read the notice of the public hearings as they appeared in the local newspaper, the purpose being to solicit citizen input.

Granting a Special Use Permit for Euforia, a Retail Sales Establishment at 915 Lafayette Blvd., Unit D (D20-__). 1 speaker. Staff gave a brief summary of the project and stated that the applicant had done some moderate

grading not realizing they needed approval for that work. He said they would be working with the applicant to resolve those issues.

Annie Pates, applicant, stated that they had been in business well over a year and they were excited to expand their business. The hours would be from 9:00 a.m. to 5:30 p.m. and there would not be any loud noises and most of the traffic would be from deliveries.

After a brief discussion Mayor Greenlaw closed the meeting and explained that the Council would consider the matter at the May 26 meeting and she informed the public that public comments would be accepted until 4:00 p.m. on May 26.

Approving the Community Development Block Grant 2015-2020 Consolidated Plan And 2019-2020 Annual Action Plan Substantial Amendment to Incorporate CDBG-CV Funds (D20-__). No speakers. Staff gave a summary on the CDBG Consolidated Plan and Annual Action Plan substantial amendment and Council had a brief discussion.

After that brief discussion, Mayor Greenlaw closed the meeting and explained that the Council would consider the matter at the May 26 meeting and she informed the public that public comments would be accepted until 4:00 p.m. on May 26.

Approving the Community Development Block Grant Citizen Participation Plan (D20-__). After that brief discussion Mayor Greenlaw closed the meeting and explained that the Council would consider the matter at the May 26 meeting and she informed the public that public comments would be accepted until 4:00 p.m. on May 26.

Resolution 20-31, First Read Approved, Appropriating Funds for the Fredericksburg City Public Schools for Fiscal Year 2021 (D20-__ thru D20-__). Councilor Duffy disclosed that he was an employee of the Fredericksburg City Schools namely the principal at James Monroe High and he could participate fairly and objectively and in the public interest.

Councilor Frye disclosed that his spouse is an employee for the Fredericksburg City Schools and he could participate fairly and objectively in the public interest.

Mr. Whitley explained that the Council would be voting on three funds for the schools: the operating fund, the grants fund, and the capital fund. The schools grant and capital fund do not include local general funds and he recommend they be appropriated 100 percent. In the school operating fund, he requested the Council to budget the full amount of \$47,595,070 but only appropriate three quarters of that amount \$35,996,302. He said state allows quarterly appropriations to schools and this would allow them to have monthly reviews with the schools. Mr. Whitley said this was the first time doing appropriations this way, and it was only being done this way because of the pandemic. He said this was the main fund and houses most of the schools operations. The schools were requesting a transfer of \$29,199,266 and they were asking for budgeting from other sources and recovery costs in the amount of approximately \$269,000. He said they requested the use of fund balance available in Fund 205 in the amount of \$1.5 million and they are forecasting aid from the Commonwealth in the amount of \$17,026,804.

Mr. Whitley noted that the City received a lower composite index score for the next two years which he said the City would benefit from that, although the pandemic may impact the state funding.

Council all thanked the staff for working with the schools to come up with this budget recommendation and they all agreed that the working relationship between the City Manager and the Superintendent as well as the Council and the School Board was remarkable.

Councilor Duffy added that the schools were the heart of the community and he said the schools can be proud of the work done during this pandemic from the feeding of the kids, to learning and getting the students laptops and meeting the educational, social and emotional needs of the students. He thanked Dr. Marci Catlett and Mr. Baroody for putting together a budget that would meet the needs of the community.

Councilor Graham noted that the City may be looking a \$95.1 million budget and the proposed amount to the schools is 30.7% of the City's proposed budget and last year it was 30.4%. He said although these are tough economic conditions the City was working with the schools.

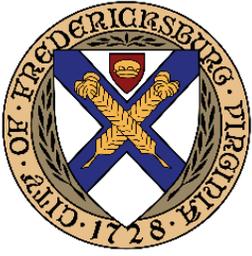
Erik Nelson (D20-__), Brompton Street, said that as a city employee, it did not seem fair that the School Administration would not share in the effort to balance the budget when City employees are taking a salary cut and reductions. See **D20-__** for more information.

Vice-Mayor Withers made a motion to approve Resolution 20-31 on first read, appropriating funds for the Fredericksburg City Public Schools for Fiscal Year 2021; motion was seconded by Councilor Devine and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Frye, Graham and Kelly. Nays (0).

Adjourned. There being no more speakers to come before the Council at this time, Mayor Greenlaw declared the hearing officially adjourned at 8:29 p.m.

Mary Katherine Greenlaw, Mayor

Tonya B. Lacey, Clerk of Council, CMC



CITY OF FREDERICKSBURG, VIRGINIA
CITY COUNCIL
MINUTES

Council Chambers, 715 Princess Anne Street
Fredericksburg, Virginia 22401

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Also Present. City Manager Timothy J. Baroody, Assistant City Manager Mark Whitley, City Attorney Kathleen Dooley, Assistant City Attorney Dori Martin, Community Planning and Building Services Director Charles Johnston, Community Development Planner Susanna Finn, Fire Chief Mike Jones and Clerk of Council Tonya B. Lacey.

Opening Prayer and Pledge of Allegiance. Council was led in prayer by Councilor Charlie L. Frye, Jr. followed by the Pledge of Allegiance led by Mayor Mary Katherine Greenlaw.

Coronavirus (COVID-19) Update (D19-__). Chief Mike Jones reported that Governor Northam had decided to open the state on My 15 under a Phase I plan, but Northern Virginia would remain on lockdown until May 28.

To date Chief Jones said there were 805 cases in the Rappahannock Area Health District, 66 were confirmed in the City of Fredericksburg. He said those numbers were continuing to rise and this was concerning because Governor Northam wants to see numbers on a downward trend before opening. Chief Jones said the amount of testing had increased. There had been an increase in the total number of deaths in the State. There were 207 deaths in the past nine days and the number of positive cases had risen by 6,300 over that same time. In the Rappahannock Health District on May 4 there was a total of 585 cases and on May 12 there was a total of 805 cases an increase of 220 cases in nine days. The areas average was approximately 24 cases a day. There was also an increase of 21 cases in the City over the same nine day period.

Chief Jones reported that staff had met to review the Phase I guidelines and he said staff was comfortable with many of the segments. He offered help to the public for interpretation of the guidelines. The only concerns they had and were still working on were the outdoors seating for restaurants.

Councilor Duffy asked what was being done proactively to protect the elderly who live in senior apartments and what was being done to protect the African Americans that are suffering in ways others were not. Chief Jones said they were in contact with the apartment complexes as well as the assisted living communities to see their plans. He said many had plans in place and those that did not have plans quickly got plans. He said so far most of the cases had been in single family homes but he said they do check those communities regularly to make sure the plans are solid. In regards to the African American community, the Chief Medical Officer provides statistics and he said they could look at the demographics and see what they say about it in the local community. He said they were working with the local

department of health to get that information but with the contract tracing it could be hard to locate people. He said sometimes they attributed people outside of the City into the 22401 zip code and some people do not give good addresses.

Councilor Devine gave a tip to the public stating that when they run errands to keep track of where they have been as well as receipts so that if they get sick the contact tracing would be easier. She also asked what would happen if the numbers continue to increase during the Phase I opening. Chief Jones said if the City get close to its capacity with its healthcare facilities then it would become a challenge but he said right now the numbers look good but they would continue to have weekly conversations with the healthcare providers. He said as long as the hospitals were not overcrowded and most of the people were self-quarantining at home it would be manageable. He said if the ventilators and beds were being used up then they would have to address the problem.

Councilor Devine asked for verification on whether people were supposed to continue to use social distancing and wear facemasks and Chief Jones said yes, the Governor continues to request social distancing and recommended wearing a facemask. He said businesses have the right to require people to wear facemask when entering their businesses.

Councilor Graham asked what the issue was with the lack of testing and Chief Jones said the only information he had on testing was the information he gets from the state and the Governor's office. The last nine days only show that 9800 people were tested and in the last day 3400 were tested. He said he does not know when or if they will get to widespread testing. Chief Jones said there were several types of test and not all of them were readily available. Councilor Graham expressed his disappointment in the decision to reopen and he asked how the City could push back on that decision.

Councilor Kelly asked what authority the City had to take unilateral action in regards to COVID-19. Mr. Baroody said they were following the Governor's direction unless the Council directs them to do differently. Mr. Kelly asked if the City had authority to stay closed and Chief Jones said it was his understanding that the Northern Virginia localities got together and petitioned the Governor not to reopen and he did that based on their request. It was his understanding that the Governor would not consider keeping one jurisdiction to closed when all the other surrounding jurisdictions were opening. Mayor Greenlaw said it make sense that it would only work as a regional approach.

Councilor Duffy said he would like to get more information on testing. He said he would like to know what targets would be used to open schools and other agencies. He also spoke of the importance of wearing a mask.

Mr. Baroody said he had been talking weekly with Dr. Stern and he could offer to have him come to the next meeting to speak on behalf of the State. He said he would continue to be cautious with the opening of public buildings.

Vice-Mayor Withers said he was also disappointed with the decision to open back up but he was optimistic that businesses would open carefully. He said if there were some businesses that do not open carefully he would like to see some enforcement.

Councilor Frye asked if the City had the authority to open at the end of the month like Northern Virginia.

Chief Jones said he had a conference call set for Thursday in regards to enforcement and how they would go about it. He said he could also provide a brief on testing by the end of the week.

Councilor Frye expressed his concern for those who have no choice but to be at work during this pandemic and he said they are likely the ones who do not have health insurance.

Councilor Devine encourage Mr. Baroody to continue having discussions with our neighbors.

Public Hearing. The regular session was recessed in order to conduct scheduled public hearings and immediately reconvened upon their conclusion.

Citizen Comment. There were no comments submitted to be read during the citizen comment portion of this evening's meeting.

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

7A. Reopening of Local Economy – Councilor Devine

7B. Polling Places for May 19 Election – Councilor Devine

7C. Spotsylvania Communication – Councilor Frye

7D. Census 2020 – Councilor Duffy

7E. Virtual Memorial Day – Councilor Duffy

Reopening of Local Economy. Councilor Devine asked the City Manager to give feedback on conversations with the surrounding jurisdictions as well as on the opening of the farmer's market.

Mr. Baroody stated that he was in regular conversations with the counties and they speak every Monday, Wednesday and Friday. He said they have regular conversations about all things COVID-19. There had been little conversation with the reopening of businesses but he has had no indication that they would like to put a pause on opening. He seemed to think

it was the exact opposite. He noted that Stafford plans to open their public building as soon as Friday and Spotsylvania will open Monday but the City, King George and Caroline had not announced an opening.

Mr. Baroody said the other jurisdictions had already opened their Farmer's Market but he delayed the opening of the City's Farmer's Market until the coming weekend in order to be consistent with the Governor's actions. He noted there was a taskforce dedicated to working on the opening of the market and they feel it could be done safely.

Polling Places for May 19 Election. Councilor Devine announced that there would only be one polling place at the Dorothy Hart Community Center and she reminded them to have their identification available. She also reminded those who were voting absentee to be sure to return them by 7 p.m. at the registrar drop box.

Mayor Greenlaw also reminded the public that the absentee ballots could not be accepted at the polling place.

Spotsylvania Communications. Councilor Frye thanked Spotsylvania County Board of Supervisor for his work on the enhancements on Route 2 and he also spoke with VDOT regarding the restrictions on Lansdowne Road which does not allow the UPS drivers to make a right turn onto Lansdowne Road.

Census 2020. Councilor Duffy reminded citizens to complete their census because each person missed was a loss of \$20,000 over the ten year peirod.

Virtual Memorial Day. Councilor Duffy announced the virtual Memorial Day ceremony and he encouraged people to send pictures in by May 19.

Adoption of Minutes. Councilor Graham moved approval of the April 14 and April 28, 2020 Work Session Minutes, the revised April 14, 2020 and April 28 regular session minutes; motion was seconded by Councilor Devine and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Frye, Graham and Kelly. Nays (0).

Resolution 20-32, Approved, Approving the 2020-2024 Community Development Block Grant Consolidated Plan (D20-__). After staff presentation and some discussion Councilor Graham made a motion to approve Resolution 20-32, approving the 2020-2024 Community Development Block Grant Consolidated Plan; motion was seconded by Councilor Frye and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Frye, Graham and Kelly. Nays (0).

Resolution 20-33, Approved, Approving the 2020-2021 Community Development Block Grant Annual Action Plan Pandemic (D20-__).

Councilor Graham made a motion to approve Resolution 20-33, approving the 2020-2021 Community Development Block Grant Annual Action Plan Pandemic; motion was seconded by Councilor Devine and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Frye, Graham and Kelly. Nays (0).

Resolution 20-34, Approved, Initiating Amendments to the Unified Development Ordinance §72-59 Signage, to Update Building Signage Standards in Commercial, Industrial, and Planned Development Districts and Update the Freestanding Sign Standards in Planned Development Districts (D19-__). Councilor Graham made a motion to approve Resolution 20-34,

initiating amendments to the Unified Development Ordinance §72-59 Signage, to update building signage standards in Commercial, Industrial, and Planned Development Districts and update the Freestanding Sign Standards in Planned Development Districts; motion was seconded by Vice-Mayor Withers and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Frye, Graham and Kelly. Nays (0).

City Manager's Report and Council Calendar (D19-__ thru D19-__).

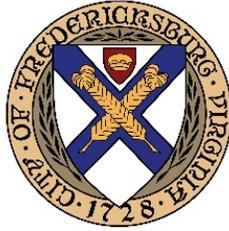
City Manager Baroody directed the Council's attention to the Manager's Update to Love Sign, Local Election Pushed Back to May 19, Farmer's Market Set to Open Saturday, May 16, Virtual Memorial Day Remembrance, Chatham Bridge Closure, Upcoming Budget Work Session and Meetings, COVID-19 (Coronavirus), Census 2020, Generous Gift Extends N-95 Mask Life and Fire Department Inventory, Step Outside, Say Hello! Topnotch Bond Rating Affirmed and Sale of Bonds, New Trail Marking Reminders, Personal Property Tax Deadlines Extended, Real Estate Bill Deadline Unchanged, United Way Benefit Golf Tournament Postponed Free Activity Bags and Fred Focus.

Adjournment. There being no further business to come before the Council at this time, Mayor Greenlaw declared the meeting officially adjourned at 9:29 p.m.

Mary Katherine Greenlaw, Mayor

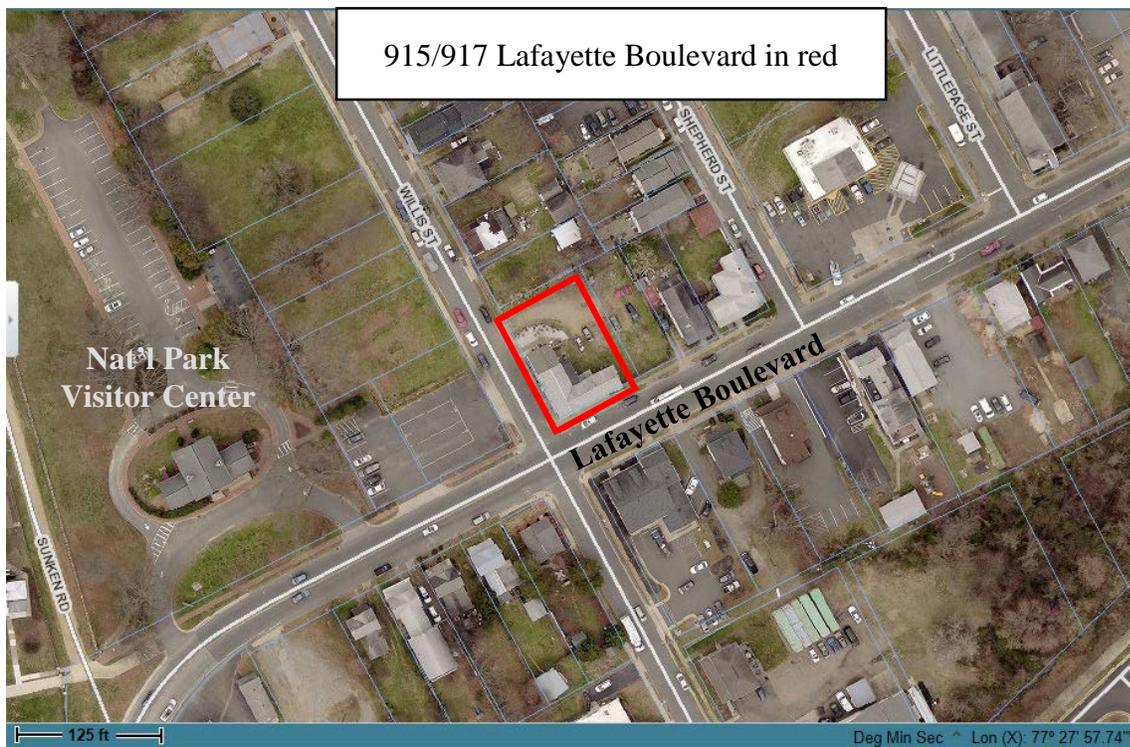
Tonya B. Lacey, Clerk of Council, CMC

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MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: James Newman, Zoning Administrator
DATE: May 19, 2020 for the May 26, 2020 meeting
RE: **Eufhoria, SUP2020-02** requests a special use permit to operate a retail sales establishment at 915/917 Lafayette Boulevard (GPIN 7779-91-5882), at the corner of Lafayette Boulevard and Willis Street.



ISSUE

Should the City Council approve the proposed special use permit for retail sales?

RECOMMENDATION

Approval subject to the following conditions:

1. Hours of operation shall be limited from 9AM to 9PM Monday through Sunday.
2. The use shall commence within 24 months of the date of adoption of this resolution. The use is permitted only so long as it continues and is not discontinued for more than 24 months.
3. A site plan must be approved within 90 days of approval of this Special Use Permit
4. The Special Use Permit is limited to Unit D.

CITY COUNCIL MEETING – MAY 12, 2020

City Council held a public hearing for this item at its electronic meeting on May 12, 2020. The application was heard at the electronic meeting due to the needs of the applicant, the need to continue City business during a time of an emergency, and to have the applicant explain their request while allowing for public comment afterwards. As of May 19, 2020 no public comment had been received by the Planning Department.

GENERAL BACKGROUND

Annie Pates, doing business as Eufloria Fredericksburg, wishes to operate a retail sales establishment at 915 Lafayette Boulevard, Suite D. The business is a flower shop and is currently located at 526 Wolfe Street. This parcel is 7,840 sq. ft. in size. The existing building is 3,778 sq. ft. and was built in 1919. The proposed area for the use, described as Unit/Suite D, is approximately 1,200 sq. ft. in area. The property is zoned Commercial Office-Transitional (CT).

Adjacent uses include parking for the National Battlefield Visitors Center, three single family residences, and a medical office.

The business will be owner-operated. Approximately six parking spots are available on site, with additional space on-street. The applicant has requested hours of operation being 9AM-5PM Monday through Friday, with 11AM-3PM on Saturday, and 11AM-2PM on Sunday. As the use of *retail sales establishment* would run with the property, a proposed condition would permit retail sales from 9AM-9PM Monday through Sunday. This will aid the reuse of the property should Eufloria outgrow this space and a new user become interested in moving in.

The applicant states that there will be two employees (herself and a delivery driver). The business is primarily delivery based, with three to four delivery trips a day. Additional temporary employees may be hired during seasons of peak demand.

PLANNING COMMISSION MEETING – MARCH 11, 2020

The Planning Commission held a public hearing for this item at its meeting on March 11, 2020. The Commissioners asked about the space used for the proposed use, and recommended a condition that the use be limited to the 2,000 sq. ft. of space the use will occupy, rather than permitting the use to apply to the entire property. This would allow for a reduction in need for parking and reduce other impacts. The Commission also recommends a condition that would limit the use of retail sales to a florist and gift shop. The intent is to prohibit potentially objectionable uses from occupying the space.

The Planning Commission **recommended approval** (6-0-1 abstained) subject to five conditions:

1. Hours of operation shall be limited from 9AM to 9PM Monday through Sunday.
2. The use shall commence within 24 months of the date of adoption of this resolution. The use is permitted only so long as it continues and is not discontinued for more than 24 months.
3. A site plan must be approved prior to issuance of the Certificate of Zoning Use.
4. The Special Use Permit is limited to 2,000 square feet within the space being used for the retail sales.
5. The use shall be limited to a floral and gift shop.

There was no public comment at the meeting nor has the Planning Department received any.

CONDITIONS

The recommended conditions differ from the Planning Commission motion:

1. Hours of operation shall be limited from 9AM to 9PM Monday through Sunday.
2. The use shall commence within 24 months of the date of adoption of this resolution. The use is permitted only so long as it continues and is not discontinued for more than 24 months.
3. A site plan must be approved ~~prior to issuance of the Certificate of Zoning Use~~ *within 90 days of approval of this Special Use Permit.*
4. The Special Use Permit is limited to Unit D.
5. ~~The use shall be limited to a floral and gift shop.~~

Site Plan Condition

Prior to the Planning Commission public hearing, representatives for the applicant made a series of changes to the site. Bamboo screening located between the property and 507 Willis Street was cut down. The ground behind the building was leveled, with some fill on an adjacent vacant parcel to create additional room for parking, and the existing parking area was expanded. These changes were done without any required permits, including a land disturbance permit and a site plan. These permits are required to ensure that work being carried out is done in a manner that conforms to the requirements of City Code.

At the time the Planning Commission recommended approval, condition 3 as proposed was reasonable and staff supported. Due to the ongoing state of emergency, the desire to assist businesses during uncertain times, and the need to balance the requirements of City Code with the needs of a small business, Condition 3 has been modified. Rather than require a site plan be approved prior to issuance of a Certificate of Zoning Use, a site plan will need to be approved within 90 days of Council approval of the Special Use Permit.

Use Condition

The Planning Commission also had a fifth condition that would limit the use of retail sales to a florist and gift shop. After consulting with the City Attorney, this proposed condition is not proportional to the impact. The proposed retail space is relatively small. It is located across Willis Street from the National Military Park parking lot. The UDO does not distinguish retail sales uses based on inventory offered for sale at this level of detail (as opposed to distinctions for grocery stores vs. convenience stores or gas stations, for example). Conditions are designed to deal with external impacts arising from zoning decisions: parking, traffic, noise, light. The UDO does not identify a difference in external impact between the sale of clothes, the sale of guns, or other retail items. Parking requirements are the same as other retail types and are met. Traffic to the site (both pedestrian and auto) and lighting from the store are dealt with via limits on the hours of operation. Therefore, the proposed conditions in the draft resolution do not include this item.

SPECIAL USE PERMIT ANALYSIS

Special Use Permits apply to the property indefinitely per Virginia Code, regardless of ownership. They are evaluated according to the criteria contained in the UDO, Section 72-22.6, as follows:

(1) The proposed special use at a specified location shall be:

(a) In harmony with the adopted Comprehensive Plan;

The property lies within Land Use Planning Area 7: Downtown. The future land use map in the Comprehensive Plan designates this property as Transitional/Office. This category

provides for *“The areas between residential and commercial districts are transitional spaces. This Commercial-Transitional/Office category provides for limited retail uses and small scale offices, with appropriate landscaping and screening, to provide a transition between quiet residential areas and more intense commercial districts.”*

The relevant Opportunities listed for Land Use Planning Area 7 include (on page 11(7)-1):

- Protect the historic aspects of the downtown business district, through careful adaptive reuse of existing buildings and appropriate new construction on infill sites.
- Support redevelopment that respects historic structures, but without dictating architectural style or limiting creativity.
- Continue revitalization of the key corridors of Princess Anne Street, Kenmore Avenue, William Street, and Lafayette Boulevard.
- Work with Main Street Fredericksburg to develop an appropriate mix of businesses that keep downtown a viable urban center.
- Ensure persons with disabilities are included in the downtown environment by evaluating the accessibility of buildings and infrastructure. Encourage downtown property owners to improve accessibility to shops, restaurants, offices, and other commercial facilities so everyone can visit all parts of the community.
- Evaluate the area between Lafayette Boulevard and Hazel Run, adjacent to the National Park, for possible preservation or appropriate redevelopment.

(b) In harmony with the purpose and intent of the zoning district regulations;

The purpose of the Commercial-Transitional (CT) Zoning District is *“to provide for the location of predominantly nonresidential commercial uses in a low-intensity manner such that they can be employed as transitional land uses between residential neighborhoods and higher-intensity uses.”*

The use of a retail sales establishment in this space fits this definition well. It is a low intensity, nonresidential use. It is adjacent to medical office, a parking lot, and three residential structures.

(c) In harmony with the existing uses or planned uses of neighboring properties.

The proposed retail use is located along a block face in the Princess Anne Corridor that is made up of a mix of commercial structures and residences. One residential structure is located away from the rear of the property, one is adjacent to the side of the property, and a third is located on the opposite side of Lafayette Boulevard. The use is not noise intensive, nor will it produce fumes, bright lights, or other nuisance factors, and there are existing businesses operating in the structure.

In considering an application for a Special Use Permit, the City Council shall consider potential adverse impacts including:

1. **Traffic or parking congestion;**

The site is situated on and has access from Princess Anne Street, which is a minor arterial street. On street parking is available on both Lafayette Boulevard and Willis Street, with on-site parking accessed from Willis Street.

2. Noise, lights, dust, odor, fumes, vibration, and other factors which adversely affect the natural environment;

No excessive noise, odor, fumes, or vibration are associated with the proposed use, a flower shop. The size of the use would be limited to the particular suite to be occupied by the applicant, and the hours of operation listed in Condition 1 would limit the business to operate from 9am-9pm.

3. Discouragement of economic development activities that may provide desirable employment or enlarge the tax base;

The use constitutes economic development.

4. Undue density of population or intensity of use in relation to the community facilities existing or available;

There are sufficient public utilities to serve the site.

5. Reduction in the availability of affordable housing in the neighborhood;

Not applicable, this Special Use application is for a commercial use in an existing building.

6. Impact on school population and facilities;

Not applicable, this Special Use application is for a commercial use in an existing building.

7. Destruction of or encroachment upon conservation or historic districts;

Not applicable.

8. Conformity with federal, state and local laws, as demonstrated and certified by the applicant; and

The applicant states they have conformed to all federal, state, and local laws.

9. Massing and scale of the project.

The business will operate within the existing building, no expansion is proposed as part of this Special Use Permit.

CONCLUSION

This application meets the criteria required for approval. The Planning Commission and Staff recommended approval of this Special Use Permit, subject to conditions that vary as previously discussed.

ATTACHMENTS:

1. Resolution
2. Application
3. Planning Commission Meeting minutes of March 11, 2020



May 12, 2020
Regular Meeting
Resolution 20-__

MOTION:

SECOND:

RE: Granting a special use permit for Eufhoria, a retail sales establishment at 915 Lafayette Blvd., Unit D

ACTION: APPROVED: AYES: 0; NAYS: 0

Sandra C. Glancy has applied to the City Council for a special use permit for a florist shop named Eufhoria at 915 Lafayette Blvd., Unit D. The subject property is in the Commercial-Transitional (CT) zoning district. Florist shops are classified as retail sales establishments, which are permitted in the CT district only by special use permit. The applicant seeks this SUP as part of her plans to relocate her existing florist shop to this property.

City Council, after notice and a public hearing, has considered the application in light of its conformity with the City's Comprehensive Plan, its harmony with the purposes and standards of the zoning district regulations, its compatibility with existing or planned uses of neighboring properties, and whether the proposed special use and related improvements will be designed, sited, landscaped, and otherwise configured so that the use will not hinder or discourage the appropriate development or use of adjacent, neighboring, or community land or structures, or impair their economic, social, or environmental value.

Therefore, the City Council hereby resolves that:

- City Council grants to Sandra C. Glancy a special use permit for a retail sales establishment at 915 Lafayette Blvd., Unit D, in accordance with her application dated February 4, 2020, and in accordance with the following conditions:
 - The hours of operation for this special use shall be limited to 9:00 a.m. to 9:00 p.m. Monday through Sunday
 - The use shall commence within 24 months of the date of adoption of this resolution and is permitted only so long as it continues and is not discontinued for more than 24 months.
 - A site plan must be approved within 90 days of approval of this Special Use Permit.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 20-__, adopted at a meeting of the City Council held May 12, 2020, at which a quorum was present and voted.

Tonya B. Lacey, MMC
Clerk of Council



Application #SUP: 2020-02
Date: 2.4.20
Fee/Check#: CK 7052 \$900

**\$300.00 for an Individual Single-Family Lot; or
\$750.00 + \$150.00 per Acre for All Others**

APPLICATION SPECIAL USE PERMIT

APPLICANT NAME: JANDRA GLANCY / MARK BRAZWELL

MAILING ADDRESS: 526 Wolfe St. Fredericksburg, Va. 22401

TELEPHONE: 540-920-8166 E-MAIL: paulsyoungatheart@gmail.com
MARK BRAZWELL@GMAIL.COM

THE UNDERSIGNED HEREBY APPLIES FOR A SPECIAL USE FOR: Flor

Retail Sales



THE SUBJECT PROPERTY IS DESCRIBED AS FOLLOWS:

Property Location 915 Lafayette Blvd. - Unit D

Property Owned By Mark Oliver Brazwell

Owner's Mailing Address 1252 Oakland Drive, King George, Va.

Proposed Use of Property (be specific) King Retail Sales Flower



HOURS OF OPERATION Tue-Fri 9:30-5:30pm NUMBER OF EMPLOYEES 1
Sat 11-3
Sun 11-2
Mon - closed

Anticipated Number of Patrons or Clients _____

Description of the development's impact on neighboring and adjacent properties (please submit a complete and accurate description on a separate sheet of paper):

1. Compliance with Comprehensive Plan:
2. In harmony with the purpose and intent of the zoning district regulations:
3. In harmony with the existing uses or planned use of the neighboring properties:
4. Traffic Impact:

Special Use Permit Request
(Application Continued)



I do hereby make oath or affirmation that to the best of my knowledge, the foregoing information contained in this application is true.

Sandra C Glancy Jan. 29, 2020
Signature of Applicant Date

PRINT NAME OF APPLICANT Sandra C Glancy

The above oath or affirmation was signed before me and witnessed by me this 29th day of January, 2020 in the County + City of Fredericksburg in the state of Virginia.

[Signature]
Notary Signature
Notary Registration # 348982 MY COMMISSION NUMBER 348982 Expires May 31, 2020



[Signature] JAN 29, 2020
Signature of Owner Date

PRINT NAME OF OWNER MARK OLIVER BRAZWELL

The above oath or affirmation was signed before me and witnessed by me this 29th day of January, 2020 in the County + City of Fredericksburg in the state of Virginia.

[Signature]
Notary Signature

Notary Registration # 348982 Commission expires: May 31, 2020



OWNERSHIP

Applicant is (Circle One):

Property Owner Agent of Owner Lessee Property Purchaser Other

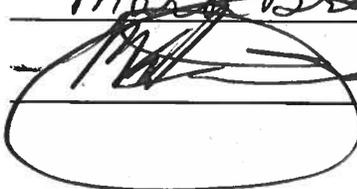
If 'Other', describe: _____

Source of Property Title / Instrument #:

Spky River Morask, LLC - 180002106

If Property is owned by a Limited Liability Corporation (LLC):

1. Attach a "Certificate of Fact of Existence" from the State Corporation Commission; and
2. List the names and titles with authority to sign on behalf of the LLC (add additional sheets if needed):

Mark Brazzwell - owner

BRAZZWELL, MARK O. SOLE OWNER
IF NEEDED CONTACT @ (757) 995-4414

OR

If Property is owned by a Corporation (Inc.):

1. Attach a "Certificate of Good Standing" from the State Corporation Commission; and
2. List the names and titles with authority to sign on behalf of the corporation (add additional sheets if needed):

Feb. 3, 2020

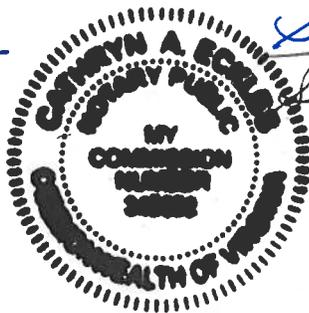
No member of the City Council or the Planning Commission or any member of their immediate household or family owns or has any financial interest in such property or has any financial interest in the outcome of the decision. However my father is James Pates, a member of the Planning Commission, will recuse himself.

I, Cathryn Eckles, a Notary Public in and for the State of Virginia do hereby certify that Anne Pates and Sandra Glancy, appeared before me and acknowledged the same.

Annie Pates
Annie Pates
Signature

Sandra Glancy
Sandra Glancy
Signature

Cazallo
#349982
May 31, 2020



CITY OF FREDERICKSBURG
BRENDA A. WOOD, TREASURER

Date : 12/16/2019
Register: ACH/TR
Trans. #: 70053
Dept #: RE202001
ACCT# : 1912

P. O. BOX 267
FREDERICKSBURG VA 22404-0267

2020 REAL ESTATE TAX

LTS 58 59 & 60 BL 128-G-L7779-91-5882

Acres: .18

915 917 LAFAYETTE BLVD

Land: 235200

Imp: 379400

Previous Balance \$	344.20
Principal Being Paid \$	344.20
Penalty \$.00
Interest \$.00
Amount Paid \$	344.20
*Balance Due	
as of 12/16/2019 \$.00

SKY RIVER MONARK LLC
1252 OAKLAND DR
KING GEORGE VA
22485

Check# ACH \$ 344.20

DirDp ACH \$ 344.20
(DUPLICATE)

Pd by
ANY BALANCE DUE DOES NOT INCLUDE PENALTY AND INTEREST.



COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION

Office of the Clerk

Mark Brazwell

August 14, 2018

MARK OLIVER BRAZWELL
1252 OAKLAND DR
KING GEORGE, VA 22485

RECEIPT

RE: Sky River Monark LLC

ID: S7702824

DCN: 18-08-14-6398

Dear Customer:

This is your receipt for \$100.00 to cover the fee(s) for filing articles of organization for a limited liability company with this office.

The effective date of the filing is August 14, 2018.

If you have any questions, please call (804) 371-9733 or toll-free in Virginia, (866) 722-2551.

Sincerely,

Joel H. Peck

Joel H. Peck
Clerk of the Commission

RECEIPTLC
LLNCD
CISECOM

COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION

AT RICHMOND, AUGUST 14, 2018

The State Corporation Commission has found the accompanying articles submitted on behalf of
Sky River Monark LLC

to comply with the requirements of law, and confirms payment of all required fees. Therefore, it
is ORDERED that this

CERTIFICATE OF ORGANIZATION

be issued and admitted to record with the articles of organization in the Office of the Clerk of the
Commission, effective August 14, 2018.

STATE CORPORATION COMMISSION

By 

Mark C. Christie
Commissioner

DLLCACPT
CISECOM
18-08-14-6398

ARTICLES OF ORGANIZATION
OF
SKY RIVER MONARK LLC

The undersigned, pursuant to Chapter 12 of Title 13.1 of the Code of Virginia, states as follows:

1. The name of the limited liability company is Sky River Monark LLC.
2. The purpose for which the limited liability company is formed is to engage in any lawful business, purpose or activity for which a limited liability company may be formed under the Virginia Limited Liability Company Act.
3. The name of the limited liability company's initial registered agent is Mark Oliver Brazwell. The initial registered agent is an individual who is a resident of Virginia and a member or manager of the limited liability company.
4. The address of the limited liability company's initial registered office, which is identical to the business office of the initial registered agent, is 1252 Oakland Dr, King Georger, VA 22485. The initial registered office is located in King George County, Virginia.
5. The address of the limited liability company's principal office where the records of the limited liability company are to be kept is 1252 Oakland Dr, King George, VA 22485.

ORGANIZER:

/s/ Mark Oliver Brazwell Date: August 14, 2018
Mark Oliver Brazwell

**VIRGINIA LAND RECORD COVER SHEET
FORM A - COVER SHEET CONTENT**

Instrument Date: 9/28/2018
Instrument Type: DBS
Number of Parcels: 2 Number of Pages: 2
 City [] County

FREDERICKSBURG

TAX EXEMPT? VIRGINIA/FEDERAL LAW

[] Grantor: _____
[] Grantee: _____

Consideration: \$600,000.00

Existing Debt: \$0.00

Actual Value/Assumed: \$614,600.00

PRIOR INSTRUMENT UNDER § 58.1-803(D):

Original Principal: \$0.00

Fair Market Value Increase: \$0.00

Original Book Number: _____ Original Page Number: _____ Original Instrument Number: _____

Prior Recording At: City [] County

FREDERICKSBURG

Percentage In This Jurisdiction: 100%

BUSINESS / NAME

1 Grantor: ALADDIN SERVICES COMPANY LLC

[] Grantor: _____

1 Grantee: SKY RIVER MONARK LLC

[] Grantee: _____

GRANTEE ADDRESS

Name: SKY RIVER MONARK LLC

Address: 1252 OAKLAND DRIVE

City: KING GEORGE State: VA Zip Code: 22485

Book Number: _____ Page Number: _____ Instrument Number: 080001543

Parcel Identification Number (PIN): 7779 91 5892 Tax Map Number: NA

Short Property Description: PARCEL 1

Current Property Address: 915/917 LAFAYETTE BLVD

City: FREDERICKSBURG State: VA Zip Code: 22401

Instrument Prepared By: GORDON B GAY Recording Paid By: GORDON B. GAY

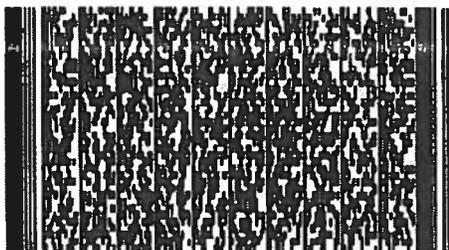
Recording Returned To: GORDON B GAY

Address: 25 BUTLER ROAD

City: FALMOUTH State: VA Zip Code: 22405

INSTRUMENT 180002106
RECORDED IN THE CLERK'S OFFICE OF
FREDERICKSBURG CITY CIRCUIT COURT ON
September 28, 2018 AT 11:28 AM
\$615.00 GRANTOR TAX WAS PAID AS
REQUIRED BY GEC 58.1-802 OF THE VA. CODE
STATE: \$307.50 LOCAL: \$307.50
JEFF SMALL, CLERK
RECORDED BY: LBP

(Area Above Reserved For Deed Stamp Only)



Consideration: \$600,000.00
Grantee's address: 1252 Oakland Drive, King George, VA. 22485
Prepared by Gordon B. Gay VSB#07692
Underwritten by Fidelity National Title Insurance Company

GPin#7779-91-5882

File: 7067

Assessed: \$614,600.00

DEED

THIS DEED, made and entered into this ~~26~~²⁷ day of September, 2018, by and between ALADDIN SERVICES COMPANY, LLC, a Virginia Limited Liability Company, GRANTOR, and SKY RIVER MONARK, LLC, a Virginia Limited Liability Company, GRANTEE, as follows:

WITNESSETH:

That for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, the Grantor does hereby grant, bargain, sell, and convey with General Warranty and English covenants of title unto the Grantee, in fee simple, the following described real estate, to-wit:

ALL of those certain lots or parcels of land with improvements thereon known as Parcels 1 and 2 fronting 75 feet on the north side of Lafayette Boulevard in the City of Fredericksburg, Virginia and more particularly described as follows:

PARCEL 1:

THAT certain parcel of real estate, together with all buildings and appurtenances situate, lying and being on the east side of Willis Street in the City of Fredericksburg, and described as follows: Beginning at a point on the east side of Willis Street 60 feet North of Lafayette Boulevard; thence northwardly along Willis Street 45 feet; thence eastwardly and parallel with said Boulevard 75 feet; thence southwardly and parallel with Willis Street 45 feet; thence westwardly and parallel with said Boulevard 75 feet to the point of beginning. The said real estate being the rear part of Lots 58, 59 and 60 in Block 29 on plat of the Fredericksburg Development Company.

PARCEL 2:

That certain parcel of real estate, together with all buildings and appurtenances situate, lying and being in the City of Fredericksburg on the north corner formed by the intersection of Lafayette Boulevard and Willis Street, fronting 75 feet on the north side of Lafayette Boulevard and extending back northwardly between parallel lines 70 feet, more or less, being that portion of Lots Nos. 58, 59 and 60 in Block 29 on the aforesaid map remaining after conveyance of the 45 feet

GORDON B. GAY
Attorney at Law
25 Butler Road
Falmouth, VA 22405
(540) 373-6666
Fax (540) 373-7089

PUBLIC NOTIFICATION REQUIREMENTS

Written Notice: Written notice of an application initiated by a property owner or contract purchaser shall be provided to adjacent property owners by certified return receipt mail by the applicant **at least 14 days prior** to the hearing (not counting the date of the hearing) and **not more than 21 days prior to the public hearing**. Applicants may use the notice form supplied with the application forms. In the event the application is deferred indefinitely, notification shall be given when the application is rescheduled.

Evidence of the receipt of such notice shall be provided to the Zoning Administrator prior to the public hearing. In the case of a condominium or a cooperative, the written notice may be mailed to the unit owners' association or proprietary lessees' association, respectively, in lieu of each individual unit owner.

The following notice documents must be submitted to the office of the Zoning Administrator at least 5 days prior to the public hearing:

1. a copy of the notice letter sent
2. a list of the names and addresses of those persons to whom notice was sent
3. a copy of the post office receipts for the certified or return receipt mail
4. "Certification of Notice" form found at the back of this application

Posted Notice: The applicant shall post a sign provided by the Zoning Administrator on each parcel of land involved in an application for zoning map amendment (when 25 or fewer parcels are affected), **Posted notice shall be erected at least five days before the Planning Commission public hearing and before the City Council public hearing.**

Failure to send accurate or correct notices will result in deferral of the application to a later hearing date. Property ownership information is to be obtained from the City Real Estate Office, Room 107, City Hall, 715 Princess Anne Street or online at Fredericksburgva.gov

APPLICANT to mail this notice by certified return receipt mail to adjoining and abutting property owners between 21 and 14 days prior to the scheduled hearing.

Dear Property Owner:

You are hereby notified of the following public hearing to be held by the City of Fredericksburg Planning Commission on the issues described below.

PUBLIC MEETING DATE: March 11, 2020

**AT
7:30 PM, CITY HALL
715 PRINCESS ANNE STREET
COUNCIL CHAMBERS (LOWER LEVEL)
FREDERICKSBURG, VA 22401**

ISSUE

DESCRIPTION: Special Use Application
Retail Sales/Florest
1 to 2 Employees - off street parking provided
majority of Business is delivery

PROPERTY

ADDRESS: 915 Lafayette Blvd. Suite D, Fredericksburg, Va 22401

GPIN NUMBER: 7779-91-5882

As a citizen and party of interest, you are invited to attend the meeting and express your views concerning the above issue. If you have questions regarding the request, you can reach me at 540-219-6624.

Sincerely,

Sandra C Glancy
Applicant signature

Sandra C Glancy
Applicant printed name

Property Address	507 Willis	
Owner Name ✓	LOP Senawank	GPIN NUMBER 7779-91-5961 ✓
Mailing Address	507 Willis St.	
City, State, Zip	Fredericksburg, Va 22401	

Property Address	505 Willis	
Owner Name ✓	LOP Senawank	GPIN NUMBER 7779-91-5878 ✓
Mailing Address	Same as above	
City, State, Zip		

Property Address	910 Lafayette Blvd	
Owner Name ✓	Hoffman 910 LLC	GPIN NUMBER 7779-91-7638 ✓
Mailing Address	910 Lafayette Blvd	
City, State, Zip	Fsburg 22401	

Property Address	1001 Lafayette Blvd	
Owner Name ✓	U Sof America	GPIN NUMBER 7779-91-4773 ✓
Mailing Address	120 Chatlam Ln.	
City, State, Zip	Fsburg 22401	

Property Address	- 911 Lafayette Blvd	
Owner Name ✓	Howard, Alan & Gail	GPIN NUMBER 7779-91-6825 ✓
Mailing Address	17 Tally Ho Dr	
City, State, Zip	Fsburg 22405	

Property Address	504 Willis St	GPIN NUMBER 7779-91-4759
Owner Name ✓	US of America	
Mailing Address	120 Chatham Ln	
City, State, Zip	Fsburg 22401	

Property Address		GPIN NUMBER
Owner Name		
Mailing Address		
City, State, Zip		

Property Address		GPIN NUMBER
Owner Name		
Mailing Address		
City, State, Zip		

Property Address		GPIN NUMBER
Owner Name		
Mailing Address		
City, State, Zip		

Property Address		GPIN NUMBER
Owner Name		
Mailing Address		
City, State, Zip		

ATTACH ADDITIONAL SHEETS IF NECESSARY

NOTE: Applicant to return all notice documents at least five days or prior to the public hearing to: Office of the Zoning Administrator, 715 Princess Anne Street, Fredericksburg,



Rezoning # _____
Special Use/Exception # SUP 2020 -

CERTIFICATION OF NOTICE

TO: Zoning Administrator
715 Princess Anne Street
Fredericksburg, VA 22401

At least five days or prior to the public hearing, the applicant shall supply the Zoning Administrator with the following notice documents:

1. A copy of the notice sent
2. A list of the names of those persons to whom notice has been given
3. Copies of the post office receipts for certified or registered mail.
4. A certification statement that notice has been sent by certified or registered mail to those to whom notice is required to be given.

The applicant shall use the records and maps maintained in the City's office of real estate or GIS to determine the proper recipients of notice and reliance upon such records shall constitute compliance with the requirements of the UDO.

The undersigned hereby certifies that the notice to adjoining property owners (copy attached), as required, was sent to the attached list of property owners concerning the following issue on (DATE) ~~March 2020~~ Feb 19, 2020

PROPERTY ADDRESS: 915 D Lafayette Blvd. Fred. Va 22401
ISSUE DESCRIPTION: Special Use Permit

Sandra C Glancy
Applicant Signature

Sandra C Glancy
Applicant Printed Name

540-219-6624
Telephone Number

Feb 20, 2020
Date

NOTE: Applicant to return all notice documents at least five days or prior to the public hearing to: Office of the Zoning Administrator, 715 Princess Anne Street, Fredericksburg, VA 22401

Euforia:

In late 2018, after months of not working with plants or flowers in a professional capacity - not full-time, or even regularly, and with very little money, hardly any resources, and no help, I took the biggest risk of my life. Everyone in my life said, Yes, sounds great, good luck. Knowing that no one believed in me but me, I took the leap. It might be a small leap to some - a baby crawl for most, but for me, it was a giant leap. Because for me, I had no choice. Living without plants and flowers around me all day every day was one thing, but knowing how infectious my enthusiasm for what I did was, and the profoundly life-changing impact it had had in my life- I knew that, whether it took one year, five years, ten years... I would gain support from my community, because as much as I want to help people, I have learned that they are ready and willing to help me just as much, and even more.

I have watched over the last year as one customer at a time came into Euforia, and fell in love. Even customers of mine who said their apartments or homes were overflowing with plants, they still come in to see me, to ask questions, to chat, to look at what I have newly stocked, and pass along the joy that receiving a live plant or fresh flowers can provide to their friends and families. After some unexpected and miraculous help arrived at my doorstep one day, I was given the opportunity to expand my small business - which was at the time, able, but just barely, to keep the doors open with no capital, no cushion, and a tiny, out of the way location. We found the space on Lafayette Boulevard and instantly fell in love with it. It is the perfect location for a flower shop, and with the recent efforts to

“beautify” the area, what better way to mutually benefit my business and my local community? Nothing is prettier or lovelier to look at than flowers and plants, and nothing could do more to bring beauty, tranquility and togetherness to this little corner of town.

At this moment, I have one part-time employee, but in the coming months and years, hope to bring another florist and artist to the area, and hopefully teach all the things I have learned to someone younger, who shares the enthusiasm I do for my work. If there is one thing I know, it is the amazing benefits to the soul that this work has on just about anyone. My plans for the future are to spread this “plant and flower love” to as many people around me as possible - in any way that I can.

Eufhoria Florist

#6 - Hours of Operation

T - 9:30 AM - 5:30 PM

W - 9:30 AM - 5:30 PM

T - 9:30 AM - 5:30 PM

F - 9:30 AM - 5:30 PM

Sat 11 AM - 3 PM

Sun 11 AM - 2 PM

M - Closed

Number of employees - 1 owner - as needed
designers - 1 - drivers - owner + 1
volunteer - 2 days a year 2 designers
+ 3 drivers - deliveries + trips on
average 4-6
customers visits occasional 2-3
no negative impacts on neighborhood

Legend

- City Boundary
- WVS Centerlines Back (12,000)

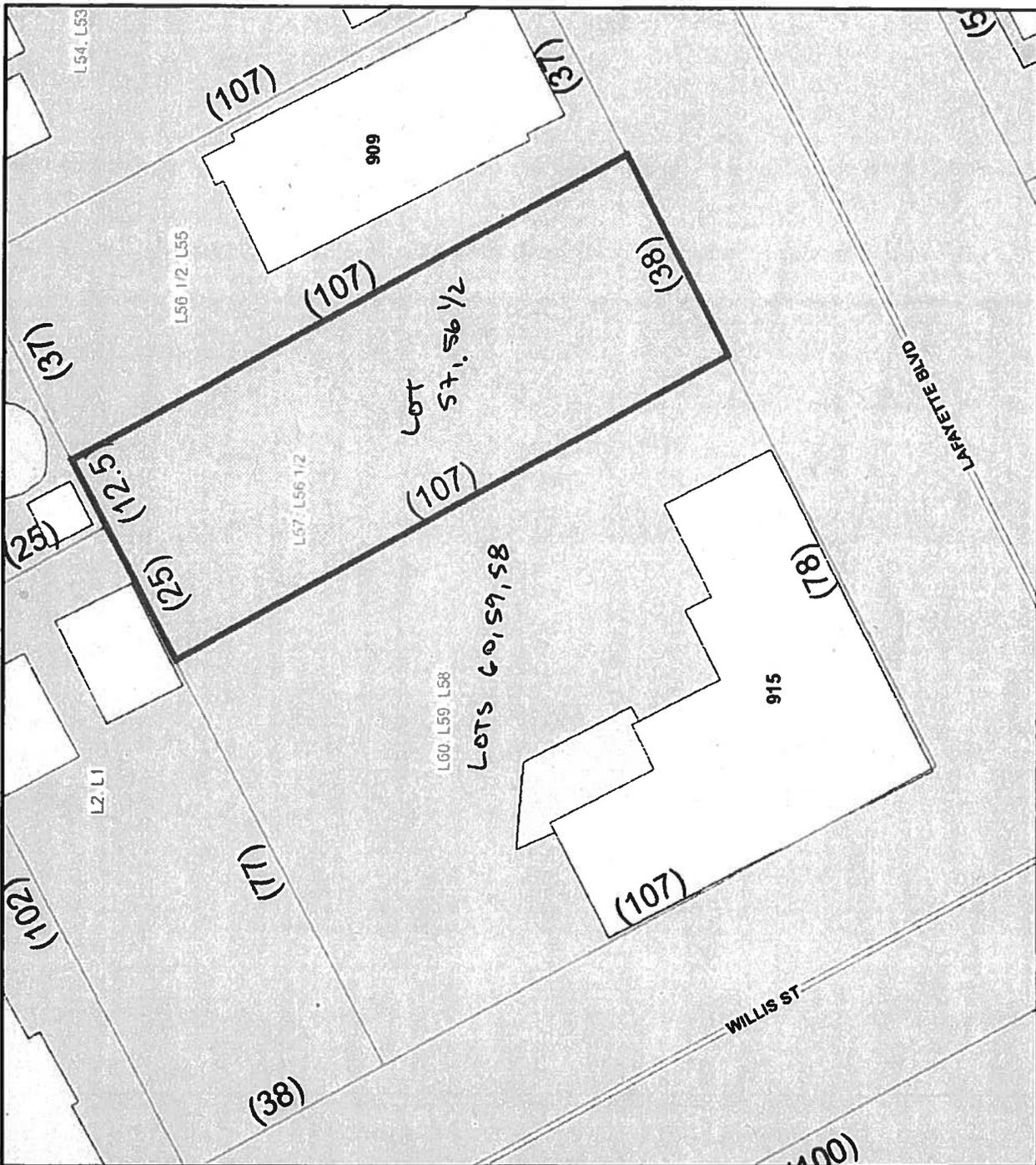
- Interstate
- US Highway
- VA Primary
- Others

- WVS Centerlines Back (12,000)

- Interstate
- US Highway
- VA Primary
- Others
- Parcels
- Addresses
- Lot Labels

- Structures

- Building
- Canopy
- Courtyard
- Deck/Porch
- Foundation
- Patio
- Pool (Above Ground)
- Pool (Below Ground)
- Propane Tank
- Ruin
- Silo
- Tank



Title: Date: 1/30/2020

DANS LAMMER. All information depicted on this map shall be treated as confidential information and shall only be used for the sole purpose for which it was provided. This map is for informational purposes only and shall not be used for any other purpose. The City of Frederick does not warrant the accuracy of the information shown hereon. This map may not be copied or otherwise made available to any other party in paper or electronic format without written consent from the City of Frederick.



DRAFT / PARTIAL

**CITY OF FREDERICKSBURG
PLANNING COMMISSION
MINUTES
March 11, 2020
7:30 p.m.
715 Princess Anne Street
Council Chambers**

You may view and listen to the meeting in its entirety by going to the Planning Commission page on the City's website:

<https://amsva.wistia.com/medias/771goz3nm>

The Agenda, Staff Report, Applications and Supporting Documents are also available on the Planning Commission page.

MEMBERS

Rene Rodriguez, Chairman
Steve Slominski, Vice-Chairman
David Durham
Kenneth Gantt
Chris Hornung
Tom O'Toole
Jim Pates

CITY STAFF

Chuck Johnston, Director,
Planning and Building Dept.
Mike Craig, Senior Planner
James Newman, Zoning Administrator
Cathy Eckles, Administrative Assistant

1. CALL TO ORDER

Chairman Rodriguez called the meeting to order at 7:30 p.m. and explained meeting procedures for the public, as well as expected decorum during public comment.

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF A QUORUM

All seven members were present.

4. APPROVAL OF AGENDA

Mr. Hornung moved for approval of the agenda as submitted. Mr. Durham seconded.
Motion passed 7-0

5. APPROVAL OF MINUTES

November 13, 2019 Work Session

Mr. Hornung moved for approval of the minutes as submitted. Mr. Gantt seconded.
Motion passed 7-0

February 26, 2020 Regular Meeting

Mr. Pates moved for approval of the minutes with his edits as submitted by email on March 9, 2020. Mr. Slominski seconded.

Motion passed 7-0.

6. DECLARATION OF CONFLICT OF INTEREST

Mr. Pates noted he has a conflict with SUP2020-02 as this is his daughter's business. There were no further conflicts of interest reported.

7. PUBLIC HEARING

A. Euforia requests a special use permit to operate a retail sales establishment, specifically a florist shop, in the Commercial-Transitional Zoning District. The property is located at 915/917 Lafayette Boulevard, at the corner of Lafayette Boulevard and Willis Street. SUP 2020-02

Mr. Newman reviewed the staff report along with a power point presentation and recommended approval with three conditions.

Mr. O'Toole questioned what the previous uses of the property were. Mr. Newman said there is a law office in one of the spaces and formerly a juice café was in the proposed location of Euforia. Mr. Newman commented that special use runs with the property and does not cease if there is change in property owner or business proprietor. Mr. Newman said the Commissioners could add a condition that the proposed special use permit only be for the proposed square footage of Euforia.

Mr. Gantt questioned the limiting of the square footage for the business proposed at 1,200 sq. ft., what would the remaining property be used for. Mr. Newman said the applicant would answer that. Chairman Rodriguez questioned the parking requirements and would they be limited to that application. Mr. Newman said that there was no additional parking required as it is a change in use and there are 5 to 6 street parking spaces available.

Chairman Rodriguez opened the public hearing.

Sandra Glancy, one of the applicants, was present, as was Annie Pates, the proposed business owner. Mr. Hornung asked Ms. Pates if she would have an issue with limiting this permit to floral business only, no general retail sales. Ms. Pates said she also sells plants and floral related gifts and is not strictly a floral business.

Chairman Rodriguez questioned whether there would be a dedicated drop-off area for the floral delivery portion of the business. Ms. Pates said there was an area off-street for the delivery vehicles.

No public comments were made. Chairman Rodriguez closed the public hearing.

Discussion ensued regarding adding a condition limiting the use to a floral business only. . Mr. Hornung was concerned about the proximity to the Battlefield Visitor Center. Mr. Johnston noted that the City Attorney has indicated that there are legal issues in trying to limit the particular type of retail sales without identifying some unique circumstances. Mr. Craig also noted that the issues with certain types of signage would be subject to design guidelines. Chairman Rodriguez was also concerned with the amount of traffic in this area. Mr. Johnston noted that limiting the allowable square footage for retail sales would inherently limit the type and size of retail sales.

Mr. Hornung asked how big the proposed location is. Ms. Pates said 1800 sq ft.

Mr. Hornung motioned to approve SUP2020-02 with the conditions recommended by staff. Mr. Hornung further recommended the addition of two further conditions, (1) limiting the retail sales square footage to 2,000 sq. ft. and (2) limiting the retail uses to only floral and gift shop sales. Mr. Hornung said this could be dealt with at City Council. Chairman Rodriguez seconded the motion.

Mr. Slominski noted he agreed with Mr. Hornung on limiting the potential retail sales. Chairman Rodriguez asked staff to be sure to notify the Commission of the City Attorney's determination on limiting the potential retail sales.

Motion passed 6-0-1 (Mr. Pates recused).

B. The City of Fredericksburg proposes to amend the Unified Development Ordinance to establish a new zoning district entitled "the Creative Maker District". UDOTA 2020-02

C. The City of Fredericksburg proposes to amend the zoning map to change the existing zoning of about 78 acres of land to the Creative Maker Zoning District from the following zoning districts: Commercial-Highway (CH), Commercial-Shopping Center (C-SC), Commercial/Office-Transitional (C-T), Residential-30 (R30), Residential-2 (R-2), and the Princess Anne Corridor Overlay District. RZ 2020-02

Mr. Craig reviewed the staff report for the Creative Maker District (CMD) along with a power point presentation for Items B and C combined, and recommended the public hearing be kept open until the April 8, 2020 Commission meeting due to a clerical error with the public hearing ad.

Mr. Durham asked if there were any provisions within the form-based codes that require developers to provide pedestrian crossing improvements. Mr. Craig noted it will be a joint effort between the City and the developers. Mr. Craig went through the various situations and what would be required.

Discussion ensued regarding the status of the Transfer of Development Rights (TDR) in the T-4M and T-5M transect zones and whether they can be transferred between transect zones. Mr. Craig stated that TDR is not currently a component of the Creative Maker District proposal but explained the process when it is determined to be eligible for TDR.

Mr. Durham questioned if there is a public use in the future in the CMD, would that property be removed from the CMD and make it part of a prose district. Mr. Craig said Planning aimed to establish additional zoning districts that would handle public uses specifically.

Mr. Pates questioned why the Commission was considering CMD without the TDR component since it was supposed to be such a central part of the CMD and how does this encourage historic

preservation. Mr. Craig said that TDR is an important part of the strategy to incentivize historic preservation in this corridor but that these ordinances put the legal framework in place to permit the evolution of use in this corridor and getting the form based code in place now is critical. The current ordinance changes work stand alone and have provisions that protect historic preservation. Mr. Craig noted that defining character structures makes sure the historical properties are not deemed non-conforming.

Mr. Pates questioned the proposed T-4M areas with residential and that these changes would open them to other development as well. Mr. Craig said these proposals to not apply to any R2, R4, or R8 zoning district properties. Further discussion ensued regarding the potential development. Mr. Pates said this would have a significant impact on residential properties in the CMD. Mr. Craig noted the level of use between LI (Light Industrial) and HI (Heavy Industrial) is vastly different, the impact is minimal, and the form based code on top of that requires that buildings are a certain shape and size and how they will be used.

Chairman Rodriguez asked about the boundaries of the CMD and why it doesn't go to the Canal. Mr. Craig noted that it currently goes to Fauquier Street and showed how it pertains to the Canal. Mr. Durham noted once the Area 7 plan is accepted, it will fully define the CMD. Mr. Craig agreed and clarified that the zoning district is established and then the properties are rezoned.

Chairman Rodriguez opened the public hearing.

Lynn Goodall, (illegible) Fall Hill Avenue. She spoke for the Canal Quarter Neighborhood Association (Association) and that it feels the Princess Anne Corridor needs to be focused on. The Association believes the attempt to rezone open areas has not been thought through and there should be more consideration given to green space, historic preservation reuse, accessibility for the aging, and canal enhancements. The Association agrees with Mr. Pates that TDR should be a part of this plan and they do not support spot zoning. The Association believes that only the zoning for the Princess Anne Corridor should be acted on until and when the 2300 building and all associated properties are sold.

Adam Lynch, Friends of the Rappahannock (FOR), 3219 Fall Hill Avenue. FOR voiced concern with the CMD as they feel the plan is a step back from a river friendly region as there should be more walkable areas and steering of growth away from sprawling car dependent landscapes. Compact walkable development preserves green space, reduces water quality impacts and carbon footprints of new development. FOR believes the CMD downzones most of the area which entrenches low density housing, misses an opportunity to build more sustainable development, and will deter compact river-friendly development.

Paul Ireland, no address given. Questioned the use of an automotive property at 2705 Wellford and how this rezoning affects it. Mr. Craig noted that under the proposed changes automotive use will be a special use so the existing building configuration would become grandfathered and amendments to it would be permitted by special use permit.

No further public comments were made. Chairman Rodriguez noted the public hearing portion would remain open until the April 8, 2020 meeting. Mr. Durham asked staff to address the competing interests that were represented by Ms. Goodall and Mr. Lynch.

No action was taken.

D. The City of Fredericksburg proposes to amend the Unified Development Ordinance, Section 72-53, Parking. The amendments include a general reduction of the amount of parking required for uses listed in the Minimum Off-Street Parking Standards Table, creating a “Shared Parking Factor”, and modifying the purpose and extent of the Downtown Parking District. UDOTA2020-03

INCOMPLETE

The City of Fredericksburg proposes to amend the Unified Development Ordinance, Section 72-8, Definitions and Interpretations, to update definitions and regulations of residential uses. The amendments more clearly states the differences among duplex, single-family attached, and multi-family dwelling types. UDOTA2020-04

8. GENERAL PUBLIC COMMENT

There were _____ public speakers.

9. OTHER BUSINESS

A. Planning Commissioner Comments

B. Planning Director Comments

8. ADJOURNMENT

There being no further items to be discussed, the Planning Commission adjourned at _____ pm.

Next meeting is March 25, 2020.

Rene Rodriguez, Chairman



MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Susanna Finn, Community Development Planner
DATE: May 26, 2020 (for the Council Meeting of May 26)
SUBJECT: Community Development Block Grant – Substantial Amendment CDBG-CV Funds

ISSUE

Modifications to the Community Development Block Grant 2015-2020 Consolidated Plan and 2019-2020 Annual Action Plan to incorporate CDBG-CV funds in the amount of \$115,302.

RECOMMENDATION

Approve the resolution for the substantial amendment to program CDBG-CV Cares Act funding.

BACKGROUND

The City of Fredericksburg has been awarded \$115,302 of CDBG-CV funds to respond to Covid-19 related community development needs. These funds are in addition to the regular annual entitlement. This funding comes with a few modifications to existing program requirements and removes the public service cap for both the current program year and the year beginning in July. This enables CDBG funds to be spent on direct public services.

After staff's exploration of community need, the Housing Advisory Committee met on April 12th to discuss this funding and allocations. The expansion of three community programs will meet unique community needs related to the Covid-19 emergency and serve low-and-moderate income households in the City.

Fredericksburg City Schools – COVID-19 Emergency Feeding Program

With the closing of City Schools earlier than scheduled, the School mobile Food truck began its program year earlier than planned on March 23, 2020. While the program receives meal reimbursement from USDA there are non-food related expenses associated with expanded operations necessary to feed 1,200 meals a day throughout the City and on the weekends at the Thurman Brisben Center.

Fredericksburg Regional Food Bank – Food for Life

The Fredericksburg Regional Food Bank has had to convert the operations of some of its programs to maintain safety of donors, volunteers, and recipients. They are experiencing a shortfall in the food for life program that delivers grocery boxes to low-income seniors. This includes 340 Fredericksburg residents. Fresh produce in

these boxes need to be purchased and including this in these distributions would cost \$20,400 for the year for the Fredericksburg households.

Central Virginia Housing Coalition – Emergency Housing Assistance

This program would be an expansion of the existing Lend-a-Hand program for emergency rent and mortgage assistance redesigned to address the needs of those affected by sudden loss of income. Staff at CVHC estimate that with \$80,000 they will serve 40 households with emergency assistance up to \$2,000.

Project	Proposed Funds	Proposed Households Served
CVHC – Emergency Housing Assistance	\$80,000	70
Fredericksburg City Schools – Emergency Feeding Program	\$15,000	1,200
Fredericksburg Regional Food Bank – Food for Life Expansion	\$20,400	340
Total:	\$115,400	1,640

The 2015-2020 Consolidated Plan and 2019-2020 Annual Action Plan have been updated to reflect this substantial amendment. It outlines the community need for these public services and identifies the goals associated with the programs. The changes to these plans are added to the documents in green text.

A Public hearing was opened at the May 12 council meeting and no comment was received from the public.

NEXT STEPS

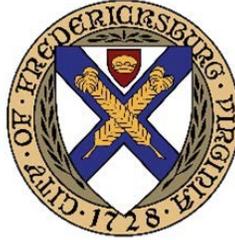
Transmit the amendment to the local HUD field office for review and carry out programmatic agreements with sub recipients to begin grant spending.

ATTACHMENTS

Resolution

Draft – CDBG -CV 2015-2020 Consolidated Plan

Draft – CDBG-CV 2019-2020 Annual Action Plan



May 26, 2020
Regular Meeting
Resolution 20-__

MOTION:

SECOND:

RE: Approving the Community Development Block Grant 2015-2020 Consolidated Plan and 2019-2020 Annual Action Plan Substantial Amendments to Incorporate CDBG-CV Funds

ACTION: APPROVED: Ayes: 0; Nays: 0

The City of Fredericksburg, Virginia is slated to receive \$115,302 in additional Community Development Block Grant funds to address critical community development needs brought on by the Covid-19 pandemic; and

The Planning and Community Development Department, which administers these funds, has developed a substantial amendment to both the 2015-2020 Consolidated Plan and 2019-2020 Annual Action Plan to allocate and plan for the use of these funds; and

The City has provided an opportunity for and invited public participation during preparation of this plan in accordance with HUD guidance for expedited procedures as incorporated into the Citizen Participation Plan;

Therefore, the City Council hereby resolves that:

- Pursuant to a full public participation process, approves the substantial amendments to the 2015-2020 Consolidated Plan and 2019-2020 Annual Action Plan.
- The City Manager is authorized to forward the approved amendments to the Consolidated Plan and the Action Plan for further review and approval from HUD.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 2-- , adopted at a meeting of the City Council held May 26, 2020, at which a quorum was present and voted.

Tonya B. Lacey, MMC
Clerk of Council

CITY OF FREDERICKSBURG, VIRGINIA



2015 CONSOLIDATED PLAN FOR
COMMUNITY DEVELOPMENT PROGRAMMING

CDBG-CV SUBSTANTIAL AMENDMENT

PROGRAM YEARS 2015 - 2019

Prepared by: COMMUNITY PLANNING AND BUILDING

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The City of Fredericksburg's Consolidated Plan has been developed to be consistent with the community's vision for its future. The City's land use Comprehensive Plan, for instance, calls for an adequate range of available housing, to provide for a healthy local economy and to address social needs. The City has also emphasized neighborhood conservation, in its Comprehensive Plan, to promote community stability. As a consequence, provisions to develop homeownership opportunities, to aggressively maintain existing housing stock, and to engage in other community development activities are fully compatible with Fredericksburg's adopted goals and objectives.

The following general strategies are based on an analysis of both the existing housing inventory and needs assessment:

- Maintain the supply of affordable housing through rehabilitation of existing owner-occupied housing.
- Minimize the declining percentage of City homeowners and reduce the homeowner vacancy rate by continuing to provide homeownership opportunities.
- Ensure residential rental properties are properly maintained in a condition that is safe and sanitary.
- Provide for increased accessibility to housing by persons with physical disabilities.
- Address the unmet supportive housing needs of persons with special needs.
- Partner with the Fredericksburg Regional CoC to implement a coordinated housing crisis response system based on housing first principles to make stints individual and family homelessness rare, brief, and nonrecurring.
- Reduce lead-based paint hazards.
- Address the institutional structure through which housing and services are provided, to ensure maximum efficiency and service to citizens.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

Table 1 - Geographic Priority Areas

1	Area Name:	Citywide
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 2 – Priority Needs Summary

1	Priority Need Name	Housing Rehabilitation
	Priority Level	High
	Population	Extremely Low Low Large Families Families with Children Elderly Elderly Frail Elderly
	Geographic Areas Affected	Citywide
	Associated Goals	Housing Rehabilitation
	Description	The City's affordable housing stock is aging and experiencing electrical, roofing, and plumbing issues that, if left untreated, can result in blight and the adverse affects that go along with.
	Basis for Relative Priority	The Needs Assessment and Housing Market Analysis show that the City is in need of affordable housing options. Housing rehab for homeowner occupied residences ensures that the City maintains its current stock of affordable housing, while assisting low and moderate income households to maintain the condition of their aging homes.
2	Priority Need Name	Lack of Affordable, Accessible Housing
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities
	Geographic Areas Affected	Citywide
	Associated Goals	Remove Architectural Barriers to Housing
	Description	The City lacks affordable housing options for LMI persons with physical disabilities. Roughly eight percent of the City's annual allocation will be devoted to maximizing independence and self-sufficiency through accessibility modifications to City residences.
	Basis for Relative Priority	The vast majority of City residents with cognitive, ambulatory, and independent living limitations are of Low and Moderate Income, according to the Housing Needs Assessment.
3	Priority Need Name	Homelessness Prevention
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Elderly Frail Elderly Other
	Geographic Areas Affected	Citywide

	Associated Goals	Prevent Foreclosure/Eviction
	Description	Low and Moderate Income Households living burdened by housing costs are more susceptible to experiencing significant housing crises, many of which result in homelessness if not addressed in a timely fashion. The City needs an avenue for addressing such housing crises.
	Basis for Relative Priority	The Housing Needs Assessment shows that roughly 77 percent of extremely low-income and very low-income renter households are experiencing housing cost burden. These populations are most vulnerable to life's unexpected occurrences. The availability of emergency financial assistance can often make the difference in a household's efforts to sustain permanent housing.
4	Priority Need Name	LMI Homeownership Opportunity
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	Citywide
	Associated Goals	Increase Homeownership
	Description	The City needs increased homeownership opportunities for LMI households. In order to minimize declining homeownership, especially among LMI households, and to reduce the homeowner vacancy rate, the City would benefit from a focus on homeowner initiatives.
	Basis for Relative Priority	The City's homeownership rate is only 38.1 percent. A number of factors contribute to this, but in many cases, homes are simply unaffordable and homeownership is not a viable option for much of the City's population. Contributing to affordability issues are tighter lending practices resulting from the great recession.
5	Priority Need Name	Rental Assistance for LMI Households
	Priority Level	Low

	Population	Extremely Low Low Large Families Families with Children Elderly Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with HIV/AIDS and their Families Victims of Domestic Violence
	Geographic Areas Affected	Citywide
	Associated Goals	Prevent Foreclosure/Eviction
	Description	Coupled with its efforts to increase homeownership among the LMI population, the City needs an avenue for increasing financial assistance to support LMI households interested in renting within the City.
	Basis for Relative Priority	Data and analysis provided by the Central Virginia Housing Coalition in the Housing Market Analysis section shows a significant waiting list for Housing Choice Vouchers and data from the Virginia Housing Sourcebook shows that the amount of federal rental assistance has remained steady since 1990. Over the same period, the City's extremely low-income renter household population has increased from 639 to 1,930 - a 202 percent increase. The need is self-evident. However, given the limited annual allocation and limited capacity to administer more administrative intensive rental assistance programming, the City cannot contribute CDBG funding to this priority.
6	Priority Need Name	Non-Housing Support Services
	Priority Level	Low

Population	Extremely Low Low Moderate Large Families Families with Children Elderly Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
Geographic Areas Affected	Citywide
Associated Goals	Housing and Support Services - HIV/AIDS Legal Services and Fair Housing Advocacy Provide Food for Elderly/Disabled Emergency Food Delivery Students
Description	The City needs an avenue for supporting cost-burdened LMI households with associated needs, that if gone unaddressed, can result in housing crisis.
Basis for Relative Priority	Data and analysis in the Housing Needs Assessment shows that many LMI households live beyond their means in order to sustain permanent housing. As a result, these households are left without the financial safety net to respond to life's unforeseen occurrences. In order to prevent these from ending in loss of permanent housing, these households need support systems to assist at the point of crisis.

Narrative (Optional)

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	The City does not intend to fund TBRA programming
TBRA for Non-Homeless Special Needs	The City does not intend to fund TBRA for Non-Homeless Special Needs programming
New Unit Production	The City does not intend to fund any new unit production
Rehabilitation	Given the advanced age of many of the owner occupied low and moderate income housing, the City intends to allocate roughly 70% of its annual CDBG entitlement to completing emergency plumbing, electrical, and roofing repairs to preserve this important source of affordable housing
Acquisition, including preservation	The City intends to fund a Direct Homeownership Assistance program that allows low and moderate income buyers to take advantage of down payment and/or closing cost assistance to purchase within the City

Table 3 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

The funding reasonably expected to be available to address affordable housing is a combination of public and private funding. The public contribution will include CDBG funds in the amount of approximately \$150,000 per year, for an approximate total of \$750,000, over a five year period. This figure is contingent, however, on Federal appropriations and CDBG formula allocations.

Funded activities will address the following statutory requirements that are part of HUD's mandate to develop viable urban communities:

- Provide decent housing
- Retain affordable housing stock
- Income availability of permanent housing
- Provide a suitable living environment
- Improve safety and livability of neighborhoods
- Reduce isolation of income groups through neighborhood

Revitalization

- Expand economic opportunities
- Mortgage Financing
- Enhance empowerment and self sufficiency

A substantial amendment to this consolidated plan incorporates the emergency funding allocated to the City through the CDBG-CV grant. This \$115,302 in additional CDBG funding will be targeted toward community development needs for households financially impacted by the Covid-19 pandemic.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	157,791	0	0	157,791	612,941	The expected annual allocation for year one is based on the average annual allocation from the preceding four years. Expected amount for remainder of the plan assumes allocations and program income will follow a similar trend for the remaining years
Other	public - federal	Admin and Planning Housing Public Services	0	0	0	0	115,302	Emergency funding through the CDBG-CV grant to address emergency community need related to the Covid-19 pandemic.

Table 4 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City’s CDBG allocation not only provides funding for direct housing repair, modification, and public services, but also the funding to support the City’s Community Development Planner position. This position allows the City to leverage the CDBG funding to support community development and homeless services needs occurring within the community. Components of this include the City’s involvement in the Fredericksburg Regional Continuum of Care discussed at length in the Housing Needs Assessment portion of this plan. In 2014-2015, this

involvement resulted in the region receiving \$1,159,576 in state and federal funding to provide prevention and homeless services to those at-risk of or currently experiencing homelessness. The City also leverages local, non-profit resources in its partnerships with CVHC through their Lend-A-Hand, Intensive financial counseling, and homebuyer programming. City staff also keeps close liaison with Habitat for Humanity and Rebuilding Together (Formerly Christmas in April).

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

n/a

Discussion

n/a

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Rappahannock Legal Services	Subrecipient	Non-homeless special needs public services	Jurisdiction
Fredericksburg Area HIV/AIDS Support Services	Subrecipient	Non-homeless special needs public services	Jurisdiction
CENTRAL VIRGINIA HOUSING COALITION	Subrecipient	Non-homeless special needs public services	Jurisdiction
FREDERICKSBURG AREA FOOD BANK	Subrecipient	Non-homeless special needs public services	Jurisdiction
FREDERICKSBURG	Government	Ownership Planning	Jurisdiction
FREDERICKSBURG CITY PUBLIC SCHOOLS	Subrecipient	Non-homeless special needs public services	Jurisdiction

Table 5 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The partnership with the agencies listed above ensures that the City addresses as many high-priority housing and non-housing community development needs as possible given the current levels of CDBG funding. These agencies are experts at filling their community development niche, and the strategic injection of CDBG funding allows them to continue to serve City residents most in need. One of the major gaps in the institutional delivery system is the community's lack of a Public Housing Authority, which precludes the region from taking advantage of a significant source of funding to develop and manage a larger stock of affordable housing.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X	X	X
Utilities Assistance	X		
Street Outreach Services			
Law Enforcement	X		
Mobile Clinics			X
Other Street Outreach Services	X	X	
Supportive Services			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	
Mental Health Counseling	X	X	X
Transportation	X		
Other			

Table 6 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The FRCoC has made significant advances in its delivery of homeless services over the life of the 2010 Consolidated Plan. With the development of the 10-Year Plan to End Homelessness, the CoC committed to developing a system of homeless services agencies that together address housing crises in a manner that effectively eliminates homelessness in the community, a concept described as functional zero. In the next 10 years, the CoC will achieve this by creating enough emergency shelter, transitional shelter, street outreach, rapid rehousing, prevention/diversion, and permanent supportive housing capacity to address the needs of anyone in the region experiencing a housing crisis at the point of the crisis.

Though in the early phases of this transformation, the FRCoC benefits from the strong partnerships of the homeless services entities described at length in section MA-30.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Capacity issues are the biggest hurdle for the region's homeless services agencies. At present the area need is too much for agencies to fully address. Thurman Brisben Center, Central Virginia Housing Coalition, Loisann's Hope House, and Empowerhouse report large numbers of clients having to be turned away due to a lack of assistance dollars or bed space.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

At the core of the FRCoC's 10-Year Plan to End Homelessness are the short, mid, and long-term strategies for aligning the housing crisis system's capacity with the regional need. The plan, attached in its entirety, outlines steps along five core themes. When fully realized these initiatives will result in a housing crisis system that:

- Prevents the most imminently at-risk from entering homelessness;
- Quickly moves people who do become homeless back into permanent housing;
- Expands access to affordable housing;
- Connects the dots between support services whose assistance can supplement that of the homeless service system;
- Diverts homeless persons who frequently use public services, such as jails, hospitals and foster care systems, to more productive alternatives;
- Measures success based on housing placements and retention.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitation	2015	2019	Affordable Housing	Citywide	Housing Rehabilitation	CDBG: \$280,000	Homeowner Housing Rehabilitated: 40 Household Housing Unit
2	Increase Homeownership	2016	2019	Affordable Housing	Citywide	LMI Homeownership Opportunity	CDBG: \$67,000	Direct Financial Assistance to Homebuyers: 10 Households Assisted
3	Remove Architectural Barriers to Housing	2016	2019	Affordable Housing	Citywide	Lack of Affordable, Accessible Housing	CDBG: \$56,120	Homeowner Housing Rehabilitated: 15 Household Housing Unit
4	Prevent Foreclosure/Eviction	2016	2019	Affordable Housing	Citywide	Homelessness Prevention Rental Assistance for LMI Households	CDBG: \$26,000 CDBG-CV: \$80,000	Public service activities for Low/Moderate Income Housing Benefit: 145 Households Assisted
5	Provide Food for Elderly/Disabled	2016	2019	Affordable Housing Non-Homeless Special Needs	Citywide	Non-Housing Support Services	CDBG: \$7,200 CDBG-CV: \$20,400	Public service activities other than Low/Moderate Income Housing Benefit: 340 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Housing and Support Services - HIV/AIDS	2016	2019	Affordable Housing	Citywide	Non-Housing Support Services	CDBG: \$22,000	Public service activities other than Low/Moderate Income Housing Benefit: 600 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 50 Households Assisted
7	Legal Services and Fair Housing Advocacy	2015	2019	Affordable Housing	Citywide	Non-Housing Support Services	CDBG: \$44,800	Public service activities for Low/Moderate Income Housing Benefit: 700 Households Assisted
8	Emergency Food Delivery Students	2019	2020	Non-Homeless Special Needs		Non-Housing Support Services	CDBG-CV: \$15,000	Public service activities other than Low/Moderate Income Housing Benefit: 1200 Persons Assisted

Table 7 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Rehabilitation
	Goal Description	<p>Maintain the City's supply of affordable housing through rehabilitation of existing Low and Moderate Income owner-occupied housing.</p> <p>Fredericksburg has a comprehensive policy of neighborhood conservation that recognizes the interrelationship of both human and physical resources in developing strong, livable communities. Established neighborhoods benefit from a strong base of homeowners and existing housing needs to be maintained, to ensure continued safety and habitability.</p> <p>The City will continue to provide an ongoing Emergency Home Repair Program to rehabilitate low-income, owner-occupied units. The bulk of this activity will occur in predominantly low-income minority neighborhoods; because that is where the identified need is greatest, but qualifying households city-wide will be eligible to participate. The strategy analysis indicates that a large number of elderly households have a housing cost burden in excess of 30 percent of income. The City's Emergency Home Repair Program will help to meet the needs of this segment of the population. The City will also coordinate with other agencies to maximize the impact of any other housing rehabilitation opportunities.</p>
2	Goal Name	Increase Homeownership
	Goal Description	<p>Minimize the declining percentage of City homeowners by facilitating Low and Moderate Income household homeownership opportunities.</p> <p>An aggressive affordable housing strategy has helped to address the ratio of owner-occupied units, while helping to provide housing that is affordable to low to moderate-income families. The City will continue to promote homeownership through direct assistance. This subsidy will be in the form of down payment assistance or payment of specific closing costs. A mortgage lender will still be needed to provide conventional mortgage financing. This program will enhance existing neighborhoods by filling in vacant lots when new houses are constructed, stabilize the community with long-term residents, and increase the affordable housing stock. Furthermore, this activity will relieve some pressure on the rental market.</p>

3	Goal Name	Remove Architectural Barriers to Housing
	Goal Description	Provide for increased accessibility to housing by persons with physical disabilities. The City will modify houses to meet handicapped occupant needs as well as adapt houses to ensure continued independent living for elderly and frail elderly persons.
4	Goal Name	Prevent Foreclosure/Eviction
	Goal Description	Provide emergency financial assistance to prevent foreclosures or evictions. Also, provide intensive financial counseling to help assisted households maintain financial independence. The goal is to assist 75 households over five years. This goal has been amended to serve an additional 70 households through the CDBG-CV grant.
5	Goal Name	Provide Food for Elderly/Disabled
	Goal Description	Provide food for elderly or frail special needs residents. The goal would be to serve 100 households over five years. This goal has been amended to address increased need through the CDBG-CV grant.
6	Goal Name	Housing and Support Services - HIV/AIDS
	Goal Description	Provide housing and support services for Fredericksburg residents with HIV/AIDS.
7	Goal Name	Legal Services and Fair Housing Advocacy
	Goal Description	Provide free civil legal services for Low and Moderate Income households experiencing housing crises.
8	Goal Name	Emergency Food Delivery Students
	Goal Description	Support mobile food delivery to low and moderate income students and their families to ensure they have access to nutritious food even when school is not in session.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

n/a

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

Activities to Increase Resident Involvements

Is the public housing agency designated as troubled under 24 CFR part 902?

Plan to remove the ‘troubled’ designation

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

Like many of its Northern Virginia neighbors, the City of Fredericksburg recognizes that without realistic avenues for increasing the supply of affordable housing units, much of the new and developing service-oriented workforce within the City will find housing opportunities severely limited. The availability of affordable housing is affected by several factors including the system of housing finance, the tax structure, as well as by the income level of City households. These items have been discussed elsewhere in this document. Public policies, however, also influence affordability and are discussed below.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

It may be possible to reduce housing costs somewhat by adjusting regulations and requirements relating to street width, drainage improvements, sidewalks, curb and gutter, and street lighting, and by promoting more cost-effective development techniques such as cluster residential development in new subdivisions. Such cost cutting measures, however, do not automatically result in housing that is suitable to low-income persons. Removing the requirement for pedestrian access, for example, saves in the initial cost of development, but adversely affects residents who need such infrastructure to access jobs and community destinations. Similarly, cluster development can save on development costs but may not provide affordable housing because such developments have the added amenity of dedicated open space and can often be marketed at a higher price as a consequence. Removal of barriers to affordable housing requires clear consideration of potential ramifications.

The City's current policies have been formulated to maximize affordable housing opportunities. They include provisions for tax abatement, density flexibility, clustering options, and infill development. The City has also waived certain water availability fees, as appropriate, on a case by case basis in specified areas of the City.

Staff will continue to evaluate parking and setbacks required during housing development and provide alternatives for Planning Commission and City Council consideration.

SP-60 Homelessness Strategy – 91.215(d)

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

The FRCoC employs various outreach techniques to identify and assess the needs of those experiencing homelessness, and especially the chronically homeless. The FRCoC is committed to addressing these issues through the following strategies:

- Identify homeless frequent users and develop permanent supportive housing solutions that reduce the community's cost of recidivism;
- Increase investment in proven models to combat the symptoms leading to frequent usage and homelessness recidivism;
- Increase awareness of available resources to address the underlying causes of frequent usage;
- Establish programs that divert the chronically homeless from incarceration;
- Strengthen discharge plans from area hospitals, jails, and other institutions.

Addressing the emergency and transitional housing needs of homeless persons

The FRCoC is exploring ways to limit the amount of time that the area emergency shelter and transitional housing agency are operating a full capacity. As mentioned, these agencies often have to turn away homeless individuals and families because there is no vacancy in their shelters. The short-term solution is to enhance the frequency with which these agencies assess the needs of those entering the shelter and move them back into permanent housing. Quicker turnover helps to free up precious bed space.

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 FRCoC development of a 10-year Plan to End Homelessness resulted in the continuum fully adopt the "Housing First" approach, which focuses on immediately getting people out of shelters and off the street, then providing the supports necessary for stabilization. This contrasts with traditional shelter models, which required compliance with a service plan as the mechanism for clients to earn their way back into housing. Around the country, Housing First has proven to be the most cost effective, efficient

method of ending homelessness. The housing retention rate related to Housing First interventions, such as Rapid Re-Housing and Permanent Supportive Housing, has averaged around 85%. By comparison, shelters and transitional housing programs have typically exited 16% to 45% of participants to permanent housing.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

People experiencing extended or regular bouts of homelessness often repeatedly interact with multiple public agencies such as the correctional facilities, emergency healthcare providers, and social services departments. In many cases, while homelessness prevention is not the primary role of these agencies, they may be in the de facto position of providing in-kind support. For example, a hospital's primary role is treating medical issues, not locating housing for a patient to access while recovering. Similarly, a jail's primary role is community security, not setting up employment supports for an inmate upon discharge so they can find a job, obtain housing, and avoid re-offending. These agencies are critical to the overall success of the homeless services system as they provide key points of interface between people experiencing or at-risk for homelessness and potential prevention services.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

The City does not have the resources necessary to implement a lead poisoning prevention program. Instead, the City will work closely with the Health Department to provide as effective a program as possible. To this end, the following steps will be taken over the next five-year period to improve local efforts to evaluate and reduce lead-based paint hazards:

1. Continue to inspect for lead based paint during implementation of the Emergency Home Repair Program, Removal of Architectural Barriers Program, and Direct Homeownership Assistance Program and address any hazards according to specified protocols.
2. Continue to engage in a comprehensive analysis to determine the extent of lead hazards in the community.
3. Continue to promote awareness of potential lead hazards by providing literature to City residents and encourage safe lead practices for contractors by coordinating EPA certified trainings locally.
4. Support efforts by the Rappahannock Area Health Department to reduce lead hazards in the community.

How are the actions listed above related to the extent of lead poisoning and hazards?

Children are more susceptible to harm from toxins such as lead than are adults. This vulnerability is due to their smaller size as well as their propensity to play on floors and on the ground outside. The primary sources of lead are old paint, dust, some water, some canned goods, some ceramic tableware, and effluent from factories that smelt or recycle lead. The Clean Air Act of 1970 and subsequent Environmental Protection Agency regulations have reduced lead in the atmosphere by 90 percent. The single most important action in this regard was the removal of lead from gasoline. The Lead Paint Poisoning Prevention Act of 1971 banned the use of lead in household paint, but many houses still have lead in interior paint. Almost all of the houses built before 1960, for example, have leaded paint, as do approximately 20 percent of the houses built between 1960 and 1978. Paint, therefore, stands out as the main source of potential lead exposure for children.

The City has previously evaluated lead-based paint hazards by visual as well as electronic inspection and abated that hazard during its housing rehabilitation projects. When in doubt as to whether a surface

contained lead-based paint, the City proceeded with abatement. The City currently contracts with a lead testing firm when surveying and evaluating lead based paint hazards in residential units.

How are the actions listed above integrated into housing policies and procedures?

The City has previously evaluated lead-based paint hazards by visual as well as electronic inspection and abated that hazard during its housing rehabilitation projects. When in doubt as to whether a surface contained lead-based paint, the City proceeded with abatement. The City currently contracts with a lead testing firm when surveying and evaluating lead based paint hazards in residential units. The City also requires its contractors to be certified in lead safe work practices before they can disturb any painted surfaces testing positive for LBP.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City of Fredericksburg's anti-poverty efforts will reduce concentrations of low-income persons by providing assistance to households near or below the poverty line through its housing programs and through other applicable services provided with CDBG funds. The specific goals, programs, and policies that the City will pursue are noted below, including coordination of programs and services:

- The City will assist low-income households in improving their living conditions through the Emergency Home Repair Program.
- Since homeownership is an important vehicle for accumulating wealth, the City will provide homeownership opportunities to low/moderate-income households through the Homeownership Assistance Program.
- The City will continue to provide tax relief to elderly and disabled residents through the City's Tax Exemption Program for the Elderly and/or Disabled.
- The City will provide support to the housing activities of the Rappahannock Area Agency on Aging and the Rappahannock Area Community Services Board to address the supportive housing needs of the elderly and the disabled.
- To assist families threatened with eviction or foreclosure, the City will continue to support the Central Virginia Housing Coalition's Lend-a-Hand Program and its financial counseling program.
- To help former shelter residents to permanently maintain independence, the City will support efforts to provide comprehensive follow-up services and facilities for persons transitioning to independent living.
- The City will provide funding to Rappahannock Legal Services to increase their capacity to provide legal services to low-income households. A significant percentage of Rappahannock Legal Services clients require legal assistance to keep or obtain decent, affordable housing as well as government subsistence benefits which are often needed by low-income households to pay monthly mortgages, rents and utilities.
- The City will support efforts to address affordable housing needs on a regional basis.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

The public services and housing programs administered by the City of Fredericksburg and funded through CDBG entitlement as outlined in this consolidated plan are the vehicle through which the City of Fredericksburg has and will continue to implement its poverty reducing initiatives.

SP-80 Monitoring – 91.230

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

The Fredericksburg Planning Office administers all aspects of the City's CDBG program. Staff ensures that each contractual agreement for the use of CDBG funds relates to the housing strategies identified in the adopted Consolidated Plan and Annual Action Plan. Subrecipients formally agree to adhere to all applicable statutory and regulatory requirements. Subrecipients also submit quarterly performance reports and a final annual report.

CITY OF FREDERICKSBURG, VIRGINIA



COMMUNITY DEVELOPMENT BLOCK
GRANT ANNUAL ACTION PLAN

CDBG-CV SUBSTANTIAL AMENDMENT

PROGRAM YEAR 2019-2020
(JULY 1, 2019 TO JUNE 30, 2020)

Prepared by: COMMUNITY PLANNING AND BUILDING

19-20 Substantial Amendment

The purpose of this amendment incorporates the CDBG-CV funds issued through the CARES Act issuing additional funds to the City for the 19-20 program year under this action plan.

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The 2019-2020 Annual Action Plan specifies how Fredericksburg intends to invest federal funds received through the Community Development Block Grant (CDBG) program. This document is the fifth and final installment of the 5 year strategic plan identifying implementation of the 2015 Consolidated Plan's community development housing and homeless priorities.

Amendments to this action plan in the spring of 2020 incorporate the CDBG-CV funds allocated in April for the purpose of planning and responding to the Covid-19 pandemic.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Federal formula grants, such as CDBG, address three broad goals. These commitments include 1) decent housing, 2) a suitable living environment, and 3) expanded economic opportunities. Decent housing encompasses retention and provision of affordable housing as well as prevention of homelessness. A suitable living environment is defined as improving the safety and livability of neighborhoods and increasing their access to the community as a whole. Expanded economic opportunities include improvements to the economic viability of the locality and the creation and retention of jobs.

Housing Goals

An aggressive affordable housing strategy has helped to address the ratio of owner-occupied units, while helping to provide housing that is affordable to low to moderate-income families. The City will continue to promote homeownership through direct assistance. This subsidy will be in the form of down payment assistance or payment of specific closing costs. This program will enhance existing neighborhoods by filling in vacant lots when new houses are constructed, stabilize the community with long-term residents, and increase the affordable housing stock. Furthermore, this activity will relieve some pressure on the rental market.

The City will also continue to provide an ongoing Emergency Home Repair Program to rehabilitate low-income, owner-occupied units. The bulk of this activity will occur in predominantly low-income minority neighborhoods; because that is where the identified need is greatest, but qualifying households city-wide will be eligible to participate. The City will also modify houses to meet handicapped occupant needs as well as adapt houses to ensure continued independent living for elderly and frail elderly persons. The public contribution will include CDBG funds of over \$125,000, or two thirds the expected 2019-2020 entitlement allocation.

Public Service Goals

Administration of community development programs is accomplished by City forces within existing budgets. A portion of the Planning staff is funded with CDBG funds. The City of Fredericksburg's strategy for addressing non-housing community development needs is to concentrate on specific public services. These activities will address the following statutory requirements that are part of HUD's mandate to develop viable urban communities:

I Provide decent housing

- o Assist persons at risk of becoming homeless
- o Retain affordable housing stock
- o Increase supply of supportive housing

II Provide a suitable living environment

- o Improve safety and livability of neighborhoods
- o Increase access to public and private facilities and services
- o Reduce isolation of income groups through neighborhood revitalization
- o Restore and preserve properties of special value

III Expand economic opportunities

- o Enhance empowerment and self-sufficiency

The City will generally support applications for related programs and resources from eligible non-profit organizations and other groups. When the City is also an eligible applicant, it will seek to coordinate any application with other relevant organizations so any program benefits will be delivered to citizens as effectively as possible.

Senior Services – The City of Fredericksburg will provide funding to the Fredericksburg Area Food Bank to provide critically needed food for elderly individuals.

Funds for the Covid-19 pandemic aim to expand programs to ensure household stability. To this end, Fredericksburg will work with partners to offer direct services to households with emergency need.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Since the City of Fredericksburg starting receiving entitlement funds over 20 years ago, the City has efficiently utilized its CDBG funding to complete necessary repairs on at least 200 homes, removed barriers to accessibility on roughly 60 homes, and helped facilitate the purchase on another 60. The public services portion of the funding has assisted countless LMI households in receiving legal, housing, and food services throughout the City. The City has been successful in carrying out these programs with the most positive effect on preserving the affordable housing stock thereby improving the lives of LMI residents allowing them to remain part of Fredericksburg's existing neighborhood character. The goals of 2019-2020 will carry on this successful work.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Fredericksburg adopted a Citizen Participation Plan, in February 1995, to provide a framework within which the public is encouraged to participate in developing CDBG plans and programs. The City has reviewed and amended this plan in 1999, 2001, 2004, and 2009 to ensure it remains an effective document. The Fredericksburg Citizen Participation Plan remains valid and conforms to the Code of Federal Regulations, Title 24, Part 91.105.

In 2020, the citizen participation plan was amended to incorporate procedures for emergency funding. All efforts were made to receive and incorporate public comment into these amendments while acting with expediency to effectively move funds to those households in need.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

In accordance with the City's adopted Citizen Participation Plan, a public hearing was held on February 26, 2019, to obtain citizen comment during Plan development and there were no speakers. Staff advertised this hearing in the Free Lance-Star newspaper (February 12 and 19) and notified neighborhood organizations and churches directly (letters sent on February 4, 2019), to give these organizations sufficient time to make announcements at their regularly scheduled meetings. The notice included the amount of CDBG funds expected to be available, locations where the Plan could be reviewed, and a note that the Plan could be made available in another form, if necessary, to make it accessible to persons with disabilities.

A public notice, including a summary of the Plan, was published in the Free Lance-Star newspaper on March 26, 2019. The notice opened a 30-day public review and comment period for Plan. The Fredericksburg Regional Continuum of Care (CoC) received notice at its meeting on April 10, 2019. City staff extended offers to each of these groups to present the draft plan at a community and/or church meeting.

During the public comment period, the full plan was available for review at the Central Rappahannock Regional Library Headquarters, City Hall, and on the City's website. No public comments were received during the 30-day public comment period. The public comment period closed on April 26, 2019, and staff finalized the document for consideration by the City Council.

These notices included language that addressed the proposed action plan as a draft status based on estimated funding acknowledging that exact allocation amounts might change once the grant amount had been received.

A public hearing on the proposed substantial amendment was advertised on the 28th of April and the 5th of May indicating the amount of funds available through the CDBG-CV grant and the proposed projects.

6. Summary of comments or views not accepted and the reasons for not accepting them

Staff took measures to include all interested agencies in the development of the 2019-2020 Action plan. No agencies were denied an opportunity to provide their input into the housing and community development needs of the City.

7. Summary

The City of Fredericksburg's 2019-2020 Annual Action Plan is the proposed implementation of the second annual phase of the City's Consolidated Plan for Community Development Programs (2015). The Annual Action Plan outlines projects that will specifically address housing and homeless needs for qualified individuals. According to the HUD Comprehensive Housing Affordability Strategy Data Query Tool, 6,305 households, or 64.46 percent of the households in the City of Fredericksburg meet HUD's definition of Low or moderate income (LMI) households.

Highlights of the Plan include issuing funds to various non-profit organizations lending services to eligible applicants. Their services include legal aid, health counseling, financial counseling, food, and providing emergency utility and rental payments to eligible City residents. Services under direct management of the Planning Department include the Direct Homeownership Assistance Program, which provides closing costs, down payments and/or equity payments to eligible applicants, the Emergency Repair Program, which provides needed plumbing, electric, and roofing repairs for eligible homeowners in the City, and the Removal of Architectural Barriers Program which provides modifications to residences to increase the ability of people with disabilities to live and function more independently.

The CDBG-CV grant will be used to fund direct services aimed at assisting households with emergency rent or mortgage payments as well as assist in the needed distribution of food supplies to low and moderate income children and elderly residents of Fredericksburg.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	FREDERICKSBURG	Community Planning and Building Department

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Susanna R. Finn

Community Development Planner

Planning Services Division

715 Princess Anne St.

PO BOX 7447

Fredericksburg VA 22404

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Fredericksburg consulted civic associations, religious assemblies, municipal officials, non-profit agencies, governmental agencies, and the Fredericksburg Regional Continuum of Care (FRCoC) when developing the 2019-2020 Action Plan. City staff held a public hearing, as well as individual input sessions upon request.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The network of supportive services in the City of Fredericksburg is diverse and comprehensive. Community members in need can access various types of support through local agencies and programs. The variety of support options can present a challenge however for people experiencing or at risk for homelessness. In many cases, individuals/families struggle with determining what support is appropriate and which agency or program can provide it. Additionally, many agencies providing supportive services lack information about the unique needs of the homeless/at-risk population, the specific ways their programs could provide assistance, and what other resources are available to the client. This can result in missed opportunities to provide support that may prevent homelessness.

In 2014, the City of Fredericksburg led the FRCoC in a strategic planning initiative to guide the continuum’s efforts in the coming decade. This effort included numerous brainstorming sessions with five working groups, one of which strategized around the creation of a robust network of supportive services for homeless and at-risk households. The central goal coming out was the creation of a holistic, readily accessible network of supportive services agencies that connects those in need to assistance based on their unique needs, helping households to achieve and sustain permanent housing and self-sufficiency. Initiatives to achieve this goal over the coming years included,

- Implementing a client-centered, family-engagement style services model that collaborates among the multiple service providers to address client needs;
- Improving homeless and at-risk households’ access to mainstream benefits and resources;
- Co-locating representatives of the participating mental health and service agencies at the most common points of entry for homeless and at-risk households, and then eventually at the centralized homelessness intake location.

This is one of the many initiatives underway to increase collaboration between City Staff and service agencies. The City will remain active in achieving these initiatives through its partnership with the member agencies of the supportive services working group, as well as its participation on the CoC strategic planning steering committee and the greater efforts of the FRCoC.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Fredericksburg Regional Continuum of Care, now under the leadership of the George Washington Regional Commission (GWRC), provided ongoing support to City staff in the development of the 2015 Consolidated Plan. In 2014, the City worked closely with the regional planning commission leadership to establish a full-time, CoC Coordinator position to take on the lead agency responsibilities of the FRCoC. In response to the FRCoC's rapid growth both in membership and influence over the region's homeless services landscape, the City of Fredericksburg and the FRCoC agreed to allocate grant monies to fund a full-time position at the regional planning commission. The CoC Coordinator was hired with the task of shepherding the FRCoC as it transitions away from a collective of homeless services agencies into a housing crisis response system designed to make stints of homelessness rare, brief, and non-recurring.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Fredericksburg remains a major proponent of the FRCoC's Funding and Performance Committee, which determines the allocation of federal and state resources for the community's homeless services system. The Virginia Department of Housing and Community Development (DHCD) administers the Virginia Homeless Solutions Program (VHSP), which is funded by the State General Fund and the federal Emergency Solutions Grant (ESG) and supports the Fredericksburg region's homeless services system. The VHSP application and renewal process is a collaborative effort among currently funded agencies (Loisann's Hope House, Micah Ecumenical Ministries, Thurman Brisben Center, Empowerhouse (formerly Rappahannock Council on Domestic Violence, FAHASS, and the George Washington Regional Commission), a partnership known as the "Pursuit of Housing" (POH) Campaign.

The distribution of VHSP funding among service providers will ultimately depend on performance standards with outcomes regularly evaluated by the Funding and Performance Committee. Preliminarily, these standards include Length of Stay, Permanent Housing (PH) exits, PH exits that return to homelessness, and cost per client. The Funding and Performance Committee will monitor these outcomes for each funded agency; failure to produce acceptable outcomes will affect future funding.

Now the FRCoC lead agency, GWRC also retained its long time role as the community's HMIS Lead Agency, and provides administration and support for users from participating FRCoC member agencies. The FRCoC currently uses ServicePoint, a web-based software system that was developed by Well Sky (formerly Mediware). HMIS provides information on all clients served by participating agencies, and can produce holistic data on the regional homeless services system. The FRCoC is part of the Homeward Community Information system, the largest HMIS implementation in Virginia. This is over seen by Homeward, the Richmond CoC lead agency. Therefore, instead of having out own committee, CoC staff participates in the Homeward HMIS admin committee in Richmond in which all providers currently in the Homeward Community Information System discuss policies and HMIS service needs. CoC staff also provides annual training to HMIS users and assists with monthly data quality monitoring.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	George Washington Regional Commission
	Agency/Group/Organization Type	Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The draft action plan was submitted to the CoC coordinator housed at the Regional Commission who was given the opportunity to provide comment on potential coordination between CDBG and CoC objectives. The summary plan was presented at the quarterly Continuum of Care meeting informing all participating agencies of the annual action plan. This allows for greater coordination between local service organizations ensuring that the goals of the CDBG program align with their agencies and educating direct service providers of available resources.

Identify any Agency Types not consulted and provide rationale for not consulting

Every attempt was made to consult and involve all City agencies through public notice and meeting, specific mailings, and presentation at CoC meetings.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	George Washington Regional Commission	The CoC's ten year strategic plan was consulted to compare ensure the goals align to best serve the City population. The CoC strategic plan makes several references to affordable housing and diversion. The CDBG annual action plan shares the goals of improved affordable housing through the home repair program and direct home ownership assistance program. Additionally, the CDBG subrecipient of CVHC contributes to the CoC's prevention efforts through the "lend a hand" grant providing one time emergency rent assistance.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In accordance with the City's adopted Citizen Participation Plan, a public hearing was held on February 26, 2019, to obtain citizen comment during Plan development and there were no speakers. Staff advertised this hearing in the Free Lance-Star newspaper (February 12 and 19) and notified neighborhood organizations and churches directly (letters sent on February 4, 2019), to give these organizations sufficient time to make announcements at their regularly scheduled meetings. The notice included the amount of CDBG funds expected to be available, locations where the Plan could be reviewed, and a note that the Plan could be made available in another form, if necessary, to make it accessible to persons with disabilities.

A public notice, including a summary of the Plan, was published in the Free Lance-Star newspaper on March 26, 2019. The notice opened a 30-day public review and comment period for Plan. The Fredericksburg Regional Continuum of Care (CoC) received notice at its meeting on April 10, 2019. City staff extended offers to each of these groups to present the draft plan at a community and/or church meeting.

During the public comment period, the full plan was available for review at the Central Rappahannock Regional Library Headquarters, City Hall, and on the City's website. The public comment period will close on April 26, 2019 when staff will finalize the document for consideration by the City Council.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Mailings to Civic and Religious Associations	Non-targeted/broad community	No responses received	No comments received	All comments considered.	
2	Newspaper Ad	Non-targeted/broad community	A member of Virginia Organizing and the League of Women Voters visited the planning office to read the draft annual action plan.	They did not have any comments on the plan as proposed.	All comments accepted.	
4	Public Meeting	Service Providers	Quarterly meeting of the Fredericksburg Regional Continuum of Care	No comments received.	No comments received.	
5	Public Hearing	Non-targeted/broad community	A public hearing was held at a regularly scheduled City Council meeting to obtain feedback on the CDBG-CV substantial amendment.			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

This is the City of Fredericksburg's fifth and final Annual Action Plan from the 2015 Consolidated Plan (5-year strategic plan). It identifies activities that the City will undertake in the 2019-2020 program year to address priority needs in the community. The Plan describes the resources available, the programs and projects to be funded and the proposed accomplishments for the 2019-2020 program year.

A total of \$96,130 is estimated to be available for programming to carry out the Action Plan activities for the next program year. This amount represents a five percent increase from the 2018-2019 program year allocation.

Current objectives include owner occupied emergency housing repair for 7 units, removal of architectural barriers for 3 units, emergency grant assistance to prevent eviction and intense financial counseling for 20 LMI individuals, legal assistance and awareness for 150 LMI people, HIV/AIDS support services for 10 LMI people, providing food for 75 elderly or disabled LMI individuals, closing costs and/or down payment assistance for 2 LMI families purchasing a home in the City, furthering fair housing initiatives, and general program administration. The Action Plan outlines other housing and community development actions to be taken in accordance with the Consolidated Plan including the prevention of homelessness, the reduction of lead-based paint hazards, removal of barriers to affordable housing development, and addressing

underserved needs.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	192,416	0	0	192,416	192,416	The expected annual allocation is based on a continued funding for the 2019-2020 program year.
Other	public - federal	Public Services	115,302	0	0	115,302	0	Emergency funding allocated through the CDBG-CV grant issued to entitlements as part of the CARES package was allocated to the City of Fredericksburg in the amount of \$115,302.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City’s CDBG allocation not only provides funding for direct housing repair, modification, and public services, but also the funding to support

the City's Community Development Planner position. This position allows the City to leverage the CDBG funding to support community development and homeless services needs occurring within the community. Components of this include the City's involvement in the Fredericksburg Regional Continuum of Care discussed at length in the Housing Needs Assessment portion of this plan. The City also leverages local, non-profit resources in its partnerships with CVHC through their Lend-A-Hand, Intensive financial counseling, and homebuyer programming. City staff also keeps close liaison with Habitat for Humanity and Rebuilding Together (Formerly Christmas in April).

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

n/a

Discussion

n/a

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitation	2015	2019	Affordable Housing	Citywide	Housing Rehabilitation	CDBG: \$94,146	Homeowner Housing Rehabilitated: 7 Household Housing Unit
2	Increase Homeownership	2016	2019	Affordable Housing	Citywide	LMI Homeownership Opportunity	CDBG: \$9,400	Direct Financial Assistance to Homebuyers: 2 Households Assisted
3	Remove Architectural Barriers to Housing	2016	2019	Affordable Housing	Citywide	Lack of Affordable, Accessible Housing	CDBG: \$23,100	Homeowner Housing Rehabilitated: 3 Household Housing Unit
4	Prevent Foreclosure/Eviction	2016	2019	Affordable Housing	Citywide	Homelessness Prevention	CDBG: \$11,700 CDBG-CV: \$80,000	Public service activities for Low/Moderate Income Housing Benefit: 90 Households Assisted
5	Provide Food for Elderly/Disabled	2016	2019	Affordable Housing	Citywide	Non-Housing Support Services	CDBG: \$2,000 CDBG-CV: \$20,400	Public service activities other than Low/Moderate Income Housing Benefit: 379 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Housing and Support Services - HIV/AIDS	2016	2019	Affordable Housing	Citywide	Lack of Affordable, Accessible Housing Non-Housing Support Services	CDBG: \$5,500	Public service activities other than Low/Moderate Income Housing Benefit: 75 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 11 Households Assisted
7	Legal Services and Fair Housing Advocacy	2015	2019	Affordable Housing	Citywide	Lack of Affordable, Accessible Housing Homelessness Prevention	CDBG: \$8,400	Public service activities for Low/Moderate Income Housing Benefit: 150 Households Assisted
8	Provide Food for School Children	2019	2019	Affordable Housing	Citywide	Non-Housing Support Services	CDBG- CV: \$15,000	Public service activities for Low/Moderate Income other than Housing Benefit: 1,200 Households Assisted

1	Goal Name	Housing Rehabilitation
	Goal Description	
2	Goal Name	Increase Homeownership
	Goal Description	
3	Goal Name	Remove Architectural Barriers to Housing
	Goal Description	
4	Goal Name	Prevent Foreclosure/Eviction
	Goal Description	This goal includes expanded operations to assist 70 households financially impacted by Covid-19. This is on top of the 20 households already planned for assistance through the CDBG 19-20 grant.
5	Goal Name	Provide Food for Elderly/Disabled
	Goal Description	This goal has been expanded through CDBG-CV funds to address the expanded need to address food insecurity.
6	Goal Name	Housing and Support Services - HIV/AIDS
	Goal Description	
7	Goal Name	Legal Services and Fair Housing Advocacy
	Goal Description	
8	Goal Name	Provide Food for School Children
	Goal Description	This goal is an amendment to support food delivery to students who would otherwise be receiving meals in school but are not because of Covid-19.

Table 6 – Goals Summary

Goal Descriptions

Projects

AP-35 Projects – 91.220(d)

Introduction

During the CDBG program year, the City of Fredericksburg will implement three housing programs. The first is the Emergency Home Repair Program which assists homeowners whose household income is at or below 50% of area median income depending on household size to make plumbing, roofing, and electrical repairs. The second program is the Removal of Architectural Barriers Program which provides limited architectural modifications to the homes of qualifying persons with disabilities whose household income is at or below 80% of area median income depending on household size, to maximize their independence and self-sufficiency. The third program is the Direct Homeownership Assistance Program, which provides down payment and closing cost assistance to qualifying homebuyers whose household income is at or below 80% of area median income depending on household size and are purchasing a home in the City or refinancing out of sub-prime and high risk mortgages into fixed rate mortgages on homes in the City. Lead-based paint hazard reduction is an integral component of each of these housing programs.

In addition to housing activities, CDBG funds will be used to assist in the provision of specific public services and programs. Such services are designed to reduce homelessness through prevention activities, to assist persons to locate and obtain decent housing, to assist persons with HIV/AIDS to obtain supportive services to avoid individual crises, and to provide food to qualifying elderly/disabled persons. These programs are provided to qualifying persons who household income is at or below 80% of area median income, depending on household size.

Other CDBG funds will be used for overall program administration and public information. In addition, funds will be directed toward addressing impediments to fair housing.

All CDBG program eligibility is based upon HUD's annual Section 8 income limits.

A substantial amendment to this action plan incorporates CDBG-CV funding and adds three projects, emergency housing assistance, emergency school food program, and emergency elderly food program to address community development needs of households impacted by Covid-19.

Projects

#	Project Name
1	Housing Rehabilitation Assistance
2	Removal of Architectural Barriers
3	Public Service - Central Virginia Housing Coalition
4	Public Service - Legal Aid Works LAW
5	Public Service - Fredericksburg Area HIV/AIDS Support Services
6	Program Administration
7	Fair Housing
8	Public Information
9	Direct Homeownership Assistance
10	Public Service - Fredericksburg Area Food Bank
11	Emergency Housing Assistance
12	Emergency School Feeding Program
13	Emergency Food Program

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

In partnership with the agencies listed above, the City of Fredericksburg has been delivering high value, high impact CDBG-funded programming for two decades. Staff takes careful measure to ensure that the limited funding addresses as many of the City's high priority housing and non-housing community development needs as possible.

Outside of the funding limitations, other obstacles to meeting supportive needs are often found in simply being able to identify persons in need. To overcome this problem, the City has maintained a close liaison with the Rappahannock Area Agency on Aging, disAbility Resource Center, Rebuilding Together with Christmas in April, and the Central Virginia Housing Coalition to share information on potential clients for available assistance. In this manner, both the City and these organizations ensure effective outreach.

The City will generally support applications for related programs and resources for eligible non-profit organizations and other groups. When the City is also an eligible applicant, it will coordinate applications with other organizations so any program benefits will be delivered to citizens as effectively as possible.

AP-38 Project Summary
Project Summary Information

1	Project Name	Housing Rehabilitation Assistance
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Housing Rehabilitation Lack of Affordable, Accessible Housing
	Funding	CDBG: \$94,146
	Description	The City will facilitate emergency repair of roofs, plumbing, and electrical hazards for qualifying LMI households in an effort to maintain existing affordable housing stock.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 7 low to moderate income households will benefit from these proposed activities.
	Location Description	This activity will occur Citywide with exact locations to be determined at a later date.
Planned Activities	The City will facilitate emergency repair of roofs, plumbing, and electrical hazards for qualifying LMI households in an effort to maintain existing affordable housing stock.	
2	Project Name	Removal of Architectural Barriers
	Target Area	Citywide
	Goals Supported	Remove Architectural Barriers to Housing
	Needs Addressed	Housing Rehabilitation Lack of Affordable, Accessible Housing
	Funding	CDBG: \$23,100
	Description	The City will provide limited architectural modifications to the homes of LMI persons with disabilities to maximize their independence and self-sufficiency.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 2 low to moderate income families will benefit from these proposed activities.

	Location Description	These activities will take place Citywide with exact locations to be determined during the program year.
	Planned Activities	The City will provide limited architectural modifications to the homes of LMI persons with disabilities to maximize their independence and self-sufficiency.
3	Project Name	Public Service - Central Virginia Housing Coalition
	Target Area	Citywide
	Goals Supported	Prevent Foreclosure/Eviction
	Needs Addressed	Homelessness Prevention
	Funding	CDBG: \$11,700
	Description	Provide funding to assist the Central Virginia Housing Coalition (CVHC) to operate its Lend-A-Hand and the Intense Financial Counseling programs. Lend-A-Hand provides emergency grants to households threatened with eviction or foreclosure. Intensive Financial Counseling helps maintain financial independence of LMI households.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 20 households will benefit from these proposed activities.
	Location Description	These activities will occur Citywide with exact locations to be determined during the program year.
Planned Activities	Provide funding to assist the Central Virginia Housing Coalition (CVHC) to operate its Lend-A-Hand and the Intense Financial Counseling programs. Lend-A-Hand provides emergency grants to households threatened with eviction or foreclosure. Intensive Financial Counseling helps maintain financial independence of LMI households.	
4	Project Name	Public Service - Legal Aid Works LAW
	Target Area	Citywide
	Goals Supported	Prevent Foreclosure/Eviction Legal Services and Fair Housing Advocacy
	Needs Addressed	Homelessness Prevention Non-Housing Support Services
	Funding	CDBG: \$8,400

	Description	Provide funding to Legal Aid Works (LAW) to increase their capacity to provide assistance to LMI individuals and their families threatened with eviction, foreclosure, and utility shut-offs. LAW also assists clients to locate and obtain decent affordable housing.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 150 households will benefit from these proposed activities.
	Location Description	These activities will take place Citywide.
	Planned Activities	Provide funding to Legal Aid Works (LAW) to increase their capacity to provide assistance to LMI individuals and their families threatened with eviction, foreclosure, and utility shut-offs. LAW also assists clients to locate and obtain decent affordable housing.
5	Project Name	Public Service - Fredericksburg Area HIV/AIDS Support Services
	Target Area	Citywide
	Goals Supported	Housing and Support Services - HIV/AIDS
	Needs Addressed	Homelessness Prevention Rental Assistance for LMI Households Non-Housing Support Services
	Funding	CDBG: \$5,500
	Description	Provide funding to assist Fredericksburg HIV/AIDS Support Services (FAHASS) to serve low and moderate income residents living with HIV/AIDS. This project will also provide education assistance and testing to at-risk persons in the City.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 120 households will benefit from HIV/AIDS testing and 10 households will receive additional support services including counseling and housing assistance.
	Location Description	These activities will take place Citywide
	Planned Activities	Provide funding to assist Fredericksburg HIV/AIDS Support Services (FAHASS) to serve low and moderate income residents living with HIV/AIDS. This project will also provide education assistance and testing to at-risk persons in the City.

6	Project Name	Program Administration
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation Increase Homeownership Remove Architectural Barriers to Housing Prevent Foreclosure/Eviction Provide Food for Elderly/Disabled Housing and Support Services - HIV/AIDS Legal Services and Fair Housing Advocacy
	Needs Addressed	Housing Rehabilitation Lack of Affordable, Accessible Housing Homelessness Prevention LMI Homeownership Opportunity Rental Assistance for LMI Households Non-Housing Support Services
	Funding	CDBG: \$37,000
	Description	Provide oversight, management, monitoring, and coordination of the CDBG program.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The administrative function supports all of the activities that families benefit from under this plan.
	Location Description	
	Planned Activities	
7	Project Name	Fair Housing
	Target Area	Citywide
	Goals Supported	Legal Services and Fair Housing Advocacy
	Needs Addressed	Lack of Affordable, Accessible Housing Non-Housing Support Services
	Funding	CDBG: \$200
	Description	Engage in specific fair housing activities.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
8	Project Name	Public Information
	Target Area	Citywide
	Goals Supported	Legal Services and Fair Housing Advocacy
	Needs Addressed	Non-Housing Support Services
	Funding	CDBG: \$970
	Description	Provide public information regarding the CDBG program.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
9	Project Name	Direct Homeownership Assistance
	Target Area	Citywide
	Goals Supported	Increase Homeownership
	Needs Addressed	LMI Homeownership Opportunity
	Funding	CDBG: \$9,400
	Description	The City will assist low and moderate income homebuyers with specific down payment and closing costs to help promote homeownership.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 2 families will benefit from these proposed activities.

	Location Description	These activities will occur Citywide with exact locations to be determined during the program year.
	Planned Activities	The City will assist low and moderate income homebuyers with specific down payment and closing costs to help promote homeownership.
10	Project Name	Public Service - Fredericksburg Area Food Bank
	Target Area	Citywide
	Goals Supported	Provide Food for Elderly/Disabled
	Needs Addressed	Non-Housing Support Services
	Funding	CDBG: \$2,000
	Description	Provide food to qualifying elderly persons through the Food for Life Brown Bag Program.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 94 households will benefit from the proposed activities.
	Location Description	These activities will occur Citywide.
	Planned Activities	Provide food to qualifying elderly persons through the Food for Life Brown Bag Program.
11	Project Name	Emergency Housing Assistance
	Target Area	Citywide
	Goals Supported	Prevent Foreclosure/Eviction
	Needs Addressed	Lack of Affordable, Accessible Housing Homelessness Prevention Rental Assistance for LMI Households
	Funding	CDBG-CV: \$80,000
	Description	Emergency rent and mortgage assistance for households financially affected by the Covid-19 pandemic.
	Target Date	12/31/20
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that between 50 and 70 low and moderate income households will benefit from these activities.

	Location Description	These activities will occur Citywide.
	Planned Activities	Emergency rent and mortgage assistance for households financially affected by the Covid-19 pandemic to prevent eviction or foreclosure.
12	Project Name	Emergency School Food Program
	Target Area	Citywide
	Goals Supported	Provide Food for Students
	Needs Addressed	Non-Housing Support Services
	Funding	CDBG-CV: \$15,000
	Description	The Fredericksburg City Schools Mobile Feeding Program began operations in March of this year following school closures. This project delivers meals to 1,200 City students who would otherwise have been receiving meals at school.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 1,200 students receive meals from the Fredericksburg School mobile food truck every day. These students are from low and moderate income households.
	Location Description	These activities will occur Citywide.
	Planned Activities	
13	Project Name	Emergency Food Program
	Target Area	Citywide
	Goals Supported	Provide Food for Elderly/Disabled
	Needs Addressed	Non-Housing Support Services
	Funding	CDBG-CV: 20,400
	Description	Provide food to qualifying elderly persons through the Food for Life Brown Bag Program, this is an expansion to address increased need.
	Target Date	12/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	Over 300 low and moderate income households participate in the food for life program.
	Location Description	These activities will occur Citywide.

	Planned Activities	This project will deliver food to low and moderate income elderly or disabled households within the City. These grant funds will be used for the purchase of fresh produce to include within the grocery packs.
--	---------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The strategies contained in the Annual Action Plan and their associated programs will be pursued throughout the City, wherever qualifying persons are located.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

n/a

Discussion

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 is appropriate because benefits are always targeted to eligible households.

Previous Consolidated Annual Performance and Evaluation Reports demonstrate that 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 in need will be served more equitably than if such activity were geographically restricted.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing is a basic component for overcoming homelessness and for maintaining a vibrant and diverse community of neighborhoods. The City of Fredericksburg already has the majority of the region's subsidized and assisted housing, as well as the majority of the area's available rental housing. The City seeks to maintain this existing level of housing while concurrently working to conserve its other residential neighborhoods. There is a strong need, for instance, to enhance the community's demographic stability by concentrating on homeownership opportunities.

The Emergency Home Repair Program is available only to low income homeowners, which contributes directly to Fredericksburg's affordable housing and neighborhood conservation policies. In addition, the Direct Homeownership Assistance Program provides closing cost and/or down payment assistance to qualifying homebuyers. In 2008, the Direct Homeownership Assistance Program was expanded to allow qualifying homeowners to refinance out of sub-prime and high risk mortgages into fixed rate mortgages. This effort continues to reduce foreclosure rates and stabilize neighborhoods in the City.

Aside from emphasizing homeownership, Fredericksburg has a variety of housing types, including detached homes, townhouses, and several types of apartments. Recent construction of new homes as well as apartment complexes shows that this range of housing choice will continue to be available.

To help maintain Fredericksburg's affordable rental properties, the City implemented a Rental Property Inspection Program; however due to budgetary constraints the formally scheduled inspection program was discontinued during the 2010-2011 program year. . Inspections are still available to City residents on a complaint basis. This effort does not require the use of CDBG funds, but even with limited availability furthers the City's community development and fair housing goals to maintain the existing housing stock in a safe and sanitary condition.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	225
Special-Needs	379
Total	604

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	39

One Year Goals for the Number of Households Supported Through	
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	2
Total	51

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

With the additional funds available through the CDBG-CV grant, it is estimated that an additional 50-70 households will be supported with affordable housing challenges offering emergency rent and mortgage assistance for households financially impacted by Covid-19.

AP-60 Public Housing – 91.220(h)

Introduction

There is no public housing in the City of Fredericksburg.

Actions planned during the next year to address the needs to public housing

n/a

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

n/a

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

n/a

Discussion

n/a

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

A comprehensive system to effectively address homeless needs includes several components. First, there must be an alternative to being without shelter. Second, there must be a means to quickly transition from shelter to permanent housing. Third, there must be permanent housing available that is affordable. Fourth, there should be a means to effectively prevent homelessness in the first place and thus avoid the above cycle. These interrelated components constitute the guiding principles for the Fredericksburg Regional Continuum of Care (FRCoC).

In 2014, the City worked closely with the area homeless services providers and the George Washington Regional Commission to establish a full-time, CoC Coordinator position to take on the lead agency responsibilities of the FRCoC. In response to the FRCoC's rapid growth both in membership and influence over the region's homeless services landscape, the City of Fredericksburg and the FRCoC agreed to allocate grant monies to fund a full-time position at the regional planning commission. The CoC Coordinator was hired with the task of shepherding the FRCoC as it transitions away from a collective of homeless services agencies into a housing crisis response system designed to make stints of homelessness rare, brief, and non-recurring. This CoC includes representatives from Social Services departments from Planning District 16 as well as numerous other public and private organizations and agencies, volunteers, and homeless/formerly homeless individuals that meet to examine homeless issues in a broader, regional context. The CoC is actively pursuing a broader membership as part of its long-range strategic planning efforts. The following activities will also be undertaken during the next program year.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

The FRCoC employs various outreach techniques to identify and assess the needs of those experiencing homelessness, and especially the chronically homeless. The FRCoC is committed to addressing these issues through the following strategies:

- Identify homeless frequent users and develop permanent supportive housing solutions that reduce the community's cost of recidivism;
- Increase investment in proven models to combat the symptoms leading to frequent usage and

homelessness recidivism;

- Increase awareness of available resources to address the underlying causes of frequent usage;
- Establish programs that divert the chronically homeless from incarceration;
- Strengthen discharge plans from area hospitals, jails, and other institutions.

Addressing the emergency shelter and transitional housing needs of homeless persons

The FRCoC is exploring ways to limit the amount of time that the area emergency shelter and transitional housing agency are operating at full capacity. As mentioned, these agencies often have to turn away homeless individuals and families because there is no vacancy in their shelters. The short-term solution is to enhance the frequency with which these agencies assess the needs of those entering the shelter and move them back into permanent housing. Quicker turnover helps to free up precious bed space. The short term solution is to assess the needs of those needing shelter, prioritizing those that are currently on the street or experiencing literal homelessness while enhancing diversion/prevention efforts for those that are not experiencing literal homelessness at this time. For the long term solution, the CoC looks at ways to quickly move people out of shelter by increasing our housing resources and targeting those that need the most assistance while collaborating with community partners for those that need a light touch to get back on their feet.

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 FRCoC development of a 10-year Plan to End Homelessness resulted in the continuum fully adopt the “Housing First” approach, which focuses on immediately getting people out of shelters and off the street, then providing the supports necessary for stabilization. This contrasts with traditional shelter models, which required compliance with a service plan as the mechanism for clients to earn their way back into housing. Around the country, Housing First has proven to be the most cost effective, efficient method of ending homelessness. The housing retention rate related to Housing First interventions, such as Rapid Re-Housing and Permanent Supportive Housing, has averaged around 85%.

Helping low-income individuals and families avoid becoming homeless, especially extremely

low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

People experiencing extended or regular bouts of homelessness often repeatedly interact with multiple public agencies such as the correctional facilities, emergency healthcare providers, and social services departments. In many cases, while homelessness prevention is not the primary role of these agencies, they may be in the de facto position of providing in-kind support. For example, a hospital's primary role is treating medical issues, not locating housing for a patient to access while recovering. Similarly, a jail's primary role is community security, not setting up employment supports for an inmate upon discharge so they can find a job, obtain housing, and avoid re-offending. These agencies are critical to the overall success of the homeless services system as they provide key points of interface between people experiencing or at-risk for homelessness and potential prevention services. Prevention dollars available through VHSP are being put toward those that are at risk of experiencing homelessness, which can serve those exiting institutions. In addition, the CoC has reconvened the discharge planning committee and continues to support the most vulnerable frequent flyers of homelessness through the FUSE PSH programs.

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Actions it planned 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

The City of Fredericksburg has previously addressed barriers to affordable housing, by removing the requirement for off-street parking during residential infill development. This step also helps to preserve an existing neighborhood's character by maintaining continuity in setbacks rather than building new houses beyond the established limits and paving their front yards, to accommodate two-car parking pads.

During the next year, the City plans to continue its program to improve neighborhood conditions and promote conventional mortgage lending, by aggressively promoting the rehabilitation of owner-occupied units and the proper maintenance of rental properties.

Discussion:

The Fredericksburg City Council adopted a new vision in the 2016-2017 year. To achieve this vision, the council adopted a number of priorities including a goal to complete a regional affordable housing and homelessness plan. This effort will be led by the community development planner and will hope to identify the key barriers to affordable housing regionally and within the City of Fredericksburg. This regional effort will make suggestions to combat these issues to increase the quantity and quality of affordable housing within the region.

AP-85 Other Actions – 91.220(k)

Introduction:

Actions planned to address obstacles to meeting underserved needs

A community development program must be continuously evaluated to ensure needs are being effectively met. A part of this analysis includes identification of obstacles to meeting underserved needs, as was done during development of the 2015 Consolidated Plan. The City of Fredericksburg will continue to pursue the following activities to remove the identified obstacles as part of the 2019-2020 program year.:

- Continue to ensure individual dwellings are safe and sanitary, through emergency roof, plumbing, and electrical repairs. The popular Emergency Home Repair Program addresses health and safety issues directly and works well on a first come, first served basis, which allows funding to be directed according to the needs indicated by an active waiting list.
- Continue Homeownership Assistance efforts to provide the stabilizing influence of homeownership within the City's neighborhoods.
- Help to identify persons in need of shelter and services. City staff worked with the regional Continuum of Care to conduct a regional point-in-time count of homeless persons in January 2019.

Actions planned to foster and maintain affordable housing

Affordable housing is a basic component for overcoming homelessness as well as for maintaining a vibrant and diverse community of neighborhoods. The City of Fredericksburg already has the majority of the region's subsidized and assisted housing, as well as the majority of the area's available rental housing. The City seeks to maintain this existing level of housing while concurrently working to conserve its other residential neighborhoods. There is a strong need, for instance, to enhance the community's demographic stability by concentrating on homeownership opportunities.

The Emergency Home Repair Program is available only to low income homeowners, which contributes directly to Fredericksburg's affordable housing and neighborhood conservation policies. In addition, the Direct Homeownership Assistance Program provides closing cost and/or down payment assistance to qualifying homebuyers. In 2008, the Direct Homeownership Assistance Program was expanded to allow qualifying homeowners to refinance out of sub-prime and high risk mortgages into fixed rate mortgages. This effort will seek to reduce foreclosure rates and stabilize neighborhoods in the City.

Aside from emphasizing homeownership, Fredericksburg has a variety of housing types, including detached homes, townhouses, and several types of apartments. Recent construction of new homes as

well as apartment complexes shows that this range of housing choice will continue to be available.

To help maintain Fredericksburg's affordable rental properties, the City implemented a Rental Property Inspection Program; however due to budgetary constraints the formally scheduled inspection program was discontinued during the 2010-2011 program year. Inspections are still available to City residents on a complaint basis. This effort does not require the use of CDBG funds, but even with limited availability furthers the City's community development and fair housing goals to maintain the existing housing stock in a safe and sanitary condition.

Actions planned to reduce lead-based paint hazards

Federal regulations require that lead hazard evaluation and reduction be carried out according to specific guidelines and criteria. This directive is integrated into the City of Fredericksburg's Emergency Home Repair Program, the Homeownership Assistance Program, and the Program for the Removal of Architectural Barriers.

The Community Development staff works with appropriately qualified contractors to accomplish the following tasks, as appropriate:

1. Do No Harm – Perform the required work in a way that does not create lead hazards.
2. Identify and Control Lead Hazards – Identify lead-based paint and hazards and use a range of methods to address them.
3. Identify and Abate Lead Hazards – Identify lead-based paint hazards and remove them permanently.

Actions planned to reduce the number of poverty-level families

The City's community development programs are related to reducing the number of poverty level families through the various types of assistance offered. Helping a family to meet specific housing needs, for instance, allows a low income family to address other needs. These programs include an Emergency Home Repair Program, Housing Choice Voucher Program (including an intellectual or developmental disability component), existing local tax relief programs for elderly and/or disabled persons, and homeless prevention programs through the Central Virginia Housing Coalition and Rappahannock Legal Services. All of these programs will continue to be implemented during the coming year. There is no use of CDBG funds to actually increase income. The benefit is indirect, through the provision of programs that handle large, one-time housing costs.

Actions planned to develop institutional structure

The institutional structure for delivering CDBG-funded programs and services includes a diverse group of agencies and organizations. Overall coordination occurs on a regional level through such groups at the Fredericksburg Regional Continuum of Care and through regional committees for social services and

affordable housing coordinated by the George Washington Regional Commission. The Central Virginia Housing Coalition also administers the Housing Choice Voucher Program for the entire Planning District.

Actions planned to enhance coordination between public and private housing and social service agencies

Coordination between public and private housing and social services agencies is clearly related to developing institutional structure. In Fredericksburg, however, there is no public housing to be coordinated. The Housing Choice Voucher Program is administered by the Central Virginia Housing Coalition.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%



MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Susanna Finn, Community Development Planner
DATE: May 26, 2020 (for the May 26 Council Meeting)
SUBJECT: Community Development Block Grant, Citizen Participation Plan

ISSUE

Modifications to the Community Development Block Grant Citizen Participation Plan to incorporate expedited procedures.

RECOMMENDATION

City Council should approve the resolution for these changes.

BACKGROUND

The Citizen Participation Plan is a required component for Community Development Block Grant programs as required through 24 CFR §91.105. This plan outlines the outreach methods staff will take when developing Consolidated Plans, Annual Action Plans, and Consolidated Action Plan Evaluation Reports (CAPERS). The Citizen Participation Plan was last updated in 2009. Changes proposed in this document incorporate recently released HUD guidance for program flexibility in connection with CARES Act CDBG-CV funding. The guidance provides that grantees may amend citizen participation plans to establish expedited procedures to draft, propose, or amend consolidated plan and that these procedures must include notice and reasonable opportunity to comment of no less than five days and that this may run concurrently with amendments to planning documents. These changes are necessary in order to quickly plan for and allocate the City's recently awarded \$115,302 of CDBG-CV funds to respond to COVID-19 related community development needs.

The proposed changes to the Citizen Participation Plan also make a few updates relating to how low-and-moderate-income areas in the City will be identified for outreach efforts, when outreach will take place in the planning cycle and where plans will be available for review. The proposed changes also include a modification to the definition of a substantial amendment; changing the requirements of what changes to grant fund expenditures require re-planning through the public process. The changes to the plan are tracked throughout the document.

A public hearing was held on May 12 and no comments were received.

ATTACHMENTS

Resolution

Draft - Citizen Participation Plan 2020



May 26, 2020
Regular Meeting
Resolution No. 20-__

MOTION:

SECOND:

RE: Approving the Community Development Block Grant Citizen Participation Plan

ACTION: APPROVED: Ayes: 0; Nays: 0

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

The Community Planning and Building Department, which administers these funds, has developed a Citizen Participation Plan as required by 24 CFR 91.105 that sets forth the policies and procedures for Citizen Participation; and

The City has received additional CDBG funding through the federal CARES Act to respond to COVID-19 related community development needs; and

The United States Department of Housing and Urban Development has issued guidance to permit CDBG grantees to amend citizen participation plans by establishing expedited procedures so that grantees may allocate this emergency funding quickly; and

The City has provided an opportunity for and invited public participation during preparation of this Citizen Participation Plan.

Therefore the City Council hereby resolves that:

- Pursuant to a full public participation process, approves the Community Development Block Grant Citizen Participation Plan, as amended.
- The City Manager is authorized to forward the approved Citizen Participation Plan, for further review and approval.

Votes:

Ayes:

Nays:

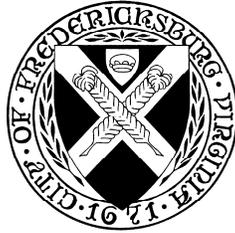
Absent from Vote:

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. 20- duly adopted at the City Council meeting held May, 2020 at which a quorum was present and voted.

Tonya Lacey, MMC
Clerk of Council



COMMUNITY DEVELOPMENT BLOCK GRANT

CITIZEN PARTICIPATION PLAN

CITY OF FREDERICKSBURG, VIRGINIA

Office of Planning and Community Development

Adopted: February 28, 1995

Amended: March 9, 1999

November 27, 2001

July 14, 2009

May, 2020

The City of Fredericksburg encourages the public to participate in the development of Community Development Block Grant (CDBG) plans and programs, as well as to comment on the City's past performance in its use of CDBG funds. The following citizen participation plan contains policies to achieve this end and conforms to the Code of Federal Regulations, Title 24, Part 91.105, Citizen Participation Plan - Local Governments.

POLICIES AND PROCEDURES

The City of Fredericksburg will provide the opportunity for the public to participate in the following planning evolutions:

1. Developing community development plans
2. Substantially amending community development plans
3. Evaluating the City of Fredericksburg's performance in implementing community development plans

By providing the opportunity to comment on the above activities, the City encourages participation by all citizens, including those who live in predominately low- to moderate-income neighborhoods where CDBG funds are proposed to be used, those who are of a minority population group, those who may not speak English, and those who have disabilities in accordance with 24 CFR Part 8.

Predominantly low- to moderate-income neighborhoods are defined as those where greater than fifty percent (50%) of residents have total household incomes which are at or below 80% of the area median income. ~~These neighborhoods meeting this definition will be identified within the consolidated plan. Data on households and income levels is collected from the U.S. Census by tract and block group.~~

~~The map entitled "Areas of Predominately Low / Moderate Income Concentration and Minority Concentration" in the appendix identifies specific areas or neighborhoods which will be contacted directly by the City.~~

Developing Community Development Plans

Policies

Public Participation - The City will provide citizens, public agencies, and other interested parties with reasonable notice and an opportunity to comment when developing CDBG plans.

The following specific information will be provided on an annual basis:

1. The amount of CDBG funds expected to be available. Available funds include the annual CDBG grant from the federal government, program income generated by CDBG activities that is anticipated to be received during the program year, and any program income received during the preceding program year that has not been programmed for use;
2. The range of eligible activities that may be undertaken with such funds;
3. The amount of funds proposed to be used for activities and the estimated benefit to low and moderate income households. Low and moderate income households (individuals or families residing in one residence) are defined as those which have total household incomes of eighty percent (80%) of area median income or below, adjusted according to household size in accordance with the most current Section 8 income limit thresholds, as provided by the U.S. Department of Housing and Urban Development (HUD)(24 CFR 5.609).

Anti - Displacement - The City will also show the public how it plans to minimize the displacement of persons, as a result of CDBG activities. Even if the City expects no such displacement to occur, it will specify the types and levels of assistance it will make available (or require others to make available) to persons displaced by CDBG activities. The City of Fredericksburg adopted a Residential Anti-Displacement and Relocation Assistance Plan on April 23, 1996. A copy is available in the Office of Planning and Community Development (Room 209 of City Hall, 715 Princess Anne Street).

Procedures

During development of the consolidated plan and / or annual action plan, the City will hold a public hearing to obtain the views of citizens on community development needs. This hearing will coincide with one of City Council's regularly scheduled public hearings ~~for the month of February~~. In addition to the formal hearing, the Planning staff will contact each predominantly low- to moderate-income neighborhood/civic association and neighborhood/civic association where there is a concentration of minority members within the City and extend an offer to meet with them directly, to solicit public comments at an organization's regularly scheduled meeting.

Following completion of the consolidated plan and / or annual action plan, the City will ensure citizens, public agencies, and other interested parties have a reasonable opportunity to examine its contents and comment. This public participation will be accomplished as follows:

1. Publish a summary of the consolidated plan and / or action plan as a display advertisement in the Fredericksburg Free Lance-Star newspaper. This ad will describe the plan's contents and purpose and specify where copies of the entire proposed plan may be examined.

2. Provide a summary of the consolidated plan and / or annual action plan to neighborhood/civic organizations.
3. Ensure copies of the proposed consolidated plan and / or annual action plan are available on the City's website (www.fredericksburgva.gov), at the Central Rappahannock Regional Library (1201 Caroline Street), and in the Office of Planning and Community Development (Room 209 of City Hall, 715 Princess Anne Street).

Once the completed consolidated plan and / or annual action plan has been made available for comment, the City will allow a 30-day period for citizens, public agencies, and interested parties to respond.

Comments may be submitted in writing directly to the Office of Planning and Community Development as well as orally at public hearings and neighborhood meetings. The City will consider all comments when it prepares the final consolidated plan and / or annual action plan. The City will summarize the comments and make this summary part of the plan. Further, the City will attach a summary of any comments that were not accepted and provide a written justification for not using them.

Amending, Substantially, Community Development Plans

Policies

As referenced in CFR 24, Part 91.505, the City will officially amend its approved consolidated plan whenever it decides to pursue any of the following:

1. To change allocation priorities or the method of distribution of funds; or
2. To carry out an activity by using funds from any program covered by the consolidated plan (including program income), but not previously described in the action plan; or
3. To change the purpose, scope, location, or beneficiaries of an activity.

Substantial Amendment Criteria - The City will provide citizens, public agencies, and other interested parties with reasonable notice and an opportunity to comment if any amendment to the consolidated plan is deemed substantial. The criteria for substantial change is defined as a fiscal change that is 25 percent (25%) ~~ten percent (10%)~~ or greater than the total annual CDBG entitlement.

Procedures

If a substantial amendment is proposed to the consolidated plan, the City will seek to ensure citizens, public agencies, and other interested parties have reasonable opportunity to examine its content and comment. This public participation will be accomplished as follows:

1. Publish a summary of the substantial amendment as a display advertisement in the Fredericksburg Free Lance-Star newspaper. This ad will describe the amendment and specify where copies of the full amendment may be examined.
2. Provide a summary of the substantial amendment to neighborhood civic organizations.
3. Ensure copies of the proposed amendment are made available on the City's website (www.fredericksburgva.gov), ~~at the Central Rappahannock Regional Library (1201 Caroline Street)~~, and in the Office of Planning and Community Development (Room 209 of City Hall, 715 Princess Anne Street).

Once the proposed amendment has been made available for comment, the City will allow a 30-day period for citizens, public agencies, and interested parties to respond.

Comments may be submitted in writing directly to the office of Planning and Community Development as well as orally at any scheduled neighborhood meetings. The City will consider all comments in preparing the substantial amendment. The City will summarize the comments and make this summary part of the amendment. Further, the City will attach a summary of any comments that were not accepted and provide a written justification for not using them.

Evaluating the Implementation of Community Development Plans

Policies

The City will provide citizens, public agencies, and other interested parties with reasonable notice and an opportunity to comment on performance reports.

Procedures

Following preparation of an annual performance report, the City will ensure citizens, public agencies, and other interested parties have reasonable opportunity to examine its contents and comment. This public participation will be accomplished as follows:

1. Publish a summary of the performance report as a display advertisement in the Fredericksburg Free Lance-Star newspaper. This ad will describe the performance report and specify where copies of the full report may be examined.
2. Provide a summary of the performance report to neighborhood civic organizations.
3. Ensure copies of the report are available on the City's website (www.fredericksburgva.gov), ~~at the Central Rappahannock Regional Library (1201 Caroline Street)~~, and in the Office of Planning and Community Development (Room 209 of City Hall, 715 Princess Anne Street).

Once the report has been made available for comment, the City will allow a 15-day period for citizens, public agencies, and interested parties to respond.

Comments may be submitted in writing directly to the Office of Planning and Community Development as well as orally at public hearings and scheduled neighborhood meetings. The City will consider all comments in preparing the performance report. A summary of comments will be attached to the report.

ADDITIONAL PROCEDURES

Public Hearings

The City will conduct at least two public hearings per year to obtain citizen's views and to respond to proposals and questions.

The first scheduled hearing shall coincide with one of City Council's regularly scheduled public hearings ~~during the month of February. This is the time~~ when plans are being developed for the coming program year, but before a final plan is adopted. The purpose of this hearing is to obtain the views of citizens on housing and community development needs (including priority non-housing community development needs) as well as the development of proposed activities. In addition to the formal hearing, the Planning staff will notify each predominantly low- to moderate-income neighborhood/civic association and neighborhood/civic association where there is a concentration of minority members and extend an offer to meet with them directly, to solicit public comments at an organization's regularly scheduled meeting.

The second scheduled hearing shall coincide with one of City Council's regularly scheduled public hearings ~~during the month of August. This is the time~~ when a performance report is being developed for the past program year, but before a final report is approved for submittal to the U.S. Department of Housing and Urban Development (HUD). The purpose of this hearing is to allow citizens to review and comment on the City's implementation of the previous community development plan and / or annual action plan.

Notice of public hearings shall be published in the local newspaper and mailed directly to neighborhood civic organizations and other interested parties. Published notice shall appear in the Fredericksburg Free Lance-Star newspaper once a week for two successive weeks, with the public hearing to occur during the third successive week, as specified in the City Code. Notices mailed directly shall be sent in a timely manner so they reach the respective neighborhood groups or interested parties in time for the announcement to be made at a regularly scheduled meeting of the group or party.

Notice of public hearing will be provided through the local chapter of the National Organization for the Advancement of Hispanics and any translation and further distribution in Spanish will be coordinated through this organization, upon request.

Hearings shall be held in City Hall Council Chambers, at a regularly scheduled meeting 7:30 p.m. ~~This evening hour is established during non-working hours~~ to allow interested persons to attend. Council Chambers are fully accessible and are centrally located to allow all City residents to attend. If a significant number of non-English speaking persons are reasonably expected to participate, the City will provide an appropriate interpreter.

Documents and Records Available to the Public

All adopted consolidated plans, annual action plans, substantial amendments, and performance reports will be made available to the public. Copies ~~will be provided to the Central Rappahannock Regional Library (1201 Caroline Street) and~~ will be available on the City's website (www.fredericksburgva.gov) and in the Office of Planning and Community Development (Room 209 of City Hall, 715 Princess Anne Street). ~~Both of these~~ This facility~~ies~~ and website are fully accessible. If necessary, materials will be made available, upon request, in a form accessible to persons with disabilities or in a language that can be understood by non-English speaking persons.

Information and records relating to the City's consolidated plan and its use of CDBG funds during the preceding five (5) years shall also be made available to the public. Citizens, public agencies, and interested parties shall be able to obtain timely access to such information in the Office of Planning and Community Development (Room 209 of City Hall, 715 Princess Anne Street).

Technical Assistance

The Office of Planning and Community Development shall provide technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals for funding assistance under any of the programs covered by the consolidated plan. This technical assistance shall consist of the provision of available and relevant information rather than funds.

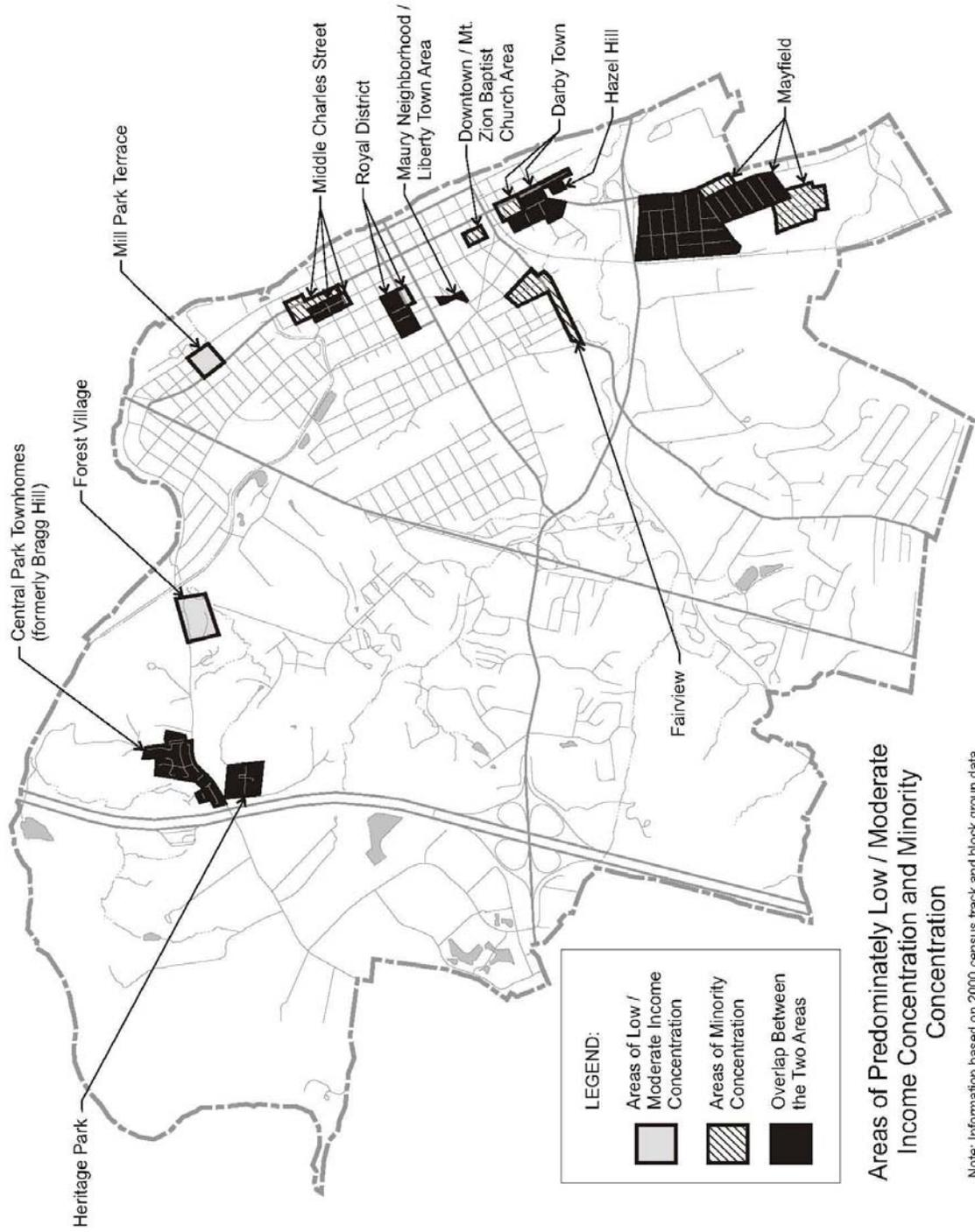
Expedited Procedures

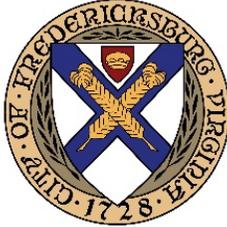
The Office of Planning and Community Development may follow expedited procedures to draft, propose, or amend consolidated plans or action plans in order to distribute funds associated with disaster relief to facilitate expedient response to emergencies. During this time, citizen participation and public notice must include reasonable opportunity for public involvement with a public comment period of no less than 5 days. In-person public hearings may be replaced with virtual opportunities granted that they provide reasonable notification and access for citizens offering timely response from local officials to citizen questions and issues and public access to the questions and responses.

Complaint Procedures

Complaints related to the consolidated plan, amendments, and performance reports should be made to the Office of Planning and Community Development. The Planning Office will respond, in writing, to all written complaints, within 15 calendar days. If a citizen does not believe his or her complaint has been adequately addressed by the Planning Office, they shall have the option of taking their complaint to the City Manager.

APPENDIX





MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Diane Beyer, Director of Public Works
DATE: May 19, 2020 (for May 26 Council Meeting)
SUBJECT: FY20 Asphalt Rehabilitation Program

ISSUE

Shall the City Council authorize the City Manager to execute the construction contract for the FY20 Asphalt Rehabilitation Program?

RECOMMENDATION

Yes. We recommend that the City Council adopt the attached resolution authorizing the City Manager to execute a contract for the FY20 Asphalt Rehabilitation Program with Fredericksburg Asphalt and Paving of Ruther Glen, Virginia in the amount of \$ 544,796.44.

DISCUSSION

On April 27, 2020, the City received the following bids for the FY20 Asphalt Rehabilitation Program:

<u>COMPANY</u>	<u>BID AMOUNT</u>
Fredericksburg Asphalt & Paving Inc	\$544,796.44
Arthur Contracting	\$584,970.40
Superior Paving Inc.	\$595,180.90
Finley Asphalt and Sealing	\$597,361.52
Virginia Paving Company	\$617,198.66
Espina Paving, Inc.	\$624,637.00

A total of \$819,999 in VDOT funds are available for the program. The Fredericksburg Asphalt bid is well below the available funds for streets designated to be covered by VDOT. The two streets that are to be paved using VDOT funds are:

- Blue & Gray Parkway: from the CSX Railroad Bridge to the Route 2 & 17 Bridge (Dixon Street).
- William Street: from the Blue & Gray Parkway to Washington Avenue

Authorization to proceed is requested from City Council, based upon the low bid.

Award of this contract will permit the rehabilitation or reconstruction of the streets shown above. The inclusion of any alternative projects will only be accepted as program funds are available and only after completion of the original list of streets.

FISCAL IMPACT

As discussed above, there are sufficient VDOT funds available to perform the FY20 asphalt rehabilitation program.

Attachment: Resolution



May 19, 2020
Regular Meeting
Resolution No. 20-__

MOTION:

SECOND:

RE: Authorizing the City Manager to Execute the Fiscal Year 2020 Asphalt Rehabilitation Program Contract with Fredericksburg Asphalt and Paving

ACTION: APPROVED: Ayes: ; Nays:

The City Council of the City of Fredericksburg, Virginia desires to authorize the performance of certain asphalt pavement rehabilitation projects within the City.

On April 27, 2020, the City received bids for the performance of this work. Bids were received from six companies and the low bid was submitted by Fredericksburg Asphalt and Paving of Ruther Glen, Virginia in the amount of \$544,796.44.

A VDOT fund is currently available in the amount of \$819,999 for the FY 2020 asphalt rehabilitation program

Therefore, the City Council hereby resolves that:

- the City Manager is authorized to execute a contract for performance of the FY20 Asphalt Pavement Rehabilitation Program with Fredericksburg Asphalt and Paving in an amount not exceed \$544,796.44 and within the amount of available funding.

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.20-__ duly adopted the City Council meeting held May 26, 2020 at which a quorum was present and voted.

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



MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Erik F. Nelson, Transportation Administrator
DATE: May 18, 2020 (for the May 26 Council Meeting)
RE: Request for City Council to Initiate Comprehensive Plan Amendment

ISSUE

The City of Fredericksburg seeks to submit four applications to the Virginia Department of Transportation's Smart Scale program and needs to ensure its Comprehensive Plan clearly supports the proposed applications. This matter is time-sensitive in that these applications must be submitted by the end of July 2020.

RECOMMENDATION

That the City Council initiate an amendment to Chapter 3 of its Comprehensive Plan by referring it to the Planning Commission for public hearing and recommendation.

BACKGROUND

The Commonwealth of Virginia provides significant transportation funding through the Virginia Department of Transportation's Smart Scale program. By an August 1, 2020 deadline, City staff will submit applications to fund the following projects:

Project	Total Cost/ Requested Funds	Leveraged Funds
Gateway Boulevard, extended – VA Route 3 to Cowan Boulevard	\$49,469,371/ \$29,369,371	ROW donation valued at \$8.1 million; City funds \$12 million
U.S. Route 1 STARS – Route 3 off-ramp signals/Spotsylvania Avenue intersection improvements	\$8,373,474	None
U.S. Route 1 STARS – Augustine Avenue intersection improvements	\$1,710,339	None
Idlewild Boulevard to VCR Trail - 900 foot trail, 70 foot bridge, crosswalk at Kings Mill	\$1,904,311/ \$1,504,311	\$400,000 in Congestion Management/Air Quality funds

Code of Virginia Section 15.2-2230 requires that a jurisdiction's Comprehensive Plan be reviewed every five years. While Fredericksburg's overall plan has been under review during the development of several Small Area Plans, the list of transportation projects should be amended to include a

reference to the proposed trails project as well as to reflect better defined roadway projects. Improved modelling capabilities has allowed planning to move beyond vehicle-to-pavement ratios and more closely identify needed improvements that are affordable and therefore more financially sustainable. As a consequence, the transportation element of the City's Comp Plan can be made clearer.

Staff has combined Tables 3-2 and 3-3 in the existing Comp Plan. The revised Table 3-2 removes completed projects and ensures planned projects are better defined. In addition, the previous use of two tables reflected the financially-constrained and unconstrained projects lists in the FAMPO long range plan. Such distinctions are not necessary in a local Comp Plan and can be confusing. Finally, the new table arranges planned projects by type – such as interstate, roadway, bridge, and bicycle-pedestrian.

Summary of changes:

Interstate – the new interchange project is consolidated from two entries to one; HOT lanes are removed as these are under construction; the northbound off-ramp at Route 3 is inserted to support the Gateway Blvd project; and the VCR Trail tunnel is added, as specified in the adopted Fredericksburg Pathways Plan (2018)

Roadways – Completed projects are deleted and planned projects are given more definition. No new projects.

Bridges – Completed projects are deleted and planned projects are given more definition. Two new bridges are added (from the adopted Fredericksburg Pathways Plan) to remove the at-grade crossings of the VCR Trail at the Blue and Gray Parkway and U.S. Route 1.

Bicycle-Pedestrian Facilities – A reference is added for the adopted Fredericksburg Pathways Plan (2018)

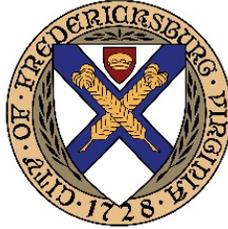
Only the new table is proposed as an amendment. No text will be changed.

FISCAL IMPACT

The City's four Smart Scale applications request \$41 million through the Smart Scale program, for projects estimated to cost \$61 million. There are no financial obligations associated with the amended table.

Attachments:

Resolution initiating the Comprehensive Plan Amendment
Draft Table 3-2 (as amended in 2020) to replace Tables 3-2 and 3-3 in the existing Comp Plan



May 26, 2020
Regular Meeting
Resolution No. 20-__

MOTION:

SECOND:

RE: Initiating an Amendment to the Comprehensive Plan to Update Fredericksburg’s Transportation Projects Identified in the FAMPO 2040 Constrained Long Range Plan and Projects Not Yet Included in the Long Range Plan

ACTION: APPROVED; Ayes:0; Nays: 0

The purpose of this resolution is to initiate amendments to the Comprehensive Plan to update Fredericksburg’s transportation projects identified in Chapter 3, “Transportation.” The purpose of the proposed changes is to update Chapter 3 by removing completed projects and ensuring planned projects are better defined. The proposed changes also arrange planned transportation projects by type – such as interstate, roadway, bridge, and bicycle-pedestrian.

City Code §72-22.2 and Code of Virginia §15.2-2229 require amendments to a comprehensive plan to be recommended, approved, and adopted, respectively, as required by §15.2-2204. The governing body may prepare an amendment and refer it to the planning commission for public hearing within 60 days or such longer time frame as may be specified. In acting on any amendments to the plan, the governing body shall act within 90 days of the local planning commission’s recommending resolution. In this case, it is appropriate to provide 90 days for the planning commission’s public hearing and recommendation.

Therefore, the City Council hereby resolves to initiate amendments to the Comprehensive Plan to update Fredericksburg’s transportation projects identified in Chapter 3, “Transportation.” The amendments are referred to the Fredericksburg Planning Commission for public hearing and recommendation within 90 days.

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. 20- duly adopted at a meeting of the City Council meeting held May 26, 2020 at which a quorum was present and voted.

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

Fredericksburg Comprehensive Plan (2015)
Amendments to Chapter 3 – Transportation

Interstate Highway Projects

Interstate Project	Location	Description	Comments
Interstate-95 interchange	Mile Post 131	Construct new interchange	Interchange Justification Report (IJR) required first step
Interstate-95 northbound off-ramp	State Route 3 interchange	Reconfigure and signalize off-ramps	Modifications to make Gateway Boulevard intersection functional
Interstate-95 bicycle-pedestrian crossing	VCR Trail	Tunnel through embankment	Coordinate with Spotsylvania County and Kingswood HOA

Roadway Projects

Street Name	Location	Description	Comments
Lafayette Boulevard	Charles Street and Kenmore Avenue	Two roundabouts, bus pull-off, and bicycle-pedestrian facilities	Included in VDOT's Six Year Improvement Program
Lafayette Boulevard	St. Paul Street to South City Limits	Reconfigure roadway, to include roundabouts, multi-use trail and sidewalks	Study in progress
Gateway Boulevard 1	Between State Route 3 and Cowan Boulevard	New 4-lane, divided roadway, with internal roundabouts, multi-use trail, and sidewalks	Route 3 intersection includes potential modifications to Mahone Drive & Ramseur Street
Gateway Boulevard 2	Between Cowan Boulevard and Fall Hill Avenue	New 4-lane, divided roadway, with multi-use trail and sidewalks	
William Street	From Interstate-95 to Dixon Street	Operational improvements	Included in VDOT's Six Year Improvement Program
U.S. 1 Bypass	Princess Anne Street and Hanson Avenue	Operational improvements	Included in VDOT's Six Year Improvement Program
U.S. 1 Bypass	Augustine Avenue	Operational improvements	

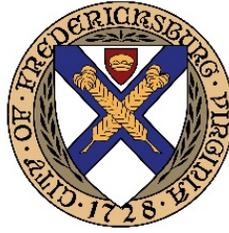
U.S. 1 Bypass	Route 3 off-ramp and Spotsylvania Avenue	Off ramp signals; intersection improvements	
Dixon Street (Route 2/17)	Dixon Park to Beulah-Salisbury Road	Widen to 4-lane, divided roadway, with multi-use trail and sidewalks	Similar Tidewater Trail improvements as road extends into Spotsylvania County
Lansdowne Road	Intersection at Dixon Street		Included in VDOT's Six Year Improvement Program
Lansdowne Road	From Tidewater Trail to West City Limits	Widen to 4-lane, divided roadway, with multi-use trail	Similar improvements as road extends into Spotsylvania County
Carl D. Silver Parkway	Celebrate Virginia, South	New 4-lane divided roadway	
Fall Hill Avenue/Cowan Boulevard Connector	Connecting road	To Be Determined	Road needed to retrofit a grid pattern over the existing network
Re-establish two-way traffic pattern	Fall Hill Avenue and Washington Avenue	Restripe existing streets	

Bridge Projects

Bridge Name	Location	Description	Comments
Falmouth Bridge	U.S. Route 1 Bypass, in both City and Stafford	Replace bridge	Includes bicycle-pedestrian route
Rappahannock Canal Bridge	U.S. Route 1 Bypass	Replace entire bridge	Includes bicycle-pedestrian connections
VCR Trail Bridge	Hazel Run	New bridge	Active Smart Scale project
VCR Trail Crossing 1	Blue & Gray Parkway	New bridge	Grade separation project
VCR Trail Crossing 2	U.S. Route 1 Bypass	New bridge	Grade separation project

Bicycle-Pedestrian Projects

Bicycle-pedestrian projects, as contained in the Fredericksburg Pathways Plan, adopted in July 2018, and in Small Area Plans, as they are formally adopted.



MEMORANDUM

Timothy J. Baroody

TO: Mayor Greenlaw and Members of City Council
FROM: Timothy J. Baroody, City Manager
DATE: May 20, 2020 (for May 26 Council meeting)
SUBJECT: City Manager's Update

Highlights of major activities and other notable developments:

Virtual Memorial Day Remembrance – This year's Memorial Day Ceremony in the City of Fredericksburg will be virtual. A video has been created by the city that includes photos submitted from families of veterans. This video will be shared on the City's social media channels, YouTube and aired on our government public access television channels Cox channel 84 or Verizon channel 42, to honor and remember our veterans.

New Tourism Campaign – This week, the Fredericksburg Regional Tourism Partnership (FRTP) is launching a digital campaign to promote the region to leisure travelers along the East Coast. When travel begins again, people will feel more comfortable getting in the car for a road trip. They will search for places to explore closer to home and smaller cities/destinations with less crowds. FRTP is encouraging travelers to take the scenic route and visit the Fredericksburg Region. See the whole campaign at <https://visitfred.com/ready-when-you-are>



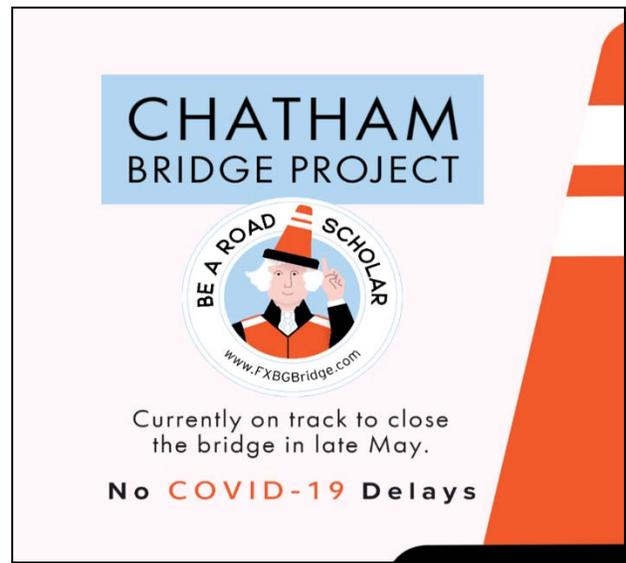
Farmer's Market Opened For The Season With Restrictions – The Fredericksburg Farmer's Market opened on Saturday, May 16th at Hurkamp Park with a slightly different set up for our shoppers. All patrons of the market were funneled into three manned entrances into the park. Upon arrival, shoppers were asked to join the shopping line where they would wait to be officially let into the market to shop. Staff was able to monitor the number of shoppers at the market, and therefore were able to allow people into the park in a way that supported the social distancing guidelines. Only the vendors, who were all wearing masks were allowed to touch the products they were selling. Also, before they were admitted into the market, shoppers they were reminded that masks were STRONGLY recommended, and shoppers without masks were offered a cloth face covering, many of which were donated by

AmeriCorps. We received hundreds of thank you's for opening the market and caring about everyone's safety. The weather was perfect and it was a good day, good plan, good delivery, good reception, and good team effort!!

Restrictions will continue throughout the season with the following guidelines: If the park looks too busy for your comfort-level or if there is a line of people waiting to get into the park, please consider coming back in 30-45 minutes. We often find that shoppers come in waves, but those waves usually dissipate within 35 minutes. Heaviest shopping times have been 8:30 a.m. – 10:30 a.m., so consider arriving a little later in the day.

All shoppers are recommended to wear masks and gloves. Three entrances will be available to the Farmers Market: 1) Corner of William Street and Prince Edward Street, 2) Corner of Prince Edward Street and George Street, 3) and the corner of George Street and the alley of the Fredericksburg Rescue Squad Building. These will be the ONLY entry/exit points for the market. If the park reaches maximum capacity of shoppers, we will post temporary 30-minute closure signs at the entrances. Please read our complete shopping instructions online before opening day at www.thefarmersmarket.co. If you have questions or need more information please call 540-372-1086 or email marketmanager@fredericksburgva.gov.

Chatham Bridge Closure – VDOT is finalizing the plans to close the Chatham Bridge in early June. Specific bridge closure date to be announced on message boards and at the Virginia Department of Transportation (VDOT) project page. VDOT is mailing our residents the attached postcard. Additional advertising is being prepared by VDOT and the City to help share the news of the closure and detour. Stay updated: www.virginiadot.org and at www.fxbgbridge.com



Upcoming Budget Work Sessions and Meetings – All council meetings will be held virtually until further notice. See attached calendar. The public is encouraged to access the meetings through the broadcast on Cox Channel 84 and Verizon Channel 42. The meetings can also be viewed on our www.regionalwebtv.com/fredcc or Facebook live at www.facebook.com/FXBGgov

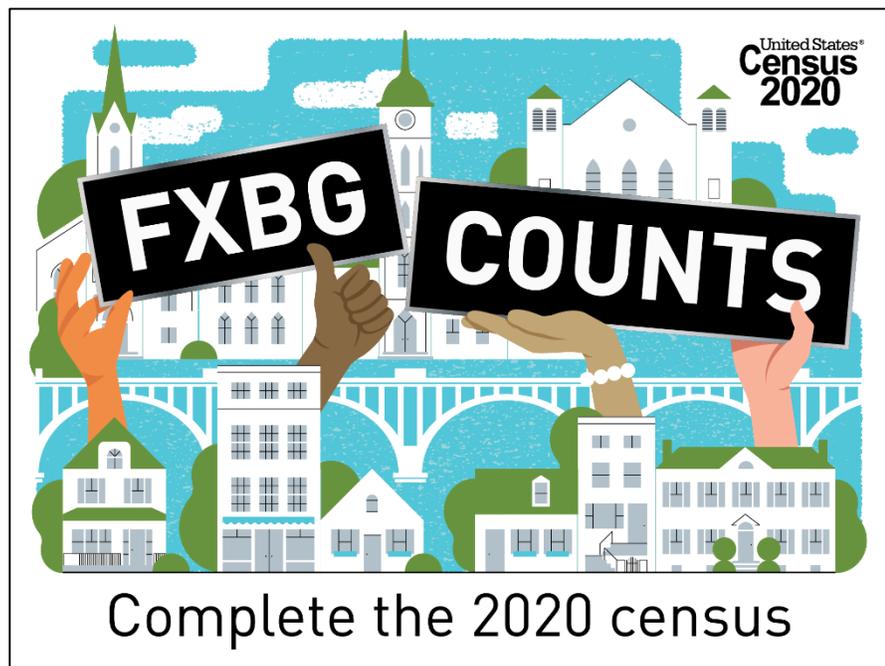
Citizens who wish to participate in the public comment period will be able to send their comments in writing by (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, (3) through a form on our website <https://www.fredericksburgva.gov/677/Public-Comment> or (4) email to the Clerk of

Council. Comments must be received at least one hour in advance of the meeting – *for example, comments will be accepted until 4:30 p.m. on nights with a 5:30 p.m. work session.* The plan is to read these comments out loud during the public comment portion of the City Council meeting. The standard rules apply to public comments: the person must identify himself or herself by name and address, including zip code, limit his or her remarks to 5 minutes or less (read aloud), and address a topic of City business. Public comments submitted during the meeting, through the Facebook Live streaming video, will not be considered part of the official public comments of the meeting. See www.fredericksburgva.gov for more details or call (540) 372-1010.

COVID-19 (Coronavirus) – Information is continuing to be provided by Fire Chief Mike Jones through videos on Monday, Wednesday and Friday’s and in written form and shared many ways through our website, social media platforms and aired on our government public access television channels Cox channel 84 or Verizon channel 42. See www.fredericksburgva.gov for full details. Stay vigilant and practice social distancing, wear a mask in public settings, and frequent hand washing.

Also stay updated in the following ways: follow the [Virginia Department of Health for updates](#), be notified when we make City Government related updates on this page by subscribing to the "[Fredericksburg News](#)" News Flash, subscribe to [FredericksburgAlert.com](#) for announcements for City Government, City Schools and also any changes in trash pickups, traffic, events and more.

Census 2020 – Keep your eyes peeled for some new signs around town reminding everyone to participate in the 2020 census. The Virginia Complete Count Committee provided the City's Complete Count Committee with a grant to design and purchase the signs. So far, only 60% of Fredericksburg households have completed the Census, but it is not too late to respond! Responding is



easy and confidential. You have three options for responding: 1) Online. 2) By phone. 3) By mail. Go to: <https://2020census.gov/en.html>



Step Outside, Say Hello! – We are continuing to ask all residents to open their front doors, walk out and say “hello” to your neighbors (from a distance). Help us check on all of our neighbors, especially our elderly. Step Outside, Say Hello! And remember that even though we have to practice social distancing, we continue to care for our community. We are encouraging all residents to do this for the foreseeable future – check on your neighbors! Step Outside, Say Hello! at 6:00 p.m. daily. This helps our community keep in touch – if you notice a neighbor who has stopped saying hello at 6:00 p.m. each day,

maybe it’s a good time to check on them to see if they are okay. A simple ‘hello’ can mean a lot! We are Fredericksburg Strong!



New Trail Marking Reminders – The Canal Path and Heritage Trail have been very busy this spring. Reminders to use proper social distancing when passing others have been installed by Parks and Recreation team members. They were applied with temporary field paint so the messages won’t permanently remain on the trails. Staff have developed other hiking and walking trails that are not as populated.

See [interactive map](#) for details.



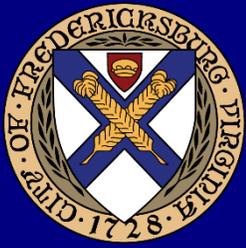
Free Activity Bags – The Fredericksburg Get Out and Play Crew (Parks Recreation and Events staff) continues with its outreach program of free Activity Bags. Drop by the Dorothy Hart Community Center (408 Canal St.) from 9 a.m.- 4 p.m. and grab one of these awesome Activity Bags off the front porch. Bags will have crafts and activities for children to enjoy. Our wonderful front desk staff got in on the fun and put together an example of one of the crafts in the bag. Please note: Activity Bags are available on a first come, first serve basis. Supplies are limited. Please follow all social distancing guidelines.



Fred Focus

Fred Focus – The [Fredericksburg Department of Economic Development and Tourism](#) is pleased to bring you Fred Focus, a weekly e-newsletter that goes out every Thursday and keeps you up-to-date on Fredericksburg business and tourism information and events. This week's [edition](#).

****** All meetings are subject to change due to COVID-19 impacts ******



CITY COUNCIL MEETINGS & EVENTS CALENDAR

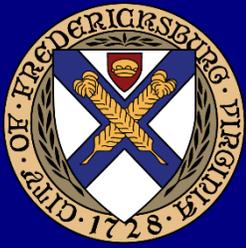
City Hall Council Chambers, 715 Princess Anne Street, Fredericksburg, VA 22401

5/26/20	5:30 p.m.	Work Session <ul style="list-style-type: none"> • Potential EDA/City Business Grants • FY 21 Budget 	Virtual
	7:30 p.m.	Regular Session FY 21 City Budget Public Hearing	Virtual
6/9/20	5:30 p.m.	Work Session <ul style="list-style-type: none"> • City Council Budget Propositions 	Virtual
	7:30 p.m.	Regular Session First reading of City Budget	Virtual
6/10/20	7:30 p.m.	Joint Public Hearing with the Planning Commission	Virtual
6/23/20	7:30 p.m.	Regular Session Second reading of City Budget	Virtual
7/1/20	Noon	Council Oath of Office Ceremony	TBD (Potentially at Stadium)
7/14/20	7:30 p.m.	Regular Session	TBD

Future Work Session Topics: Economic Development Incentives, Action on UDO Text Amendment from 2018: Paying Taxes at Approval Instead of Application, and New FEMA Flood Plain Maps.

Updated May 21 at 12:30 p.m.

****** All meetings are subject to change due to COVID-19 impacts ******



CITY COUNCIL MEETINGS & EVENTS CALENDAR

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

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Future Work Session Topics: Economic Development Incentives, Action on UDO Text Amendment from 2018: Paying Taxes at Approval Instead of Application, and New FEMA Flood Plain Maps.

Updated May 21 at 12:30 p.m.

