City of Harrisonburg

409 S. Main Street
Harrisonburg, VA 22801

Meeting Minutes - Draft
City Council

Tuesday, June 10, 2025 | **7:00 PM** | **Council Chambers**

1. Roll Call

Present: 4 - Mayor Deanna R. Reed, Vice-Mayor Dany Fleming, Council Member Laura Dent and Council Member Monica Robinson

Absent: 1 - Council Member Nasser Alsaadun

Also Present: 5 - City Manager Ande Banks, City Attorney Chris Brown, City Clerk Pam Ulmer, Deputy Police Chief Rod Pollard and Chief Matthew Tobia

2. Moment of Silence

Mayor Reed offered a moment of silence.

3. Pledge of Allegiance

Mayor Reed led the Pledge of Allegiance

4. Special Recognition

4.a. Proclamation recognizing June 20, 2025 as World Refugee Day

Mayor Reed read the Proclamation recognizing World Refugee Day on June 20, 2025.

5. Consent Agenda (any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of Council, otherwise all items will be voted on with one (1) motion)

A motion was made by Vice Mayor Fleming, seconded by Council Member Robinson, to approve the consent agenda as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

5.a. Minutes from the May 27, 2025 City Council meeting

These minutes were approved on the consent agenda

5.b. Public hearing regarding the real estate tax rate for Fiscal Year 2025-2026 to be set at $1.01 per $100 of assessed value

This item was approved on second reading

5.c. Consider adopting the Fiscal Year 2025-2026 budget by approving the Appropriation Ordinance

This item was approved on second reading

5.d. Consider a supplemental appropriation for the General Capital Projects Fund

This supplemental appropriation was approved on second reading

6. Public Hearings

6.a. Consider a request from Paul C. Riner to rezone 302 West Bruce Street

Adam Fletcher, director of Community Development, presented a request to rezone from R2 to R-8 property located at 302 West Bruce Street to bring the lot size into conformance. He reviewed the long term plans of the area, the property, and the submitted proffers.

He stated staff and Planning Commission (6-0) recommended approval of the request.

At 7:09 p.m., Mayor Reed closed the regular session and called the first public hearing to order. A notice appeared in the Daily News-Record on Wednesday, May 28, 2025, and Wednesday, June 4, 2025

Paul Riner, applicant, stated this request is to bring the property more into conformity, he will be renovating the property and then place it up for sale.

At 7:12 p.m., Mayor Reed closed the public hearing and the regular session reconvened.

Discussion took place regarding the use of this property and how the rezoning works for this project.

A motion was made by Council Member Robinson, seconded by Vice Mayor Fleming, to approve the rezoning request as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

6.b. Consider approving a request from 865 East LLC to rezone (proffer amendment) 865 Port Republic Road

Adam Fletcher, director of Community Development, stated 6b and 6c will be presented together. He presented a request to approve a proffer amendment to a rezoned parcel and approve a special use permit for property located at 865 Port Republic Road. He reviewed the surrounding zoning, the history of the property, and the amended proffers offered. He reviewed the purpose of the special use permit request related to setbacks.

He stated staff and Planning Commission (6-0) recommended approval of the rezoning and approval of the Special Use Permit with the following condition:
The SUP shall be applicable only to the existing building and planned building addition in the location shown on the Development Plan with the ability to deviate up to 10 feet in any direction.

Discussion took place regarding the time extension requested for the special use permit and the reason why a particular use was added back in (Tobacco, Smoke, and Vape shop)

At 7:24 p.m., Mayor Reed closed the regular session and called the second and third public hearing to order. A notice appeared in the Daily News-Record on Wednesday, May 28, 2025, and Wednesday, June 4, 2025

Quinton Callahan, applicant's representative, stated this is simply to clean up items with the property.

At 7:26 p.m., Mayor Reed closed the public hearing and the regular session reconvened.

A motion was made by Council Member Dent, seconded by Vice Mayor Fleming, to approve the rezoning proffer amendments as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

6.c. Consider approving a request from 865 East LLC for a special use permit to allow reduction in required side and/or rear yard setbacks at 865 Port Republic Road

presented with agenda item 6b

A motion was made by Council Member Dent, seconded by Council Member Robinson, to approve the special use permit with the additional condition requested by staff as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

6.d. Consider approving a request from Winchester Equipment Co for a special use permit to reduce required parking areas at 160 Carpenter Lane

Adam Fletcher, director of Community Development, presented a special use permit request for property located at 160 Carpenter Lane to allow reduced parking in the M-1 zoning district. He reviewed the long term plans for the area, the property, and noted the request is to reduce parking from 51 spaces to 28 spaces.

He stated staff and Planning Commission (6-0) recommended approval of the request with the following condition: Trees shall be planted and maintained within the landscape borders adjacent to the public street right-of-way in accordance with Section 10-3-30.1(4) of the Zoning Ordinance.

At 7:32 p.m., Mayor Reed closed the regular session and called the fourth public hearing to order. A notice appeared in the Daily News-Record on Wednesday, May 28, 2025, and Wednesday, June 4, 2025

John Garber, engineer for the applicant, stated the domestic water service will be upsized. He thanked staff for being so prompt and clear during this process.

At 7:33 p.m., Mayor Reed closed the public hearing and the regular session reconvened.

A motion was made by Council Member Robinson, seconded by Council Member Dent, to approve the special use permit with the additional condition requested by staff as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

6.e. Consider approving a request from John S. McGehee and Sandra L. Quigg to close an undeveloped public alley between 291 and 295 Franklin Street

Adam Fletcher, director of Community Development, presented a request to close an

alley between 291 and 295 Franklin Street. (release of access easement). He reviewed the land use in the area, the property, the history of alley formations in the city (three types), the history of the subject alley,

He stated staff and Planning Commission (5-1) recommended approval with the following condition:
A private shared access agreement shall be established among the owners of 291 Franklin Street (TM 26-L-11), 295 Franklin Street (TM 26-L-12), and 294 Campbell Street (TM 26-N-11) to maintain the ability to access the rear yard of each of the three properties from Franklin Street.

Discussion took place regarding the right of access by the three properties affected, the condition of a private shared access agreement, and the usage by others of this alleyway.

At 7:48 p.m., Mayor Reed closed the regular session and called the fifth public hearing to order. A notice appeared in the Daily News-Record on Wednesday, May 28, 2025, and Wednesday, June 4, 2025

Sandra Quigg, applicant, stated this closure would clarify uncertainty of access between the two properties on Franklin Street. She stated they have talked to both 295 Franklin and 294 Campbell Street and all agreed on a mutual access easement.

Quinton Callahan, 236 Franklin Street, stated the alley doesn't look like a public alley, it appears like a private driveway and recommends approval.

At 7:55 p.m., Mayor Reed closed the public hearing and the regular session reconvened.

Further discussion took place regarding how this does not affect connectivity.

A motion was made by Council Member Dent, seconded by Vice Mayor Fleming, to approve the alley closing request as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

6.f. Consider approving an ordinance amendment to Section 6-5-4 - Stormwater Utility Fee, of the City Code of Harrisonburg, Virginia

Chris Brown, city attorney, reviewed the requested amendments to the ordinance related to Stormwater Utility Fee increasing the fee from $6 per year to $8 per year.

Ande Banks, city manager, stated items 6f, 6g and 6h are to codify the changes reflected in the FY 25/26 approved budget.

At 8:00 p.m., Mayor Reed closed the regular session and called the sixth public hearing to order. A notice appeared in the Daily News-Record on Tuesday, May 27, 2025, and Monday, June 2, 2025

There being no one desiring to be heard, Mayor Reed closed the public hearing at 8:00 p.m., and the regular session reconvened.

A motion was made by Council Member Robinson, seconded by Vice Mayor Fleming, to approve the ordinance amendment as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

6.g. Consider adopting a resolution per Section 6-2-39 - Rates and charges related to reduction of Solid Waste Management Fees, Refuse Collection Fees for residents and commercial, business, institutional, industrial and other non-residential users and eliminating the Refuse Collection Fee to the Solid Waste Management Fee

Chris Brown, city attorney, presented the resolution to allow Council to set the fees related to solid waste collection and reviewed the rates.

At 8:03 p.m., Mayor Reed closed the regular session and called the seventh public hearing to order. A notice appeared in the Daily News-Record on Tuesday, May 27, 2025, and Monday, June 2, 2025

There being no one desiring to be heard, Mayor Reed closed the public hearing at 8:03 p.m., and the regular session reconvened.

A motion was made by Council Member Robinson, seconded by Council Member Dent, to adopt the resolution as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

6.h. Consider approving an ordinance amendment to Section 7-4-1(a)(b) of the

Harrisonburg City Code increasing water, sewer/authority, and 7-1-16 Same-Amount - Deposit pre-requisite to utility service

Chris Brown, city attorney, presented amendments to ordinances related to water and sewer fees and deposit requirements.

At 8:07 p.m., Mayor Reed closed the regular session and called the eighth public hearing to order. A notice appeared in the Daily News-Record on Friday, May 23, 2025, and Monday, June 2, 2025

There being no one desiring to be heard, Mayor Reed closed the public hearing at 8:08 p.m., and the regular session reconvened.

A motion was made by Council Member Robinson, seconded by Vice Mayor Fleming, to approve the ordinance amendments as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

7. Regular Items

7.a. Consider approval of the display of “Newtown Before Urban Renewal” mosaics in the City Hall lobby for the month of August

Ms. Barbara Campf, shared her desire to collect stories of what life was like before, during and after Urban Renewal, specifically in the Newtown neighborhood. She reviewed photographs of the mosaics she is requesting to display in City Hall during the month of August. She thanked all of the organizations and people that provided the history and stories.

Council Members shared their knowledge of the people that shared stories and the history of the neighborhood. They shared their appreciation for all the work that Ms. Campf put into this project.

A motion was made by Council Member Robinson, seconded by Mayor Reed, to approve the display as presented. The motion carried with unanimous voice vote.

7.b. Consider adopting a Resolution approving the issuance of bonds by the Harrisonburg Economic Development Authority (the EDA) for the benefit of Eastern Mennonite University (EMU)

Mayor Reed stated the Virginia State and Local Conflict Of Interest Act requires that she make the following disclosure to be recorded in the city records on any matter

from which she is prohibited by law from participating:

1. The transaction involved is agenda item 7(b) consider a request from Harrisonburg Economic Development Authority to Eastern Mennonite University for a master plan amendment for multiple properties;
2. Her personal interest in the transaction relates to the ethical requirements to which she must adhere as an employee of Eastern Mennonite University.
3. She affirms she will not vote, or any manner act, on behalf of city council on this matter

Chris Brown, city attorney, presented a resolution regarding the approval of issuance of revenue bonds by the Economic Development Authority (EDA) for the benefit of Eastern Mennonite University (EMU). He reviewed the specifics and the purposes of the bonds, and noted there are no financial obligations by the EDA or by City Council.

A motion was made by Council Member Robinson, seconded by Council Member Dent, to adopt the resolution as presented. The motion carried with a roll call vote as follows:

Yes: 3 - Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

Abstain: 1 - Mayor Reed

7.c. Consider authorizing the City Manager to Grant VDOT Utility Easements

Chris Brown, city attorney, presented a request for City Manager to sign a utility easement for VDOT for a small parcel on Reservoir Street that VDOT wanted to use for a stormwater control facility during the I-81 widening project. He stated there are some utilities on the lot that will need to be relocated and an easement from the city is required.

A motion was made by Council Member Robinson, seconded by Vice Mayor Fleming, to approve the request as presented. The vote carried with a unanimous voice vote.

8. Supplementals

8.a. Consider a supplemental appropriation for the Harrisonburg City School Board (HCPS)

Ande Banks, city manager, presented a supplemental appropriation in the amount of $748,000 of state funding related to the bonus granted to school staff.

A motion was made by Council Member Robinson, seconded by Vice Mayor Dent, to approve the supplemental appropriation as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

8.b. Consider a supplemental appropriation for lease agreements

Ande Banks, city manager, presented a supplemental appropriation for two new lease agreements for golf carts ($244,000 for five year lease) and for the Navigation Center's Dark Fiber connection with Shentel ($55,000).

A motion was made by Council Member Robinson, seconded by Council Member Dent to approve the supplemental appropriation as presented. The motion carried with a roll call vote as follows:

8.c. Consider a supplemental appropriation for the General Capital Projects Fund

Ande Banks, city manager, presented a supplemental appropriation from the General Capital Projects Fund in the amount of $205,000 of investment earnings to the Kids Castle project.

A motion was made by Council Member Dent seconded by Vice Mayor Fleming, to approve the supplemental appropriation as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

9. Reallocations

9.a. Consider a reallocation of funds in the General Capital Projects Fund

Ande Banks, city manager, presented a reallocation request from the Harrisonburg Rockingham Jail Camera System Upgrade Project that has now been completed to the Kids Castle project.

A motion was made by Council Member Dent, seconded by Council Member Robinson, to approve the reallocation as presented. The motion carried with a roll call vote as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

10. Other Matters

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

James Sheets, 265 N Main Street, spoke on the difficulties he has had with the Harrisonburg Department of Public Transportation drivers' inability to secure his chair while riding the bus; ADA requirements; and his attempts to rectify the issues through HDPT.

10.b. City Council and Staff

Council Member Dent spoke on an EPA and Army Corp of Engineers listening session; an NLC Energy and Environment Natural Resources committee conference call; a Canary Media mini conference in DC; and her recent reunion at Harvard University.

Council Member Robinson spoke on the July 12th Complete Streets Program Mason Street Design; June 14th at 10am Shenandoah Valley Black Heritage Project program and native plant walk; and the graduation of her grandson.

Vice Mayor Fleming spoke on the Virginia Transit Association Conference; NLC conference call regarding House and Senate bills that could impact funding coming to the city; upcoming Southern Cities Economic Initiative meetings; upcoming Government Tech Conference;

Mayor Reed spoke on recent graduations; attendance to the VTA conference; recent Hunts Institute Fellowship meeting; her presentation of a Proclamation for the Bach Festival; upcoming Juneteenth Celebration on June 15th at 8:00 pm at Pale Fire and on June 19th at 6:00 pm at Oakdale Park in Bridgewater;

Ande Banks, city manager, thanked Courtney Doberstein, former director of the Emergency Communications Center, for her dedication to public service and wishes her the very best.

11. Closed Session

11.a. Closed Session as authorized by the Virginia Freedom of Information Act, Virginia Code Section 2.2-3711(A), under:

Subsection 7 for consultation with legal regarding specific legal matters requiring the provision of legal advice by such counsel

At 9:17 p.m., a motion was made by Council Member Dent, seconded by Vice Mayor Fleming, to enter into closed session as authorized by the Virginia Freedom of Information Act, Virginia Code Section 2.2-3711(A), under: Subsection 7 for consultation with legal regarding specific legal matters requiring the provision of legal advice by such counsel. The motion carried with a unanimous voice vote.

12. Adjournment

At 9:44 p.m. the closed session ended and the regular session reconvened. City Attorney Brown read the following statement, which was agreed to with a unanimous recorded vote of Council: I hereby certify that to the best of my knowledge (1) only public business matters lawfully exempted from open meeting requirements under Chapter 37 of Title 2.2 of the Code, of Virginia, 1950, as amended, and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting by the City Council.

At 9:44 p.m., there being no further business and on motion adopted, the meeting was adjourned.

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CITY CLERK MAYOR