



CITY COUNCIL AGENDA
April 20, 2015

5:30 p.m. – 7:00 p.m.

Closed session as provided by Section 2.2-3712 of the Virginia Code
Second Floor Conference Room (Consideration of the sale of City real property on Water Street; annual performance evaluation of the Clerk of Council; discussion of the performance of a specific City Council appointee; and consultation with legal counsel regarding operations at the Ivy Landfill.)

**CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL**

Council Chambers

**AWARDS/RECOGNITIONS
ANNOUNCEMENTS**

Earth Day; Arbor Day; Mr. Kite; Meadowbrook Hardware; Constitutional Officers; Friends of the Library; Fair Housing Month

MATTERS BY THE PUBLIC

Public comment permitted for the first 12 speakers who sign up before the meeting (limit 3 minutes per speaker) and at the end of the meeting on any item, provided that a public hearing is not planned or has not previously been held on the matter.

COUNCIL RESPONSE TO MATTERS BY THE PUBLIC

1. CONSENT AGENDA*

(Items removed from consent agenda will be considered at the end of the regular agenda.)

- a. Minutes for April 6
- b. APPROPRIATION:

CDBG & HOME Funds for FY 2015-2016:

Fund Appropriation for 2015-16 CDBG Block Grant – \$884,059.82 (2nd of 2 readings)

Fund Appropriation for 2015-16 HOME Funds – \$59,652 (2nd of 2 readings)

Amendment to CDBG Account: Reprogramming Funds for FY 15-16 (2nd of 2 readings)

Amendment to HOME Account: Reprogramming Funds for FY 15-16 (2nd of 2 readings)

- c. APPROPRIATION:

Appropriation of Funds - \$7,714.10 (Jenkins Loan Payoff) and \$50,000 (Longwood Drive PUD) to the Charlottesville Affordable Housing Fund (CP-084) (1st of 2 readings)

- d. APPROPRIATION:

DollarWise Summer Youth Campaign Grant - \$4,000 (1st of 2 readings)

- e. RESOLUTION:

Chief Local Elected Officials Agreement (1st of 1 reading)

**2. PUBLIC HEARING /
ORDINANCE***

10th / Page and Fifeville Neighborhood Permit Parking Zone Expansion (1st of 2 readings)

**3. PUBLIC HEARING /
ORDINANCE***

Grant of Easements for Steam Tunnel and Electric Duct Bank under Emmett Street to the University of Virginia (1st of 2 readings)

**4. PUBLIC HEARING /
ORDINANCE***

Grant of Easements for Electric Duct Bank under Eleventh Street to the University of Virginia (1st of 2 readings)

5. RESOLUTION*

Integrated Pest Management Policy (1st of 1 reading)

6. ORDINANCE*

Homeowner Tax Relief Grant – 2015 (1st of 2 readings)

7. REPORT

TJACH Plan to End Homelessness

8. REPORT

State of the Forest

**OTHER BUSINESS
MATTERS BY THE PUBLIC
COUNCIL RESPONSE TO MATTERS BY THE PUBLIC**

*ACTION NEEDED

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	April 20, 2015
Action Required:	Action
Presenter:	Brian Daly, Director, Parks and Recreation Doug Ehman, Manager, Parks Division John Mann, Landscape Manager
Staff Contacts:	Brian Daly, Director, Parks and Recreation Doug Ehman, Manger, Parks Division John Mann, Landscape Manager
Title:	Integrated Pest Management Policy

Background:

Integrated Pest Management (IPM) is a methodology that establishes an effective and environmentally sensitive response to pests, (insects, weeds, pathogens, rodent and other vertebrates). IPM establishes an environmentally sustainable, systematic, approach to managing pests by combining biological, cultural, physical and, if necessary, chemical tools in a way that minimizes economic, health, and environmental risks.

Discussion:

For ten (10) years, the Charlottesville Parks and Recreation Department has utilized Integrated Pest Management landscape maintenance principles on City property that the Parks Division maintains. This plan outlines procedures to be formalized that when followed will protect the health and safety of staff and visitors from pest and pesticide hazards. Pests are organisms that damage plants, structures, infrastructure, or that impact human or animal health. Pesticides are any substance or mixture of substances intended for preventing, repelling, destroying, or mitigating any pest and can be synthetic, organic or natural compounds. This plan is in compliance with all policies and regulations mandated by US Environmental Protection Agency (EPA), US Department of Agriculture (USDA), and Virginia Department of Agriculture and Consumer Services Pesticide Services Division (VDACS).

Alignment with Council Vision Areas and Strategic Plan:

The initiative supports City Council’s “Green City” vision. It contributes to Goal 2 of the Strategic Plan: Be a safe, equitable, thriving, and beautiful community, and objective 2.5, to provide natural and historic resources stewardship.

Community Engagement:

In 2014, Parks and Recreation began providing voluntary notification of pesticide applications on certain park locations. Specifics on current practices can be found in the Draft IPM Policy. Additionally, interested citizens may add their names to an e-mail notification list for pesticide applications. Notification is made via e-mail to these parties in advance of applications at the downtown parks, McGuffey, Lee and Jackson parks. Currently five individuals are on this notification list and beginning this spring a posting protocol will begin to be utilized on these properties. Applications are made at school sites when school is not in session such as the recently completed spring break.

For the 2015 season, Parks and Recreation staff have taken several new initiatives as part of the ongoing IPM program:

- Procurement and use of small propane torches that can be used in spot treatment of weeds and other plants within paved areas, sidewalks and within the right-of-way where appropriate
- Reduction of chemical usage in the three downtown parks (McGuffey, Lee and Jackson Parks); including not using pre-emergent herbicides in the interior planting beds of the three parks
- Establishment of two new Adopt-A-Spot locations and the re-establishment of three other Adopt-A-Spot locations (New: Short 18th Street and Herndon Circle; Re-Established: 2nd Street NE, McGuffey Park and Valley Road)

Budgetary Impact:

There is no fiscal impact to the adoption of this policy as it codifies existing maintenance practices and resource levels. A move to a different mix of products other than those currently in use, such as increasing the use of organic or natural products or a reduction in the use of pesticides, will have substantial budgetary impacts.

Recommendation:

Staff recommends Council approve the Policy.

Alternatives:

Council may choose another direction.

Attachments:

Attachment 1	Draft Integrated Pest Management Policy
Attachment 2	Albemarle County - Safer Chemical Management Procedure

City of Charlottesville
Parks and Recreation Department
INTEGRATED PEST MANAGEMENT POLICY
DRAFT April 12, 2014

INTRODUCTION: Integrated Pest Management (IPM) is a methodology that establishes an effective and environmentally sensitive response to pests, (insects, weeds, pathogens, rodent and other vertebrates). IPM establishes a sustainable approach to managing pests by combining biological, cultural, physical and, if necessary, chemical tools in a way that minimizes health, environmental and economic risks.

For ten (10) years, the Charlottesville Parks and Recreation Department has utilized Integrated Pest Management landscape maintenance principles on City property that the Parks Division maintains. This plan outlines procedures to be formalized that when followed will protect the health and safety of the public and staff from pest and pesticide hazards. Pests are organisms that damage plants, structures, infrastructure, or that impact human or animal health. Pesticides are any substance or mixture of substances intended for preventing, repelling, destroying, or mitigating any pest. This plan is in compliance with all policies and regulations mandated by US Environmental Protection Agency (EPA), US Department of Agriculture (USDA), and Virginia Department of Agriculture and Consumer Services Pesticide Services Division (VDACS).

Objectives of this IPM plan include:

- Elimination of significant threats caused by pests to the health and safety of staff and the public.
- Prevention of loss or damage to City owned assets or property by pests.
- Protection of environmental quality.
- A progressive move over time to reduce chemical pest controls.

This IPM plan will be stored in the office of the IPM Coordinator.

IPM COORDINATOR: The City of Charlottesville Landscape Manager or their designee shall be the Parks and Recreation Department IPM Coordinator and be responsible to implement the IPM plan and to coordinate pest management-related communications between Parks and Recreation Department, its service providers, staff and visitors. The Landscape Manager and Parks Manager shall designate an employee of the Horticulture staff of Parks and Recreation Department to serve as the IPM Program Manager for the Parks Division.

IPM COMMITTEE: The Parks and Recreation Department will maintain an IPM or other safety-related committee with responsibility for annual review of the IPM program and for assisting the IPM Coordinator in resolving pest-related issues. The committee will meet annually in January for program review, and may meet more frequently if required to determine shifts in approaches.

Minutes will be taken of committee meetings and kept on file by the IPM Coordinator. Membership will include the IPM Coordinator, IPM Program Manager, City Environmental Administrator, Parks Division

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Manager, Parks and Recreation Director, and a member from both the Parks and Recreation Advisory Board and the Tree Commission. Both the Advisory Board and Tree Commission shall nominate a member to the IPM committee who has a background in landscape management, horticulture or related field. An IPM Annual Report will be prepared by the committee and presented to the Parks and Recreation Advisory Board each March and subsequently forwarded to City Council each April. The Annual Report will contain a summary of activity and initiatives of the preceding year, and a plan for the following year for the IPM program.

POSTING AND NOTIFICATION OF PESTICIDE APPLICATIONS: The IPM Coordinator shall be responsible to conduct annual staff training on the proper procedures for posting and notification of planned and emergency applications of pesticides on facility grounds.

When pesticide applications are scheduled on City property maintained by the Parks Division, staff and service providers shall provide notification in accordance with the law, including specifically:

1. Posting a pest control information sign at a prominent place that is in or adjacent to the location of application. All signs will include the date(s), product(s) applied, and staff contact information.
2. Application area shall be marked with small yellow flag markers placed along the pedestrian sidewalk perimeter, spaced eight (8) feet apart on contiguous application areas exceeding twenty five (25) square feet (5X5). Individually treated plants may be marked with a flag. Large application areas may need to be closed to the public during and immediately following application.
3. Application areas shall remain posted for twenty-four (24) hours after application or following regulations for posting required under law by VDACS.
4. Providing pesticide application information to the school administration a minimum of twenty-four (24) hours in advance of any application.

RECORD KEEPING & PUBLIC ACCESS TO INFORMATION: The Parks and Recreation Department, Parks Division will maintain records of all pesticide applications, and pesticide applicator licenses, as required by VDACS. All IPM related records will be maintained for at least three (3) years. Information regarding pest management activities will be made available to the public, by appointment, at the Parks Division administrative office at Pen Park.

TRAINING: Parks and Recreation, Parks Division staff will be provided with training on the IPM policy at the time of hire and during annual update training. Training will include the rationale for the IPM policy and program elements including use of pest scouting and prohibition on pesticide applications by non-certified individuals.

Additionally, designated staff including the IPM Coordinator and IPM Program Manager will provide advance training and directives to on-site Service Providers using pest control strategies. This training will improve the ability of Parks and Recreation staff to oversee Service Providers in compliance with Parks and Recreation's IPM policy and plan.

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GENERAL IPM STRATEGIES: IPM decision-making strategies shall use current, professional and comprehensive information regarding pest management. These strategies may include education, exclusion, sanitation, maintenance, biological and mechanical controls, and with pre-approval by the IPM Coordinator, site-appropriate pesticides.

All Integrated Pest Management decisions at Parks and Recreation, Parks Division shall consist of the following steps:

1. Identification of pest species.
2. Estimate pest populations and compare to established action thresholds.
3. Select the appropriate management tactics based on current on-site information and available financial and human resources with the following procedure:
 - Structural and procedural modifications to reduce food, water, harborage and access used by pests. (site modifications, pruning, native plants, use of goats to control vegetation, irrigation, mulch, soil health)
 - Non-pesticide technologies such as trapping and monitoring devices, use of appropriate biological controls. (barriers, natural predators, beneficial microorganisms)
 - Appropriate pesticide compounds, formulations and application methods that present the lowest potential hazard to humans and the environment in the most effective manner.
 - Where appropriate non-synthetic pesticide products shall be evaluated and considered for use.
4. Assess effectiveness of pest management.
5. Keep appropriate records and documentation.

Decisions concerning whether or not pesticides should be applied in a given situation will be based on a review of all available options. Efforts will be made to minimize the use of pesticides by good sanitation practices, selection of pest-resistant plant materials, and appropriate horticultural practices.

All pesticide storage, transportation, and application will be conducted in accordance with the requirement of the Federal Insecticide, Fungicide, and Rodenticide Act; EPA regulations; OSHA regulations; VDACS Pesticide regulations. No person shall apply, store, or dispose of any pesticide on Parks and Recreation managed property without an appropriate Pesticide Applicators License from VDACS. All pesticide applicators will be trained in the principles and practices of IPM and the use of pesticides. All applicators must comply with the IPM policy and follow appropriate regulations and label precautions when using pesticides in or around Parks Division managed properties. Pesticide Service Providers must also comply with these requirements.

PARKS AND RECREATION STAFF ROLES: Parks and Recreation administration will provide support to assist the IPM Coordinator in maintaining an IPM program that moves toward pesticide reductions. Such support will include efforts to promptly address any structural, horticultural, or sanitation changes recommended by the Coordinator to reduce or prevent pest problems. Furthermore, Parks and Recreation administration will assist the Coordinator in budget development, staffing, and delivering

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materials and programs for staff, and the public to educate them about the importance of safe pest control.

DRAFT

DRAFT RESOLUTION ADOPTING INTEGRATED PEST MANAGEMENT POLICY

WHEREAS; It shall be the policy of the City of Charlottesville to adopt and fully implement a grounds management policy embodying the principles of Integrated Pest Management (IPM) on City property maintained by the Parks and Recreation Department; and

WHEREAS, IPM is the coordinated use of pest and environmental information with available methods to prevent unacceptable levels of pest damage with the least possible hazard to people, property, and the environment within available resources; and

WHEREAS, IPM uses a progressive and sustainable approach using professional research based multi-faceted strategies that minimize health, environmental risks and economic risks; and

WHEREAS, Pests are potential threats to public health, community values, and ecological balance, and IPM sets parameters for a balanced approach to addressing pest control issues; and

WHEREAS, IPM addresses the directives of the City of Charlottesville Environmental Sustainability Policy; and

WHEREAS, the Charlottesville Parks and Recreation Department has successfully used an IPM approach in grounds management for ten (10) years having effectively managed pests and reduced pesticide use; and

WHEREAS, Charlottesville Parks and Recreation's environmental efforts received the highest State designation for Environmental Excellence, and has been recognized as an environmental leader statewide; and

NOW THEREFORE BE IT RESOLVED by the City Council of Charlottesville, that this Integrated Pest Management Policy is hereby adopted as the policy of the City of Charlottesville.

APPENDIX 4

SAFER CHEMICAL MANAGEMENT PROCEDURE

1.0 PURPOSE

The purpose of this procedure is to ensure a safer approach to the selection and application of custodial, grounds and pest control operations within the County of Albemarle, as the County aims to minimize chemical usage to the greatest extent practicable in its day-to-day operations and activities. This procedure is intended to be implemented as part of the County's and Schools' respective Environmental Management Policies.

2.0 DEFINITIONS

A. *Carcinogens* refer to any substance or agent that can cause cancer. Compound listed in the latest edition of the Annual Report on Carcinogens, U.S. Department of Health and Human Services, National Toxicology Program as known or reasonably anticipated to be carcinogenic.

B. A *disinfectant* is used on hard inanimate surfaces and its objective is to destroy or irreversibly inactivate infectious fungi and bacteria but not necessarily their spores. Disinfectant products are divided into two major types: hospital and general use. Hospital type disinfectants are the most critical to infection control and are used on medical and dental instruments, floors, walls, bed linens, toilet seats, and other surfaces. General disinfectants are the major source of products used in households, swimming pools, and water purifiers. (EPA: Pesticides – Antimicrobial Pesticide Products Factsheet; <http://www.epa.gov/pesticides/factsheets/antimic.htm>)

C. *Endocrine disruptors* are exogenous substances that act like hormones in the endocrine system and disrupt the physiologic function of endogenous hormones.

D. *Integrated Pest Management (IPM)* is a pest control strategy that promotes the use of a variety of tactics including pest-resistant cultivars and biological, cultural, and physical controls. Pesticides are a control tactic employed in IPM, but are only used when needed. When a pest problem is identified and non-chemical means are exhausted, only the least toxic and most effective pesticide is used.

E. A *mutagen* is a physical or chemical agent that changes the genetic information (usually DNA) of an organism and thus increases the frequency of mutations above the natural background level.

F. A *neurotoxin* is a substance that is poisonous to nerve tissue (i.e., lead, mercury).

G. A *teratogen* is any medication, chemical, infectious disease, or environmental agent that might interfere with the normal development of a fetus and result in the loss of a pregnancy, a birth defect, or a pregnancy complication.

H. A *sanitizer* is used to reduce, but not necessarily eliminate, microorganisms from the inanimate environment to levels considered safe as determined by public health codes or regulations. Sanitizers include food contact and non-food contact products. Sanitizing rinses for surfaces such as dishes and cooking utensils, as well as equipment and utensils found in dairies, food-processing plants, and eating and drinking establishments comprise the food contact Sanitizers. These products are important because they are used on sites where consumable food products are placed and stored. Non-food contact surface sanitizers include carpet sanitizers, air sanitizers, laundry additives, and in-tank toilet bowl sanitizers. (EPA: Pesticides – Antimicrobial Pesticide Products Factsheet; <http://www.epa.gov/pesticides/factsheets/antimic.htm>)

I. *Volatile organic compounds (VOCs)* are gases emitted from certain solids or liquids, which may have adverse health effects (i.e., paints, varnishes, pesticides, cleaning supplies).

3.0 PROCEDURES

A. Custodial Operations

Custodial categories include multipurpose cleaners (e.g. surface cleaners, floor cleaners), specialty cleaners (e.g., floor strippers, floor finishes and glass cleaners) and disinfectants.

1. Multipurpose and Specialty Cleaners

- a. Products used shall be certified by Green Seal, Green Guard, Environmental Choice, or Design for the Environment (DfE).
- b. If a product does not have such certification, the product shall not contain carcinogens, mutagens, teratogens, endocrine disruptors, or neurotoxins, and contain low or no volatile organic compounds (VOC).

2. Sanitization and Disinfection

- a. High-touch areas will be routinely cleaned or sanitized as deemed appropriate by the manager overseeing custodial operations for the facility.
 - b. Disinfectants shall be used in response to blood-borne pathogen or bodily fluid incidents, in response to viral outbreaks, or as directed by the Virginia Department of Health (VDH).
- ### B. Grounds Care

“Grounds care” includes both the management of grounds and outdoor pests.

1. Grounds care departments will continually evaluate the feasibility of changing traditional practices in the interest of eliminating chemical usage (e.g., manually pulling weeds).
2. If it is determined that a chemical application is necessary, then organic or biologically-based alternatives shall be used, with the following exceptions:
 - a. Treatment of stumps of woody invasive species and poison ivy
 - b. Use of non-selective herbicides for spot-treatments of skinned areas of baseball infields and warning tracks as needed
 - c. One-time application of broad-leaf pre-emergent herbicide to reduce broadleaf weeds, so that Bermuda grass can compete with crabgrass for establishment of a new field
 - d. Emergency spot treatment for grub worms
 - e. Spot treatment of parking lots, along rip-rap and in ditches
3. Any County employee or contractor applying pesticides on County or School Board-owned property must hold a current Registered Technician or Commercial Applicator License as issued by Virginia Department of Agriculture and Consumer Services (VDACS).
4. Each application of pesticide or herbicide must be documented on the “Pesticide/Herbicide Tracking Log” (Appendix A), including the amount applied, active ingredient and application location. Tracking logs will be maintained by the Environmental Compliance Managers.

C. Indoor Pest Management

A formal Integrated Pest Management (IPM) program for each school and local government building will be completed by August 2008. IPM procedures will be incorporated as a separate procedure of the Environmental Management Policy. Until a separate IPM Procedure is completed, the following steps will be used to make a decision regarding each indoor pest management need:

1. Physical means of preventing pests will be implemented first.
2. When pesticides are used, only the least toxic with the most effective outcome shall be used.
3. Records of all pesticide applications indicating the amount of pesticide, active ingredient and affected area will be maintained by the Environmental Compliance Managers.

D. Employee Safety

1. County employees will have access to Material Safety Data Sheets (MSDS) for all products used. Employees shall follow all guidelines and instructions listed on MSDS, including personal protective equipment (PPE) recommendations.
2. Hazard Communication (HAZCOM) training shall be provided to all employees before use of any product requiring a MSDS.

E. Annual Audit

An annual audit of this procedure will be conducted by the Environmental Compliance Managers. An audit report will be presented to the Board annually for review.

F. Waiver Process

If a situation arises requiring the use of a product that does not meet the above specifications (e.g., not Green Seal certified), then a waiver must be applied for and approved before a product may be purchased or used:

1. The Waiver Request (Appendix B) shall be submitted to the Environmental Compliance Manager for the schools or local government, as appropriate, and shall include: the purpose of the requested chemical, the MSDS, the area where the chemical will be used, the anticipated frequency and duration of use, application technique, and anticipated usage amount.
2. If a waiver is granted, the written waiver will include an expiration date, and alternatives consistent with the procedure must be explored when the waiver expires. All granted waivers will be presented with the annual audit results to the Board.
3. Any Waiver Requests granted will be provided to the Board on a quarterly basis.

G. Exemptions

Exemptions to the waiver process include (1) emergency situations that could impact human health or safety, and (2) practices required in order to maintain insurance policies. If an emergency situation requiring chemical use arises that is not identified in this section, the request for use of a product or practice must go through the Waiver Process, as described in Section F. The following are exemptions to Sections A, B, and C of this procedure:

1. Treatment of bees, wasps or hornets
2. Periodic termite treatment or other insurance-related pest control requirements

County of Albemarle – Local Government			Subject: Safer Chemical Management Procedure		
Document No.: SOP-CHEM-01	Issue Date:	Last Revised: 07-28-2008	Page: 5 of 5	Prepared By: SET/LAC	Approved By:

Appendix B – Waiver Request Form

Safer Chemical Management Procedure
County of Albemarle, VA

Please attach MSDS for all requested products.

General Information:

Date: _____

Name of Requester: _____

Department: _____

Details of Request:

Purpose of Application (be specific about what is being treated): _____

Name of Product(s): _____

Name of Manufacturer(s): _____

Active Ingredient(s): _____

Anticipated Amount (provide units): _____

Anticipated Duration and Frequency of Application: _____

Application Technique: _____

Waiver Request Reviewer(s):

Local Government ECM

School Division ECM

Request Granted:

Yes No

If No, Reason: _____

Date Granted: _____ **EM Signature(s):** _____
