



City of Buena Vista City Council Regular Council Meeting & Public Hearing

April 3, 2025, 6:00 PM
Council Chambers – 2039 Sycamore Avenue

The City Council for the City of Buena Vista met for a Regular Council Meeting & Public Hearing on Thursday, April 3, 2025, at 6:00 p.m.

Members Present:

Mayor Tyson Cooper	
Vice-Mayor Danny Staton	Steve Webb
Michelle Poluikis	Stanley Coffey
Melvin Henson	Ronald Cash

Members Absent: None

ADG #1: CALL TO ORDER, PLEDGE OF ALLEGIANCE AND PRAYER

Mayor Cooper called the meeting to order, and Councilmember Coffey delivered the opening prayer.

ADG #2: BUENA VISTA CITY COUNCIL PUBLIC HEARING

Proposed Zoning Map Amendment, Conditional Use Permit, and Right of Way Abandonment: Tax Maps 47-1-1-27-1, 47-1-E---A, and 47-1-1-27-6 through 10; 600 Block of Magnolia Avenue. The Project proposes to rezone from R3 Residential Limited to R4 Medium Density Residential for the purpose of constructing 22 townhouses and associated private driveways and parking.

Mayor Cooper opened the Public Hearing.

Mr. Roberts began with a procedural note that this is an advertised public hearing and was advertised per Code of Virginia in the newspaper, However, due to delay on his part, the letters to the adjacent property owners did not go out in time for this meeting, so some neighbors may not be aware of tonight's meeting and there may be some additional comments. That being said, we will hold another public hearing on this matter at the April 17th Council meeting.

- Stevie Vassar, 562 Sycamore Avenue, asked if there would be an exit/entrance on the backside of the development to avoid a one-way exit and/or entrance. Mr. Vassar added that he thinks this development is a god idea and would like to see it happen.

There being no other public comment, Mayor Cooper closed the Public Hearing.

ADG #3: APPROVAL OF THE AGENDA

Councilmember Coffey moved to approve the agenda, seconded by Councilmember Henson, and carried by Council.

ADG #4: APPROVAL OF MINUTES FROM THE MARCH 20, 2025, REGULAR COUNCIL MEETING & PUBLIC HEARING

Motion to approve the minutes was made by Councilmember Coffey, seconded by Councilmember

Poluikis, and carried by Council, with Councilmember Cash abstaining.

ADG #5: RECOGNITION/COMMUNICATION FROM VISITORS

There was no public comment.

ADG #6: REPORTS

1. Mayor

None.

2. City Manager

Mr. Tyree reported that he attended a preconstruction meeting for the DSS project, and they will be moving their construction office to the property as soon as Friday, April 4th, and are planning to break ground by next Wednesday.

Mr. Tyree also informed Council that the Building Official, Alan McMahan, officially retired from his position on April 1st.

3. City Attorney

Mr. Kearney apologized for missing the last Council meeting due to being sick.

4. Council Committees/Representatives

a. Budget & Finance

Mr. Webb reported that they are working through the budget, line-by-line, and are about 90% done. He noted that it is a daunting task, but they are staying the course. The Committee will be meeting again on April 9th and 10th.

b. Outdoor Spaces

Mr. Henson reminded everyone of the Council retreat on Saturday, April 5th, to present the Committee's findings and recommendations.

c. School Facilities

None.

Councilmember Henson also expressed appreciation for Mrs. Poluikis and all she does for the kids she works with at PMHSs.

5. Department Heads/Constitutional Officers/Court Clerks

Steve Bolster – Finance

- Our Accounts Payable Clerk, Cordelia Derr, successfully passed the Virginia Institute of Procurement course for the Virginia Contracting Associate program. This was a two-and-a-half day remote course with the last half-day consisting of the exam. Miss Derr will be required to complete continuing education courses (20 contact hours over the next five years) with a recertification process to be completed at the end of that.
- Localities have to be under contract with their auditors by April 1st each year; this was completed last month. That included Rodeffer-Moss, who serves as our accounting consultant; Robinson, Farmer, Cox, our actual external auditors; and McGriff Insurance, an actuarial firm that completes the Other Post-Employment Benefit Report that is required as

part of the annual audit. Mr. Bolster added that we've coordinated with Rodeffer-Moss and RFC on their field dates for the FY 2025 audit:

- Rodeffer-Moss initial fieldwork: June 8-14
- RFC initial fieldwork: July 6-11
- Rodeffer-Moss final fieldwork: October 5-10
- RFC final fieldwork: October 27-31
- The Finance Department is supporting procurement actions for the following efforts:
 - Wayfinding Signage RFP awarded to Rite Light Signs, Inc. – linked to the downtown revitalization grant
 - Municipal Software Cooperative Agreement RFP awarded to RDA
 - Property Maintenance and Abatement on-call services RFP awarded to Top Quality Builders
 - Historic Structure Report and Feasibility Study for Old City Hall RFP awarded to CJMW Architecture
 - Buena Vista Flood Hazard Resilience Plan RFP awarded to Civil Consulting Group, P.C.
 - City-wide sidewalk repair project was a sole source agreement with Precision Safe Sidewalks, LLC
 - Draft Invitation for Bids (IFB) for the Streetscape Project linked to the downtown revitalization grant
 - Draft IFB for Town Square seating plaza and screen wall
- Grant drawdowns are typically completed quarterly; we are either providing financial reports to local grant managers or ourselves to complete drawdowns. In the case of the SSO grant, the school division provides us financial reports to complete the drawdown; for the Downtown Revitalization Grants, we are part of the Project Management Team and provide financial administration support as needed. We currently have 12 grants:
 - V-STOP Program – 1 person
 - SRO Program (x4) – 1 Officer per School
 - SSO Program – 2 Officers
 - CRO Program – 2 Officers
 - Byrne/Judge Advocate General Program
 - 599 Program
 - Victim Witness Program – 1 person
 - Downtown Revitalization Grant
 - Downtown Revitalization Grant Supplement

6. Invited Community Organizations

Jen Carpenter – MSBV

- **Downtown Development Initiative**

A new Friends of Southwest Virginia project will conduct a Downtown Property Survey across 10 Virginia Main Street communities, including Buena Vista. The timeline for this is March through September 2025. The deliverables of the project include a detailed property

database, priority site recommendations, and market assessment reports. This initiative will:

- Inventory available downtown properties for development
- Identify market trends to guide investment
- Support the ARC ARISE Grant, laying groundwork for future revitalization efforts
- **Workforce & Internship Development (V-TOP Program)**
 - MSBV has helped four local businesses/nonprofits learn about and begin their wage-matching grant application to hire interns
 - Our first SVU intern has been hired for MSBV, creating a model for local businesses as we pilot and advocate the V-TOP initiative
 - Goals: Strengthen workforce pipelines, create healthy relationships with local higher education institutions, and keep young talent in Buena Vista
- **Skatepark Initiative**

We are transitioning project leadership to local skaters while assisting with funding and grant applications. This will ensure all of the nuances of skating and proper skatepark logistics are of priority. We're happy to support local skater enthusiasts and will help guide them through the process of grant applications:

 - T-Mobile Hometown Grant - \$50K (quarterly)
 - The Skatepark Project Grant - \$25K (quarterly; possible disqualifier; all-cement build required)
 - Local Insurance Company Grants – amount varies
 - Local Health Institutions – amount varies
- **Downtown Vitality Grant & Events**
 - \$75K Downtown Vitality Grant application underway (the City's previous \$100K pledge fulfills the match)
 - One downtown event from MSBVs past workplans: a robust event initiative featuring:
 - Reusable event equipment (audio, stage, lighting, décor, games) to support future downtown events
 - Expanded programming to attract more visitors and boost business activity
- **Community & Academic Partnerships**
 - Washington & Lee – website redesign to enhance online visibility for businesses and tourism
 - Virginia Tech – the business survey to support downtown economic planning and strategic development is coming along nicely
 - Southern Virginia University – marketing analysis of similar Main Streets to identify best practices for growth; we will be invited to attend their class to hear their presentation
- **Virginia Main Street Program Support**
 - Site visit on March 12th – strategic feedback session on Main Street initiatives
- **Upcoming Design Firm Consultation – April 22, 10:00 AM**
 - A professional design firm will visit Buena Vista for Main Street; this is a major

opportunity for shaping our future streetscape and development plans.

Main Street Buena Vista is making exciting strides in revitalization, investment, and community engagement.

ADG #7: CONSIDER APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

None.

OLD BUSINESS

OB #1: SECOND READING OF A BUDGET AMENDMENT ORDINANCE

There being no changes to the text, Councilmember Henson moved to read the Ordinance by title only. Councilmember Webb seconded the motion, and it was carried by Council.

Councilmember Webb made a motion to approve the Ordinance, with Councilmember Coffey seconding. Ms. Burch completed a roll call vote of Council as follows:

Member	Present	Absent	Yes	No	Abstain
Councilmember Henson	X		X		
Councilmember Poluikis	X		X		
Councilmember Webb	X		X		
Councilmember Coffey	X		X		
Councilmember Cash	X		X		
Vice-Mayor Staton	X		X		
Mayor Cooper	X		X		

The following Ordinance was **approved** by a vote of 7-0.

Budget Amendment Ordinance

WHEREAS on May 16, 2024, the City of Buena Vista adopted its budget for Fiscal Year 2025; and

WHEREAS the City Council on March 20, 2025 held a public hearing on the proposed budget amendment for Fiscal Year 2025; and

WHEREAS the City Council approved certain projects and activities requiring additional funds and the usage of fund balances to be appropriated during the current fiscal year.

NOW THEREFORE, BE IT ORDAINED by the Council for the City of Buena Vista, Virginia, in accordance with Section 15.2-2507 of the 1950 Code of Virginia that the FY 2025 adopted budget be amended to increase or modify the following line items by the amount shown:

GENERAL FUND

Byrne Justice Assistance Grant (BVPD Community Resource Program - 12 months)

10.3101.50500	Administration	\$108,758.00
10.3101.51450	FICA	\$8,320.00
10.3104.51500	Retirement - VRS	\$12,888.00
10.3101.51550	Health Insurance	\$29,194.00

10.3101.51600	Group Life Insurance	\$1,283.00
10.3101.51650	Workers Compensation	\$4,285.00
10.3101.52080	Police Equipment	<u>\$60,000.00</u>
Sub-total 1		\$224,728.00

Façade Improvement Grant Program

10.3401.60270	Façade Grant	<u>\$12,410.00</u>
Sub-total 2		\$12,410.00

DHCD CDBG Buena Vista Downtown Revitalization Grant

10.3402.60680	Connect BV Grant	<u>\$48,200.00</u>
Sub-total 3		\$48,200.00

Town Square Project

10.3402.56186	Town Square Project	<u>\$100,000.00</u>
Sub-total 4		\$100,000.00

Sidewalks, City-wide Repairs

10.4102.82050	Capital Outlay	<u>\$216,087.00</u>
Sub-total 5		\$216,087.00

Maury River Senior Center Roof Repair

10.4302.82050	Capital Outlay	<u>\$60,000.00</u>
Sub-total 6		\$60,000.00

Glen Maury Park Pool Renovation Project (transfer from General Fund)

10.9314.67600	Transfer to Parks and Recreation Fund	<u>\$750,000.00</u>
Sub-total 7		\$750,000.00

6th Street Water Line Extension (transfer from General Fund)

10.9314.67660	Transfer to Water Fund	<u>\$20,000.00</u>
Sub-total 8		\$20,000.00

Total General Fund Budget Amendment		\$1,431,425.00
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PARKS AND RECREATION FUND

Glen Maury Park Pool Renovation Project

12.7105.50400	ARP Fixed Assets	<u>\$750,000.00</u>
Sub-total 1		\$750,000.00

Total Park and Recreation Fund Budget Amendment		\$750,000.00
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WATER FUND

6th Street Water Line Extension

13.1811.82050

Capital Outlay

\$20,000.00

Sub-total 1

\$20,000.00

Total Water Fund Budget Amendment

\$20,000.00

This Ordinance will be effective through the 30th day of June 2025.

Tyson T. Cooper, Mayor

Attest:

Sarah M. Burch, Clerk of Council

Date of Adoption

NEW BUSINESS

NB #1: FIRST READING OF AN ORDINANCE FOR A ZONING MAP AMENDMENT, CONDITIONAL USE PERMIT, & RIGHT OF WAY ABANDONMENT: 600 BLOCK OF MAGNOLIA AVENUE

Mr. Kearney advised that since the public hearing advertisement requirements were not met with the certified letters to adjacent property owners we should not hold the first reading tonight and wait until the next meeting following the public hearing, however if anyone had any questions they could be discussed tonight.

Mr. Roberts advised that during the planning process, the question of whether a turn lane would be necessary came up, so the engineer completed a Turn Lane Warrant Analysis based on the estimated amount of traffic from the townhouses. The analysis showed that a turn lane is not warranted in that location. While there will be more turning movements onto and off of Magnolia, they don't rise to the level of needing to put in turn lanes. He noted that the Planning Commission did recommend to eliminate street parking on the east side of Magnolia where the development will be.

Councilmember Coffey noted some concerns about the decision not to put in a turning lane. He feels that it would be beneficial and safer because Magnolia is a busy street and people tend to drive fast down that hill. Bryson Adams, one of the contractors for the project, said that on the North end of the property (bottom of the hill) there will be a one-way entrance, so no one would be coming out that way; 6th Street will be an entrance and exit road. He also added that he is not opposed to putting in a turning lane and agrees that it could be beneficial.

Mr. Coffey also feels that it could be beneficial to lower the speed limit in the area from 35 to 25. Mr. Roberts stated that that had not been discussed, but it could be changed fairly easily in the future if necessary. Mr. Coffey also asked if we have or could have a survey done on the number of accidents in that area.

NB #2: PROCLAMATION DECLARING APRIL AS FAIR HOUSING MONTH

Ms. Burch advised that this Proclamation ties in with the recent housing study as well as the housing campaign and everything we are doing to try to get more housing options in the City.

Fair Housing Month Proclamation

WHEREAS The Fair Housing Act, enacted on April 11, 1968, enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and

WHEREAS The Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, national origin, and disability, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

WHEREAS the City of Buena Vista is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all; and

WHEREAS our social fabric, the economy, health, and environment are strengthened in diverse, inclusive communities; and

WHEREAS more than fifty years after the passage of the Fair Housing Act, discrimination persists, and many communities remain segregated; and

WHEREAS acts of housing discrimination and barriers to equal housing opportunities are repugnant to a common sense of decency and fairness.

NOW THEREFORE, BE IT PROCLAIMED that the City Council of the City of Buena Vista does hereby declare the month of April, 2025 as **FAIR HOUSING MONTH** in the City of Buena Vista as an inclusive community committed to fair housing, and to promoting appropriate activities by private and public entities to provide and advocate for equal housing opportunities for all residents and prospective residents of Buena Vista.

Tyson T. Cooper, Mayor

Attest:

Sarah M. Burch, Clerk of Council

Date of Adoption

Councilmember Webb made a motion to **approve** the Proclamation as presented, with Councilmember Cash seconding, and it was carried by Council.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Sarah M. Burch, Clerk of Council

Tyson T. Cooper, Mayor