



**TOWN COUNCIL  
REGULAR MEETING MINUTES  
June 26, 2018**

The Bedford Town Council held a regular meeting in the Council Hall of the Municipal Building on Tuesday, June 26, 2018, at 7:00 pm., with Vice Mayor Tim Black presiding.

**ATTENDANCE**

**Council Members present:**

Vice Mayor Tim Black; Councilman Robert D. Carson; Councilman Stacy L. Hailey; Councilman Steve C. Rush; Councilman Bryan Schley; and Councilman Bruce M. Johannessen.

**Council Members absent:**

Mayor Robert T. Wandrei.

**Town Staff present:**

Town Manager Bart Warner; Assistant Town Manager Sonia Jammes; Town Attorney William W. Berry, IV; Director of Public Services D.W. Lawhome; Chief of Police Todd Foreman; Electric Director John Wager; and Marg Cameron Recording Secretary.

**Town Staff absent:**

None.

**CALL TO ORDER**

Vice Mayor Black opened the meeting and led all present in saying the Pledge of Allegiance to the Flag.

**ADMINISTRATIVE**

**Approval of Minutes**

Vice Mayor Black asked if there were any additions or corrections to the June 12, 2018 Regular Meeting Minutes. Hearing none, he declared the minutes approved as submitted.

**Report of Town Manager**

Town Manager Bart Warner reported:

- In commemoration of the Independence Day holiday next week, a Before the Works Festival will be held at Liberty Lake Park on July 3<sup>rd</sup> beginning at 5:00 pm. Fireworks will begin at dark, about 9:00 pm.
- I will be away from the office beginning July 4<sup>th</sup> and returning on July 16<sup>th</sup>. We have a council meeting currently scheduled for July 10<sup>th</sup>. Given the attendance plans of myself and some others, it is very likely that we will cancel that meeting, but we will make the determination at a later time.

Councilman Rush asked for an update on the Governors Hill project. Mr. Warner stated that

every time it rains, it is a problem in Governors Hill. That is frustrating to us and many of our citizens. We are working to address things within the streets and the right-of-way. We have installed a couple of devices, per our engineer's recommendation, to manage the storm flow in the streets and are working closely with the County to address erosion and sediment control issues.

## **Department Head Reports**

### **Public Services**

Director of Public Services D.W. Lawhorne reported:

- We signed the timbering contract with Northwest Hardwoods and, at that time, received their check so it will be credited to this fiscal year. I have forwarded the check to the Assistant Town Manager.
- We are working hard preparing for the fireworks and the festival at Liberty Lake Park. There will be music, food trucks, ice cream trucks, a petting zoo, a bouncy house and other fun activities. I encourage everyone to come out.
- We are also working in preparation for the old middle school to transition over to the Town. This has involved switching over the fire service, the internet (and some phone lines that support those services), HVAC work and more. We should finish up by the end of the week then get things ready for Cop Camp for the week of July 9<sup>th</sup>.

### **Finance**

Assistant Town Manager Sonia Jammes reported:

- You should have received the Budget and Finance Report for the month of May in your packet. Overall, we had a positive month. The interest rate hikes helped our interest bearing accounts. We earned over \$20,000.00 in interest for the month.
- I have been instructed to facilitate the transfer, for the end of the fiscal year, from Electric to the General Fund. That will happen on Friday.

### **Police**

Chief of Police Todd Foreman reported:

- We have 188 children signed up for Cop Camp and a large number of counselors to take care of them. We want to build relationships with the children, but with so many, we are working on an assortment of ideas on how we can improve on that.
- The plants that Public Works put up downtown look good. We have some children from Raintree Village, with members of the Elks Lodge, watering the plants every week. They are doing a great job.

### **Electric**

Electric Director John Wager reported:

- We had all of our generators running two days last week because of two peak alerts and we anticipate more of those days as the hot summer weather progresses.

- The Centerville Substation Project is finished, all switching is done and we are operating in normal condition.
- We replaced the traffic signals at both ends of Independence Boulevard so we should not have any more tie-ups due to the angle of the sun which was blinding the old system.

Councilman Schley asked about the status of the energy credit application. Mr. Wager stated that the billing department has everything they need to start enrolling customers. We want to provide information on the Town website and in bill stuffers.

### **Appearances before Council**

Mike Overstreet, Ryan Long, Gail Davis and Dawn Cumbee.

### **Citizen Comments**

#### Mike Overstreet

Mr. Overstreet spoke on behalf of his daughter who lives at 1198 Crestridge Drive in Governors Hill. He submitted photographs to show council members and staff the damage done to her property because of mud and water runoff from the street each time it rains. Mr. Overstreet said he first reported this problem in December 2016. He said the contractor did what he could to protect the house and property, the County installed silt fencing at their site and the Town has tried various methods to redirect the flow down the street and away from the houses, all with no success. As a solution to the runoff problem, which he said impacts seven or eight other houses on the street, Mr. Overstreet recommended that the Town buy his daughter's property and convert it into a drainage lot. He thanked council and staff for listening to him and asked that they consider his recommendation.

#### Ryan Long

Ms. Long is Mr. Overstreet's daughter. She stated that the mud and water running onto her property and into her home, at 1198 Crestridge Drive, has been a nightmare. She said she and her father have been very patience, and that they appreciated the Town's efforts, but nothing has fixed the problem. She thanked council and staff for listening and asked that they think about her father's suggestion and take action on it.

#### Gail Davis

Ms. Davis is the property manager at Raintree Village. She announced that they are having a Community Day on July 20<sup>th</sup>, 11:00 am – 3:00 pm and invited everyone to come. There will be a bounce house for the children, snow cones, Little Caesar's Pizza, at least twenty vendors, and the Sheriff's Department is fixing hot dogs. Ms. Davis stated that because the apartments are a low income, Section 8 complex, some residents feel that they are not recognized as part of the community and she wants to change that way of thinking. Some years ago, the playground and basketball goals were removed, but on Community Day, as a surprise to the children, they are getting back the basketball goals. Ms. Davis stated that they are trying to find funds to put the playground back and would welcome any suggestions.

#### Dawn Cumbee

Ms. Cumbee is the rental agent at Raintree Village. She reaffirmed Ms. Davis's comments. She

stated that she and Ms. Davis are presenting themselves before various assemblies and resource groups to ask for help and suggestions to improve conditions at Raintree Village.

**Council Comments**

Councilman Johannessen commented that the Bedford Elks Lodge #2844 supplied thirty hanging basket flower planters for downtown and is working with children from Raintree Village to water the plants. The Lodge's goal is to establish a positive interaction with the children.

Councilman Johannessen announced that it was Councilman Hailey's birthday today.

**Report of Council Committees**

**Electric**

None.

**Finance**

Vice Mayor Black reported that the Finance Committee met yesterday. The highlights were included in Ms. Jammes's report. Vice Mayor Black declared that the Town's financial position continues to get better thanks to staff's hard work and the decisions made by Council.

**Property**

None.

**Public Safety**

None.

**Streets**

None.

**Revisions to the Agenda**

None.

**PUBLIC HEARINGS**

**Amending Section 702.02 of the Land Development Regulations – Off-Street Parking**

Ms. Cameron read aloud the Notice of Public Hearing as incorporated herein:

**PUBLIC HEARING NOTICE**

Notice is hereby given of a public hearing to be held by the Town Council at 7:00 p.m. on Tuesday, June 26, 2018, at the Town Municipal Building, Council Hall, 215 East Main Street for the purpose of:

**Section 702 Off-Street Parking, Driveways and Entrances**

Section 702.02 *Parking space requirements for all districts.* Off-street automobile storage or parking space shall be provided with vehicular access to a street or alley, and shall be equal in area to the minimum requirements for the category of land use set forth. The following parking requirements shall apply in all districts, except as noted in Section 702.03.

Residential uses	1.5 spaces per unit
Commercial uses	1 space per 500 square feet of commercial use
Civic/Institutional/Assembly uses	1 space for every 8 seats in the main assembly area
Schools	2 spaces per classroom
Industry/Warehouse/Storage	1 space per 4,000 square feet of industrial/warehouse/storage use

Information is on file in the office of Planning & Community Development.

Anyone who is in favor of or opposed to the request will have an opportunity to express his/her views at this hearing.

By the Authority of Town Council  
of the Town of Bedford

Publish: Bedford Bulletin  
June 13, 2018  
June 20, 2018

Vice Mayor Black opened the public hearing at 7:30 pm and invited anyone in the audience who wished to speak to approach the podium and give their name and address to the Recording Secretary. As no one came forward, Vice Mayor Black closed the public hearing at 7:30 pm.

**CONSENT AGENDA (roll call)**

None.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**Ordinance – Amendment of Section 702.02 of the Land Development Regulations – Off-Street Parking**

Mr. Warner stated that the Planning Commission has discussed, various times in the past several years, the need to simplify the off-street parking requirements and adjust the minimum requirements to the level that matches the scale and pace of development within the Town. This was brought to our attention most recently as part of the negotiations related to the redevelopment of the Bedford Middle School site. Mr. Warner stated that, in researching this issue, staff consulted the standards of other communities and their minimum standards. There is a threefold reason behind this amendment as follows:

1. To simplify our off-street parking regulations. If this submittal is approved, we would condense three pages worth of language in our zoning ordinance to a single paragraph.

2. From a planning perspective, we wanted to make sure that we were not requiring an over parking situation. We have had cases where we have had developers point out that our regulations required the addition and purchase of areas so that they could meet the requirement, and frankly, the facilities are not utilized to a great extent.

When we talk about the spaces, that actually relates to the area of the spaces themselves. When we talk about the number of spaces per use, we are not talking about half a car. What we are talking about, in residential areas, is the fact that our standards require a parking space of 18 feet in length. Where currently we require a 36 linear foot parking area for Single-Family Residential, this adjustment would reduce that to 27 feet. Depending on the size, you could probably store two to three vehicles; more if you double-parked them. When we are talking about the spaces, we are talking about the accumulative area involved.

3. The more parking you require, the more impervious surface you have and that creates drainage issues. In addition to the simple flooding and storm water issues, we have to deal with detention for non-residential areas. DEQ is talking about the need for treatment of these situations. So effectively, an option of this ordinance would reduce the minimum liability of the Town for storm water drainage and for future treatment requirements.

Mr. Warner informed Council that the Planning Commission conducted a public hearing at its regular meeting on June 7<sup>th</sup>. No one spoke at the hearing. After discussion, the Planning Commission's recommendation that Council approve this amendment was passed by a vote of four members for and three members absent. Mr. Warner requested that Council follow up on the recommendation of the Planning Commission and adopt and reenact Section 702.02 of the zoning ordinance as presented.

On a motion by Councilman Rush, seconded by Councilman Hailey, voted upon by those present and carried by a roll call vote, Council adopted the ordinance readopting and reenacting code provisions dealing with off-street parking regulations. Roll call vote follows:

Councilman Carson	aye
Councilman Haley	aye
Councilman Johannessen	aye
Councilman Rush	aye
Councilman Schley	aye
Mayor Wandrei	absent
Vice Mayor Black	aye

The ordinance follows as adopted:

**ORDINANCE NO 18-7**

**AN ORDINANCE AMENDING  
SECTION 702.02 OF THE TOWN OF BEDFORD  
ZONING ORDINANCE**

**BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BEDFORD, VIRGINIA:**

**Section 1.** Section 702 of the Land Development Regulations of the Town of Bedford, Virginia, is amended and re-enacted as follows:

**Section 702 Off-Street Parking, Driveways and Entrances.**

**Section 702.02** *Parking space requirements for all districts.* Off-street automobile storage or parking space shall be provided with vehicular access to a street or alley, and shall be equal in area to the minimum requirements for the category of land use set forth. The following parking requirements shall apply in all districts, except as noted in Section 702.03.

Residential uses	1.5 spaces per unit
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Industry/Warehouse/Storage	1 space per 4,000 square feet of industrial/warehouse/storage use

**Section 2.** This ordinance is effective upon enactment.

**Closed Session**

Vice Mayor Black moved that Council adjourn into closed session pursuant to Section 2.2-3711 (a) (29) of the Code of Virginia of 1950, as amended, for discussion of the award of a public contract and the terms or scope of the contract where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. Councilman Schley seconded the motion. Roll call vote follows:

Councilman Haley	aye
Councilman Johannessen	aye
Councilman Rush	aye
Councilman Schley	aye
Councilman Carson	aye
Mayor Wandrei	absent
Vice Mayor Black	aye

Council adjourned into closed session at 7:35 pm. The following non-council members attended: Bart Warner; Sonia Jammes; Will Berry; D.W. Lawhorne; and Mary Zirkle.

Council reconvened into open session at 8:00 pm.

Ms. Cameron read aloud the following resolution:

**BE IT RESOLVED** that the Council of the Town of Bedford hereby certifies that (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

On a motion by Councilman Hailey, seconded by Councilman Rush, voted upon by those present and carried by roll call vote, Council adopted the resolution. Roll call vote follows:

Councilman Johannessen	aye
Councilman Rush	aye
Councilman Schley	aye
Councilman Carson	aye
Councilman Haley	aye
Mayor Wandrei	absent
Vice Mayor Black	aye

**ADJOURN**

There being no further business, Vice Mayor Black adjourned the meeting at 8:05 pm.