

COUNCIL MEMBER WILDER WILL GIVE THE INVOCATION

A G E N D A

City Council Meeting of February 12, 2019

CITY COUNCIL BUDGET RETREAT 2:00 P.M. – 6:00 P.M.

Recognitions:

❖ Government Finance Officers Association (GFOA) Budget Excellence Award

1. FY 2020 Budget Work Session and Clerk of Council Recruitment Update
2. Roll Call

7:30 P.M. City Council Agenda Items

GENERAL POLICY REGARDING PUBLIC PARTICIPATION AT CITY COUNCIL MEETINGS

Each speaker shall clearly state his or her name and locality of residence.

The City Council agenda is divided into three sections.

CONSENT AGENDA: This section includes routine items. All items may be approved by one vote.

PUBLIC HEARINGS: This section includes all public hearings as required by law or as Council may direct.

Procedure:

- Staff will make a presentation.
- For Zoning petitions, the applicant or his or her representative shall have ten (10) minutes to make a presentation.
- Comments will then be solicited from those in favor.
- Comments will then be solicited from those in opposition.

During the public hearing there shall be a time limit of three (3) minutes for each individual speaker. If the speaker represents a group, there shall be a time limit of five (5) minutes. A speaker representing a group shall identify that group at the beginning of his or her remarks. A group may have only one spokesperson.

After public comments have been received, for zoning petitions the applicant or the representative of the applicant, at his or her discretion, may respond with a rebuttal. There shall be a five (5) minute time limit for rebuttal.

Upon the conclusion of public comments or the applicant's rebuttal the public hearing will be closed and the matter referred to Council for deliberation.

PUBLIC PRESENTATIONS: Public presentations shall be for the purpose of allowing members of the public to present any matter, which, in their opinion, deserves the attention of the Council. They shall not serve as a forum for debate with the Council. Individuals may speak up to 3 minutes; or group spokesperson up to 5 minutes. Once Council has heard a presentation from a citizen or organization on a particular subject, the citizen or organization may not make another presentation on the same subject within three (3) months of the first presentation, except by a majority vote of the members of Council present and voting.

GENERAL BUSINESS: This section includes items of a general nature to be considered by Council.

City Council may make exceptions to these rules at its discretion.

Prior to a meeting, any questions which citizens may have regarding any item on the agenda may be addressed to City Council or the City Administration. The following numbers are provided for the convenience of the citizens:

CITY COUNCIL 455-3995 MAYOR 455-3995 CITY MANAGER 455-3990

A reasonable charge may be made for copying and other activities related to responding to long and involved inquiries.

CITIZENS OFTEN EXPRESS CONFLICTING AND DIVERSE POSITIONS REGARDING SPECIFIC ISSUES UNDER CONSIDERATION. TO ENCOURAGE CITIZEN PARTICIPATION AND TO AVOID INTIMIDATION TO PERSONS WHO MAY EXPRESS SOMETIMES UNPOPULAR OPINIONS, APPLAUSE, CHEERS, OR JEERS FROM THE AUDIENCE ARE NOT PERMITTED. WHEN APPEARING BEFORE CITY COUNCIL CITIZENS MAY NOT ENGAGE IN BEHAVIOR THAT INTIMIDATES OR INSULTS OTHERS, ENGAGE IN DISRUPTIVE BEHAVIOR, USE PROFANITY OR VULGAR LANGUAGE, PROMOTE PRIVATE BUSINESS VENTURES OR CAMPAIGN FOR PUBLIC OFFICE.

* **PREVIOUSLY DISCUSSED AND/OR CONSIDERED BY CITY COUNCIL**

C O N S E N T A G E N D A

- #3. Consideration of approving the minutes of the December 11, 2018 meeting.
 - #4. Consideration of approving the minutes of the January 8, 2019 meeting.
 - *#5. Consideration of adopting a Resolution #R-19-006 to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate \$87,019 with resources from the 2018 State Homeland Security Program (SHSP) grant from U.S. Department of Homeland Security (DHS) to fund equipment and training for the Fire Department Technical Rescue Team.
 - *#6. Consideration of adopting a Resolution #R-19-007 to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate \$53,136 with resources of \$26,568 from the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund (RSAF) and \$26,568 from the FY 2019 Fire Department's budget to purchase (1) Power Pro stretcher and (1) LifePak 15 for the Fire Department.
 - *#7. Consideration of adopting a Resolution #R-19-009 that the FY 2019 General Fund budget is amended and \$777,109 is appropriated with resources of \$743,271 from the Citywide Salary Study and Implementation Plan Reserve and \$33,838 from additional State revenue to support moving all employees to the minimum of the new pay ranges and address the highest priority market adjustments.
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P U B L I C H E A R I N G S

- #8. Public hearing regarding the petition of Victoria's Inventory, LLC to rezone approximately four hundred seventeen (0.417) thousandths of an acre at 301 Rivermont Avenue from B-1, Limited Business District, to B-4(C), Urban Commercial District (Conditional) to allow an existing building to be converted into a 30-unit apartment building.
(File: Community Development) #O-19-____
 - #9. Public hearing regarding the petition of Fieldstone Manor, LLC, for a conditional use permit at 110 Aaron Place to allow fill in the floodplain to facilitate the construction of a new entrance to the previously approved townhouse development. The property is zoned R-3, Medium Density Residential.
(File: Community Development) #R-19-____
 - #10. Public hearing regarding the petition of Lynchburg Investment Company, Inc. to rezone approximately six and forty-five hundredths (6.45) acres at 2820 and 2842 Linkhorne Drive from B-3C (Conditional) to B-3C, (Conditional) to amend previously approved proffers to allow the construction of a one hundred twenty-seven (127)-space parking area.
(File: Community Development) #O-19-____
-

G E N E R A L B U S I N E S S

- #11. Consideration of adopting a Resolution naming the Emergency Service (E-911) building in honor of Barry K. Martin.
(File: Emergency Service) #R-19-____
- #12. Consideration of introducing a Resolution to amend the FY 2019 General Fund budget and appropriate \$1,755,030 resources from unexpended FY 2018 Schools Operating Fund appropriations for transfer to the FY 2019 Schools Operating Fund (\$350,000) and to the Schools Capital Fund (\$1,405,030) to fund needs as approved by the School Board.
(File: Schools) #R-19-____
- *#13. Consideration of adopting a Resolution #R-19-010 that the FY 2019 General Fund budget is amended and \$4,976 is appropriated with resources from the Citywide Salary Study and Implementation Plan Reserve to support moving the City Manager closer to the minimum of the new pay range for such position.

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **February 12, 2019**

AGENDA ITEM #: **1**

CONSENT:

REGULAR:

WORK SESSION: **X**

CLOSED SESSION: **X**

ACTION:

INFORMATION: **X**

(Confidential)

ITEM TITLE: FY 2020 Budget Work Session and Clerk of Council Recruitment Update

KEY ELEMENTS:

X Economic Development X Excellent Government X Natural and Built Environment X Safe Community X Vibrant Community

RECOMMENDATION: Participate in the FY 2020 Operating and FY 2020-FY 2024 Capital Improvement Plan Work Session and discuss the recruitment for the Clerk of Council position.

SUMMARY: City Council traditionally participates in an annual budget retreat to review revised preliminary budget projects for the upcoming budget cycle. Staff will also update Council on the Clerk of Council recruitment.

PRIOR ACTION(S): None

FISCAL IMPACT: None

CONTACT(S): Bonnie Svrcek, City Manager - 455-3990

ATTACHMENT(S): Agenda

Lynchburg is Listening Powerpoint; Summary of Major Mandated Services; Summary of Major Non-Mandated Services; Summary of Citizen Feedback

FY 2020 Major Revenues, Budget Development and Budget Calendar Powerpoint

FY 2020-FY 2024 Capital Improvement Plan Powerpoint

REVIEWED BY: bms

021A

Lynchburg City Council
Budget Retreat/Council Work Session Agenda
City Hall, Second Floor Training Room
Tuesday, February 12, 2019
2:00 p.m. – 6:00 p.m.

2:00 p.m.	Gathering, Overview of Agenda and GFOA Recognition for Distinguished Budget Presentation	Treney Tweedy, Mayor
2:00 p.m. – 3:00 p.m.	Overview of Feedback from Pop-ups, On-line Introduction of Feedback, “Balancing Act” Tool	JoAnn Martin, Director of Communications and Marketing
3:00 p.m. – 4:00 p.m.	Review of Preliminary Major FY 2020 Revenues Instructions to Departments re: Budget Submissions Identification of Major Issues for FY 2020 and Future Years Budget Calendar Overview	Donna Witt, Chief Financial Officer
4:00 p.m. – 4:15 p.m.	Break	
4:15 p.m. – 5:30 p.m.	Review of FY 2020–FY 2024 Capital Improvement Program	Reid Wodicka, Deputy City Manager
5:30 p.m. – 5:35 p.m.	Roll Call	City Council
5:35 p.m. – 5:45 p.m.	Clerk of Council Recruitment	Bonnie Svrcek, City Manager
5:45 p.m. – 6:00 p.m.	Closed Session re: Appointment of Acting Clerk of Council	



Lynchburg is Listening

FY2020 Budget
February 12, 2019





Lynchburg is Listening – A Glance Back

- Few citizens attend formal public budget meetings.
- Timing of required public hearing makes it difficult to incorporate public input into budget development process.
- Citizens may be unclear about what services the City provides.



Lynchburg is Listening – A Glance Back

- “Old School” – “Meetings to gather citizen feedback on issues have frequently resulted in more City staff than residents in attendance.”



Lynchburg is Listening – Focusing Forward

- Rather than inviting citizens to come to us, staff used components of the successful outreach efforts of the Downtown Master Plan 2040 to engage citizens.
- The departments of Financial Services and Communications and Marketing held four Budget Pop-Up meetings throughout the City in November/December 2018.



Lynchburg is Listening – Focusing Forward

- The Pop-Ups provided a convenient way for citizens to give feedback on budget priorities by responding to a simple three-question survey.
- The Pop-Ups also helped increase awareness about services and gave citizens and staff an opportunity to interact with each other.



Lynchburg is Listening

- Staff conducted on-site polling to gather residents' opinions about the budget/services and had engaging conversations with a diverse group of residents about their concerns.
- An online survey was simultaneously conducted with the same questions.



Lynchburg is Listening

- Pop Up Locations – 99 Respondents
 - Boonsboro Kroger
 - GLTC Transfer Station
 - Daniel's Hill Community Center
 - Community Market
- Online Survey
 - 100 Respondents





Lynchburg is Listening

- The opportunity to provide input was promoted through social media, news releases, radio and newspaper advertisements.
- Citizens were asked three questions at the Pop-Ups and Online:
 - *What City services are important to you?*
 - *What City services are least important to you?*
 - *What services do you wish the City provided?*



Lynchburg is Listening

- Citizens were given a list of both mandated and non-mandated services for their reference.

PRIMARY NON-MANDATED CITY SERVICES

City Schools and Citizen Education: Variety of public education services including internet, print, video and in-person delivery as well as the Lynchburg City Schools

1. Fire Department Public Education Programs such as Junior Firesetters, fire prevention and smoke detector programs
2. Record and broadcast public meetings and programming on television and the internet
3. Council/Manager Customer Service – provide answers and research for Council Members, departments and citizens and maintain Council agenda and meeting information on internet
4. Police Department public information and crime prevention programs such as Neighborhood Watch, National Night Out, Citizens Police Academy, etc.
5. Citizen and media communications and education
6. Lynchburg Public Schools: local, non-mandated contribution
7. Public Library adult and youth services that increase the access to educational materials in both print and digital format; provide computers and Wi-Fi freely available to all

Direct Citizen Contact: Research and response to questions and written inquiries regarding City services. Support for public events, i.e.: Friday Cheers, 10-Miler, Christmas Parade, State of the City Address, etc.

8. Departmental interaction with citizens: process service requests and inquiries by all City departments, provide answers and research of various topics
9. Community Development support services to citizens and developers
10. Public event support services such as security, communications, marketing, technical assistance and physical set-up
11. Business development, retention and support services through economic development activities

Infrastructure: Primarily the physical assets and systems of the government including sewer and water systems, buildings, transportation systems and open space

12. Construction management for public utility, road and building projects
13. Engineer design and project administration of City capital projects
14. Property management, easement and right-of-way acquisitions including field survey and property plats
15. Coordinate major and complete minor building repairs maintenance including Roof Replacement Program
16. General street maintenance
17. Drainage work
18. Street overlay
19. Zoning ordinances



Important Services





Least Important





Desired Services





Lynchburg is Listening - Outcomes

- The Citizen Engagement efforts were one step in enhancing opportunities for citizen input in FY2020 budget priorities.
- Citizens expressed an appreciation for having the opportunity to voice their opinions about what is important to them.



Next Steps – Citizen Awareness/Engagement

- How do we become more transparent?
- How do we reduce *Magical Budgeting*?
- How do we educate citizens regarding revenues, expenditures and balancing the budget on an ongoing basis?



Background

- Researched online cloud-based solutions that would provide meaningful financial transparency, accountability and participation.
- Many available but too pricey and requires an exorbitant amount of dedicated staff time. (Ex. OpenGov – up to \$91,000 annually)



Balancing Act



- Cloud-based Solution – Balancing Act (\$6,750)



Benefits of Balancing Act

Year-round: Simulation and Taxpayer Receipt Available to Public

Meaningful
transparency

Continuously collect
feedback

Can replace budget-in-
brief and costly
financial visualizations

Budget Development: Get Feedback

Test ideas for new
programs or service
levels

Get better results on
actual trade-offs than
is possible with a
budget survey

Proposed Budget

Provide rationale for
recommendations

Collect input

Users must balance
budget – just like you



Balancing Act

- Online Budgeting Simulation Tool
 - [Balancing Act Overview](#)
- The Balancing Act software will be populated with the City Manager's Proposed Budget.
 - Citizens will be able to go online and balance the budget according to their priorities.
- This information will be updated once the final budget document is approved.
- Robust communications plan will be implemented to boost participation.



Balancing Act Demonstration

BalancingAct

Account Login

E-mail Address*



Password*



[Forgot your password?](#)

LOGIN



Next Steps

- Consider conducting Pop-Ups after Proposed Budget is released.
- Include Balancing Act activity in Citizens Academy
- Ongoing promotion



Questions?

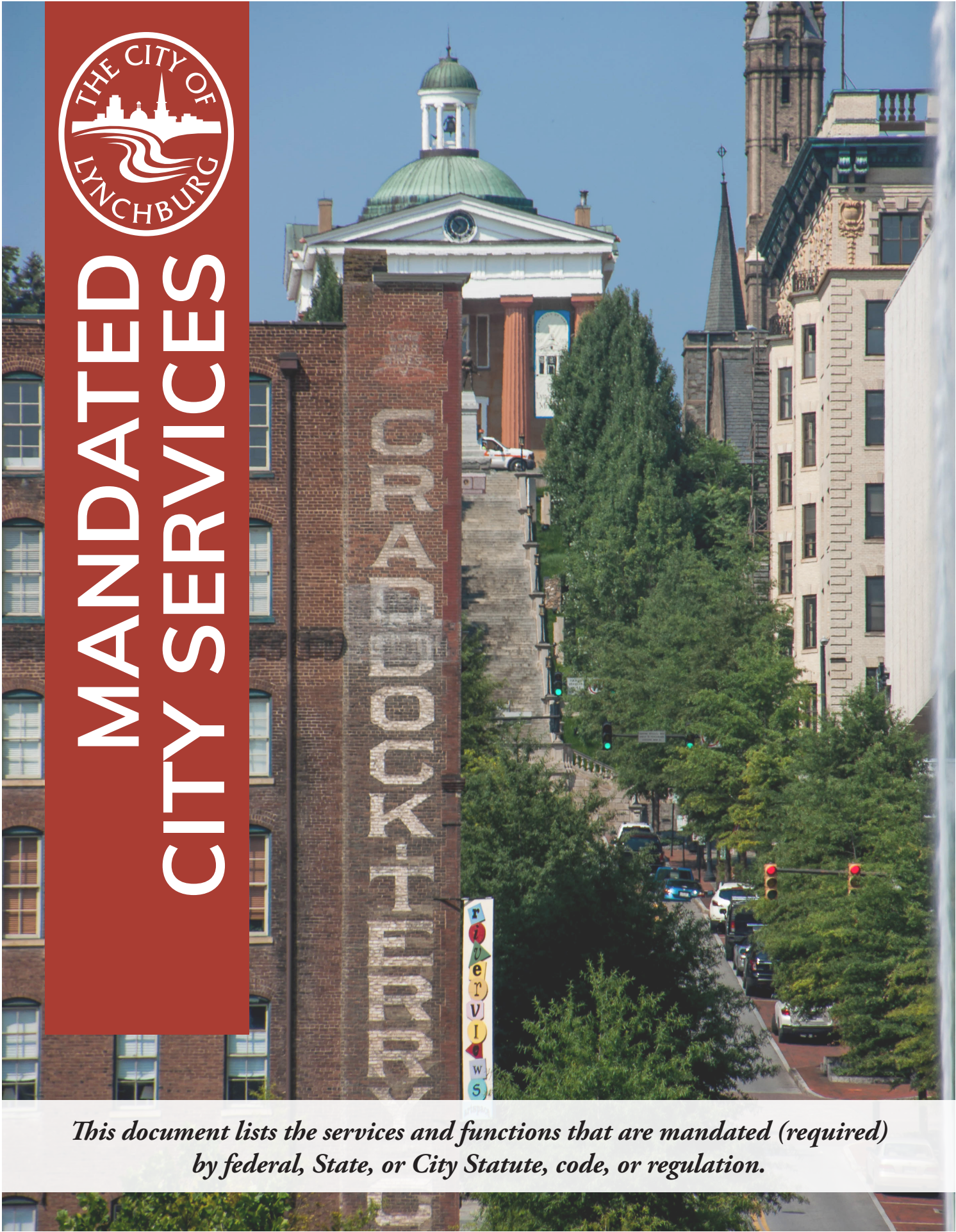


MANDATED CITY SERVICES	
Prepare Annual Compliance and Financial Audit, Consolidated Annual Financial Report, Account for All Funds except Utilities and required Government Reporting	OSHA Compliance for City departments, including employee training and DMV reporting and record review
Bi-weekly payroll Processing including IRS and State reporting	City Manager oversight of the day-to-day operations of the City including City Code updates
Payment of vendor invoices, Public Assistance, retiree Medicare, 1099 forms	Prepare the annual City budget for City Council review
Bill and collect all funds for City, includes taxes and utility payment processing and delinquent collections	Maintain and preserve the official records of City Council proceedings and coordinate overall records management requirements
Locally required contribution to Lynchburg City Schools	Process State Income Tax
Develop and manage proposed and adopted budgets including CIP and Performance Measures	Assess Personal Property Tax
Prepare and complete City and Schools’ procurement, invitations for Bids and Requests for Proposals, including construction and professional services	Assess Business Personal Property Tax
Manage Federal and State Funded Projects	Assess Machinery and Tools Tax
Coordinate all other purchases and leases including charge card administration	Emergency Management Coordination
Cash and Investment Management for City, Schools and Regional Radio funds	Animal Control Program
Debt Administration, Debt Issuance for City and Schools	Provide employee retirement counseling, certification and work with Virginia Retirement System; maintain Workers’ compensation compliance
Process various instruments and reports to receive and maximize revenue from localities, State and federal government including purchase orders to pay providers	Federal and State employment law compliance such as ADA, FMLA, FLSA, COBRA, EEO
General Ledger work for Detention and Comprehensive Services Act Funds including work for the audit of these funds	Coordination of services through the Comprehensive Services Act, including the Family Assessment and Planning Teams and Utilization Management
Manage and complete housing inspections including new construction, rental property, response to complaints: Virginia Uniform Statewide Building Code compliance and enforcement	Pre and Post-dispositional Confinement for juvenile delinquents
Issue permits for new construction projects, demolitions and new construction parking permits	Coordinate Department of Transportation Random Drug Testing Program
Review commercial and residential plans, manage the Urban Construction Initiative (UCI) and review and approve business licenses	Deliver Public Assistance Programs: Medicaid, Food Stamps, Temporary Assistance to Needy Families (TANF), Energy Assistance, State, Local Hospitalization and Auxiliary Grants
Administer Bridge Maintenance Program	Provide Adult Services: Adult Protective Services, Companion Services, Adult Services
Traffic engineering services including maintenance and repair of all traffic control devices	Provide Child Protective and Family Services: Child Protective Services, Child Welfare Intake, Ongoing Child Protective Services
Manage VDOT Urban Transportation projects	Manage Foster Care: Adoptions, Independent Living, Foster Care Prevention, Regular Foster Care and Foster Parent Training
Financial oversight of UCI projects and prepare required annual reporting	Deliver Employment Services such as Career Planning, Job Search, Employment, Job Retention and Income Enhancement
Administration of Federally mandated National Pollutant Discharge Elimination Systems (NPDES) Program	Manage Child Care Programs including Transitional Child Care, Head Start and the Child Care Quality Initiative
Administration of Erosion and Sediment Control Program for City owned projects	Department of Social Services Customer Contact and Records Management
Engineering review of all infrastructure plans	Department of Social Services Administration including supervision and facility management
Engineering review of all private development site plans, traffic studies, and plats	Review Site Development Plans and Subdivision Plats
Ensure compliance with Zoning and Sign Ordinances, review and approve site plans	Review and Process Rezoning and Conditional Use Permit Applications
Reassessment: determine fair market value of all real property for taxation including valuation, research, appeals, property transfers, permits and all related data management	Review and Process Street Dedications, Naming, Vacations, Historic District Applications
Provide legal services to City Council, School Board and Administration, staff, departments, boards/commissions, etc.	Preparation of Technical Review Committee and other Board Packets and meeting minutes
Respond to inquiries and complaints from the public concerning City ordinances, policies, procedures, etc. and oversee the handling of claims and lawsuits and the City’s self-insurance program	Conduct Neighborhood Studies, Surveys and Meetings
Represent the Department of Social Services in child abuse/neglect cases and adult protective services	Provide required support services to a variety of Commissions and Committees such as Planning, Historic Preservation and Design Review
Assist with code enforcement efforts (e.g. building code, zoning ordinance, fire code, etc.) and real estate matters	Administer the Erosion and Sediment Control program including flood plain management
Procure liability insurance and manage Property and liability claims against the City	Prepare and update Zoning Map, Comprehensive Plan including future land use map amendments

MANDATED CITY SERVICES

- * Deliver Emergency Medical Services
- * Provide Fire Suppression Services
- *Complete Fire Inspections, Permits and Site Plan reviews
- *Complete Fire Investigations
- *Provide Fire and EMS training
- *Fire Health and Safety programs including gear repair
- *Police response to emergency calls via 911 and other Citizen Requests for Assistance
- *Police Critical Incident Response
- *Complete Criminal Investigations: Violent Felonies and Misdemeanors
- *Complete Criminal Investigations: Narcotics and Criminal Enterprises
- *Complete Criminal Investigations: Crime Scene Processing
- *Manage Police Property and Evidence
- *Manage Police Records
- *Complete Crime Analysis and Police Report Review

** Note: Police, fire, and emergency medical services are not mandated by any governing body. However, since the City has chosen to deliver these services, federal State and City codes govern the delivery of the services.*



This document lists the services and functions that are mandated (required) by federal, State, or City Statute, code, or regulation.

PRIMARY NON-MANDATED CITY SERVICES

City Schools and Citizen Education: variety of public education services including internet, print, video and in person delivery as well as the Lynchburg City Schools
1. Fire Department Public Education Programs such as “Junior Firesetters,” Fire Prevention and Smoke Detector programs
2. Record and broadcast public meetings and programming on television and the internet
3. Council/Manager Customer Service – provides answers and research for Council Members, departments and citizens and maintains Council agenda and meeting information on internet
4. Police Public Information and crime prevention programs such as Neighborhood Watch, National Night Out, Citizen’s Police Academy, etc.
5. Citizen and Media Communications and Education
6. Lynchburg Public Schools: local, non-mandated contribution
Direct Citizen Contact: research and response to questions and written inquiries regarding City services. Support for public events, i.e.: Friday Cheers, 10-Miler, Christmas Parade, State of the City Address, etc.
7. Departmental interaction with citizens: process service requests and inquiries by all City departments, provide answers and research of various topics
8. Community Development support services to Citizens and Developers
9. Public events support services such as security, communications, marketing, technical assistance and physical set-up
10. Business development, retention and support services through economic development activities
Infrastructure: primarily the physical assets and systems of the government including sewer and water systems, buildings, transportation systems and open space
11. Construction management for public utility, road and building projects
12. Engineer design and project administration of City capital projects
13. Property management, easement and right-of-way acquisitions including field survey and property plats
14. Coordinate major and complete minor building repairs maintenance including Roof Replacement Program.
15. General Street Maintenance
16. Drainage Work
17. Street Overlay
18. Sidewalk and guardrail installation and maintenance

PRIMARY NON-MANDATED CITY SERVICES

Environmental: services that improve and maintain City owned property, streets, grounds and facilities. Direct services to citizens that maintain cleanliness and safety.
19. Snow and ice removal
20. Maintain GIS and digital maps of City, update maps based on plats, resurveys, etc...
21. Support and administer neighborhood services such as historic district assistance, securing vacant buildings, street light management
22. Manage the City’s Parking Program/work with Parking Authority
23. Grounds maintenance and mowing
24. Litter pick-up
25. Tree maintenance
26. Parks and trail maintenance
27. Refuse collection
28. Brush and Bulk Collection
29. Recycling Program
30. Street Cleaning
31. Leaf Collection
Public safety: non-mandated police, fire and emergency communications programs and services
32. Fire Dept specialty services such as Technical Rescue, HazMat, Dive Team and Urban Search and Rescue
33. Police Street Crimes / Gang Enforcement Team
34. Traffic Safety Program
35. Police Criminal Investigations: Non-Violent Felonies and Misdemeanors
36. Emergency Communications (LynCom)
37. Police Accreditation Maintenance
38. Fire Department Non-emergency transport services
39. Wildlife Management Program
40. Alarm System Registration and Billing
41. Fire apparatus maintenance and repair

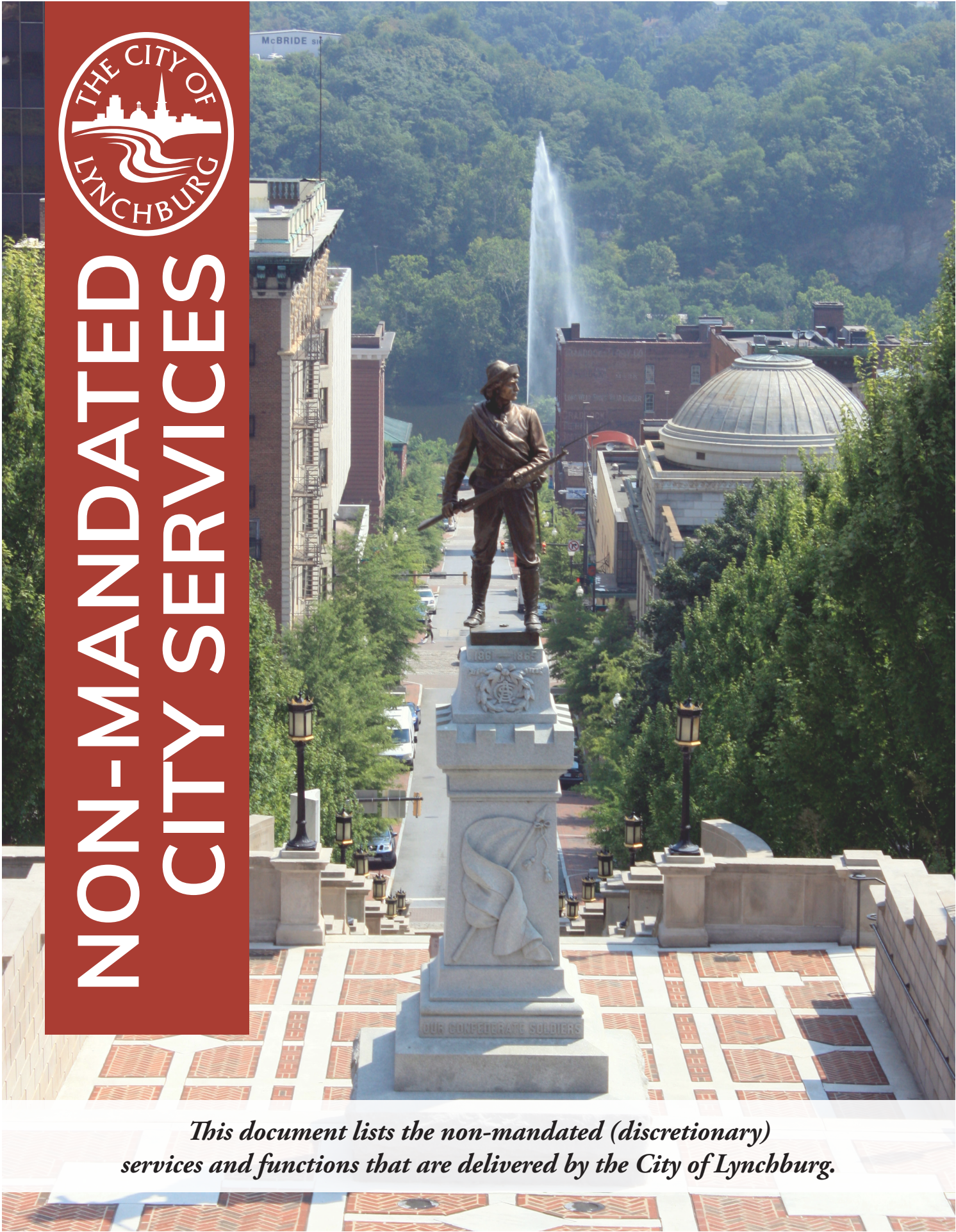
PRIMARY NON-MANDATED CITY SERVICES

Services to youth: services designed and delivered specifically for young people

- 42. Foster Care Prevention Service (may be court-ordered)
- 43. Juvenile Services prevention and intervention services such as truancy prevention, community service, family counseling, neighborhood alternatives to detention (some services may be court-ordered)
- 44. Museum Education and Outreach for Youth
- 45. Youth recreation programs including naturalist, community centers, youth athletics, arts and other classes
- 46. School Resource Officer (SRO) Program High Schools and Middle Schools
- 47. D.A.R.E. Program Elementary Schools
- 48. Library youth services and programming
- 49. Crisis Intervention Shelter Services and Long-Term Residential Services for youth (may be court-ordered or referred from Department of Human Services)

Adult Leisure services: recreational and library programs and services for adult City residents

- 50. Adult athletics, arts, aquatics and other classes
- 51. 50+ recreational programs
- 52. Library Adult Services, including technical, circulation, PC Lab, mobile services and volunteer management
- 53. Downtown Branch Library/Public Law Library
- 54. Lynchburg Museum System support, Old Court House and Point of Honor, to collect, interpret, and preserve the City’s history, artifacts, and photographs
- 55. Community Market operations and support



Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
Budget Pop-Ups					
1	Public Works - Love Downtown landscaping	N/A	No one wants to buy recycling since can't go to China - stop buying throwaway plastic, Council mandate - Council too nice - outlaw plastic bags - recycling important		
2	Even though our 3 children have graduated the school system is very important to us - leaf, brush pick-up - garbage pick-up - police, emergency services	N/A	Better ramps into the highway. Our 18 year old was recently in an accident. Someone came flying off the Candler's Mountain Road exit the one where there is no acceleration lane. I understand the police call it the "usual" spot for accidents - my son was the 3rd accident that day! - glass recycling		
3	N/A	N/A	more trash removal from sidewalks/bus stops - curbside recycling		
4	Leaf collection - trash/debris collection	N/A	recycling at curbs		
5	Boost police income	no two-way - give \$500k to police	recycling - every 2 weeks		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
6	Police - fire - EMS services - other emergency response - 911 call centers	leaf/debris collection - Christmas parade & decorating - and all other parades and civic "beautification" projects. If the City cannot learn from the dam failure and denial of disaster relief funds that things that are "pretty" and "nice" can and DO come with direct monetary cost and a significant opportunity cost, then nothing will ever cause the people running it to learn - non-mandated services that should go: #21, 22, 25 (minus street lights), 28, 32, 33, 34, 35, 49, 50, 52 (does not work), 55, 58, 62, 63 - please drastically reduce <u>all</u> "planning" activities that do not directly address actual issues i.e. <u>NO</u> 2-way traffic downtown, stop "planning" long-term "development" projects without adequate public safety services. Does it matter how well our children are educated or how pretty the streets are if they are NOT SAFE?	Basic long term solvency - enough trained police officers to fully staff every shift - enough money to attract and retain officers so you do not have the necessity of swearing in people who should not be in uniform - if dam project failure was costly wait for the civil lawsuit from the Link Road shooting.		
7	*police*, fire, and rescue, also dispatch - public works, bridges, roads - water, etc. - maintenance of current buildings - courts, police, and other buildings in despair	Leaf collection - wireless in City parks - City decorations - parades - adult athletics - maintaining cobblestone streets	I wish the City did a paid leaf collection. They could sell bags, just like trash stickers. A paid service could be self sufficient or even turn a profit. I think citizens would also be open to a club or org. that would help maintain the trails, instead of City workers.		
8	leaves/tree removal - snow/ice removal	N/A	N/A		
9	parks & rec - public works - garden maintenance				

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
10	Emergency services - schools - water - sanitation - parks & rec - child protection	parking enforcement	nothing comes to mind		
11	public schools - parks - Downtown Lynchburg - market	N/A	Better management of run-off water - too much into Blackwater Creek -> James River		
12	Trash pick-up - schools - fire & police	all important	N/A		
13	#33 - NM, 46- NM, 6 - NM, 7 - NM - *all the mandated seem pretty important	#4 - NM, #28 - NM volunteers should do that, 52 - DARE	recycling glass & plastic		
14	GIS - public parking - parks & trails - public library	5th street revitalization - downtown 1-way -> 2-way project - traffic circles	recycling (curbside)		
15	clean water - good roads - trash removal - RECYCLING! - fire, EMS, & police, crime prevention, education	that's hard. Some of the conditional use & bldg. permitting process goes into overkill, but it is a necessary process. Just the administration of it sometimes gets a bit unfair in it's process.	Curbside recycling		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
16	Transportation - tax - infer structure	N/A	better airline services		
17	road & side walk maintenance	police & fire protection	trash and leaf collection		
18	sidewalk & guardrail installation & maintenance - snow & ice removal - litter clean up** - police street crime/gang enforcement team - police crime investigation - community market operation & support - administer the erosion and sediment control program including flood plain- D.A.R.E	N/A	N/A		
19	In order: police - fire - trash pickup - public library - new building or renovation - parks - poverty initiative - schools	citizen academy (reaches too few) - parking (I have never had a problem)	those above. Real estate taxes are low here so raise them to have a decent beautiful city.		
20	N/A	Boxwood needs chemicals earlier when it snows	N/A		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
21	Schools touch my heart and our future, we need to support our staff and teachers. Efficiency too. Ask them where cuts can be made and increase pay. Keep what we have and able to recruit - Keep Lynchburg clean and safe	While I like our road and intersection improvements, I think they may be too 'fancy' adding to expense. Huge sidewalks where nobody walks, etc. - Infrastructure important but keep it simple. Recent examples, Indian Hill Road, fix bridge but keep it simple - Lakeside Dam, keep it simple - Park & Rec, trim down - Are there better, less expensive ways to handle what Horizon Behavioral Health does? So much \$ is spent here.	I would support meals tax increase and lodging tax increase. So many come to enjoy Lynchburg (county and distance) - let them help pay. They will eat out and sleep in the hotels anyway!! I would support any idea to bring in revenue from those visits!		
22	trash pick-up - snow removal/leaf etc. - downtown revitalization - parks & rec - road maintenance	zero	recycle pick up		
23	parks and trail systems, city events and downtown promotion, business development, school systems, general street maintenance	police criminal investigations of non-violent crimes and misdemeanors	N/A		
24	curbside pick-up - brush and bulk	n/a	hard to get to one-time recycling at landfill for hazard waste - wish we offered it once a year at curb - curbside recycling		
25	transportation - don't drive	N/a	N/A		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
26	help with the elderly doing what ever they need help with looking in on them in bad weather. A program for them.	cable being so costly	quickly services for people		
27	maintaining infrastructure (water, roads & bridges, etc.) , education - maintaining structures, etc. - fire & police	parking authority	N/a		
28	school system - how can we afford not to fund? System is saddled with so many child issues/families on top of education - police & fire safety - library	DARE	N/A		
29	school support/upkeep of facilities - more complete police training - emergency medical - 911 services - snow removal services - traffic engineering	N/A	N/A		
30	public safety - schools	depends	Curbside recycling		
31	Happy with all city services that are currently being provided. Please don't cut services. We get good value for our tax dollar. Continue the good work.	N/A	N/a		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
32	Museum education & outreach for youth - library programs - community market	media communications - record & broadcasting	improve timetables of road constructions		
33	snow & Ice removal - brush & bulk collection - trash pick-up	N/a	forget about 2-way traffic downtown to save \$\$ particularly since businesses do no want it, nor does anyone else		
34	school system (funding) - first responder (fire & police) - trash - recycle - roads infrastructure	N/a	N/a		
35	schools! Education is an economic force! It brings businesses and people to the city - pay our teachers and fix our buildings! Oversee school board and their spending. Close empowerment academy	Things that cater to one area. Things that should be of benefit to all. Let don'tions and private investment finish downtown. Let us fundraise for parks and rec trail fixes.	High quality education in safe buildings! No mold, leaks, mildew, flooding, or rats.		
36	Schools! Our schools are falling apart. Have you stepped foot in EC Glass HS? Water damage everywhere, basement constantly flooding. Sick children and teachers and the mold issues need to be addressed. We moved here for the schools from Charlotte and we are about to leave because schools are falling apart and are "sick".	Stupid traffic circles - making Main Street 2-way - can't attract people to the City if schools are bad	Provide the schools with funding. We need to attract good teachers. can't do it with terrible pay. We have City Council members with students in private school - what is that? And there is no DARE program in schools like the brochure says.		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
37	All of them - live in City for services	N/A	Recycle pick-up		
38	parks & trails	historic/vacant buildings programs - private sector	recycling city-wide & curbside		
39	water sewage - police fire - schools - parks & rec	none	need to cut costs - business license, don't like - cut costs in vehicles, fleet too new		
40	cleanliness - crime prevention - safe places to shop	N/A	N/a		
41	N/A	alarm system - don't like \$30 fee - 30 minute response by police to all - bad experience with water disconnect	n/a		
42	education - water sewage - police	cable	water - more quick snow removal on side streets		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
43	all offered by the City at the present time	all are important	n/a		
44	emergency services & 5th street is terrible	all are important	5th street - it is horrible		
45	the fire department - police station - animal control - school system	none of them for real	free indoor basketball courts - a kickback for teenagers		
46	schools - public safety	I don't think that animal control center doesn't need as much money as they get.	I think the City needs to pay the teachers more.		
47	roads - pickup leaves, brush - trash -water	n/a	Keep! Rts 501 & 221! & love Lynchburg!		
48	schools! Schools! Public safety/police & fire	animal control - landscaping etc. - making main st 2-way traffic	recycling		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
49	fire & EMS - lifesavers! Schools - public education - parks - garbage pick-up	loose leaf collection	raise property taxes!!! & ask non-profits to voluntarily pay		
50	education - parks & rec - health services	don't think 2-way traffic has not been very transparent	n/a		
51	pick-up trash, brush, & leaves - everything is great	n/a	no		
52	all of the current services are important to me. This financial situation the city has found itself in is directly related to irresponsibility in the past. You have catered to LU & no longer have any employment opportunities other than retail & food service. Failed to do any advance planning	in re: College Lake - spent too much money paying for the crosstown connector to Glenn Treat, Reginald Yancey, et al. Too much style and not enough substance in the downtown renovations - we did not really need cobblestone streets, welcome sign engraved into a bridge, all the money spent on Bluffwalk, etc. Financed the Craddock hotel & other private entrepreneurial endeavors.	And of course, the first place you solicit recommendations is in Boonsboro. "03" is the only thing that matters to Council other than LU.	Louis Galloher	434-237-2660
53	City Staff is at minimal levels now - don't cut further	City schools budget is way too high, cut it! School board thinks its job is to employ people 1st and 2nd educate - SAD!	Curbside pickup of recycling	H. Cary, City Council 2010-2014	434-660-8299

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
54	1) police 2) fire 3) water/sewer 4) trash 5) Social services 6) development - economic	none	n/a		
55	all of them - they help if not myself but somebody	I still think they are all important	better animal control		
56	GLTC	want taxes lower - fewer roundabouts - I explained they are cheaper and she liked that	Johnson tennis courts are never open		
57	garbage - leaf - recycling	children services	trail systems		
58	police - ok w/ taxes being raised - bill for refuse in water bill	n/a	recycling every two weeks		
59	the usual - trash collection, street maintenance, public schools	bicycle lanes (and I bike) - parking, too much time and money have been wasted in paid parking trials	most crucial is support of the public schools. Do not cut the schools budget but make smart decisions about expenditures. Our schools are such messes I wish I had a magic wand.		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
60	recycling - trash removal - leaf removal - brush	n/a	recycle containers and pickup		
61	trash - more than once a week like it used to be. don't like 2-way traffic downtown school board - no accountability kids suffering math & English - black kids.	n/a	n/a		
62	EMS 911 - public library - park system	schools only b/c I'm out of school & children & grandchildren are too	can't think of anything - more hiking trails		
63	N/a	n/a	501/221 intersection is a nightmare		
64	trash pick-up - wifi speed - clean streets	none - all important	better bus service		
65	n/a	n/a	keep all services - MESSAGE TO COUNCIL: stop wasting money for things don't need - no 2-way traffic - want to move elections to Nov - Mimosa, surface refinish mess up - no roundabout @ Indian Bridge - tax exempt properties -invoke 1% service fee - statute	Sherwood Newton, (H) 434-384-6937 (M) 434-907-9973	1913 Gaymoor Ter., Lynchburg, VA 24503, sherwoodnewton@hotmail.com

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
66	bus services - leaf collection	none	none		
67	exercise classes - seniors low-impact - computer classes	trips	go to floral design classes - sewing classes (beginners) - knitting classes (beginners)		
68	everything	nothing come to mind at this time	trips for seniors in evenings who work during the day		
69	more senior citizens trip - adult computer classes	n/a	swimming classes for beginners		
70	police services - garbage collection - senior activities - children programs	n/a	senior swimming classes		
71	all of them	n/a	homeless issues, helping feed people - 5th street people have to leave, even when it's cold - citizen academy for high schoolers		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
72	later bus hours - buses that run more frequently - fine arts/arts festivals - college prep programs	n/a	buses that run later/early to accommodate people that work		
73	police, firefighters, teachers - main issue that is important to me: retention of quality employees, especially in the above fields	community action team, leaf collection, traffic circle	I wish the city retained highly skilled employees		
74	buses running on time	n/a	coffee every morning and don'ts		
75	public safety - snow removal - police street crimes & investigations - general street maintenance	n/a	Sunday service - buses run a little later at night		
76	trash pickup - services for felons, homeless - more frequent mass transit - less harsh police and courts	n/a	better social services for the indigent		
77	street cleaning	all of them are important	crime rate to much killing - keeping the city clean - work on making Lynchburg a better city		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
78	the bus service it helps so much	I don't have one	not sure		
79	I ride all the a's and b's at different times, but I wish the Madison Heights bus would ride later and every hour would be good too!	n/a	mentioned above.		
80	Horizon Health - mental health services - church - transportation - pulling together in unity	n/a	n/a		
81	trash pickup is important to me - service should be 2 days a week instead of one	none	none		
82	public safety core services (fire/EMS/LE & Emergency Communications) - mandated local education funding - water resources - required constitutional offices funding - business and economic development activity - infrastructure investment and maintenance - most non-mandated Public Safety services (are we maximizing EMS billing revenue?)	public event support services should be revenue neutral - passed on to the event planners (not taxpayers) City parking program - > why does it cost us anything when we charge for parking? -> revenue neutral - leaf collection, let us burn leaves - recycling program - fire dept. HAZMAT team - community development - museum education & outreach - library services/libraries - community market should go private - non-mandated City school funding	If we are forecasting future budget deficits, we would be irresponsible to add services. The city should look to cut back on funding non-profit & social programs that aren't mandated and focus on providing a clean & safe place for people to live, and businesses to thrive.. thanks!		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
83	GLTC - gets me basically close to where I need to be (about a mile to walk) - like roundabout - well placed with everything	need more sidewalk - (illegible handwriting)	Bus stop on Cral'mont - no one gets on or off - make a loop (illegible handwriting)		
84	shorter period of time b/t buses - Sunday services	n/a	n/a		
85	GLTC	all are important	can't think of anything		
86	all the services	every one is very important	Sunday would be great going to the hospital and work. Talk to lot of people and this is a very good way to get to work (GLTC)		
87	GLTC and public transportation - more sidewalks	n/a	better communication between City and all departments		
88	police - fire - trash - City does great job	none	n/a		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
89	GLTC receptionist is very helpful - bus drivers could be more helpful - don't care about people	need lower bills	need more services for autistic - Big Brothers & Big Sisters won't take autistic kids		
90	GLTC , perfect - all services - (worked at LU)	n/a	n/a	(worked at LU)	
91	GLTC - so far good	n/a	n/a	(LU student from Kenya)	
92	transportation - GLTC - bus doesn't go where he lives (Liberty Mt) - reduce time between buses - weekends and after 7 - breaks - run whole	n/a	n/a	(LU student from Kenya)	
93	GLTC	shouldn't have to pay for sewer	n/a		
94	GLTC bus service - bus tracker - city jobs - department of social services	The Hopper	n/a		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
95	recycling - community clean - police - fire - public works	none	help poor people		
96	GLTC (lives with someone else)				

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
Online Submissions					
2018-11-20 5:40 PM EST	Parks & Trails Police and Firefighters Water & Trash	They are all important		Joanne Leonard	2134 Lakeside Dr. Lot 117 Lynchburg VA 24501
2018-11-20 6:54 PM EST	Trash pick up, leaf and brush pick up. Bulk trash pick up.	Should cut back on bulk trash pick up to twice a year by ward like it used to be.	Curb side recycling	Leslie Morris	5148 Wedgewood Rd Lynchburg VA 24503
2018-11-20 7:06 PM EST	Having enough well paid and well trained police and firemen. Having streets without potholes. Having weekly garbage collection and having the leaves picked up in the Fall. Also being able to call for bulk pick up.	New schools, fancy sidewalks and lighting and curbs where there are no pedestrians using the area! Preserving cobblestone streets. Making downtown streets two-way.	Faster bulk pick up. I trl'med the shrubs at my rental house 6 weeks ago and the brush is still waiting to be picked up. It has ruined the grass in my front yard. This is typical for my neighborhood. No service. And I wish you still scraped my street of snow. My house is 3 houses from Fort Avenue and we can watch the snow plows go up and down Fort, blades up, numerous times, while my street sits snowed covered and doesn't even get plowed once most times. What do I pay taxes for? This street was plowed when I'moved here, just not recently.	Lisa Dibble	103 Vermont Avenue Lynchburg Lynchburg VA 24502
2018-11-20 7:59 PM EST	Education	Not sure	Well-paid teachers and staff (including bus drivers) at Lynchburg City Schools.	Ula Kauppi	115 Beacon Hill Place Lynchburg VA 24503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-20 8:14 PM EST	Public schools. Our schools need to be top notch to attract people to our area. Not tending to them and not compensating staff fairly has been detrimental to our city. We are literally a laughing stock right now. It infuriates me knowing we have such amazing staff working in the schools and no one in the community acknowledges it and also talks down about them. FIX THE SCHOOLS!	Two way traffic on Main Street. New roundabouts. All of that can wait. Fix our schools first!	Fair compensation to teachers and all other support staff/bus drivers.	Jessica Korby	238 Chesterfield Place Lynchburg VA 24502
2018-11-20 8:16 PM EST	Public Education. School services and infrastructure. A living wage for all city employees with the ability to receive pay raises according to years of service and individual performance.	2 way traffic on Main and Church Streets.	1. Single stream trash/recycling. 2. When road construction shuts down access to businesses. Those businesses should be compensated for their losses caused by poor construction management.	Brett Carson	4310 Tremont St. 4310 Tremont St. Lynchburg VA 24502
2018-11-20 8:39 PM EST	Lynchburg City School system and the Lynchburg Police security department and trash pick up.	Changing downtown one way streets to two way streets	I wish the city would understand that people move to Lynchburg because of the great city it is and educational system it offers. Those individuals that live here work within the school system and if they are not paid appropriately they will/are looking for employment elsewhere.	Deanna Callaham	4418 Gorman Dr. . Lynchburg VA 24505
2018-11-20 8:57 PM EST	Clean, pure water Sewage removal. Trash removal Clean streets - removal of leaves, snow, maintenance	Fire & Police services Good public education Downtown festivities	Better recycling	Katherine Payne	4724 Heritage Drive 4724 Heritage Drive Lynchburg VA 24503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-20 9:12 PM EST	The quality of our school system is most important to me. It determines the future of our city, it's business success, it's cultural activities, and whether or not people want to live here. We MUST invest in our schools. In light of state budge cuts, the Lynchburg City Schools need more money from City Council if we want Lynchburg to be a viable place to live.		Recycling pick up	Laura Webb	1548 Parkland Dr. 1548 Parkland Dr. Lynchburg VA 24503
2018-11-20 9:16 PM EST	Clean water; great PD, FD, and EMS; responsible money spending	Trash collection	Recycling, bicycle and foot police on trails, visible PD walking downtown, better walking downtown for elderly and a downtown city map of retail.	M Cunningham	Wild Turkey Rd Wild Turkey Rd Lynchburg VA 24502
2018-11-20 10:29 PM EST	Police, Fire, water/sewer, electronic billing, plowing, Parks&Rec, filling potholes, schools (but not SOL testing).	Beautification projects, 2-way Main St., loaning money for renovations in downtown, property taxes on vehicles.	None more. There are way too many "services" that are strapping the budget and could better be handled by the private sector.	Heather Knopp	2408 Castle Pl. 2408 Castle Pl. Lynchburg VA 24503
2018-11-20 10:59 PM EST	Emergency services		Recycling pickup	Lauren Rock	1358 McKinney Ave 1358 McKinney Ave Lynchburg VA 24502

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-20 11:04 PM EST	Public schools!! Library Parks and rec Sidewalks!! Clearing streets of snow Trash- especially big trash Water Keeping river clean Maintaining roads Attracting new business to town Encouraging health in its own employees Coordinating collaboration between the 5 colleges Standing up to LU and not being pushed around	?	Higher pay for LCS bus drivers & teachers Renovations for schools Recycling More sidewalks	Rachel Gagen	214 Woodland Ave Lynchburg VA 24503
2018-11-20 11:10 PM EST	Too vague and general to answer. It depends on the specific detailed service within each of the large budget categories.	Too vague and general to answer. It depends on the specific detailed service within each of the large budget categories. Downtown 2040 plan needs to be scrapped totally. The mess with the lake must be fixed. All the other building plans need to be put on indefinite hold forever. All of the politicians plans for growth. Anything that contributes to more traffic. Growth in general. We must have sustainability not more growth. Growth is limited and more growth makes the quality of life worse. All systems saturate so growth is not a workable strategy.	More roads. Fewer traffic circles. More library and information service. More recreation. More FREE Parking. Less congestion. Anything that provides a better quality of life. More ONE way streets in high density areas like downtown. A more logical planning process based on using SYSTEMS ENGINEERING METHODS based on *SYSTEMS* THINKING that provides for a sustainable existence forever. A detailed consideration of all of the following: the three questions wrt popups about lynchburg budget High Level View Operations - important but too expensive - needs trl'ming Debt Service - debt must be eliminated - high priority Schools Operations - too expensive - look at ALL alternatives to cut costs	willli'm adams, PE ,PhD	209 old graves mill road #15 209 old graves mill road #15 lynchburg VA 24502

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
		strategy.	Schools Operations - too expensive - look at ALL alternatives to cut costs Greater Lynchburg Transit Company - low priority - needs to be justified Transfers to Other Funds - delete - fund valid needs directly or not at all Reserves - why are they not big enough to cover all current issues like the lake? - must be large enough to ensure sustainability without more taxes or spending Capital Improvements - zero priority until we achieve sustainability if ever General Government Administration - necessary but must cut costs Judicial - necessary but must contain costs Public Safety - very important - Public Works - depends on specific item Health and Human Services - misleading name - health has no workers / constrain services !! Cultural and Recreational - very important and need much more Community Development - very low priority except parking very high Education - important but must find better cheaper ways Debt Service - must be eliminated Operating Transfers Out - zero importance - delete this item in future Sanitation - very important - but need to see if we can do it better cheaper Airport - important - no change if we can afford it - but can we ? Transit - low importance Other Uses - zero importance Sewer and Water - high importance Other funds - low importance THE FOLLOWING NEED TO BE LOOKED AT IN GREATER DETAIL TO DETERMINE COST/BENEFIT VS RELATIVE VALUE FOR ADJUSTMENTS TO ALL ITEMS - General Government Council/Manager Offices City Assessor City Attorney Self-Insurance Commissioner of the Revenue Office of the Director of Financial Services Accounting Division Billings and Collections Division Procurement Division Human Resources Occupational Health		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
			Information Technology (IT) Application Services Division Geographic Information System (GIS) Division Network Services Division Registrar Electoral Board State Treasurer DITTO FOR THE FOLLOWING (details omitted here) Judicial? Public Safety ? Public Works ? HUMAN SERVICES - there is NO health involved here Ball All things by their actual functions ! Parks Rec etc ? Community Development ? AND YADA YADA THROUGH THE ENTIRE 600 PAGE BUDGET DOCUMENT Every detailed item needs to be justified with an eye to cutting expenses. All of these items details need to be voted on by the citizens of the city AND A DYNAMIC PROGRAMMING APPROACH USED TO BEST ALLOCATE AVAILABLE RESOURCES TO MAXIMISE BENEFIT TO THE CITIZENS BASED ON THEIR VALUE FUNCTIONS AS A WEIGHTED WHOLE AS PART OF A SYSTEMS ENGINEERING APPROACH TO PLANNING AND BUDGETING OVERALL THE CITY GOVERNMENT IS TOO LARGE AND TOO EXPENSIVE AND NEEDS TO BE TRI'mED BACK AND FUTURE GROWTH STOPPED		

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-21 6:41 AM EST	School buildings!!! Please fix the issues at ECC. Also teacher pay/ retention. The turnover rate has to come down.	Beautification - this can be done privately with local \$	Schools and teacher improvements is #1.	Virginia Haske	233 Kensington ave N/a Lynchburg VA 24503
2018-11-21 7:03 AM EST	Public education	Dog park	Is this a city services? Not sure, but oh my goodness let's start supporting our public schools financially. You are going to start losing some very good veteran teachers because we can't afford to support our own families on these salaries	Kimberly Gibson-mcdonald	213 Kensington Ave Lynchburg VA 24503
2018-11-21 7:11 AM EST	Road maintenance, education, and police and fire services.	The restoration of bumpy cobblestone streets downtown.	I think the city has made a valiant effort to provide necessary services, like public transportation and general upkeep. Paid parking and two way streets downtown is a waste of time and money and bad for business. No one likes driving on the cobblestone streets.	Julie Allen	1201 Heath Ave. ? Full address in line 1. Why is line 2 of address a required field? Lynchburg VA 24502
2018-11-21 7:29 AM EST	Schools, parks, libraries transportation, trash, social services			Barbara Gladieux	328 Sumpter St Lynchburg Lynchburg VA 24503
2018-11-21 7:46 AM EST	Public Education	leaf collection	recycling	Emily Plice	1310 Rivermont Ave n/a Lynchburg VA 24504
2018-11-21 7:58 AM EST	Roads, trash- we need recycling badly.	?	Recycling	Liz Highley	301 Atlanta Ave and 300 Atlanta Ave Lynchburg VA 24502

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-21 8:05 AM EST	Education - teacher salary, funding for school upkeep	Street signs, 5th Street beautification		Soraya McKinney	3833 Boonsboro rd 3833 Boonsboro rd Lynchburg VA 24503
2018-11-21 8:12 AM EST	- Road improvement on Timberlake (and other areas) - WAY too much development - but roadways aren't keeping up w/ traffic. And, we need to ensure projects that enhance our City - not just keep adding apartments and fast food. That's all we get in the Timb			Gwen Riggleman	103 Buckingham Dr 103 Buckingham Dr Lynchburg VA 24502
2018-11-21 8:14 AM EST	Education! I would support a tax increase or a disbursement of other funds to help increase teacher salaries, benefits and extracurricular school activities (such as marching band).	Repeated road paving services where roads appear in good condition.	Increased (or return) brush or debris pickup rather than it sitting on our narrow Rivermont streets for weeks on end.	Deborah Gleason	1035 Ashland Place 1 Lynchburg VA 24503
2018-11-21 8:33 AM EST	Clean drinking water, wastewater & sewage removal that keeps it out of the local waterways, great schools with great teachers that provide access to the arts and exercise, great natural parks- like black water creek, electricity & affordable internet access for all citizens Police dept. Trash & recycling removal	Two way traffic downtown,	Treatment for mentally ill citizens who are at risk for becoming criminals, Curbside recycling	Marcia Yochum	336 Woodland Ave Lynchburg VA 24503
2018-11-21 9:24 AM EST	Gltc library social services			Michael Hudgins	1221 wards ferry Rd. #36 Lynchburg Lynchburg VA 24502

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-21 9:31 AM EST	Our city schools and our public school teachers--they deserve raises!	They are all important.	Curb side recycling	Emily Sorensen	209 Kensington Avenue Lynchburg VA 24503
2018-11-21 9:32 AM EST	Our schools are at the top of our priorities as far as city services, please allocate more money to the salaries of the staff of our schools. We will always benefit from top teachers in the area because that's the main reason people stay here, move here and spend money here. Poor schools mean a poor community and that will lead to poor infrastructure.	Roundabouts like the one installed on the Timberlake on ramp and 501. Also any allocation of money to make more entrances to liberty from 460.	I wish the city purchased smaller buses that were electric, used them to take passengers to and from. Anyone could use a smart phone to see where a bus was at any time and hop on for a set price. There are parts of the city where people have to walk long distances to catch a bus, and often the large busses run empty wasting gas and putting heavy wear on the roads.	Mauricio Becerra	2904 Rivermont Avenue Lynchburg VA 24503
2018-11-21 11:26 AM EST	Affordable living for seniors on fixed income that doesn't get taken over by drugs .because there isn't enough house I g that we can afford and will end up homeless.Do t build all these high priced condos and think of us low income we are humans and take care of nice things .Think more of your low income senior citizens.?		Low income housing for low income seniors on fixed income.	Delores Foster	2009 John Lynch place Terrace apt. Lynchbutg VA 24502

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-21 12:12 PM EST	Property Tax Housing zones	Trash collection	Lowering property tax on housing. As a potential home buyer, there is a tremendous amount of open lots and vacant housing but the tax of \$1.11 per \$100 makes the mortgage the same or more than renting an apartment. There wouldnt be a need for more apartment communities id the locals had a permanent home to live in. Thats why there aren't many options to choose from when looking in the county for homes. Paying \$400-600 in taxes is better for the city than to have properties not producing any revenue. The amount of homes vacant could produce more for the city if half were purchased and over time, the residents xan afford to buy more locally. Also, the residential zones need more flexibility when it comes to bulding tiny home like strucures because not every resident wants a mansion amd if you want to keep more yoinger citizens, this is where you start.	Keith Syria	PO Box 10922 Lynchburg VA 24506
2018-11-21 12:22 PM EST	Street maintenance, brush pick up, trash; all services are important.	They are all important.	Recycle pick up.	sherrl'meyer	102 OAKWOOD Place LYNCHBURG VA 24503-2036
2018-11-21 1:49 PM EST	Access to bus services.		Access to bus transportation.	Danielle Eby	5214 Waterlick Rd. Apt. G Forest VA 24551
2018-11-21 2:58 PM EST	Public schools with well paid staff and faculty	I'm willing to pay taxes to keep all the current services.	Curbside recycling A living wage for LPD and LFD	Allison Jablonski	406 Riverside Dr 406 Riverside Dr Lynchburg VA 23503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-21 3:16 PM EST	Police & Fire	gardening	More police and fire	Bob Scott	1304 McKinney Street 1304 McKinney Street Lynchburg VA 24502
2018-11-21 3:29 PM EST	Education, water and sanitation, fire and police	libraries		Stephanie Pomajzl	111 Acres Court 111 Acres Court Lynchburg VA 24502
2018-11-21 4:17 PM EST	Garbage pick up Leaf pick up in fall	What the citizens get now is very little for the real estate taxes paid. Putting a small round about on Evergreen Drive next to the new bridge over creek is not necessary. Sidewalks are not on those roads - so cut back there and forget sidewalks on bridge.	You can't afford what we have now so why ask that question? Why spend half million dollars to change two downtown streets to two way driving when this budget crisis is looming. The planners of this probably don't live in the city.	Kristine Kughn	3015 Sedgewick Drive 3015 Sedgewick Dr Lynchburg VA 24503
2018-11-21 4:31 PM EST	Lynchburg	Lynchburg	I wish the city would pick up recycling from our homes.	Amanda Dickens	1305 Gl'more Circle Lynchburg VA 24501
2018-11-21 4:43 PM EST	Police, Fire, Water a d Waste disposal	The school system needs overhaul. Too much top end waste		WALTER RAY	3327 Campbell Ave 332 LYNCHBURG VA 24501
2018-11-21 4:44 PM EST	Police & Fire. Parks.	Public Schools		Jim Weigand	515 Elmwood Ave What do you want in this box? Lynchburg VA 24503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-21 4:48 PM EST	Police and fire. Trash and recycling. Sewer and water.	Leaf pick up in Fall. Street sweeping and bulk trash pick up.		Tom Brown	3634 E Woodside Avenue 3634 Lynchburg VA 24503
2018-11-21 5:19 PM EST	The basics, trash and water/sewer, fire, police, 911.	Curbside refuse pickup	A snow removal plan that actually works.	James Quattlebaum	2724 Farmington Place Lynchburg VA 24503
2018-11-21 5:55 PM EST	Public schools, libraries, road work, public transport, poverty initiative, economic development, health/mental health/elderly/disability services, environmental	They are all important? would rather raise taxes than cut services	Single stream recycling with curb pickup(girl can dream), incentives and assistance to small businesses, increased assistance for poverty alleviation	Emily Joseph	1729 Spottswood Pl - Lynchburg VA 24503
2018-11-21 5:58 PM EST	Recycling services, trash removal, sanitation, snow removal, electricity, police/security, solar power, library, emergency services, other municipal services	Public transportation	Better snow removal and pre-snow/ice preparation. Better police presence downtown.	Christa McMains	7612 Timberlake Rd Apt 421 Lynchburg VA 24502
2018-11-21 6:14 PM EST	Schools, strings program for schools, library, trash collection, social / cultural events, leaf collection, bulk pickup, water service, sewer service, parks, fire fighters, recreational activities, summer camps, black water creek trail, concerts, etc.	Two way streets downtown, parking and traffic, crossing guards, administrative duties, buses, museums, parades, downtown development, tourist m.	Single source curbside recycling, fiber/ high speed internet, E/V plugin stations, free community garden spaces.	Skylar Hansen	2000 Oak Park Pl. - Lynchburg VA 24503
2018-11-21 6:16 PM EST	Teacher salary,	Roundabouts, bricks, downtown lamp posts	Better teacher salary	Christopher McKinney	3833 Boonsboro rd Lynchburg VA 24503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-21 6:20 PM EST	Trash pickup, police protection, fire dept., snow removal, garbage pickup, brush/household waste removal.	Bus service		Allene Wilborn	815 Biltmore Ave. 815 Biltmore Ave. Lynchburg VA 24502
2018-11-21 6:22 PM EST	any service that enables people to bridge the gap in their income in order for them to be self-sufficient is not just essential but necessary however, more scrutiny needs to be exercised with regards to the evaluation of these participants and their individual situations; tax assessment that correctly reflects property value that is not overinflated	property tax exemption for people on disability; sales tax exemption for welfare recipients that scan their snap card; overly generous allocation for WIC recipients; allocating city bus services if when and where they are essential and meet the stringent balance of supply and demand with adequate funding	there is a subdivision across the street from us with abundant foreclosures. Is there a service or a law in place that requires the repayment of delinquent taxes, services and utility bills for rectification by the party declaring bankruptcy so that the rights of law-abiding, hard-working, living-within-their-means citizens do not have to support the flippant, not justified, circumstances of others?	Lila Wilkinson	1319 Wiggington Road Lynchburg VA 24502
2018-11-21 7:34 PM EST	Na.	Na.	Perhaps the question that should also be asked is "What important service can you provide the city?"	RICHARD PUMPHREY	104 ALYDAR PL ----- LYNCHBURG VA 245033891
2018-11-21 7:48 PM EST	Trash, Leaf, Hazardous Waste Removal City Planning Fire and Police Community Market, Tour!m, and Economic Development	Transportation Animal Control Parking Control Rental Program	Recycling/Pick up at home for free	Heather Dorrell	5101 Wedgewood Road mmmm Lynchburg VA 24503
2018-11-21 8:45 PM EST	Trash collection Clean water	Parking management/paid parking	Curbside recycling	Margaret Schmitt	339 Wild Turkey Rd Na Lynchburg VA 24502

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-21 9:04 PM EST	The GLTC buses are very, very, very important to me. I can't wait for the new schedules to go in to place. It would be nice, though, if the buses ran on Sunday.		That the GLTC buses ran on Sunday.	Bonnie Coley	58 Timber Ct 58 Timber Ct Lynchburg VA 24501
2018-11-21 10:04 PM EST	*Em Services *More pay for police officers and teachers *Traffic problems all over the City *Specifically, the HORRID traffic problems on Wards Ferry, Wards Rd, 221 & Old Forest Rd, Timberlake, Candler's Mt Rd going towards mall *City employees taking calls from the public being just a tad bit more accommodating and friendly. This excludes employees of Citizen's First. These folks are always helpful. *Complete projects before taking in something new.	*The never ending money and promotion of downtown Lybg, to the detriment of other areas of the City. You do realize there is more to Lybg than downtown, right???? *Spending \$\$\$\$ to return 2 way traffic to downtown. Why fix something that isn't broken	My suggestion would be to address the current problems as opposed to adding something new. It amazes me the amt of money City Counsel throws at "pet" projects while ignoring those which present a real and constant threat to life and limb (traffic). And...***PLEASE***...no more traffic circles. I would encourage members of City Council to join the Facebook group, Living in Lynchburg. It won't take long at all to see what residents think of the way the City is being run. I regret I have so little positive to say, and it saddens me that there are so many, IMO, issues in the City...many of which are not new issues..needing resolution.	Pat Stump	132 Yorkshire Cir 132 Yorkshire Cir Lynchburg VA 24502
2018-11-21 10:16 PM EST	This survey format is ridiculous. How do you expect to collect data from narrative? Obviously, I would like to see necessary services continue: trash collection, police presence, fire and rescue. Let's stop fooling with the College Lake Swamp that Lynchburg College might need to take some ownership of and pay our teachers more. What are you looking to cut? Build sidewalks on side streets. Put police on at risk bus stops every day. Pay our teachers more and fund projects at the	This survey format is ridiculous. How do you expect to collect data from narrative? The public bus. The bus is least important to me. Why? Because you have to walk forever to get to the stop if you're not downtown.	This survey format is ridiculous. How do you expect to collect data from narrative? Weekly collection of recyclables...separate trashcans with stickers. More sidewalks outside of downtown. Surveys that make sense.	Mary McFarland	123 Holmes Circle Off forest brook road Lynchburg VA 24501

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-22 1:53 AM EST	Police and Fire, and Court systems. Trash cleanup and road maintenance is important too, but the vital services we all use are the important ones.	Anything relating to the ongoing construction Downtown. The near constant road work downtown, and the emphasis on that section of town has become ridiculous. You are dumping tons of money to rebuild, restore and add on to area's of the city that most of us don't go to and could care less about. Even if I wanted to go down there for something, the insane parking and the road construction on both sides of the downtown area have made it so that I avoid that area like the plague. The money that's being dumped into that part of the city is wasteful and you end up falling on a deficit. Then to over come that your only plan is to increase taxes which are already higher then surrounding counties. An example of wasteful spending is the tables you always seem to have set up in City hall. I swear every time I go to pay my property taxes, there is some table set up with cake, drinks and popcorn celebrating whatever. I see that, and can only get irritated because absolutely no one is going to see that, and think "man I'm so glad I just had to pay this ridiculous property tax bill but this snack table sure changed my mind on government waste". We pay so many taxes daily, cigarette city taxes, food taxes, hotel taxes, property taxes, state and local taxes, and we somehow still have a deficit in the budget, and some of the lowest paid police and firefighters and your coming back with your hand out saying we need more. It's time to be more fiscally conservative with our resources, and decide what projects are important and benefit the majority and not focus on the area around city hall and the downtown area.	I think the city offers plenty of services, and can't really think of anything else you need to be providing.	Matt Lee	5301 Fort Ave. apt 11 Lynchburg VA 24502

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-22 6:30 AM EST	Garbage collection, leaf collection, road repair, "good" law enforcement and fire/ambulance service	Giving pay raises based on what other communities pay their employees instead of paying based on cost of living in this area. Cost of living in Lynchburg is not high compared to Charlottesville or Richmond or northern Virginia. Residents should not be expected to pay for luxurious living for city employees. Employees should be responsible for part of their health insurance premi'ns like many of us have to...seniors on medicare as example.	Broader tax relief for seniors and poorer residents on real estate and personal property. Less tax exempt properties in the city.	Frank McFarland	1010 Lakeview Dr Lakeview subdivision Lynchburg VA 23502
2018-11-22 7:26 AM EST	Water: a person can't go much more than 3 days without it. It is nice to be able to depend on having it every time we turn it on. Trash: our sanitation service with curb side bulk trash and leaf pick up is great! Information: The city serves this 1) by dissemination of pertinent information (activities, bills, road work) and 2) facilitating means to receive (library, ISPs, publications)	Schools: The school service a fraction of the city's population but will likely be it's largest expense. Why? Is it really bringing value to the people that pay the taxes through knowledge transfer, learning and the creation of a knowledgeable, self sustain, work force for the local economy? Or is it really just state sponsored day care?	Curbside recycling pick up	Christopher Rhoades	1134 Rhode island ave Lynchburg VA 24502
2018-11-22 8:35 AM EST	#NAME?	- Leaf collection (it is better and easier to simply mow/mulch them anyway) - Library, museum system, parks and rec as separate entities (maybe they ought to be consolidated into fewer buildings. That could also improve cross departments collaborations, r	#NAME?	Ludo Lemaitre	1523 Fairway Pl Lynchburg Va 24503 Lynchburg VA 24503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-22 8:36 AM EST	Education. Condition of our school buildings are horrendous. More funds are needed for facilities. Especially EC Glass. It is a water damaged building (continuous) and causes people with autoimmune diseases to be very sick. This is unacceptable and embarrassing for our city. Please consider taking better care of our school facilities. Staff work so hard to educate our students, and they are fighting upstream. Sick Building Syndrome causes learning disabilities. Why would you allow our schools, the places where students NEED to learn new information to be water damaged??	Two way streets downtown. don't fix what isn't broken. Why would you choose to spend funds on changing directions of the traffic flow when our schools are literally falling apart????		Julie Gerhardt	2205 Woodcrest Dr 2205 Lynchburg VA 24503
2018-11-22 2:20 PM EST	After the city Council has spent years cutting back on services I cannot imagine that there are any services left that are not important.	The city has reviewed services annually for many years and I believe that there are not any irrelevant services left to be cut.	My belief is that the city needs to consider a property tax increase rather than decreasing Citizen. How many times have I been Told how old the sewer system is and Howard now has to be replaced in a massive way for a very high cost. Needed repairs and upgrades should be done regularly. Moderate tax increases should be initiated regularly.	Larry Bassett	901 Jefferson St. #6F Lynchburg VA 24504
2018-11-22 9:14 PM EST	Education Teacher salaries are far too low Programs for youth	Two way streets in downtown Lynchburg. Traffic circles Unnecessary stuff that doesn't directly improve the lives of citizens		Travis Sandvig	50 Washington St Apt 22 Lynchburg VA 24504

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-23 7:06 AM EST	Police department, fire department, Teachers (quality not quantity) roads and maintenance.	WiFi in the park, the Community Action Team, GLTC, etc.	No additional services are required.	Josh Mezzano	5209 Wedgewood Rd Lynchburg Va 24503 Lynchburg VA 24503
2018-11-23 7:57 AM EST	Police, Fire, EMS Refuse collection	street sweeping	recycling of refuse.....plastic, glass, paper etc	David Byerly	700 Hayes Drive 24502 lynchburg VA 24502
2018-11-23 8:33 AM EST	City Street Maintenance is a critical issue. Our beautiful Hill City needs proper maintenance to correct the misaligned man-hole covers and PROPERLY REPAIR POT HOLES that are everywhere. The wear and tear on vehicles due to these nuisances being unavoidable are of concern to this writer.	The idea of making Main and Church Streets two-way again is ludicrous! What another waste of taxpayer money this would be. Even the idea of this is absurd after all the money spent to convert them to one way years ago. I've lived here 71 years!	Completion of the street paving and repairing projects. Traffic lights ALL need attention. There is no excuse for the major traffic jams in a City the size of Lynchburg.	Sarah Mayberry	105 Bexley Dr Lynchburg Lynchburg VA 24502
2018-11-23 10:27 AM EST	The Lynchburg City School System is of primary importance to me. Our city will continue to decline as people move into the surrounding counties unless we begin to pay our LC teachers and staff salaries that encourage them to stay in the school system.			Anne Sl'ms	3218 Downing Drive Lynchburg VA 24503
2018-11-23 11:05 AM EST	Snoc removal and removal of tree branches	paying for parking	putting up a Greyhound bus sign at the GLTC bus terminal	Mark Cockran	1112 Hollins Street N/A Lynchburg VA 24504

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-23 11:07 AM EST	Schools and first responders. Thirdly, financial integrity.	Road improvements, new hotels and other buildings that arer being improved with our local taxes while city employees are being denied increased wages. It's saying those projects are more important than your workforce.	Nothing more until the budget is fixed and we're paying our teachers, first responders, and other City workers honorable wages.	Nathan Haefer	256 Deerwood Dr Lynchburg VA 24502
2018-11-23 12:12 PM EST	Trash, bulk trash, recycling, and plowing.		Some other way of paying for trash pickup. Our decal was stolen this year already.	Emily Foster	1424 Edley Place Lynchburg Lynchburg VA 24502
2018-11-23 2:16 PM EST	Police, fire protection, EMS Services, road maintenance	Wifi in the parks, leaf collection, community outreach programs		Dominic Mezzano	200 Meridian St Lynchburg VA 24502
2018-11-23 3:07 PM EST	Public education	None	Reinstated pay scale for LCS employees	Javier Cruz	101 Wexford Pl Lynchburg VA 24502
2018-11-23 4:16 PM EST	Parks and rec (particularly Blackwater trail, Riverside park, Peaks view park). Emergency services (police, fire, EMS, etc). Clean water. Fiscal responsibility. Very happy about the improvements made to Riverside over the last several years. It's much more crowded than it used to be, but that's proof of the positive impact those changes have had on the community. Would love to see a larger playground at Peaks View. Very happy about the increased number of parking spaces downtown.	I love the changes that have come to downtown over the years. I bring out of town visitors down whenever I can'to show off all the new restaurants, community market and Bluff walk. However I would rather save money then convert to 2-way traffic on Main st. The flow seems fine right now and having to endure construction (again) and the cost doesn't seem worth it.	Nothing additional comes to mind.	Jordan Watkins	418 Elmwood Ave Ave Lynchburg VA 24503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-23 4:42 PM EST	Trash and leaf collection!!	n/a	I wish the City provided two additional curbside services: 1) large item pick-up---the town of Bedford does this every spring. People put their used/unwanted large items like sofas, high chairs, tables--all out during a specified week and the town comes and collects it. By the time the town comes, "pickers" have already come and looked over/picked up some items. It was an AWESOME service for spring cleaning and I loved it and it's one of the thing that I wished Lynchburg would emulate. 2) City-provided recycling instead of private recycling. I wish Lynchburg would move forward into the future by offering recycling, even if for an added fee (or decal program) like the trash program.	Charlotte Farley	105 Parkview Drive n/a Lynchburg VA 24502
2018-11-23 9:13 PM EST	Police, fire, trash, road maintenance parks and rec in that order.	Everything else....		Luke Robinson	110 woodbine dr Lot Lynchburg VA 24502
2018-11-24 2:27 AM EST	Police, fire	Trash, gltc, leaf collection, roundabouts, to much spent re doing roads downtown that are fine	Enough police to do the job	John Smith	1167 city resident Why do you need identifiers? Discourage people from doing this? Lynchburg 24501
2018-11-24 5:57 AM EST	Police, Fire, EMT. Schools, Parks, Trails. Trash, Leaf and Brush Pickup. Our First Responders, Teachers, and Classroom Aides need to be the best paid positions in the area so we can hire and retain the best people.	Buses. The Hopper. It seems like the buses are always empty and too big for the need. It seems to me that our school system is heavy on administrative expense which makes less money available for those who have direct contact with students.	Curbside recycling would be nice but only if it pays for itself, which I would think would not be possible.	David Sl'ms	3218 Downing Dr Lynchburg VA 24503
2018-11-24 6:14 AM EST	Education and parks and rec and clean water	Parking and tourl'm	Recycling	Sarah Gray	3400 Plymouth Place - Lynchburg VA 24503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-25 4:06 PM EST	I think it is important that there are plenty of opportunities for those living in poverty to have access to food, clothing, and shelter. I also think that paying teacher employees enough is also greatly important.	N/A	N/A	Rachel Meeks	101 Colonnade St 303 Lynchburg VA 24502
2018-11-25 7:21 PM EST	All. Please raise taxes on those of us who are better off in order to keep providing services to everyone.		More public transport.	Amy Cohen	321 Madison Street 321 Madison Street Lynchburg VA 24504
2018-11-26 7:55 AM EST	School teachers/staff and police force	services that don't directly the community's needs and future	Better pay for school teachers/staff to show that they and the students matter to the city and that their future potential and giveback to Lynchburg is valued and nurtured early on as a city.	Sarah Sitton	1200 Polk St. 1200 Polk St. Lynchburg VA 24504
2018-11-26 8:22 AM EST	Trash pickup weekly. First re-ponderers services. Police, Fire and Rescue. Road maintenance and pothole repair which is badly needed. Not a problem if done right the first time. Parks and recreation. Snow removal.	Planting flowers in medians. Leaf removal. Downtown renovations.	Side walks where needed. More activities for teens and preteens.	Willi'm Ragland	772 Leesville Road Lynchburg VA 24501
2018-11-26 9:46 AM EST	Education is the most important in my mind. We need to fully support our schools and teachers and pay all school employees a fair salary.	I'm sure the services that already exist, exist for the fact there was a need for that service at one time or another. We need to make sure that all services that are being offered by the city are still being used and are run efficiently. If there are places where we can conserve money by combining services, then we would save money. This would work unless the combination causes loss of services or a hugh wait for services.	Free Trash and Recycling pick up such as Roanoke, VA.	Jeff Scruggs	901 Dinwiddie Street Lynchburg VA 24504

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-27 6:03 AM EST	Schools, Police, Fire/Rescue, Trash Collection and Road Maintenance	Everything else	More teachers, with better pay and more police	Paul Shaskan	Torrent Loading Systems, LLV, 406 Oakridge Blvd. 406 Oakridge Blvd. Lynchburg VA 24502
2018-11-27 7:44 AM EST	Police, fire and EMT. We have good people who provide these services, but if not better paid, will move on to greener pastures.	Gentrifying downtown. Where is all the "commerce" that is suffering because of a one-way street on Main St and on Church St? To change this is the dumbest idea City Council has had in a while. All that does is create a bottleneck that is going to cause accidents. I have to work downtown, so I deal with delivery trucks parked on the streets every morning. With two way traffic, I would NEVER get to work on time because I'd be stuck behind a truck. Just scrap that idea and be reasonable. All we truly have downtown is bars and restaurants. Do you want to meet a drunk coming down the wrong side of the street? Do you realize that it's been years since the change was made to turn left from Main to 5th from the left lane only? People STILL turn from the center lane and people will still come down the wrong lane when you change Main and Church.	Someone to identify and FIX blown streetlights. On Old Forest Road alone between the intersection at Lakeside Drive to King's Island there are over 12 streetlights out. I called APCO and they want me to get each pole number in order to get it fixed. REALLY??	Sandra Conner	717 Rockbridge Ave ?? Lynchburg VA 24501
2018-11-27 12:06 PM EST	The arts (support for Riverviews and the Academy), GIS, airport, street paving and streetscaping, continuing support for Downtown Lynchburg Association, and downtown cleanup and beautification.	Blue Ridge Jail, parking, financial services, sheriff, fleet services, water resources, library.	Recycling pickup	David Cook	51 11th Street Unit 7 Lynchburg VA 24504

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-11-28 1:19 AM EST	Schools. The cities with the strongest comm'l'ment to public education have the strongest economies!	Anything unrelated to infrastructure.	A conference/convention center NOT attached to LU.	Karl Loos	1200-1208 Polk Street Lynchburg VA 24504
2018-11-28 5:03 PM EST	Water (although water is undervalued and should be sold at a higher price), Electricity (I have constant power outages throughout the year for no apparent reason).	Libraries, Public Schools	I wish the city provided less services and eliminated the meals tax, personal property tax, and property tax. I would actually be able to afford to improve my property's value if I had more money for improvements. I also might be able to afford a night out to eat every once in awhile which would help out the business owners in this city. This would benefit the whole city.	Benjamin Dussault	1204 Stratford Road Lynchburg VA 24502
2018-11-28 7:45 PM EST	All that you list are important and they should all be funded and performed well! that is just not the case anymore.			Steve Wilson	1034 Ashland Place 1034 Ashland Place Lynchburg VA 24503
2018-11-29 4:31 PM EST	Water, transportation, emergency response, health department, electricity, trash removal, plowing roads, street construction and repair.	The city provides so many important services, difficult to name one as least important.	More housing opportunities for the homeless and veterans in our community. Restoring abandoned homes to provide safe and essential living conditions.	Lenora Noell	302 Chapel Lane 302 Chapel Lane Lynchburg VA 24501
2018-12-01 11:05 AM EST	I/We see the importance of most of the non-mandated city services and have benefited from some of them, like litter pick-up and parks and trail maintenance. We especially appreciate the amazing trail system that our city has and we recognize that not all communities are so blessed (We moved here from Corning, New York over 8 years ago). Since we are in our early 60's, we do not directly benefit from the public education system but we understand the importance that this has for a city/community. We also appreciate the amazing police and fire services.	There are always services/programs that could be scaled back or eliminated, however, when you look at a \$6 million budget shortfall, you need to start with the services that cost the most money. Based on my/our limited knowledge of the budget, this probably starts with the School(s) budget and payroll expenses.	I/We think all City governments need to be very careful not to over tax the residents and visitors because they will eventually chose to move or not visit here. We moved from New York and now save more than \$10,000/year between property taxes and state income taxes. If Lynchburg decides to start raising taxes to cover a budget shortfall, I/we think this would be a big mistake. Government officials and School officials (since this is such a large part of budget) must ask the question: How can we continued to provide the services (and improve the services) but do so with the same or less money. Individuals and businesses who compete in the market place must continually do this, but bureaucratic organizations often think the answer to the problems (budget shortfall in this case) is how do we get more money. The city is receiving (from taxes, etc...) more than it needs, so the question must be approached from a marketplace prospective. The city is competing with communities all over the state and country to attract residents. It will not do this if it gets in the habit of raising taxes. By the way, the proposed foods tax is	Kurt and Nancy Cornfield	1523 Club Drive Lynchburg VA 24503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
			gets in the habit of raising taxes. By the way, the prepared rooms tax in the city is way too high and it should be scaled back over the next several years as Lynchburg continues to attract more visitors. If it is dropped a little each year, the total revenue from this tax should still increase. This tax is essential a visitors tax and it will/does hurt the tourist and visitors who come here and that doesn't make sense if you want to provide a welcoming atmosphere. So to answer the question being proposed here; the services provided now are enough. We should not be looking to do more. We should be asking, how can we continue to do what we are now doing, better? Thank you for providing a forum for discussion on these important issues.		
2018-12-04 5:17 PM EST	Parks and Recreation and Police.	Museums, fire, parking	More parks, trails, and after school programs.	Lynn Blaney	Box 58
2018-12-04 5:33 PM EST	LPD, LFD, library, parks & rec, trash, recycling, 9-1-1/emergency dispatch	I don't know	Better recycling- include glass & have more pick-up/drop-off sites & home pick-up; be more pedestrian friendly- MORE sidewalks & crosswalks; better bus service	April Fritzinger	104 Whispering Pines Ct., Lynchburg
2018-12-04 6:03 PM EST	Law enforcement, fire and EMS, parking enforcement, jail services, tax assessment and collection, trash pickup	Public transportation, "feel good" groups and committees, record keeping	Short-term and long-term mental health services (currently inadequate), 24 hour transportation service (this does not exist as of today), help for those immediately out of incarceration (this does not exist as of today), public housing with an employment clause	Collison Corner	608 6th Street, Lynchburg, VA 24504

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-12-04 6:27 PM EST	Library, schools, social services, roads	Beautification. Gentrification of downtown. Two way traffic downtown.	Longer library hours, more services to help the poor get on their feet. Assistance to people in low income situations with home upkeep	Beth Doan	2829 Link rd
2018-12-05 8:15 AM EST	City Schools are really important to me, because my 3 children all attend city schools. But also how the success of our school system relates to my property value. I also am so grateful to have our garbage collection and bulk pick-up done to keep our streets clear of debris and to keep our neighborhoods looking beautiful. Of course, emergency response is critical too.	I think each city service adds value to our citizens. I can't really say I view any service as unimportant.	I cannot think of anything! Thank you for all the work the city does to make this a great place to live.	Carrie Pierce	700 Biltmore Avenue
2018-12-05 8:22 AM EST	Trash, large item pickup, police, fire, EMS	Recycling (we we're shipping our plastic to China anyway) Vacant Property Registration Program (this is a burden to owners of properties) Tourism (visiting Lynchburg is because of the colleges we're not a tourist destination)		Sam Howe	2413 Mimosa Dr
2018-12-06 5:30 AM EST	Youth based & prevention services, supportive services for those at-risk, and access based opportunities.	Please stop recycling. We all know that America passes the buck to China who just takes our trash & dumps it in the ocean. Recycling makes us feel good but it isn't cost effective or logical, especially if the city is in a deficit. Please stop listening to whiny people who have nothing better to do than complain about a newly paved road. You approved to have the same road repaved in the same year and it looks the exact same. It was a waste of time and money for the same outcome. Stop building roundabouts. People don't know how to use them and the one on Timberlake	A bus service that runs on Sunday.	C H	100 Boonsboro Area

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
		How to use them and the one on Timberlake Road is POINTLESS. Stop wasting money for special interest projects. The city needs to hire within. The city wasted so much money hiring a crappy police chief from FL when they should've saved money hiring within and increasing moral at the same time. The city needs to be focused on the poorly run CSB (Horizon). Numbers and stats presented to council are that of a used car being presented as new. The city is losing money helping fund the CSB which lost the city schools day treatment to private entities, including one based out of Richmond. They now only have 5 kids in that program when it used to be a cash cow for the CSB. Then let's talk about how they are not taking new psychiatric patients because they cannot keep providers. They are only hiring NPs to save money and not child psychiatrists. The CEO spent \$10,000 on a boardroom table but employee raises are few (or small) and far between. The CEO must go. Let's talk buses. I've ridden Lynchburg city buses on numerous times. Mostly there are only a handful of people on each bus. The buses should be smaller in size, saving money for gas and repairs. There should be more buses, running more frequently, more routes, and it should run on Sundays. People have work, church, grocery shopping, etc. The buses aren't chick-fil-a. They need to be running 7 days a week.			

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-12-06 1:56 PM EST	Police, Fire and Emergency services, City Schools, good streets, trash pickup, Water & sewer.	Parks and Rec, animal control, museum, tree maintenance, neighborhood watch,	The city needs to abandon'the idea of two way traffic downtown and focus on the police department needs.	ALBERT BILLINGSLEY	1115 MOREVIEW DR
2018-12-09 2:59 PM EST	Focus on mandated services, especially those that support our citizens who may be struggling with poverty and abuse, and those that protect our community, including the environment. Back to basics if the budget is tight. What about curbside recycling? I can't understand why other cities of similar size manage to do this, but not Lynchburg. Private companies are doing it at a profit - why can't the City manage to do it at a break even point? Take care of City employees - many have not had raises in almost 2 years and what raises they have had are certainly not keeping up with the cost of living, as food, gas prices, medical expenses, insurance, etc continue to increase.	Parks and libraries are nice, but this is not where money should go in tight fiscal times. Focus on mandated services and safety. Snow removal - just shut down the City until the stuff melts, I don't understand why we spend so much money to move away stuff that is going to melt in 2-3 days anyway. Close City offices, businesses, and schools and give folks a break. Nobody will complain about saving that money if they don't have to drive in it; people only complain because they are forced to go to work and have to drive whether it is safe or not.	Curbside recycling (see above). I wish the City's mandated services had the support they needed rather than agencies having to find money to meet budget cuts year after year, when our citizen needs just get greater and greater regardless of how much has to be cut from budgets.	Tasha Phillips	4301 Morningside Dr Lynchburg
2018-12-10 4:49 AM EST	Leaf collection. Street Cleaning. Snow Clearing. Drainage.	Recycling program, Museum Education and outreach for Youth. Recreational programs.	The ability to balance the budget. The services we have are fine but you do have an over abundance of services. I have provided three you should get rid of.	George Sanchez	222 South Princeton Cir. Lynchburg Va 24503

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-12-10 1:28 PM EST	Police and Fire department. This is the main focus and these professionals need pay increases to retain talent. This is the number one thing that government should be doing is to provide safety. The city blocks surrounding the downtown area are full of litter and trash. The sanitation workers do the minimum possible and don't bother to pick up piles of garbage or bother to report it. Trash pick up and lawn/debris need to be picked up every week. potholes on 5th street need to be done. Cite homeowners that have overgrown properties and that don't take care of their properties. Drive the streets between Madison and Fillmore and the side streets and see all the garbage. Do you want to live next to that or drive by it every day? This is mandated: Follow up on complaints and manage enforcement efforts to insure compliance with City Codes (e.g. building code, zoning ordinance, fire code, rental property registration program, vacant building registration Assist with code enforcement efforts (e.g. building code, zoning ordinance, fire code, etc.) and real estate matters	I don't give a hoot about green energy and climate change nonsense. Please focus on encouragement of development of businesses and restoring the beauty of the architecture in this city. You have a built in tourist attraction if you only help the residents in the historic districts. If you don't value them then remove all restrictions--make it fair for all. I don't want you using block grants for your pet projects. I would like to see the LMEFCU be self supporting --no subsidy from the city or sell it to another credit union. It is a cost that is past its time. Maybe city workers could contribute to their healthcare.	I want the city to care about the historic districts. We have lots of restrictions and many of us follow them. Others do not and nothing is ever done. I want the city to enforce overgrown lawns that are a blight on our neighborhoods and buildings that are falling down. Think outside the box and understand that those who are restoring historic properties need help. If someone is just living in it and it is rundown, work with them to assist in bringing up to code. I want the city to provide tax relief. Live within your means--no increase in spending.	Debbie Saunders	920 Federal Street
2018-12-10 2:20 PM EST	Residential snow plowing.	All are important.	Curbside recycling.	Willi'm Einhorn	432 Atlanta ave. Lynchburg

Submission Created	What City services are important to you?	What City services are least important to you?	What services do you wish the City provided?	Full Name	Full Address
2018-12-17 1:55 PM EST	Trash & recycling collection Leaf & brush pick up Snow removal Road maintenance		Curbside recycling Efficient trash collection with monthly charge on utility bills.	Kimberly Bolinskey	4625 Greenwood Dr.,



FY 2020
Projected Revenues
and
Challenges

City Council Retreat

February 12, 2019



Overview

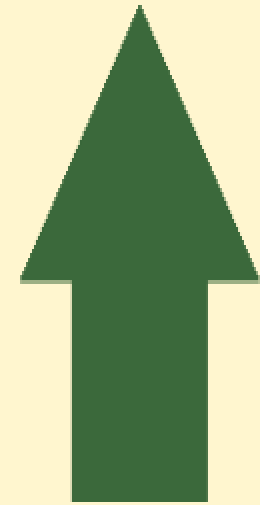
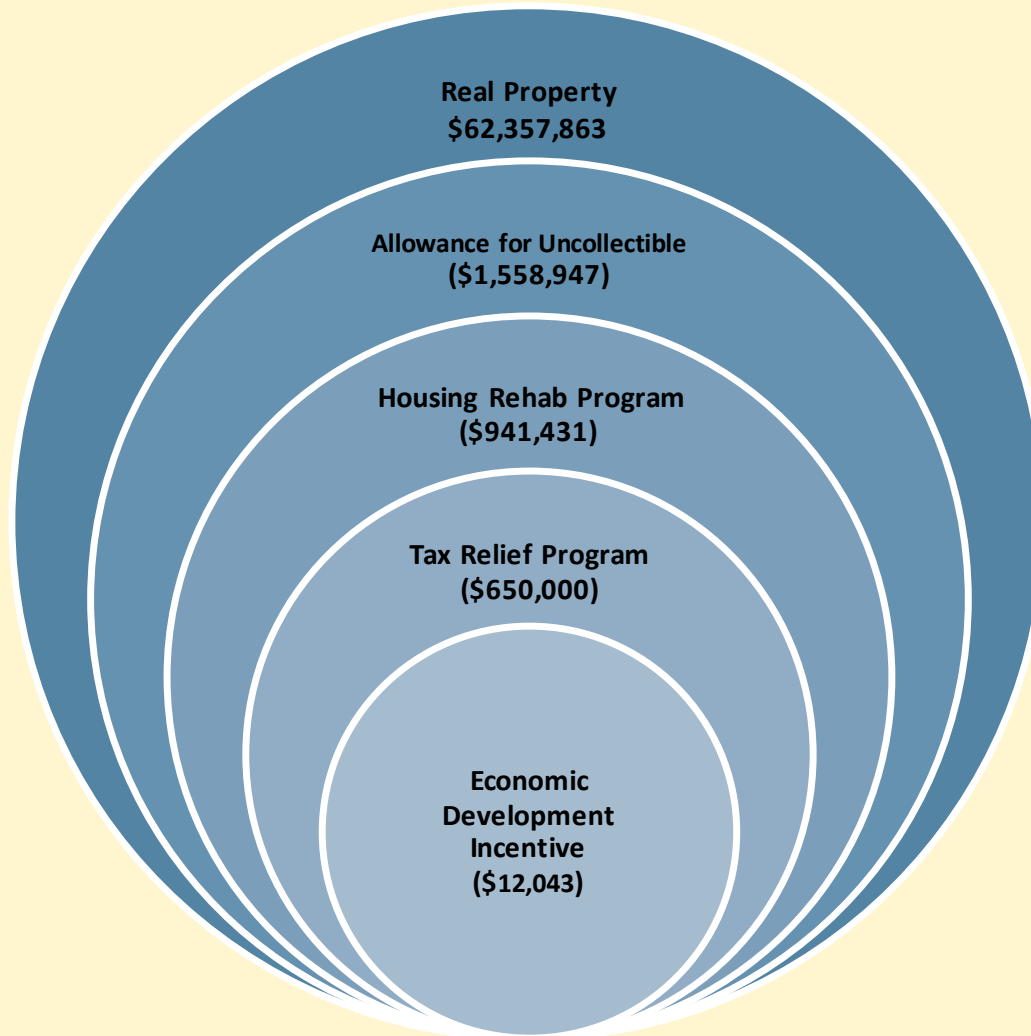
1. FY 2020 Economic-related revenue projections
2. Current and future challenges
3. Budget Submission Instructions
4. Guiding Principles for Budget Balancing



Major Revenue

Net Real Property Tax

FY 2020 \$59,195,442

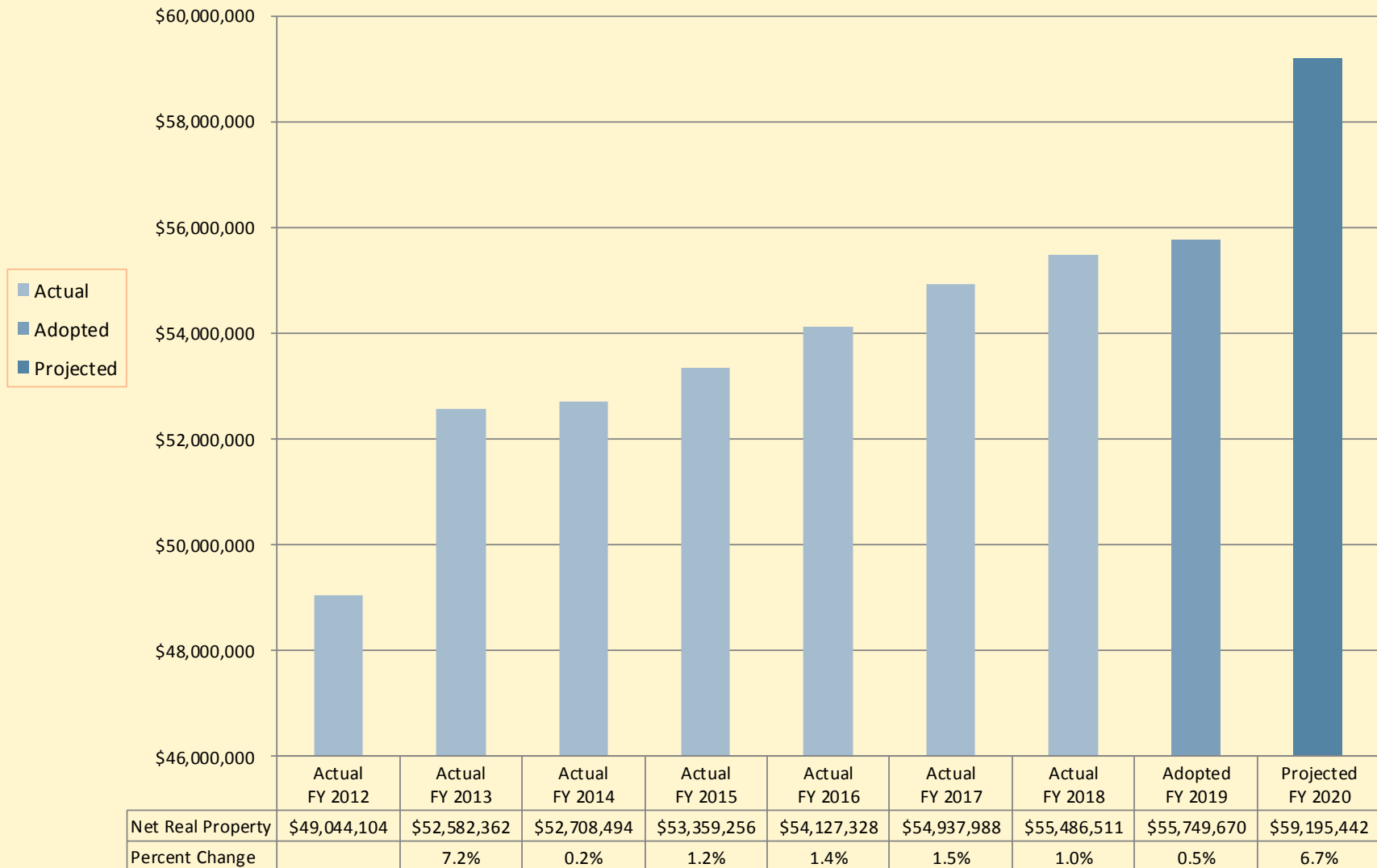


Increase of 6.7%
(\$3,708,931) over
Actual FY 2018
\$55,486,511



Major Revenue

Net Real Property Tax





Real Property Rehabilitation Program

15-Year Phase Out of Properties in Rehab Program (values not cumulative)

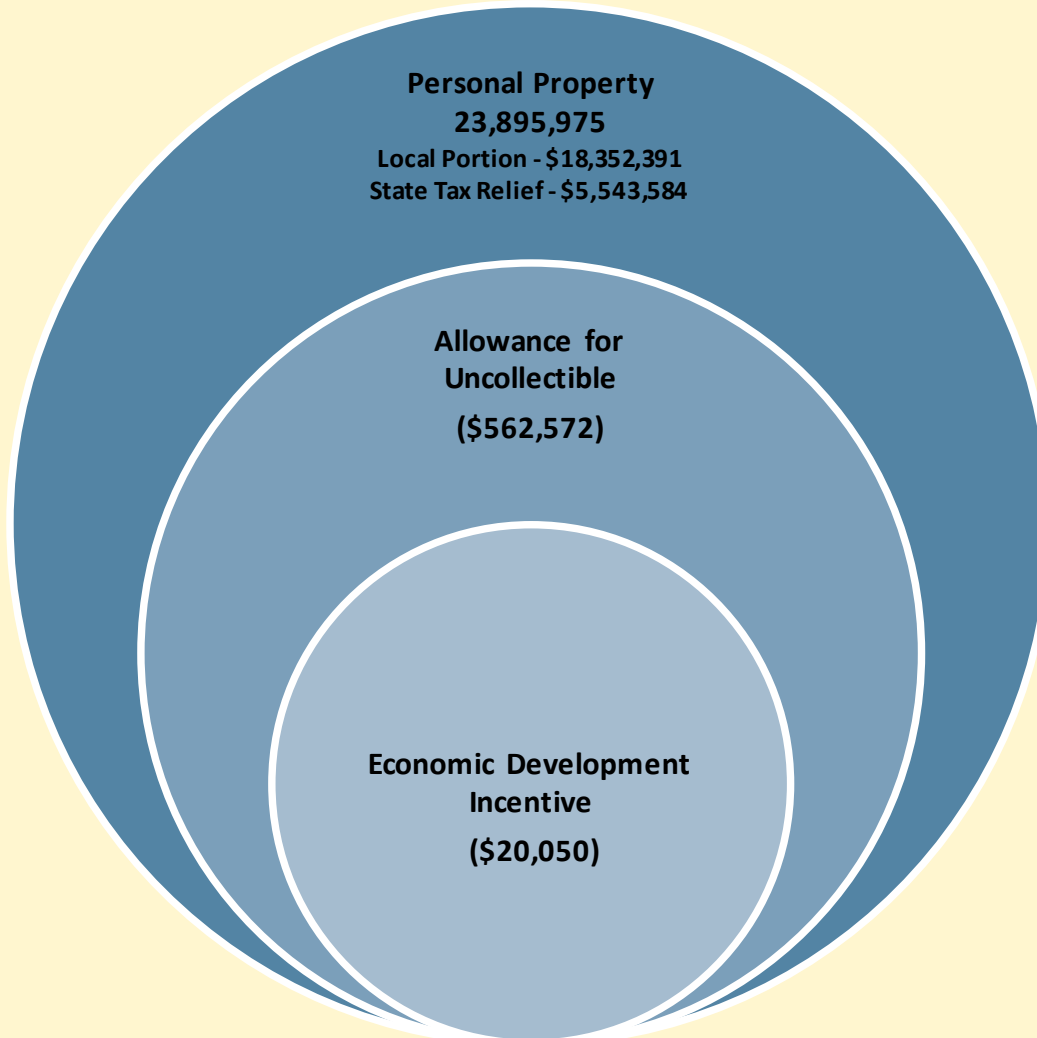
Year	Number of Properties	Rehab Value	Tax Value
2018	26	\$2,458,300	\$27,287
2019	12	\$2,412,800	\$26,782
2020	9	\$1,623,400	\$18,020
2021	10	\$9,201,400	\$102,136
2022	7	\$2,766,500	\$30,708
2023	0	\$0	\$0
2024	11	\$1,313,700	\$14,582
2025	17	\$5,055,400	\$56,115
2026	22	\$1,515,300	\$16,820
2027	38	\$9,712,600	\$107,810
2028	14	\$5,457,500	\$60,578
2029	12	\$2,994,100	\$33,235
2030	16	\$6,918,600	\$76,796
2031	18	\$3,314,000	\$36,785
2032	25	\$7,534,401	\$83,632



Major Revenue

Net Personal Property Tax

FY 2020 \$23,313,353

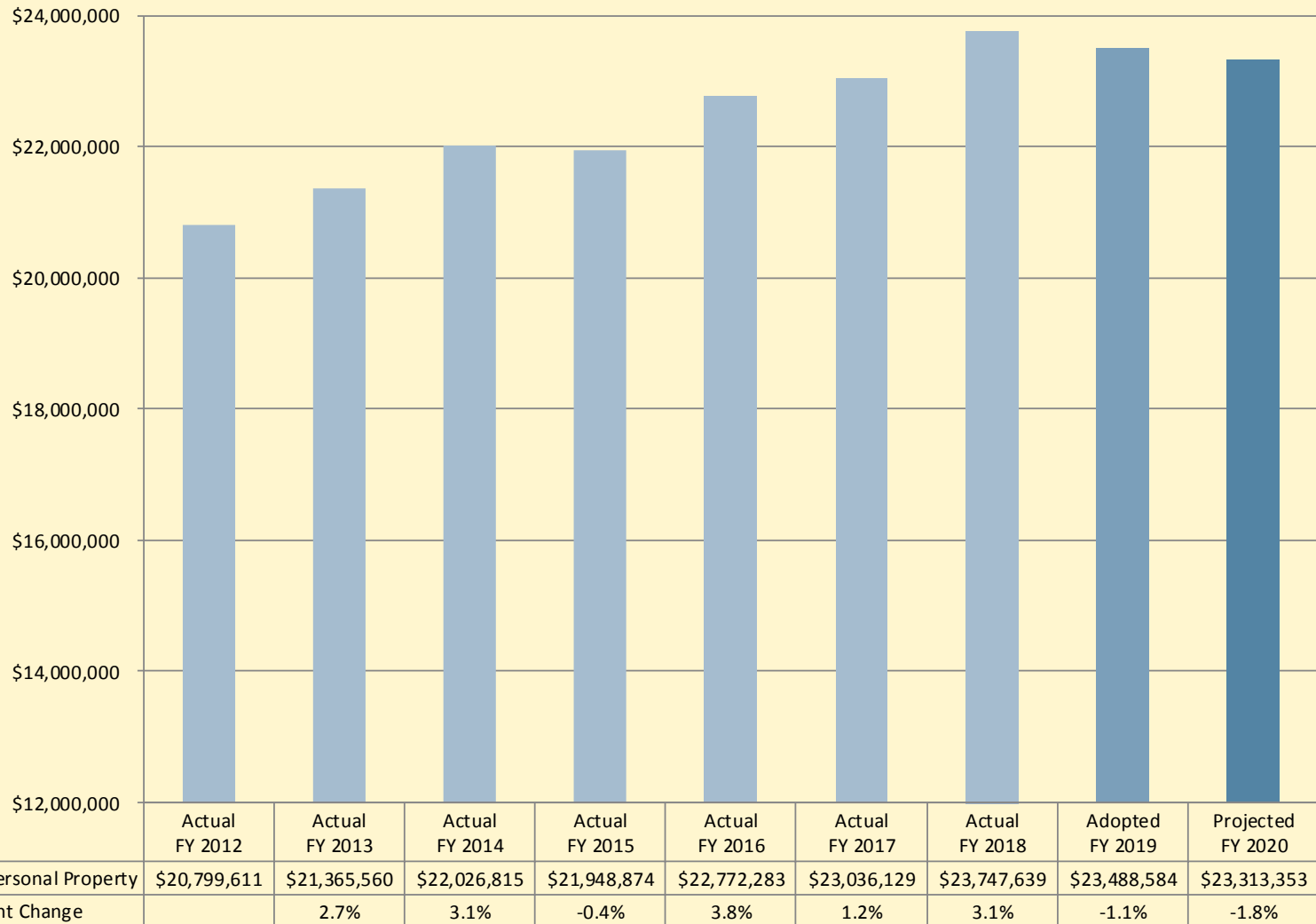


Decrease of 1.8%
(\$434,286) below
Actual FY 2018
\$23,747,639



Major Revenue

Net Personal Property Tax





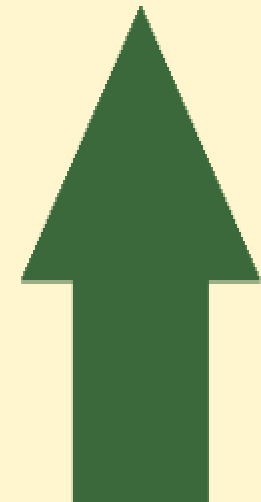
Major Revenues

Motor Vehicle Licenses Tax

FY 2020 Projected \$1,582,555

FY 2019 Adopted \$1,575,000

FY 2018 Actual \$1,559,167

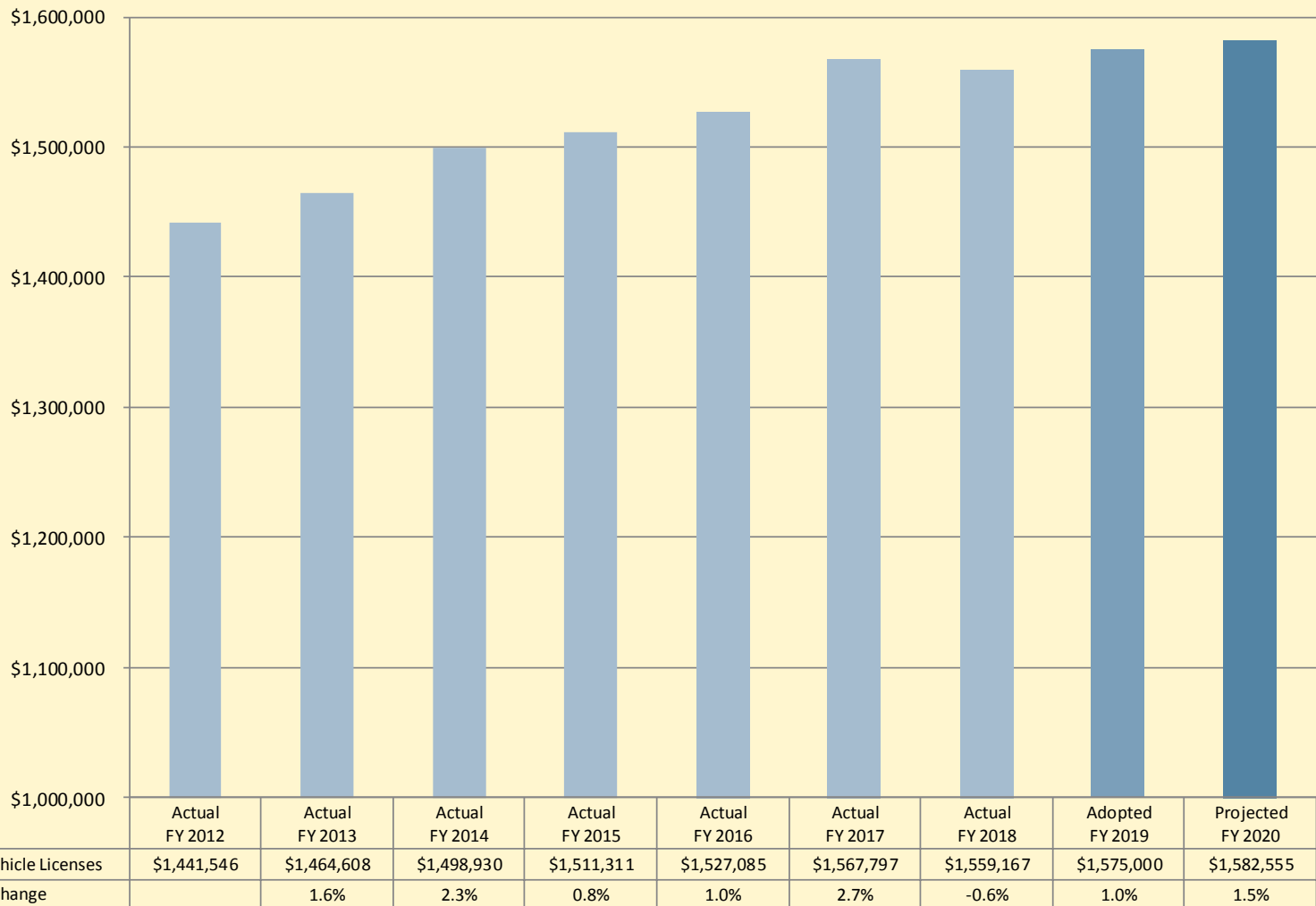


Increase of 1.5%
(\$23,388) over
Actual FY 2018



Major Revenues

Motor Vehicle Licenses Tax





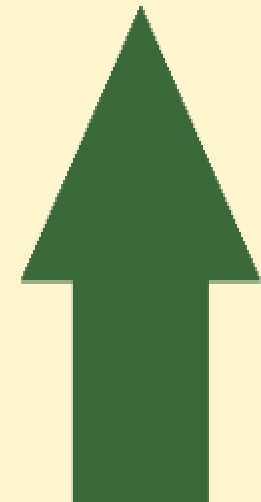
Major Revenues

Net Local Sales and Use Tax

FY 2020 Projected \$15,598,737

FY 2019 Adopted \$15,298,671

FY 2018 Actual \$15,282,741

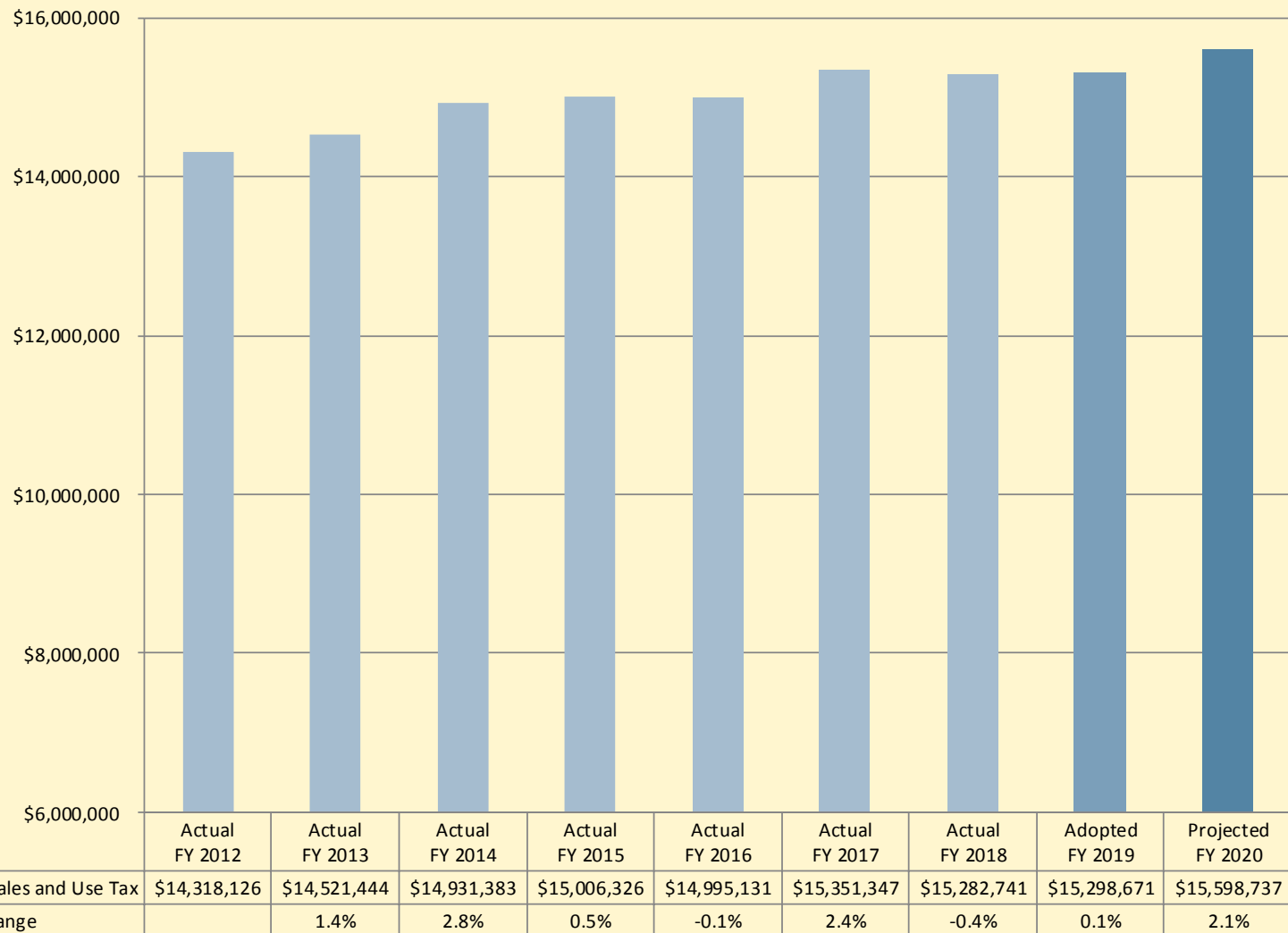


Increase of 2.1%
(\$315,996) over
Actual FY 2018



Major Revenues

Net Local Sales and Use Tax





Major Revenues

Net Business License Tax

FY 2020 Projected \$8,588,572

FY 2019 Adopted \$8,332,999

FY 2018 Actual \$8,739,624

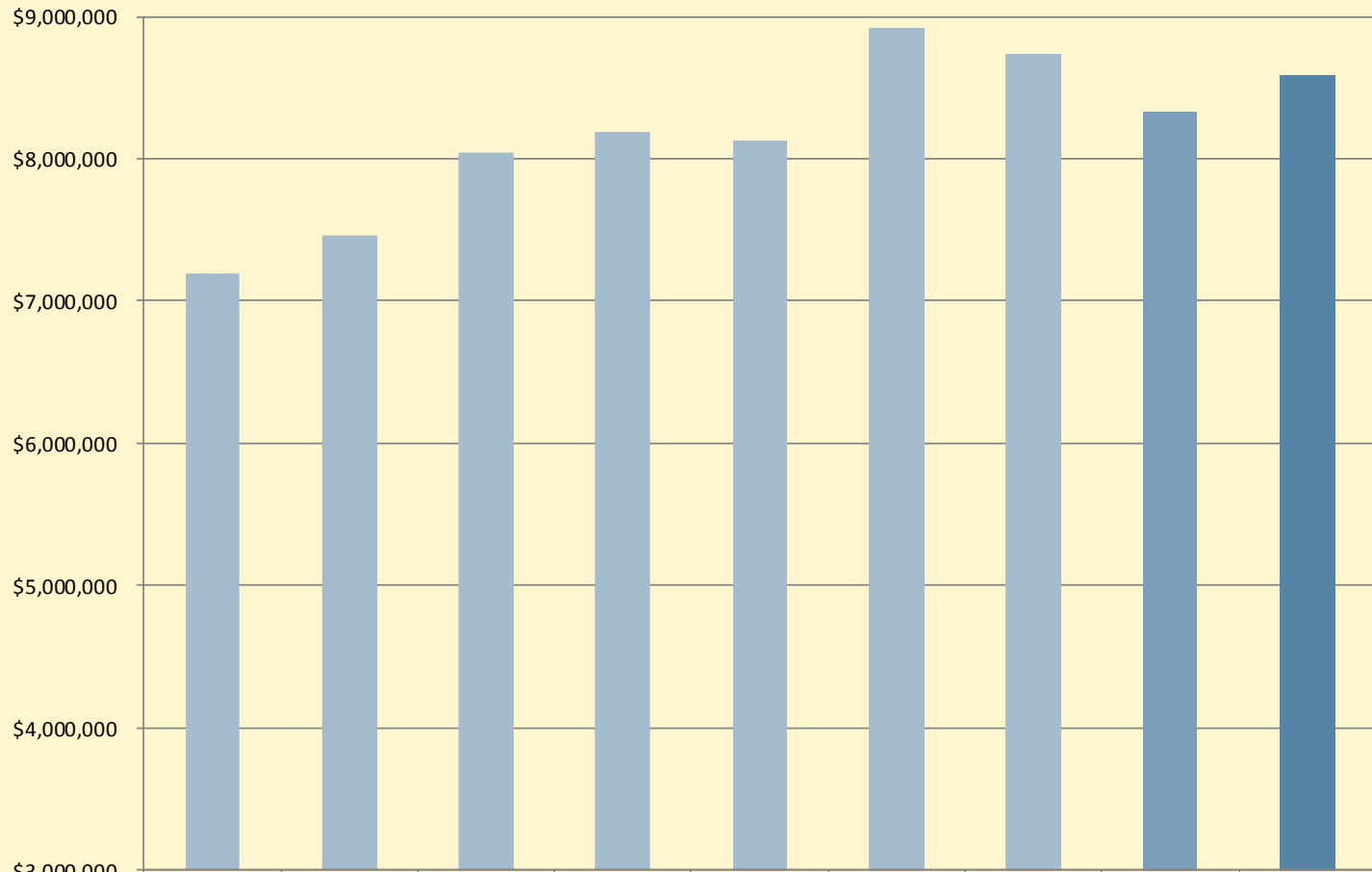


Decrease of 1.7%
(\$151,052) below
Actual FY 2018



Major Revenues

Net Business License Tax



	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Actual FY 2016	Actual FY 2017	Actual FY 2018	Adopted FY 2019	Projected FY 2020
Net Business License Tax	\$7,197,936	\$7,463,878	\$8,037,473	\$8,185,869	\$8,127,366	\$8,919,679	\$8,739,624	\$8,332,999	\$8,588,572
Percent Change		3.7%	7.7%	1.8%	-0.7%	9.7%	-2.0%	-4.7%	-1.7%



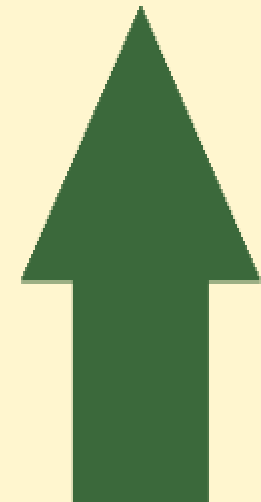
Major Revenues

Net Lodging Tax

FY 2020 Projected \$2,669,393

FY 2019 Adopted \$2,549,835

FY 2018 Actual \$2,583,241

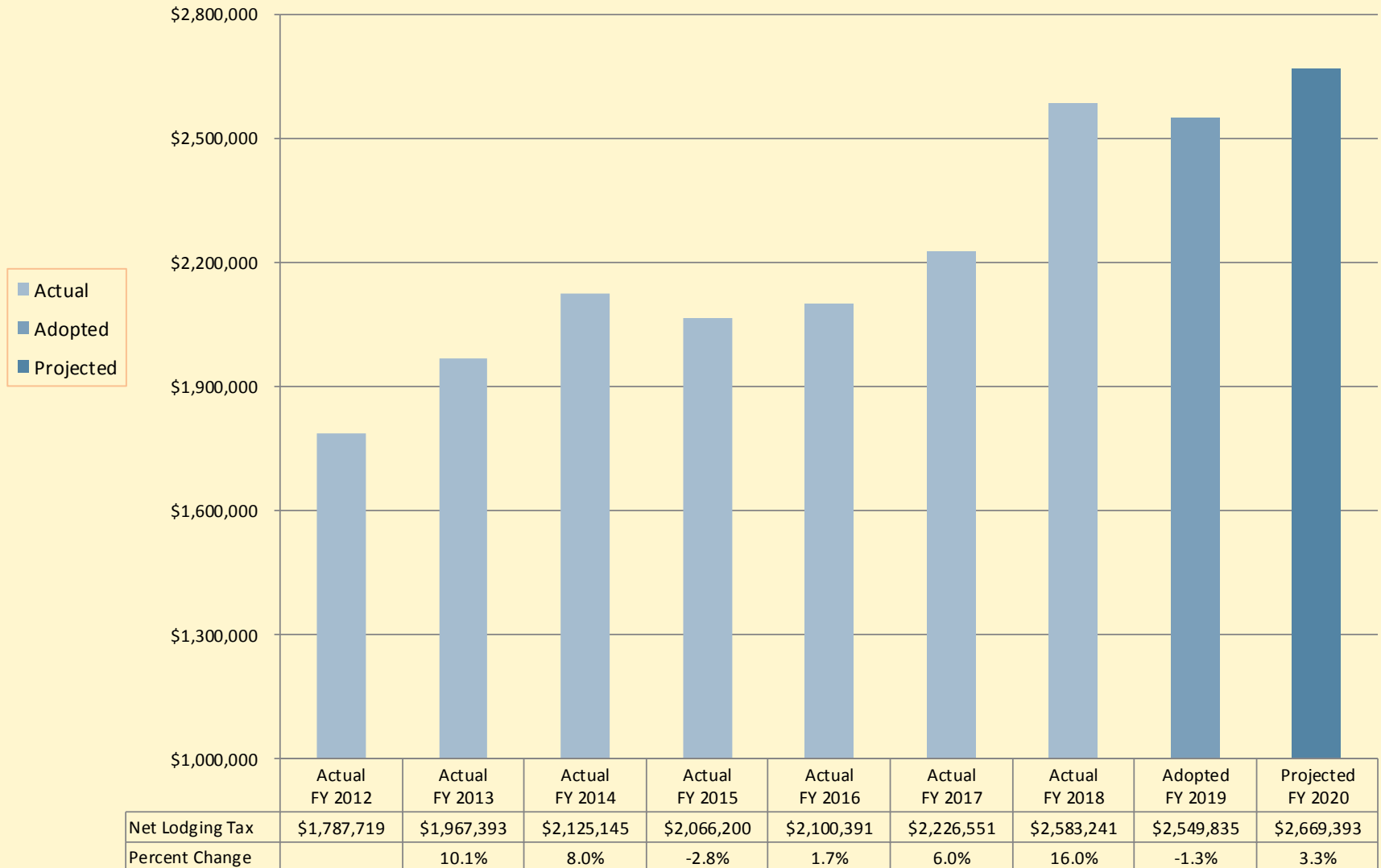


Increase of 3.3%
(\$86,152) over
Actual FY 2018



Major Revenues

Net Lodging Tax





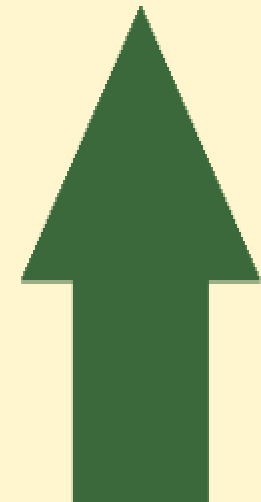
Major Revenues

Net Meals Tax

FY 2020 Projected \$14,906,257

FY 2019 Adopted \$14,718,908

FY 2018 Actual \$14,699,512

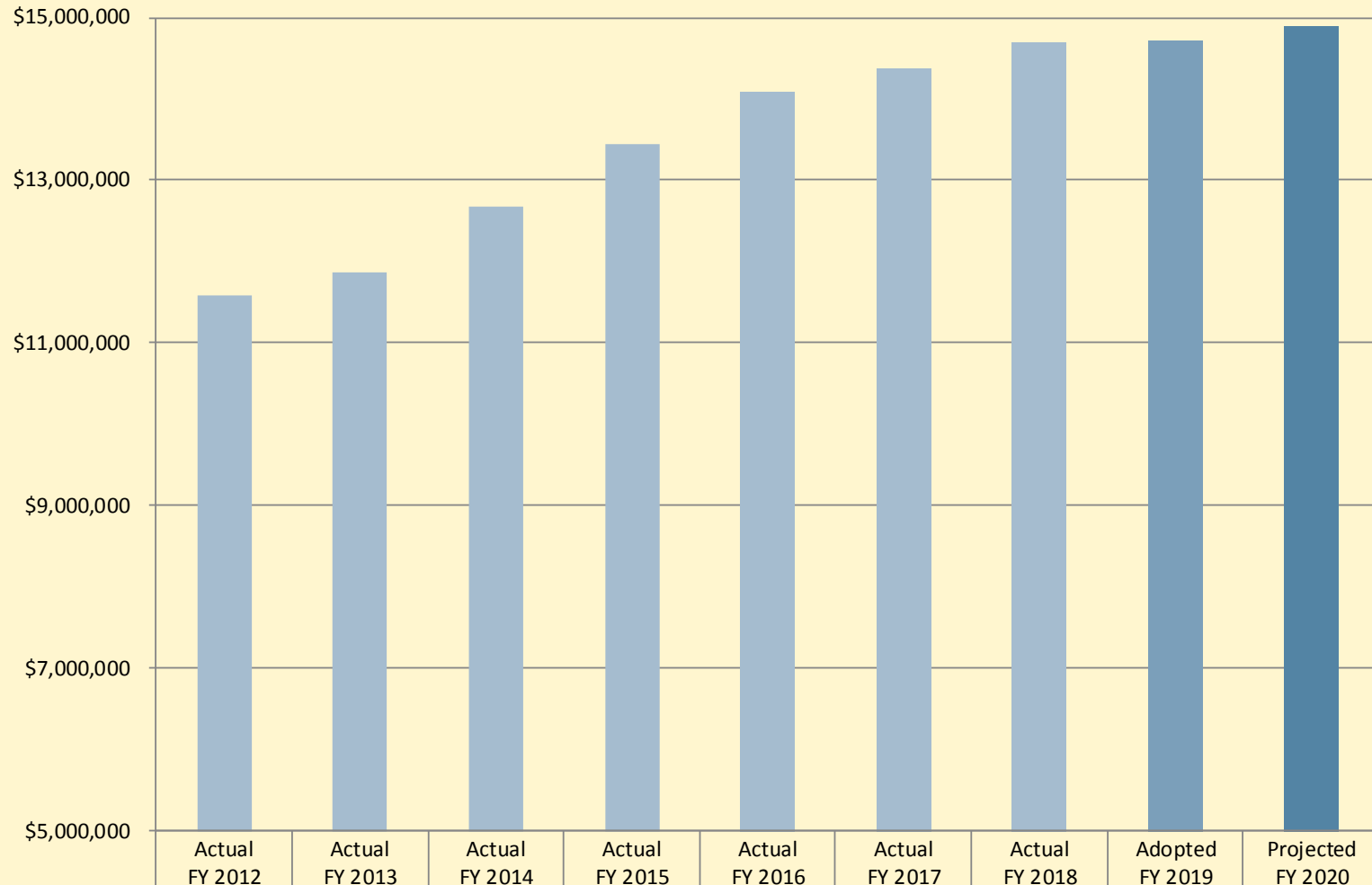


Increase of 1.4%
(\$206,745) over
Actual FY 2018



Major Revenues

Net Meals Tax



Net Meals Tax	\$11,585,083	\$11,874,579	\$12,666,743	\$13,435,756	\$14,081,199	\$14,381,667	\$14,699,512	\$14,718,908	\$14,906,257
Percent Change		2.5%	6.7%	6.1%	4.8%	2.1%	2.2%	0.1%	1.4%



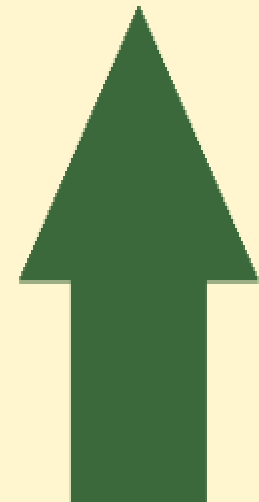
Major Revenues

Amusement Tax

FY 2020 Projected \$900,000

FY 2019 Adopted \$725,000

FY 2018 Actual \$847,388

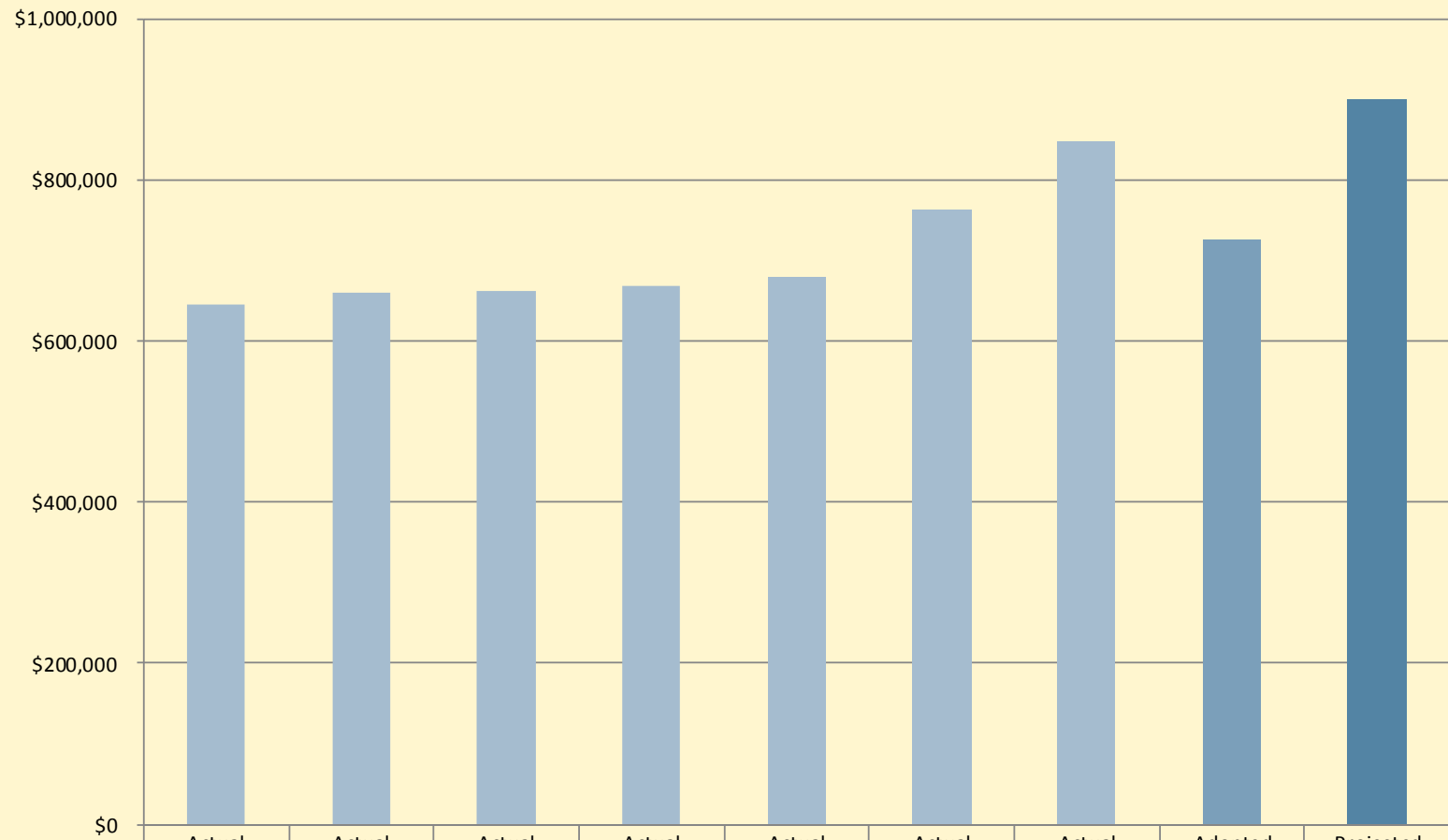


Increase of 6.2%
(\$52,612) over
Actual FY 2018



Major Revenues

Amusement Tax



	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Actual FY 2016	Actual FY 2017	Actual FY 2018	Adopted FY 2019	Projected FY 2020
Amusement Tax	\$644,842	\$660,558	\$662,453	\$667,212	\$678,870	\$762,657	\$847,388	\$725,000	\$900,000
Percent Change		2.4%	0.3%	0.7%	1.7%	12.3%	11.1%	-14.4%	6.2%



Current and Future Operating Budget Challenges

- Funding Phase II and Phase III Implementation of the Salary Study
- Cost of Living adjustments to stay current with the market
- Debt Service for Capital Projects
- Rising Medical Insurance claims and premiums
- Schools rising costs/State mandated increases for Standards of Quality (SOQ) positions
- General Assembly Action - especially regarding Schools
- Citizen Engagement that represents all voices



Current and Future Capital Improvement Budget Challenges

- Police Headquarters
- College Lake Lakebed Improvements, Bridge Construction, and Dam Removal
- Downtown Water Main Replacement and Streetscape Improvements
- Implementation of Downtown 2040 Plan
- Ongoing Building Maintenance (Boilers, Chillers, Roofs, etc.)
- City Schools Building Replacements and Renovations



Department Budget Instructions

FY 2020 Department Submissions

Required to include non-mandated program or service level reduction(s) to achieve a minimum reduction of 5%

- Based on the FY 2019 Adopted Budget City cost
(Adopted Budget less Dedicated Revenues)
- Adjustment given for the increase in Medical and Fleet (labor, fuel, parts, etc.) costs
- Phase I Implementation of the Salary Study was not included during budget preparation and will be added to Non-Departmental and then spread to Departments based on Council approval
- Net Department Submitted budgets resulted in less than a 5% reduction overall due to adjustments given



Budget Balancing Principles

1. Preserve first, core service delivery, quality of life items second.
(Protect public health, safety, and welfare)
2. Use results from Collaboratives' (Resiliency, Building Human Capital, Livable Lynchburg and Organizational) discussion on budgets to help inform balancing
3. Be bold and courageous and identify consequences of bold and courageous recommendations
4. Be inclusive – call in colleagues if need be
5. Use new revenue as a last resource to accomplish #1
6. Use feedback from citizens
7. Incorporate CIP debt and pay-as-you-go into balancing
8. Preserve talent development and training
9. Comply with Council Financial policies



FY 2020 Budget Calendar

March 12, 2019	4 - 6 PM	Regular Council Work Session - City Manager Introduces FY 2020 Proposed Budget and Begin Budget Review
March 19, 2019	4 - 6 PM	Council Budget Work Session - Continue to review FY 2020 Proposed Budget
March 26, 2019	4 - 6 PM	Regular Council Work Session - Continue to review FY 2020 Proposed Budget
April 2, 2019	7 PM	Notice of Proposed Real Property Tax Increase Public Hearing 7:00 p.m. FY 2020 Budget Public Hearing: Immediately following Public Hearing on Proposed Real Property Tax Increase
April 9, 2019	4 - 6 PM	Regular Council Work Session - Review proposed changes
April 16, 2019	4 - 6 PM	Council Budget Work Session - Budget Balancing
April 23, 2019	4 - 6 PM	Regular Council Work Session - Budget Balancing
April 30, 2019	4 - 6 PM	Council Budget Work Session - Budget Balancing
May 14, 2019	7:30 PM	Council Meeting - First Reading of the Budget
May 28, 2019	7:30 PM	Council Meeting - Second Reading and Adoption of the Budget



General Fund Capital Improvement Plan

Fiscal Years 2020-2024

February 12, 2019
Council Budget Retreat

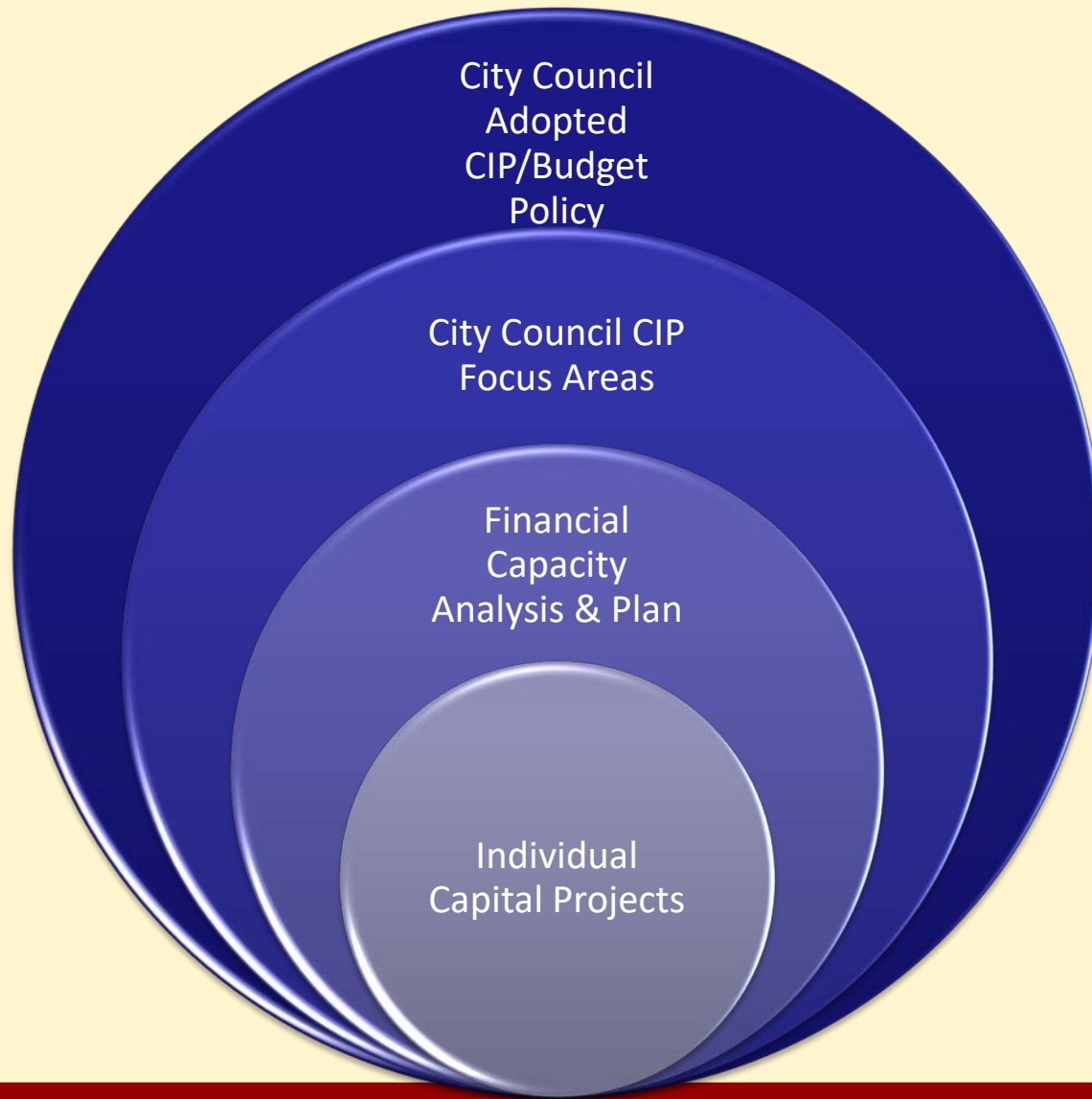


Overview

- Purpose: Provide Council with a complete overview of CIP funding plan; receive feedback on assumptions
- Agenda
 - Overview of planning policy and approach
 - Broad overview of focus areas
 - Review of financial plan suggestions
 - Future Considerations and Discussion



CIP – The Big Picture





Needed from Council

- We need City Council to:
 - Reaffirm and expand CIP Budget policy
 - Discuss the focus areas staff has identified as most appropriate
 - Provide feedback on presented funding plan concepts
 - Tell staff if there are projects that you need specific conversations to consider (we will assume lots of needed discussion on the major 5 projects)
- Several opportunities to discuss feedback points.



Capital Improvement Planning Policy

The CIP should:	Discussion
Be one of City Council's major policy statements	CIP priorities should be articulated in a coherent fashion and be reflective of what is important to City Council in the long term
Represent true balance and address tough decisions	Expenditures over time should balance capital needs with funding capacity; the plan should reach compromise between a desire to complete projects and a desire to limit expenditures
Have a clear long-term funding plan	The Community should develop a strong understanding of near and long-term financial impacts of project expenditures; CIP should be a coherent financial plan, not an un-fundable wish-list
Lead to proactive maintenance of existing assets	Maintenance projects, though less exciting, should be viewed as vital and relatively automatic; City Council should not have to decide on routine issues (roofs, HVACs, etc.)
Avoid one-offs through proactive planning	Projects should be informed by existing and developing community plans, eventually leading to a CIP with as few surprises as possible
Support <u>targeted</u> private sector development	Thoughtful consideration should be given to the encouragement of the private sector, with the understanding that often public investment promotes and inspires private investment.



Feedback Action Point

- Staff recommends expanding the CIP Policy to include the statements on the previous slide
- Do you agree with what staff has written regarding Capital Improvement Planning Policy?
 - What revisions are needed?



Project Focus Areas

1. Major City Asset Renewal & Construction
2. City Building & Facility Maintenance – including school facilities
3. City Transportation Projects
4. Neighborhood Reinvestment Projects
5. City Recreation Amenities Improvements
6. Perpetual Maintenance Funds

- *Council will be asked to endorse or revise these focus areas.*



Focus Area 1: Major City Asset Renewal & Construction

It is important for the City to...

Renovate or construct new facilities to address buildings that have reached or exceeded their useful life or are in need of major reinvestment

Example Projects

- ✓ Replace Police Headquarters
- ✓ Complete Lakeside Drive Bridge/College Lake Project
- ✓ Replace Sandusky Elementary School
- ✓ Renovate Linkhorne Elementary School
- ✓ Renovate Paul Munro Elementary School



Focus Area 2: City Building & Facility Maintenance

It is important for the City to...

Proactively address maintenance concerns at City-owned facilities, integrating school buildings directly into the plan

Example Projects

- ✓ City/School building HVAC, roofs, etc. replacements
- ✓ Electric/plumbing upgrades
- ✓ City-wide carpeting/painting
- ✓ Fire station improvements
- ✓ Elevator improvements & maintenance

There are 69 identified projects in this focus area



Focus Area 3: City Transportation Projects

It is important for the City to...

Leverage state and federal funds to make transportation improvements that will allow our road network to meet future needs

Example Projects

- ✓ Bridge repairs and replacements
- ✓ US 501/221 Intersection One-Way Pair
- ✓ GLTC Fleet Replacements

This list will be expanded as more transportation projects and funding are identified



Focus Area 4: Neighborhood Reinvestment Projects

It is important for the City to...

*Implement capital projects
needed to fulfill neighborhood
plans*

Example Projects

- ✓ Florida Avenue Sidewalk
- ✓ Phase IV 5th Street Reconstruction
- ✓ Downtown 2040 Master Plan projects

*This list will be expanded as new
neighborhood plans are developed*



Focus Area 5: City Recreation Amenities Improvements

It is important for the City to...

Proactively invest in quality of life projects that make Lynchburg an attractive community for residents and businesses

Example Projects

- ✓ College Park Upgrades
- ✓ Miller Park Pool Replacement
- ✓ Parks and Recreation Needs Assessment
- ✓ Creekside Trail Bridge Reconstruction



Focus Area 6: Perpetual Maintenance Funds

It is important for the City to...

Identify funding each year for smaller upgrade and improvements projects that are planned parallel to the CIP or that do not yet have a specific project

Example Projects

- ✓ Retaining wall replacements
- ✓ Traffic Signal replacements and repairs
- ✓ Radio system replacements

There are often parallel plans that inform the projects, but these funds represent an annual set aside for these needed projects.



Feedback Action Point

- Do you generally agree that these should be City Council's capital improvement plan focus areas?
 - Are there any focus areas missing?
 - Are there any focus areas inappropriately included?



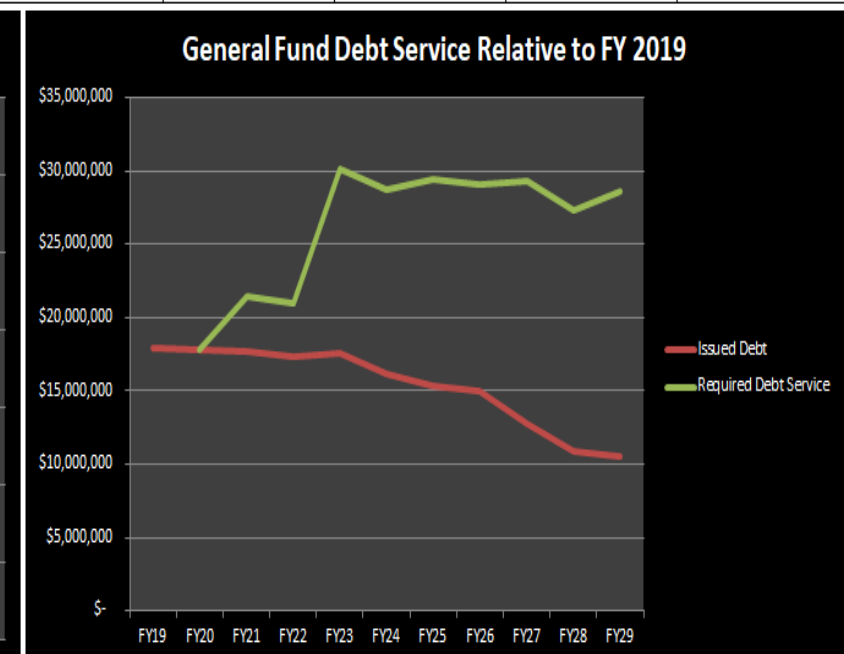
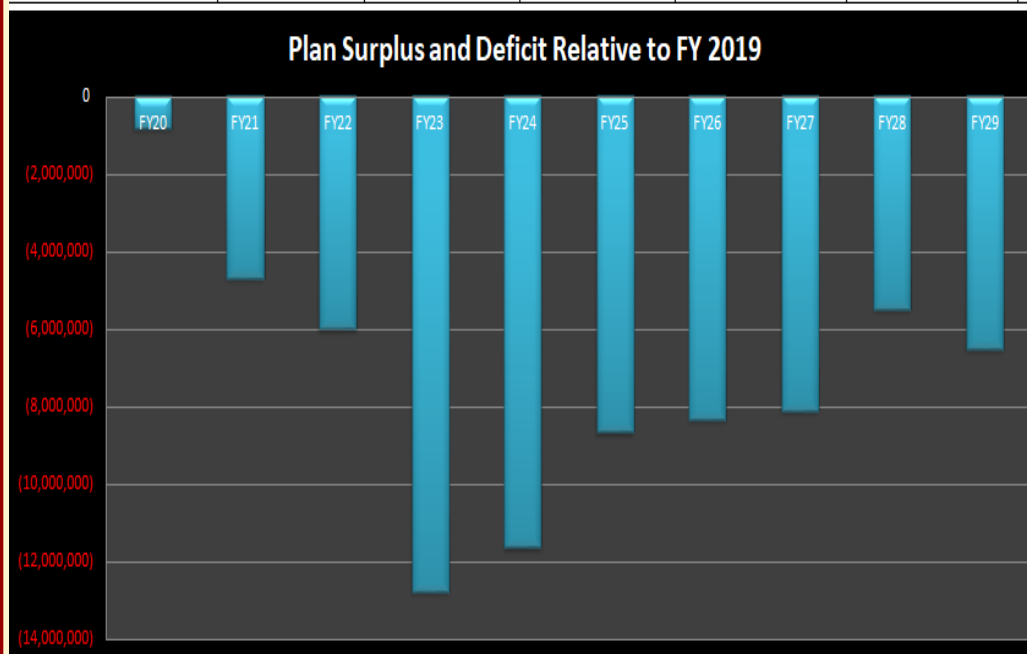
Financial Plan

- Funding all projects as they have been requested and Council has adopted creates a major funding gap
 - Beginning in FY 2020
 - Peaking in FY 2023, with a needed \$12.7 million
- Lakeside Drive Bridge/Dam, coupled with other projects, makes the adopted plan financially unsustainable



Adopted Capital Plan Funding Summary - Adding Lakeside Dr. Bridge/Dam Project

Capital Plan	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Surplus/(Deficit)	(800,657)	(4,682,707)	(5,995,983)	(12,753,633)	(11,637,842)	(8,646,123)	(8,312,841)	(8,103,179)	(5,468,777)	(6,504,599)



New debt issuance assumptions: 4.5% interest rate for 20 years;
major project like the Police Department and Schools could have a
longer term due to their anticipate useful life



Rearranging the Plan Timeline

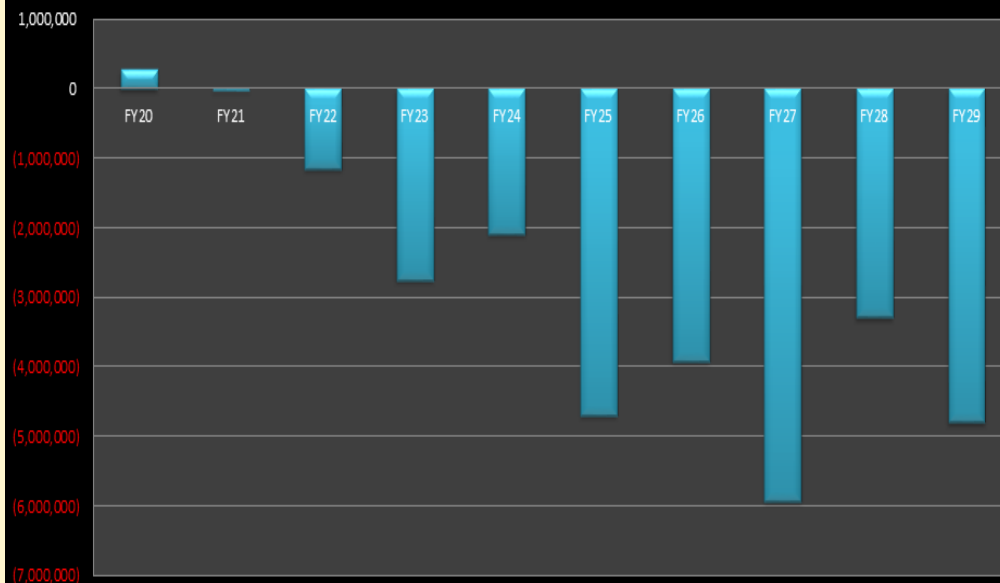
- Changing the timing of the major projects can close the gap to some extent
- Make every effort to keep maintenance projects on time; begin Annual Capital Maintenance funding (\$0.5M in FY 2020, add \$250k each year)
- Use \$6.0 million unallocated from 2016 bond issue
- Use operating capital reserve to help fund projects, rather than growing the reserve further
- Lengthening term of debt to align with useful life of asset



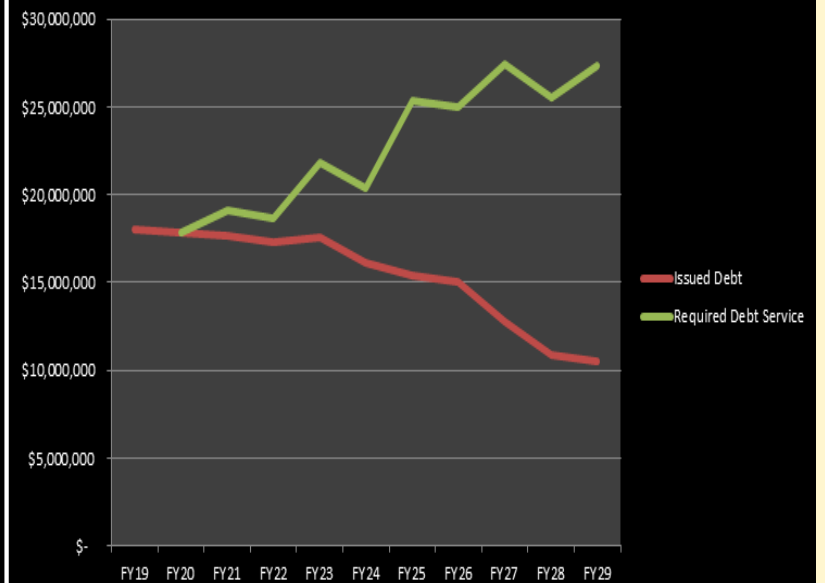
Funding Summary with Rearranged Project Timelines

Capital Plan	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Surplus/(Deficit)	274,205	(26,244)	(1,146,326)	(2,755,999)	(2,088,028)	(4,695,594)	(3,912,312)	(5,926,830)	(3,292,429)	(4,793,659)

Plan Surplus and Deficit Relative to FY 2019



General Fund Debt Service Relative to FY 2019





Dedicate New Revenue to CIP

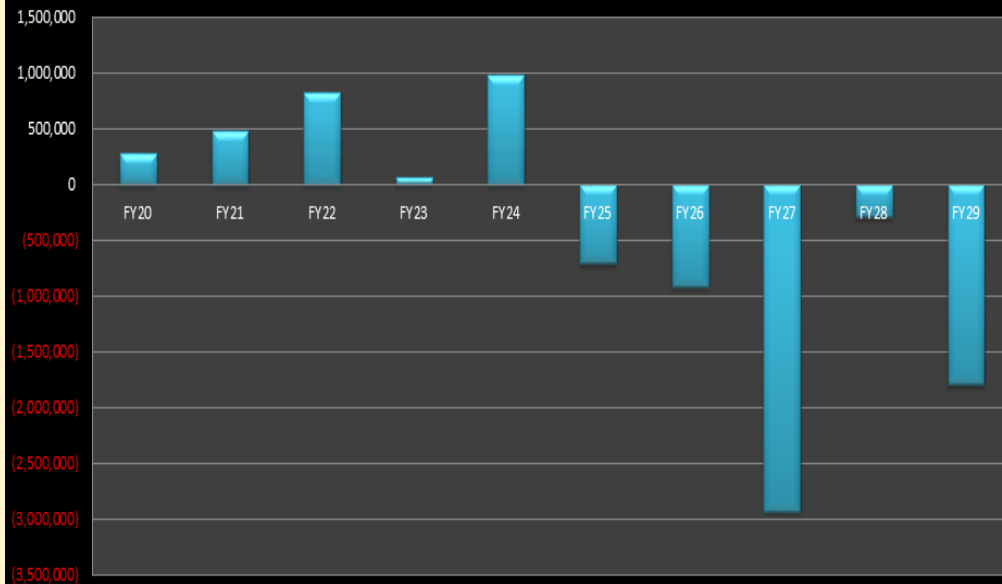
- In order to create a fundable financial plan
 - Dedicate \$800,000 of new revenue in FY 2020 to CIP
 - FY 2021-2024 dedicate first new revenue to CIP - even years \$1.0 million (re-assessment years); odd years \$0.5 million
- Two Points of Caution:
 - Limits funds available for operating budget
 - Pay and other issues
 - If revenue doesn't grow over the next several years, City would likely have to increase tax rates or make more significant cuts to cover debt



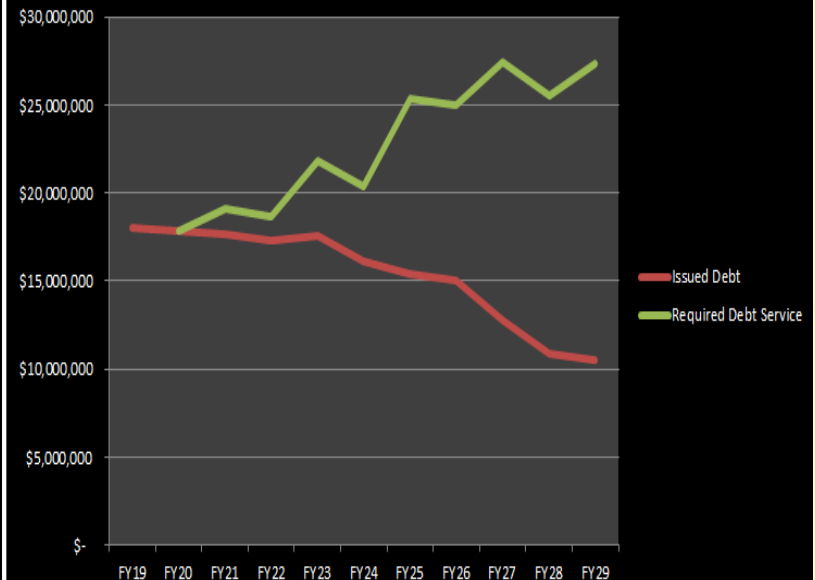
Dedicate New Revenue FY 2020 to 2024

Capital Plan	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Surplus/(Deficit)	274,205	473,756	827,429	71,430	983,403	(712,191)	(912,312)	(2,926,830)	(292,429)	(1,793,659)

Plan Surplus and Deficit Relative to FY 2019



General Fund Debt Service Relative to FY 2019



Dedicate \$800,000 in FY 2020. Then, \$500,000 in odd years; \$1,000,000 in even years to FY 2024.



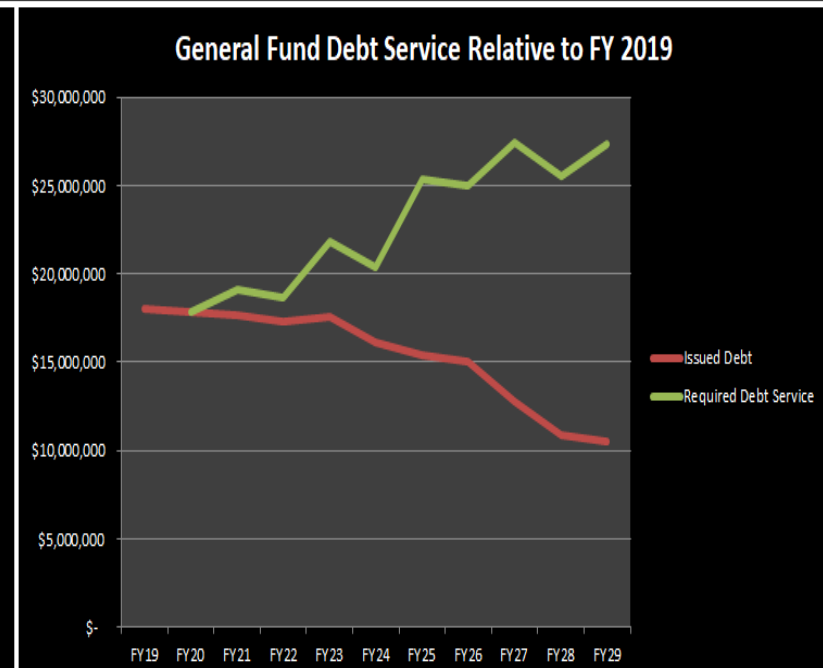
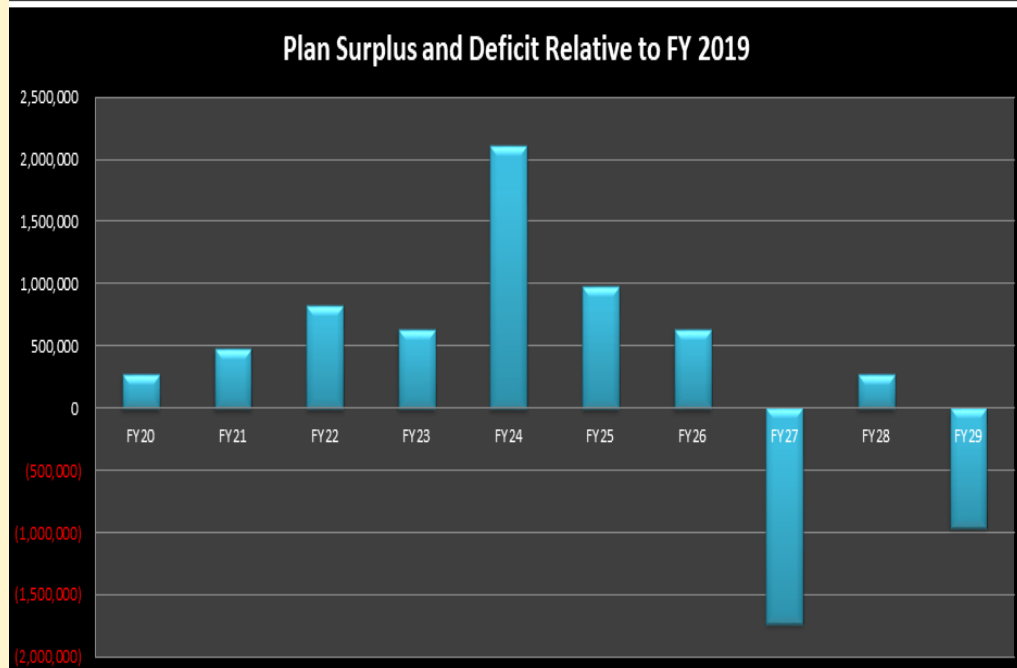
Addressing Remaining Future Deficits – Scenario 1

- Several out-years still suggest a potential deficit in funding for to-be-adopted CIP projects
- Consider the ***hypothetical*** effect of a \$0.01 increase in real estate tax increase in FY 2023 (from \$1.11 to \$1.12)
 - In 2019 valuation, generates \$564,000 per year
 - Includes changes in timing
 - Not part of the recommendation right now



Effect of \$0.01 Real Estate tax increase in FY2023 (not in recommendation)

Capital Plan	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Surplus/(Deficit)	274,205	473,756	827,429	635,430	2,111,403	979,809	631,497	(1,731,333)	271,571	(958,088)





Addressing Remaining Future Deficits – Scenario 2

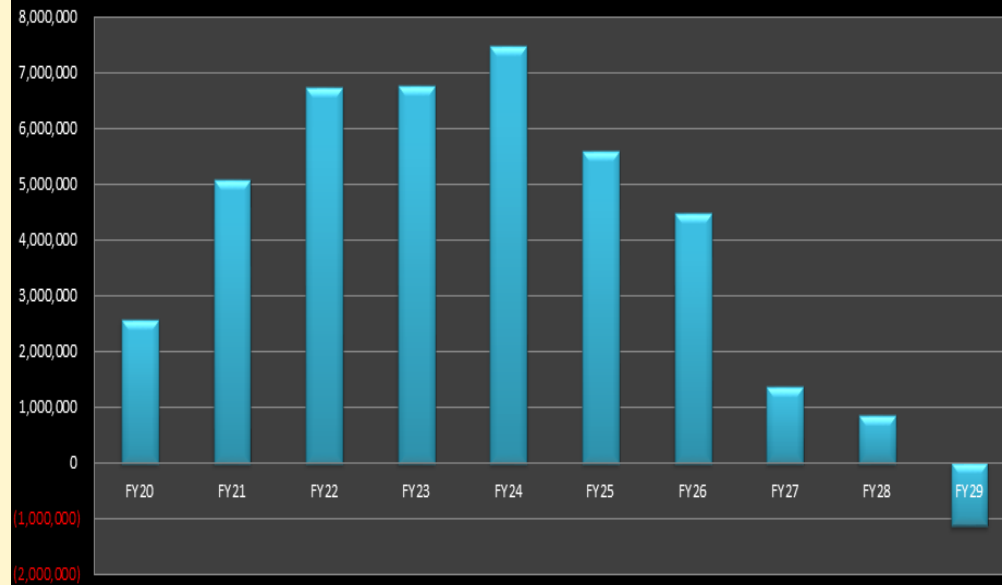
- Consider the *hypothetical* effect of a 1% meals tax increase in FY2020 (6.5% to 7.5%)
 - Not part of the recommendation right now
 - Generates approximately \$2,300,000
 - Includes timing changes
 - Would limit the need for dedication of future revenue
 - Would likely only need dedicated new revenue in FY 2020 (\$800k) and FY 2021 (\$500k).



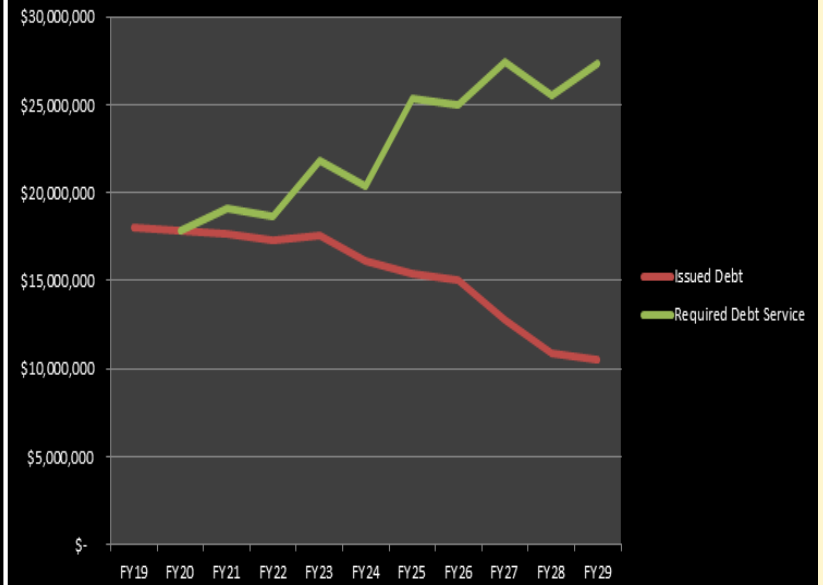
Effect of 1% Meals Tax Increase in FY 2020 (not in recommendation)

Capital Plan	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Surplus/(Deficit)	2,574,205	5,073,756	6,727,429	6,771,430	7,483,403	5,587,809	4,475,497	1,348,667	856,238	(1,137,421)

Plan Surplus and Deficit Relative to FY 2019



General Fund Debt Service Relative to FY 2019





Year-Over-Year General Fund Increased Tax Revenue

FY	Total Taxes Collected	Growth
FY2009	110,330,014	
FY2010	112,551,637	2,221,623
FY2011	115,044,676	2,493,039
FY2012	116,760,078	1,715,402
FY2013	122,436,720	5,676,642
FY2014	125,237,029	2,800,309
FY2015	127,770,649	2,533,620
FY2016	130,022,195	2,251,546
FY2017	132,895,836	2,873,641
FY2018	134,835,168	1,939,332

Excluding FY 2013 (Real Estate tax rate change year) the average growth is \$2.3 million.



1 Cent Real Estate Tax Increase Impact

Home Value	Annual Impact	Half Year Impact	Monthly Rent/Mortgage
\$ 50,000	\$ 5.00	\$ 2.50	\$ 0.42
\$ 100,000	\$ 10.00	\$ 5.00	\$ 0.83
\$ 150,000	\$ 15.00	\$ 7.50	\$ 1.25
\$ 200,000	\$ 20.00	\$ 10.00	\$ 1.67
\$ 250,000	\$ 25.00	\$ 12.50	\$ 2.08
\$ 300,000	\$ 30.00	\$ 15.00	\$ 2.50
\$ 350,000	\$ 35.00	\$ 17.50	\$ 2.92
\$ 400,000	\$ 40.00	\$ 20.00	\$ 3.33
\$ 450,000	\$ 45.00	\$ 22.50	\$ 3.75
\$ 500,000	\$ 50.00	\$ 25.00	\$ 4.17
\$ 550,000	\$ 55.00	\$ 27.50	\$ 4.58
\$ 600,000	\$ 60.00	\$ 30.00	\$ 5.00
\$ 650,000	\$ 65.00	\$ 32.50	\$ 5.42
\$ 700,000	\$ 70.00	\$ 35.00	\$ 5.83
\$ 750,000	\$ 75.00	\$ 37.50	\$ 6.25
\$ 800,000	\$ 80.00	\$ 40.00	\$ 6.67
\$ 850,000	\$ 85.00	\$ 42.50	\$ 7.08



1% Meals Tax Increase Impact

Meal Price	With Present Tax	Add 1% Meals Tax	Difference
5.00	5.59	5.64	0.05
10.00	11.18	11.28	0.10
15.00	16.77	16.92	0.15
20.00	22.36	22.56	0.20
25.00	27.95	28.20	0.25
30.00	33.54	33.84	0.30
35.00	39.13	39.48	0.35
40.00	44.72	45.12	0.40
45.00	50.31	50.76	0.45
50.00	55.90	56.40	0.50
55.00	61.49	62.04	0.55
60.00	67.08	67.68	0.60
65.00	72.67	73.32	0.65
70.00	78.26	78.96	0.70
75.00	83.85	84.60	0.75
80.00	89.44	90.24	0.80
85.00	95.03	95.88	0.85
90.00	100.62	101.52	0.90
95.00	106.21	107.16	0.95
100.00	111.80	112.80	1.00

Scenario:

Eat 3 meals out per day

Average \$10/meal

\$0.30 per day

\$2.10 per week

\$8.40 per month

\$100.80 per year



Police Headquarters Timeline

- Demolition – Spring 2019 (FY 2019)
- Design bid, award – Fall 2019 (FY 2020)
- Design Beginning – December 2019 (FY 2020)
- Design Complete – July 2021 (FY 2022)
- Construction bid – Winter 2021 (FY 2022)
- Construction Begin – Summer 2022 (FY 2023)
- Construction Complete – Summer 2024 (FY 2024)



Lakeside Dr. Bridge & Dam Project Timeline

- Updated preliminary engineering & right of way – Spring 2019 (FY 2019)
- Bridge design/build begin – July 2020 (FY 2021)
- Bridge design build complete – December 2022 (FY 2023)
- Dam removal/lakebed restoration begin – Fall 2022 (FY 2023)
- Dam removal/lakebed restoration complete – Fall 2024 (FY 2025)



Considerations Going Forward

- Keep all projects in the plan, but
 - Consider delaying some major (debt intensive) projects
 - Keep maintenance-type projects on target
- Appoint a City-Schools community task force to assess and recommend future school facility needs
 - Redistricting, school consolidation, updated facilities, etc.
- Consider dedicating a portion of new revenue in the next 5 years to CIP
- Consider revenue increase dedicated to CIP



Discussion

- Discussion



100

// A regular meeting of the Council of the City of Lynchburg was held on the 11th day of December, 2018, at 4:00 P.M. in the Council Chamber, City Hall, Treney Tweedy, President, presiding. The following Members were present:

Present: MaryJane Dolan, Jeff S. Helgeson, J. Randy Nelson, E. J. Turner Perrow,

Sterling A. Wilder, Beau Wright, Treney Tweedy

7

Absent:

0

// Chief Financial Officer Donna Witt stated the presentation of the FY 2018 Comprehensive Annual Financial Report (CAFR) and Related Reports would be given by Chris Banton with Brown Edwards. Mr. Banton presented an overview of the FY2018 Comprehensive Annual Financial Report (CAFR) and related reports for the fiscal year ending June 30, 2018. He thanked the City's CFO and staff for their assistance in preparing the CAFR. He presented highlights on the audit including the following:

- The independent auditors' report showed a clean opinion.
- The City and Schools' pension liability is less than last year, largely attributed to investment performance.
- A change in requirements placed post-retirement health insurance liabilities in financial statements.
- The City and Schools were in compliance under Government Auditing Standards, and no deficiencies were found.

Mr. Banton ended the presentation by saying how the City as the governing body arrived at the clean opinion.

// Assistant City Manager John Hughes provided background information regarding amendments to the City Code related to taxicabs. He stated that one of the efforts of the poverty initiative is to develop a transportation application (app) that is available for use by all potential riders. This innovative application could also provide subsidized rides to those who are unable to pay. Mr. Hughes went on to say that Transportation Workgroup facilitator Dr. John Salmon would spearhead this project. In the development of this "MoveUp" app, a need arose to address current taxicab ordinance language within the City Code. Current taxicab ordinance language requires amending to better accommodate implementation of this application and may also serve the purpose of updating outdated code verbiage.

Council Member Helgeson mentioned that he thought the City was trying to get rid of the outdated taxicab ordinance. City Attorney Walter Erwin mentioned several amendments were proposed in the past

and City Council was required to approve the taxicab certificates. The City Manager was also in charge of approving taxicab operations, but the City Code was amended and that responsibility now falls under

101

the Police Department. Council considered whether to deregulate taxicabs altogether. However, it was decided to continue as is to ensure proper functioning vehicles. Vice Mayor Dolan inquired about whether the taxicab ordinance gives some protection to consumers. Mr. Erwin says they do to ensure that taxicab rates are set so that customers are not being overcharged, that inspections ensure suitable vehicles, and to ensure that drivers are not engaging in inappropriate activities. Dr. John Salmon briefly explained how ride-sharing taxis have arisen due to technology. His presentation included:

- Current transportation needs
- How the app will bring different parties together to change the service
- Uber/Lyft – no regulation (no local or state regulations)
- Increase supply (app is free to drivers and riders)
- Beginning a transportation forum to determine needs and ways to connect to customers

Council Member Helgeson mentioned this is not a government decision, but personal choice. He thinks it is best the City not have this control. Dr. Salmon stated that he is not suggesting the City set the fares, but that drivers have this control. However, he wants to set the standards for the vehicles and drivers. Mayor Tweedy asked if the City removes the regulations, does it allow the MoveUp app to set the conditions of drivers, criteria, etc. Dr. Salmon stated the app only connects drivers and riders. It does not set the rate but connects riders to all available drivers so riders can choose based on their preference. Council Member Perrow asked about current taxi drivers and the impact of regulation. He also asked if it is currently live. Mr. Erwin responded that under the current regulations, taxi drivers cannot participate in such an app. However, removing the ordinance will allow taxicab drivers to participate in this network. Dr. Salmon mentioned his work with local police to discuss background check standardization. He also mentioned the app has been vetted by Apple. The system itself does not keep sensitive information. Council Member Wright stated Dr. Salmon is suggesting this app enable unification. Mr. Erwin stated he already has a draft of the ordinance ready to go for changes. A Police Department representative stated they are opposed to changes that would eliminate background checks for drivers. Additional information was provided to explain how current taxi drivers are vetted. Council Member Wilder asked whether information about Uber drivers is available. The State Code says that Uber/Lyft must set qualifications and they are not regulated. Council Member Nelson thanked Dr. Salmon for his presentation. Council Member Nelson mentioned current advances in technology were not available when the ordinances were passed. He would like a public hearing from current taxicab drivers and owners before making a

decision. Mayor Tweedy asked Mr. Erwin to work with Mr. Hughes to develop a plan to present to Council. After the discussion relating to taxicabs, Council Member Nelson made a motion, seconded by Council Member Wright to hold a public hearing with local taxicab drivers and owners before deciding to

102

change existing ordinance. Council by the following recorded vote agreed to hold a public hearing on this item:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wright, Tweedy, Wilder	7
Noes	0

// During roll call Council Member Nelson said he enjoyed the Christmas Parade, that it was a good crowd and it seemed everyone enjoyed it.

// Council Member Perrow acknowledged city staff for doing a good job during the recent snow event. He said he had only received one negative email but staff had addressed the issue for an elderly citizen.

// Council Member Wright acknowledged Public Works and Water Resources for their snow removal efforts.

Council Member Wilder thanked Council Member Perrow for participating in the Mustaches for Kids fundraiser. He said over \$170,000 was raised for non-profits. He also expressed congratulations regarding the Heritage High School Football Team State Championship.

// Vice Mayor Dolan stated she attended the Growth Through Opportunity graduation. She said the three young men who graduated were great and she thanked the Lynchburg Sheriff's, Police and Fire departments and others who participated in the program.

Mayor Tweedy made the following announcements:

- Christmas Parade was held on December 2, 2018 sponsored by Retail Merchants Association
- December 6, 2018 - Academy Center of the Arts – Opening Night performance by Mavis Staples
- December 8, 2018 – Heritage High School Football Team State Championship
- December 15, 2018 Wreaths Across America will be held at the Old City Cemetery
- Recognition – Public Works/Public Safety

// City Council recessed the meeting at 6:00 p.m.

// City Council reconvened the meeting at 7:30 p.m.

The following Members were present:

103

Present: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy	7
Absent:	0

Vice Mayor Dolan gave the Invocation, followed by the Pledge of Allegiance.

// Mayor Tweedy recognized the CO.STARTERS Graduates. Marjette Upshur, Director of Economic Development and Tourism presented the certificates to the 15 graduates.

// Mayor Tweedy recognized the opening of the Main Street Bridge. Commissioner Bert Dodson, the City's representative on the Commonwealth Transportation Board made several comments and Gaynelle Hart, Public Works Director, and other individuals who worked on this project were recognized.

// Mayor Tweedy recognized three individuals with the Lynchburg Fire Department for receiving the Patriotic Employer Service Award for their contributions to their co-worker, Firefighter Tim Greenway and his family during Tim's recent deployment overseas. She expressed congratulations to these three members (Battalion Chief Robert Lipscomb, Captain Jody Mayberry and Master Firefighter Maurice Bruce) of the Fire Department and thanked Tim Greenway for his service to our community and our country.

// Copies of the minutes of the October 23, 2018 meeting, having been previously furnished Council, reading was dispensed with, and on motion of Council Member Perrow, seconded by Council Member Helgeson, Council by the following recorded vote approved the minutes as amended:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy	7
Noes:	0

// In the matter of Community Development - Zoning Amendments, a public hearing was held regarding City Council Report #5 outlining the following petitions:

- 1) Petition of TPB Enterprises LLC to rezone approximately 10.76 acres located at 7814, 7816, 7822, 7900, 7902, 7906, 7908, 7912, 7916, 7920, and 8000 Timberlake Road from B-3, Community Business District and B-3C, Community Business District (Conditional) to B-3C, Community

104

Business District (Conditional) and B-5C, General Business District (Conditional) to amend previously approved proffers and to allow the development of the property as retail, restaurant, mini-warehousing and car wash uses.

- 2) Petition of TPB Enterprises LLC to rezone approximately 30.5 acres located at 7906, 7910 & 7824 Timberlake Road, 127 Brunswick Drive and 111 Buckingham Drive from R-4C, High-Density Residential (Conditional) to R-4C, High-Density Residential (Conditional) to amend previously approved proffers and allow the development of the property as a 270 unit apartment complex.

City Planner Tom Martin provided a thorough summary of both petitions. He stated these properties were first rezoned on July 8, 2014 to allow for commercial uses and the development of 270 apartments. This property is designated for High Density Residential on the City's Future Land Use Map (FLUM). He noted the most notable change is to amend previously approved proffers and to allow the development of the property as retail, restaurant, mini-warehousing and car wash uses. Mr. Scott Beasley of Hurt & Proffit, representing the petitioner, asked Council for approval on both rezoning petitions. Several individuals spoke in support of the petitions. There was no one else present who wished to speak to this item, and the public hearing was closed. The item was deferred to Council. On motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote adopted Ordinance #0-18-097, as presented, granting the petition of TPB Enterprises LLC to rezone approximately 10.76

acres located at 7814, 7816, 7822, 7900, 7902, 7906, 7908, 7912, 7916, 7920, and 8000 Timberlake Road to allow the development of the property as retail, restaurant, mini-warehousing and car wash uses:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy 7

Noes: 0

On motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote adopted Ordinance #0-18-098, as presented, granting the petition of TPB Enterprises to rezone approximately 30.5 acres located at 7906, 7910 & 7824 Timberlake Road, 127

105

Brunswick Drive and 111 Buckingham Drive to amend previously approved proffers and allow the development of the property as a 270 unit apartment complex:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy 7

Noes: 0

// In the matter of Community Development - Zoning, a public hearing was held regarding City Council Report #6 outlining the petition of Virginia Seminary (Virginia University of Lynchburg - VUL) to remove the campus grounds at 2057 Garfield Avenue, more specifically the area surrounding Graham Hall and the Mary Jane Cachelin Memorial Library, approximately five and ninety-two thousandths (5.92) acres, from the Virginia University of Lynchburg local historic district to allow future construction on campus without Historic Preservation Commission (HPC) review. Planner II Anne Nygaard provided a brief history of the school.

- Incorporated in 1888 as Lynchburg Baptist Seminary
- Oldest institution of higher learning in Lynchburg
- Founded by African Americans for African Americans
- First classes held in building overlooking the railroad on current school site

- Notable alumni include Anne Spencer and Vernon Johns

Ms. Nygaard stated that the school had sought and received local historic district designation in 2009. She also reported on the action of the Historic Preservation Committee and Planning Commission hearings.

HPC Public Hearing – October 15th

- Site/setting is part of the reason the district was established
- HPC can assist the University in planning their future development with a helpful perspective and expertise on how new growth can complement the historic campus
- 2009 vision of the University to preserve the campus and collaborate with HPC was prudent

106

Planning Commission Public Hearing – October 24th

- University should attempt to work within the district regulations and see if being in a district is really an impediment to campus growth

Dr. James Coleman and Mr. Ryan Mickles, representatives from VUL, provided information to amend a portion of the current VUL historic district boundary and not to remove the historic designation of the existing building/structures currently on the campus but a portion of vacant land that is on 2057 Garfield Avenue. The request is to effectively serve our student population, assist with student retention and campus growth. VUL now has a 100% historic designation while no other college in the area has such restriction. Ten individuals spoke in favor of removing the historic designation. Chris McSwain, Chair of the Historic Preservation Committee, spoke in opposition to recommend denial of the petition for removal of historic designation. There was no one else present who wished to speak to this item, and the public hearing was closed. Council Member Helgeson said that he was usually opposed to historic districts but he remembered that when the matter first came to City Council he had asked the property owners if they were sure that they wanted the designation and was assured that they did. He stated that he could not support the petition. Council Member Wilder stated that he understood the need for growth. He asked for clarification about the historic designations for Randolph College and University of Lynchburg. Staff

stated that only the Randolph College buildings located in the front were part of the Rivermont Avenue historic district designation and only Hopwood Hall on the University of Lynchburg campus was designated as an historic site. Council Member Nelson stated that he was somewhat torn and concerned about setting a precedent. He also said that he was not aware of the area in question having any real historic significance. He stated that the City had talked about Bridges to Progress and that we would not put up institutional barriers. Council Member Nelson made a motion that the former sites of Hayes and Fox Halls be removed from the historic district designation. This would not set a precedent because the owner of the property remained the same as when the original designation was made. Council Member Helgeson seconded the motion. He said Council Member Nelson had made a good point that the property owner had remained the same. Council Member Wright asked if the University cared to weigh in on the motion. Vice Mayor Dolan asked if the new proposal would help the school in their plans. Mr. Mickles

107

said if they had to they could probably go along with the new proposal. He cautioned Council that it could have an impact and restrict building on the Garfield Avenue side. Council Member Nelson withdrew his motion. Mayor Tweedy stated she was not in favor of the revised petition. She said the college should have the opportunity to grow. She further stated in studying the area where the school is located, there has been limited investment. Council Member Perrow said he struggled with this item. He had been in favor of the original 2009 decision. He said after thinking about it he believed that it was more important to enable the college to fulfill its core mission of educating students. He said that while he didn't like it, he would support the petition. After the discussion, on motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote adopted Ordinance #O-18-099, as presented, to remove a portion of 2057 Garfield Avenue from a local Historic District (HD) overlay zoning known as the Virginia University of Lynchburg (VUL) Historic District to allow future construction on campus without Historic Preservation Commission (HPC) review:

Ayes: Dolan, Nelson, Perrow, Wilder, Wright, Tweedy

6

Noes: Helgeson

1

// In the matter of Community Development - Zoning, a public hearing was held regarding City Council Report #7 outlining the petition of Josh Lee, Troutspring, to amend the Future Land Use Map from Low Density Residential to Medium Density Residential and to rezone approximately 5.91 acres located at 1306 Laxton Road from R-1, Low-Density Residential to R-3C, Medium-Density Residential (Conditional) and for a Conditional Use Permit (CUP) to allow the development of the property as 50 townhomes.

City Planner Tom Martin presented background information on the petition. He stated that the Planning Commission had recommended denial of the petition due to the impact on traffic and the impact to the existing homes.

Mr. Scott Beasley of Hurt & Proffit, representing the petitioner, asked Council for approval. He stated that he had completed the traffic study. He said that there would be no significant impact to traffic during peak

108

hours. He said they found that a left turn lane was warranted but not a right turn lane. He further stated that the developer had offered to put in additional screening and buffers.

The developer stated that they saw the development as a gateway to the area. He stated that they wanted to preserve the character of the area and that they want to be responsible developers and take an abandoned property and bring it up to standard.

Rick Reed spoke in favor of the petition. He said that the property had been listed for over two years and the developer was the only offer. He said the topography limited the use of the property. He stated that it was only generating \$37,000 in taxes. If it was developed it would generate more revenue.

Several individuals spoke in opposition.

David Mann spoke in opposition to the petition. He said the property in question was zoned R-1, that it was zoned for low-density and that all properties that abutted the property in the petition were all single family homes. He also said that traffic would be significantly impacted and would attract lots of renters and cars.

Kim Gafford spoke in opposition to the petition. She stated in the 18 years of living in the area she had witnessed a lot of growth. She stated that she was concerned about drainage, loss of property, and that she owned the woods the developer spoke of maintaining.

Mr. Beasley reiterated that there would be no significant impact to traffic. He also said that the woods belonged to someone else and could be developed by someone else. He also stated by City Code and State Code they were bound by law to manage all stormwater. The developer said they wanted to have responsible development and provide a great gateway for the City. There was no one else present to speak to this item and the public hearing was closed. Council discussed this item.

Council Member Wilder asked for clarification regarding the CUP. Mr. Martin said that the petitioner had revised their original petition regarding buffers. Council Member Helgeson said that the property was currently zoned R-1 for single family homes. He went on to say that it seemed strange to have more

109

density near single family homes and he could appreciate the developer's desire to develop the property. He asked staff if anyone had looked at a planned development. Mr. Martin stated that the petitioner had not offered that. Council Member Helgeson asked what else could be done on the property. Mr. Martin said there was a clustering option that would allow for smaller lot sizes. Council Member Wilder asked the developer if it was feasible to build single family homes on the property. The developer stated that it would be difficult and that trees would need to be removed. Council Member Perrow stated that there would be a good buffer between the homeowners and the development. He said he had concern that the same problems with the Paulette Circle intersection would exist with this development. He said that a couple years from now there would be a need for a traffic signal. He stated that the VDOT letter said that

the information provided was acceptable but could not be recommended for approval without further information. He suggested that the developer reconsider the access and bring the request back to Council at a future date.

Council Member Perrow made a motion, seconded by Council Member Nelson, to postpone the item until the developer could offer more options. Council Member Helgeson said he thinks it would be a good idea to table it and take this item to a Work Session.

Mayor Tweedy said she supported the motion to table the petition and that she understood the concerns about traffic in the area. She said she had recently attended a realtors meeting and the speaker had recommended that the City encourage more single family homes. Council Member Wilder said he would not support the motion to delay the development of the property, since there is an interested developer in the property and the property has been idle for some time.

City Attorney Walter Erwin stated that Council can table the item but that Council had 12 months to act on the petition according to state law. Council by the following recorded vote agreed to table this item:

110

Ayes: Dolan, Helgeson, Nelson, Perrow, Wright, Tweedy	6
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Noes: Wilder	1
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// In the matter of Public Works, a public hearing was held regarding City Council Report #8 regarding adopting a Resolution granting a license agreement to VRE Timberlake, LLC to install, maintain, and operate a new private sanitary sewer pipe in City-owned right-of-way on Greenview Drive.

Lee Newland, City Engineer provided a summary of the request. There was no one present who wished to speak to this item, and the public hearing was closed.

Council Member Perrow, Chair of the Physical Development Committee (PDC) stated that the request was considered by PDC and made a motion to approve the request. The motion did not require a second and Council by the following recorded vote adopted Resolution #R-18-100, as presented, granting a

license agreement to VRE Timberlake, LLC to install, maintain, and operate a new private sanitary sewer pipe in City-owned right-of-way on Greenview Drive:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy 7

Noes: 0

// In the matter of Community Development, City Council Report #9 was considered to approve the names of three existing private streets located on the Liberty University campus.

City Planner Tom Martin provided a summary of the request proposed by Liberty University.

Council Member Perrow, Chair of the Physical Development Committee (PDC) stated that the request was considered by PDC and made a motion to approve the request. The motion did not require a second, and Council by the following recorded vote adopted Resolution #R-18-101, as presented, to approve the names of three existing private streets located on the Liberty University campus:

111

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy 7

Noes: 0

// In the matter of Public Works, City Council Report #10 was considered to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate \$4,000 with resources from the Virginia Department of Environmental Quality Competitive Litter Prevention and Recycling Grant to purchase a Bigbelly waste receptacle for placement in downtown.

Director of Public Works Gaynelle Hart provided a summary of the request.

Council Member Helgeson, Chair of the Finance Committee (FC) stated that the request was considered by FC and made a motion to approve the request. The motion did not require a second, and Council by the following recorded vote introduced and held over to a later meeting for final action Resolution #R-18-102, as presented, to purchase a Bigbelly waste receptacle for placement in downtown:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy 7

Noes: 0

// In the matter of City Code, City Council Report #11 was considered. City Attorney Walter Erwin provided a request to amend Section 21.2-52 of the City Code relating to the disposal of personal property that has been placed in the public right of way as part of a tenant's eviction. Mr. Erwin reviewed the current code related to the disposal of personal property left by an evicted tenant. He stated that many landlords do not fulfill the obligations to remove the property. He stated that City Council has asked if there was anything the City could do to require landlords to fulfill their responsibility to remove the property. Council discussed this item at length with questions and concerns addressed to the City Attorney which consist of a 24-hour period to remove his or her property from the public right of way; if the landlord fails to remove the tenant's personal property within a 48-hour period the City can remove the personal property and charge the landlord for the costs incurred by the City in removing the personal property.

112

After the discussion and on motion of Council Member Wilder, seconded by Council Member Perrow, Council by the following vote agreed to postpone action on this item indefinitely:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy 7

Noes: 0

// Due to time constraints Council agreed to postpone the December Boards and Commissions appointments until January 8, 2019.

// The meeting was adjourned at 11:15 P.M.

100

// A regular meeting of the Council of the City of Lynchburg was held on the 8th day of January, 2019, at 7:30 P.M. in the Council Chamber, City Hall, Treney Tweedy, President, presiding. The following

Members were present:

Present: Mary Jane Dolan, Jeff S. Helgeson, J. Randy Nelson, Sterling A. Wilder, Beau Wright,	
Treney Tweedy	6
Absent: Turner Perrow	1

// Council Member Nelson gave the Invocation, followed by the Pledge of Allegiance.

// Mayor Tweedy presented Certificates to Heritage High School Football Team State Champions and recognized the team for winning the 2018 Virginia High School State Championship.

// Copies of the minutes of the October 30, 2018 meeting, had been previously furnished to Council, so reading of these was dispensed with, and on motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote approved the minutes as presented:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

// Copies of the minutes of the November 1, 2018 meeting, having been previously furnished to Council, reading was dispensed with, and on motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote approved the minutes as amended:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

// In the matter of Public Works, Resolution #R-18-102, to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate \$4,000 with resources from the Virginia Department of Environmental Quality Competitive Litter Prevention and Recycling Grant to purchase a Bigbelly waste receptacle for placement in downtown laid over from the December 11, 2018 meeting, was again presented and read, and on motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote adopted the Resolution:

101

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

// In the matter of Community Development, a public hearing was held regarding City Council Report #4 outlining the Community Development Block Grant (CDBG) and HOME Program goals for Fiscal Year 2020 (Program Year 2019) Annual Action Plan. Grants Manager Melva Walker provided a summary of the CDBG and HOME Program goals for Fiscal Year 2020 (Program Year 2019) Annual Action Plan. This Plan outlines the City's needs, goals and objectives for the Community Development both housing and non-housing areas. The goals listed below are intended to provide broad guidance in the allocation of Community Development Block Grant (CDBG) and HOME Program funds granted to the City by the United States Department of Housing and Urban Development (HUD) for the five years that began on July 1, 2015 and ends on June 30, 2020. HUD requires CDBG and HOME Program entitlement communities to review these goals on an annual basis. The primary objective of the CDBG and HOME Program is to continue to develop viable urban communities through decent housing, suitable living environments, and expanded economic opportunities for low- and moderate-income persons; the City of Lynchburg supports assisting individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons.

Housing Goals

- Increase the number of owner-occupied units.
- Rehabilitate substandard housing units. Emphasis is to be placed on programs that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources.
- Support initiatives to increase permanent affordable rental and housing ownership opportunities.
- Promote programs that assist eligible individuals in retaining their homes.

Non-Housing Goals

- Support efforts for the removal and redevelopment of dilapidated and condemned structures to eliminate neighborhood deterioration, blight and blighting influences.

102

- Support neighborhood partnerships that facilitate self-sufficiency and enable families and individuals to maintain their housing, remain in their neighborhoods, and age in place.
- Support economic development initiatives that improve the economic base, job skills, and health of the community.
- Promote public service activities which support the healthy development of the City's at-risk youth, adults, and families.
- Support efforts to develop, sustain, and coordinate a comprehensive, seamless system of services for homeless citizens in order to move the homeless population toward obtaining permanent housing.
- Support efforts to remove barriers to escape poverty and strengthen low-income households and families.

There was no one present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Helgeson, seconded by Council Member Wilder, Council by the following recorded vote adopted Resolution #R-19-001, as presented, approving Community Development Block Grant (CDBG) and HOME Program goals for Fiscal Year 2020 (Program Year 2019) Annual Action Plan:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

// In the matter of Community Development - Zoning, a public hearing was held regarding City Council Report #5 outlining the petition of Ms. Theresa Bryan, Dr. Genevieve Neale, K-9 Cloud Nine, for a Conditional Use Permit (CUP) at 2323 Memorial Avenue to allow the operation of a dog grooming and boarding facility (within the shopping center) in a B-3, Community Business District.

Neighborhood Planning Coordinator Victoria Glasgow provided an outline of the request. Ms. Glasgow stated the Planning Commission recommended approval of the CUP petition.

Ms. Theresa Bryan accompanied by Dr. Genevieve Neale provided information for the request to allow the operation of a dog grooming and boarding facility and asked Council to approve the CUP.

103

Five individuals spoke in support of the K-9 Cloud Nine CUP. There was no one else present who wished to speak to this item, and the public hearing was closed.

On motion of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote adopted Resolution #R-19-002, as presented, granting the Conditional Use Permit for the K-9 Cloud Nine dog grooming and boarding facility located at 2323 Memorial Avenue:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

// In the matter of Community Development - a public hearing was held regarding City Council Report #6 outlining the petition of Mustard Seed Chesterfield, LLC, for a Conditional Use Permit (CUP) at 7616 Timberlake Road to allow the construction of a car wash in a B-3, Community Business District. City Planner Tom Martin provided an outline of the request. Mr. Martin stated the petition is consistent with the zoning ordinance which permits car wash facilities in the B-3 Community Business District. He also stated the Planning Commission recommended approval of the CUP.

Mr. Scott Hamre gave a presentation and asked Council for approval of the CUP. There was no one present who wished to speak to this item, and the public hearing was closed.

On motion of Council Member Helgeson, seconded by Council Member Wilder, Council by the following recorded vote adopted Resolution #R-19-003, as presented, granting the Conditional Use Permit at 7616 Timberlake Road to allow the construction of a car wash in a B-3, Community Business District:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

// In the matter of City Code, a public hearing was held regarding City Council Report #7 regarding comments on proposed amendments to the City Code related to taxicabs.

Assistant City Manager John Hughes provided the proposed amendments to the City Code relating to taxicabs. He provided information on the reason why we are at this point relating to taxicabs.

104

Dr. John Salmon spoke regarding amending the City's taxicab ordinance to better accommodate implementation of the MoveUp application that he had presented to Council on December 11, 2018. The goal of this application is to try to increase transportation opportunities in a small city like the City of Lynchburg. Several of the goals were mentioned in his report.

- Strengthen every asset that you have
- Maintain current business model exactly as it is
- Allow additional technology to encourage competition with other companies
- Potential to put everything on one network
- Assist people with medical needs
- Update taxicab regulations
- Expand approach to utilize more modern technology

Dr. Salmon stated he has created a transportation app to unify the community's transit options on one platform.

Five individuals spoke in support of the proposed amendments to the City Code related to taxicabs.

Four individuals, all taxicabs owners or drivers, spoke in opposition to the amendment for a variety of reasons:

- Transportation to primary care appointments
- Providing child passengers with car seats
- Riders' manner of payments/transactions
- Would like the meters to continue to determine taxi rates as set by Council
- Provide Council the time to bring all stakeholders to the table to discuss this proposal
- Update the City Code relating to taxicabs

There was no one else present who wished to speak to this item, and the public hearing was closed. The matter was referred to Council for discussion.

After the public hearing, Council discussed this item at length. Council Member Helgeson stated after hearing from all the taxicab providers, it sounds like there hasn't been much time for discussion. Vice Mayor Dolan stated she opposed the amendment because all of the stakeholders have not had an
105

opportunity to give their input. Council Member Helgeson made a motion, seconded by Vice Mayor Dolan, to deny the proposed amendments to the City Code related to taxicabs. Council Member Helgeson further stated he recognized transportation as an issue. He further stated that Council normally sets fees, and that without further information, Council is not able to set fees that seem reasonable.

City Attorney Walter Erwin stated that Council should keep in mind that they don't have an ordinance in front of them, what they have is a summary of what Dr. Salmon recommends so any taxicab drivers who wished to could take advantage of this app and wouldn't require taxicab drivers to use it. These are just Dr. Salmon's recommendations. No ordinance has been prepared yet.

Mr. Erwin further stated that the resolution that was before Council was to direct staff, after hearing comments tonight, to take all these comments back, to prepare an ordinance, based on the comments, to reach out to taxicab drivers to obtain their input, and to then bring it forward for Council's consideration.

The City's taxicab ordinance was first adopted in 1931, so some provisions in the current taxicab ordinances are outdated and should be amended to take advantage of the technology. Mr. Erwin recommended reviewing the entire taxicab ordinance, making all the changes needed to bring them up to date like getting rid of the old reference to the Municipal Court because it is based on the language that is in the City Code. The goal would be to update the ordinance that is ultimately presented to Council.

Council Member Wilder asked for clarity. He said when Dr. Salmon came forward it was mainly in reference to the app for persons looking for a job, job sharing or things of that nature and then taxicabs were added so that they wouldn't be left out. He stated that he wanted to make sure that he had the correct message as to whether the taxicabs are involved and weren't left out of the process. Council Member Wilder recommended holding off and making sure that representatives of the taxicab business are at the table when this is discussed. Council Member Wright wanted to make it clear that Council was

not actually voting on any ordinance but was just talking about the ideas being presented in these proposals.

Council Member Nelson stated that on December 11, 2018 Council had discussed the issues presented tonight including how we could move from the early 20th century into the 21st century technology. At that time he proposed that a public hearing take place tonight because up until that point we did not have the

106

input from the stakeholder taxicab companies. We had the innovative and creative suggestions of Dr. Salmon. He stated we have heard that there are issues of concern to the stakeholders and we should address them. He stated that it is valuable to have additional community conversation with staff so that we can come up with effective language. He noted that the proposal contains a reference to Municipal Court. My understanding is that we no longer have a Municipal Court in the City; it is the General District Court or the Court of General Jurisdiction. So this proposal contains antiquated language in it. Council Member Nelson stated his support for the motion to delay action on this item. Mayor Tweedy asked if Council had any further questions or comments. Council Member Helgeson made a motion, seconded by Vice Mayor Dolan, to delay action on the proposal and directing staff to come back after meetings with Stakeholders about the proposal. The motion passed by the following recorded vote:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

// In the matter of City Council and in consideration of Council Report #8, Mr. David Termotto spoke before Council about his objection to another resident playing loud Christmas music on Old Boonsboro Road.

// In the matter of City Council and in consideration of Council Report #9, Ms. Bunny Goodjohn spoke regarding tethering.

// In the matter of Community Development, City Council Report #10 regarding review of 2018 Housing Study was considered.

Assistant City Manager John Hughes provided an overview of the 2018 Housing Study. Mr. Hughes stated the issues of housing stability and affordable housing are perplexing for communities nationwide.

In Lynchburg, a study has been recently completed by Enterprise Community Partners that highlights both issues for our locality. This presentation is for informational purposes and represents ongoing work of the Lynchburg Regional Housing Collaborative to address housing stability and economic security in the Lynchburg area.

107

Kevin Henry, Zoning Administrator noted the Housing Collaborative at this point is 7 years old. At that point in time the City was managing the Housing Collaborative and was in hopes at some point in time of transitioning it to one of our housing Stakeholders. That time came about 2 years or so ago. He stated the Poverty initiative that started about 2 years ago really got things moving and pushed the Collaborative to this grant that we received from the Virginia Housing Development Authority (VHDA). Kevin stated he was just providing introductory comments for this as a City representative.

Dawn Fagan, the Executive Director of Lynchburg Redevelopment and Housing Authority shared the Collaborative commissioned over the last year and a half a housing stability study on the impacts of affordable housing in Lynchburg. She stated that those working with our citizens know the struggles that they face every day in finding affordable units in which to live. The affordable housing study indicates that housing stability is the ability of residents to live in a home as long as they choose without being forced to move due to cost. One of the key measures is housing cost burden. (Cost Burden vs. Severely Cost Burden)

Mr. Jeff Smith, Executive Director of Rush Homes, spoke on Housing Supply. He stated rents are rising; incomes are falling and the City has a high demand and short supply for affordable housing. This is probably the most significant piece of information that we have seen regarding housing stability. In summary, over 10,000 households in Lynchburg spent more than 30% of their income on housing in 2016. A major formula for instability is the cost of housing in our community. He stated how affordable housing not only affects individual people, but how it affects our community as a whole. He further stated affordable housing impacts improvement of health, improvement of mental health, etc. Not only does affordable housing affect individuals, it can improve the economics in our community. Affordable housing does not decrease surrounding property values. Affordable housing will create opportunities for most

Lynchburg residents and contribute to a thriving and inclusive community. Affordable housing positively impacts households - economic security, health, both physical and mental, employment opportunities, child development, and educational outcomes at the same time saving money for our communities. So this is a community issue.

108

Mr. Smith continued, with that said, what do we want from you? We should be asking each other that. What can we do to make this better, as a group? Not what do we want. We would like the City to be proactive rather than reactive about housing issues. We would like to see funding for affordable housing and City efforts to support and acquire funding from private, state and federal funding sources. The City can provide needed leverage in all these circumstances. We would like to see City policy changes that positively impact the creation of affordable housing, including inclusionary zoning. Inclusionary zoning is simply having zoning ordinances that indicate that there will be a certain amount of affordable housing in any development in any particular zone. We would like to see and would request a City-led task force to investigate a formal housing and related programs development as well as develop a progressive plan in vision that promotes household stability via affordable housing. And finally, we would like to see a study and report on the City's housing quality as we know housing quality has an impact as well, a huge impact. We would also like to see a study on City rates and evictions, because we have no data on that. It would be great if the City could work to help increase the capacity of the mission based entities here that are developing and working to develop affordable housing in the City.

Miriam's House representative Sarah Quarantatto spoke regarding the Importance of Housing Stability.

Safe and affordable homes are the foundation of opportunity and a springboard to a better future.

Housing Stability refers to the ability of residents to live in their home as long as they choose, without being forced to move due to cost. Affordable housing impacts community health for individual citizens in that all of the different areas that we want to address including employment, and better health and food security are all positively impacted when individuals and families have access to affordable housing.

Housing is seen as the hub for allowing families and individuals to succeed in so many other ways and to be able to address so many of their other needs and opportunities for improvement. One of the concerns

raised in this study was the hypermobility that exists within our community and that is especially significant for those in severely low income households. The reason why that is so significant is that hypermobility really sets families back. When you are moving around trying to find lower rent or being evicted because you can no longer afford your rent, other areas suffer, employment suffers, and children

109

especially suffer as far as academic attendance. The way to alleviate hypermobility is by having more affordable housing options for households making below the 30% Area Median Income (AMI).

Council Member Helgeson stated this study was provided by Enterprise Community Partners, whose mission is to push affordable housing. So as an advocate, hopefully, we will look at this study objectively. When the study mentions the housing supply gap, it mentions rents rising relative to wages. The study graph gives the impression that the change in income is for the same people. Mr. Helgeson stated that the wages aren't for the same people. So the property may be the same. As it goes up, it's the same house, but the people that are renting have changed. So to take this as prima-facie evidence and to say – there is this gap and we need more housing is missing the fact that the people have changed. The people are mobile. Some people who have means have moved. Some people without means have moved into the City. So we cannot conclude that this looks really good or looks really bad for the City of Lynchburg without dissecting and looking deeper into the facts. It could be the policies set by City government, what our tax rates are, what our schools look like, or what our police force looks like; it may not be the income of the folks in Lynchburg. Mr. Helgeson also asked if we are collating something that happened in 1937 with actions of today. He questioned if we are taking something as prima-facie evidence from something 82 years ago to conclude that we have to do something immediately. Since we have had 50 years of the Fair Housing Act should we still be blaming something from 82 years ago? Mr. Smith went on to say that they are essentially an arm of the Enterprise Foundation which has long been a major housing developer and provider of funds; an advocate for housing in the nation.

Council Member Wright commented on the study, indicating that Lynchburg is short 500 units for the most vulnerable people in our community, and if we really want to address poverty, then we should bend over backwards to address our challenges in affordable housing. He commented further that the proposal

makes a lot of sense and that we should have a community task force on affordable housing to look into ordinances and policy changes that this body can make that would encourage more investments in the census tract data showing where the investments are happening. We should all be taking real pause in giving this study a great deal of weight because this is the future of our community, it's a really big deal, and I am grateful to those who shared this information and for being partners in this operation.

110

Council Member Wilder said thank you for the information. He thought it was very informative. It confirmed certain things that I already knew but I thought it was important to have the background data to go along with the thinking since I've been on City Council. One thing that I first realized was so amazing that there are so many apartments in our community while the emphasis has been on new apartment developments. I kept asking the question, if any houses are being built in our community. It just reminds us more so of the importance of homeownership and how important it is and how we as a City need to put some more efforts in that area. So I would love to bring this back to maybe a work session or something of that nature where we can look at policies and look at other ideas about how City Council and housing development staff can promote provisions that would encourage a certain portion for low income residents. I am not sure of the requirements, if vouchers or subsidies can be accepted for housing or apartments in the high district areas. This is something that I would like to discuss more to explore other ideas and options. Homeownership is such a good stability factor for our community. What can we do to help poor families attain homeownership? What can we do to invest in homeownership for our citizens? Whether it is more services, whether it is CDBG funds, or whatever we can do to better serve our citizens by supporting community homeownership.

Council Member Nelson stated he commended the Collaborative for their presentation. Some of it was a primer of information that we all up here already know. Much of it was new information that was insightful as we move forward and deal with these issues in the future. I think all of it emphasizes the very key importance of the quality of life in this City and how it relies on the presence of stable reliable housing for every aspect of what we consider important in running a City. No doubt we can adopt all of this information as we go forward. In 2012, the medium rent jumped up dramatically from around 10-12% it seems up to about 18%. The following year, it continued to go up to about 27% and it peaked out at

around 30% in 2015. So the amount of rent, the median rent charged to those in the City suddenly in 2012 begin to spiral upwards. And then it began to go down after 2015. Now, am I to interpret from that that something happened in Lynchburg that drove rates up for a period of years? Then in 2012 it suddenly spiked. I agree with your assessment. All of your data is going to be valuable to City Council and City Staff as we go forward and deal with a lot of things because one thing that Council is going to be

111

dealing with in the next four or five months is balancing the budget. In balancing the budget and if we need to increase revenue, one of the topics that is always discussed is raising real estate taxes. What that chart shows me is the last time we raised real estate taxes was in 2011 and it went into effect in 2012. That is when the rent for those on fixed income, for those in poverty, for those in need increased. This suggests that increases in real estate taxes may have been simply passed on to the tenants and most negatively impacted those in poverty and those who could not afford to absorb them. I mention this only because this is a challenge Council is going to be facing in a few months and I think this is vivid data that if we care about a consistent approach to dealing with poverty we should probably deter from raising real estate taxes to solve the budget issues because it will be passed on most vividly to those who are renting. I also noticed that in 2015 and 2016 the medium rent dropped. I would speculate, I haven't researched it, but I would speculate, it is at that point that suddenly more affordable lofts and apartments came on line in downtown Lynchburg. With lots of affordable apartments built on Timberlake Road, Leesville Road and Old Forest Road and with a larger abundance of affordable houses suddenly that medium rent is going to go down. Would you agree with that?

Council Member Helgeson spoke about the graph that was mentioned. I don't think we can take too much into it because of lots of different things. You can say that there were not more houses built but we had an influx of brand new students. That will bring down the bottom line. I know it sounds neat but there is very little that you can infer from this graph because there could have been a lot more houses built, or there could have been a whole lot more students, for example. That actually happened. I mean there was a huge growth in the student population at Liberty University of which you have a lot more students and the students typically aren't working so I imagine their filed median gross income is pretty low so that

helps pull down those numbers. So again I appreciate the graph but there is very little that you can factually infer from this and that was my point earlier.

Mr. Smith responded by saying he believed this is an interpretation on his part, from the housing cost in 2008, we knew that many mortgages were underwater and it was much more difficult to sell houses. The housing sales data was going down. At that point rent started to rise because rental housing was more preferred. So we are getting fewer homeownership sales. Rental housing is more in demand. As a
112

developer, he stated that when incomes go up and expenses go up, then rent needs to go higher. Now as a mission based developer for affordable housing, we are restricted on the rent. But he could understand that from the perspective of a private or for-profit developer.

He stated that his only disagreement would be with the characterization of affordable housing. He stated that he would think of affordable housing at a different rent level. Possibly as the demand of the supply increases a significant amount so that would reduce the demand at certain levels. But we don't know the levels and that could be at 100% or 150% AMI. We are still seeing data that shows us that regardless of that we don't have enough supply for people at 30% AMI and lower and I would suggest that at least at 50% if not 60% AMI or lower.

Vice Mayor Dolan had the following comments, I don't have much to add to what all of my colleagues have said except I want to thank you for bringing this forward. And there is just no doubt that it is a very sobering report and that we really need to pay attention to it.

Mayor Tweedy stated her comments:

The data is very sobering and I thank you all for doing the report and the survey. I am very concerned about two populations - children and families who are moving around which is burdensome to the school division. Then it takes more to educate them and bring them up to speed as someone mentioned. Our seniors and particularly our veterans as well that fall in this category of fixed incomes and what's available to them. And I have a lot of calls that come to me asking where to go for help and assistance. If citizens have worked so many years and have fixed incomes, how are we helping them to remain in our City and to have great golden years without being burdened by the rent or over expending of their funds? And then I am wondering if this is just an opportunity for the housing market to open up for the people who

could afford to pay a little bit more. How do we create a more mixed income type of opportunity for families? In several of our communities, do we look at private development, and I know that Rush Homes is a private developer but your mission is a bit different, versus how do we bring public housing into this conversation. It's been a long time since we've had that conversation in Lynchburg about how to redevelop properties or maybe now is the opportunity to do that and maybe a more modernized model of how to build communities in our City. So I would really like to see this conversation land with the

113

collaborative and with the public housing. Thank you Ms. Fagan for being a part of the presentation, to see how we can develop future planning and activity with the city departments around creating these necessary units and community. I think with planning we could get that done. But I am in favor of your recommendations; I was really struck with the redlining slide that has been brought up and part of that is because there is also another report out by the Brookings Institute, regarding African American neighborhoods across the country, and the lower valuation of property in those neighborhoods. Lynchburg has a larger problem than some other communities across our country that I was really surprised about. And to me this slide firmed up that some of our history where we are now does go back to the redlining and how over the years if you couldn't catch up with the values in these neighborhoods and now we look at some of the folks who are in homes, I would think that if you are paying over your income in rent you may be paying over your income in utilities, especially if they aren't energy efficient homes, especially some of our bigger older homes in these neighborhoods. Rent and utilities are in there. So I wanted to ask that question. I just think that there is some history and correlation here of some of the practices that we are seeing our worst data in some of our communities and neighborhoods. If Council is in agreement that we work with staff or maybe give staff the authority to work with the collaborative, and the survey, and our Housing Authority to go forward with some steps in the planning of a task force. So there has been a lot of conversation here but they could go deeper and then bring back their findings, but we need to integrate this into the City and our development going forward. I thank you all for that, and if there are no other questions, I thank you for the report.

// In the matter of Police, City Council Report #11 was considered regarding to approve the City's participation in a Mutual Aid Agreement with Centra Health. Police Chief Ryan Zuidema provided a

summary of the request. Chief Zuidema gave background information on this request and Council asked questions regarding the Mutual Aid Agreement.

In response to Council's questions, Chief Zuidema responded as follows:

- TDOs (Temporary Detention Orders) and ECOs (Emergency Custody Orders)
- It is critically important to have a very smooth, collaborative, cooperative relationship between Centra, Police and the Sheriff's departments.

114

Chief Zuidema also stated that the City does have a mutual aid agreement with the Sheriff's department where the Sheriff's department and the Police department agree to work together and share resources to the extent they can. By motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote adopted Resolution #R-19-004, as presented, approving the City's participation in a Mutual Aid Agreement with Centra Health:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

Mayor Tweedy read a letter from the Clerk of Council announcing her retirement with the City of Lynchburg after 32 years, effective July 1, 2019.

// On motion of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote elected to hold a closed to consider appointments to Council-appointed Boards and Commissions, i.e. Community Development Advisory Committee, Planning Commission, Horizon Behavioral Health, Lynchburg Regional Airport, Towing Advisory Board and Central Virginia Community College Board; pursuant to Section 2.2-3711(A) (1), Code of Virginia (1950), as amended:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

// The meeting was re-opened to the public.

// Council Member Helgeson made the following motion:

WHEREAS, the Council of the City of Lynchburg has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by City Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Lynchburg certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open
115

meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by Council.

The Motion was seconded by Council Member Nelson, and Council by the following recorded vote adopted the motion:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

// In the matter of Appointments, and on nomination of Council Member Wright, seconded by Council Member Helgeson, Council by the following recorded vote re-appointed Kimberly Dyke-Harsley, Valerie Harris, John Hughes III, Dennis Newton, Susan E. Murray, Randy Nelson, and Beau Wright to serve on the Community Development Advisory Committee for terms to expire December 31, 2019:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy	6
Noes:	0
Absent: Perrow	1

On nomination of Council Member Wright, seconded by Council Member Helgeson, Council by the following recorded vote re-appointed Robert H. Bowden, Kensie Johnson, Mark Lowe and Tom Rogers to serve on the Planning Commission for terms to expire December 31, 2021:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy 6

Noes: 0

Absent: Perrow 1

On nomination of Council Member Wilder, seconded by Council Member Wright, Council by the following recorded vote re-appointed John Rice to serve on the Horizon Behavioral Health Board for a term to expire December 31, 2021:

116

Ayes: Dolan, Nelson, Wilder, Wright, Tweedy 5

Abstain: Helgeson 1

Absent: Perrow 1

On nomination of Council Member Wright, seconded by Council Member Helgeson, Council by the following recorded vote re-appointed Robert Day and Massie G. Ware to serve on the Lynchburg Regional Airport Commission for terms to expire December 31, 2021:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy 6

Noes: 0

Absent: Perrow 1

On nomination of Council Member Wright, seconded by Council Member Helgeson, Council by the following recorded vote re-appointed Kendall Craft, Warren McCormick, Jeff Nichols and Melissa Foster to serve on the Towing Advisory Board for terms to expire December 31, 2021:

Ayes: Dolan, Helgeson, Nelson, Wilder, Wright, Tweedy 6

Noes: 0

Absent: Perrow 1

// The meeting was adjourned at 10:30 P.M.

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **February 12, 2019**

AGENDA ITEM #: **8**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Rezoning: B-1, Limited Business District to B-4C, Urban Commercial District (Conditional) – 301 Rivermont Avenue

KEY ELEMENTS:

☒ Economic Development ☐ Excellent Government ☒ Natural and Built Environment ☐ Safe Community ☒ Vibrant Community

RECOMMENDATION: Approval of the rezoning petition to allow an increased number of apartment units.

SUMMARY: Victoria's Inventory, LLC is petitioning to rezone 301 Rivermont Avenue from B-1, Limited Business District to B-4C, Urban Commercial District (Conditional). The existing twenty-two (22) apartment units are nonconforming, because: (1) B-1 Districts require approval of a Conditional Use Permit (CUP) for apartments and (2) the existing twenty-two (22) units are above the unit density that would be allowed in the B-1 District. The requested rezoning would bring the existing apartment units into conformance with the *Zoning Ordinance* and allow an increase in density to thirty (30) units.

The original submission did not include sufficient provisions to address the parking impacts. However, at the January 9, 2019, Planning Commission meeting, the petitioner voluntarily submitted the following proffer, which sufficient addressed concerns of both the Planning Commission and staff:

"I, Tony West, agree to provide thirty (30) parking spaces for 301 Rivermont Avenue."

PRIOR ACTION(S):

January 9, 2019:

The Planning Division recommended denial of the rezoning petition because the petitioner had not adequately addressed parking impacts.

The Planning Commission recommended approval (6-0, with 1 abstention – Marion) of the rezoning petition with the submitted proffer.

FISCAL IMPACT:

N/A

CONTACT(S):

Tom Martin, City Planner – 455-3900

Kent White, Community Development Director – 455-3900

ATTACHMENT(S):

- Ordinance
- Planning Commission Minutes –January 9, 2019
- Planning Commission Packet –January 9, 2019
 - Planning Commission Report
 - Zoning Map with Adjoining Owners
 - Future Land Use Map
 - Watershed Map
 - Planimetric and Topographic Map
 - Concept Plan
 - Property Photographs
 - Speaker Signup Sheet

REVIEWED BY:

raw

UNCODIFIED ORDINANCE:

AN ORDINANCE CHANGING A CERTAIN AREA LOCATED AT 301 RIVERMONT AVENUE FROM B-1, LIMITED BUSINESS DISTRICT TO B-4C, URBAN COMMERCIAL DISTRICT (CONDITIONAL).

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LYNCHBURG that in order to promote the public necessity, convenience, welfare and good zoning practice that Chapter 35.2 of the Code of the City of Lynchburg, 1981, as amended, be and the same is hereby further amended by adding thereto Section 35.2-54. __ which shall read as follows:

Section 35.2-54. __. Change of a certain area located at 301 Rivermont Avenue from B-1, Limited Business District to B-4C, Urban Commercial District (Conditional).

The area embraced within the following boundaries:

Beginning at the point of beginning a point on the south-westerly right of way line of Rivermont Avenue, 75' southeast from the intersection of the southeasterly right of way line of D Street and the south-westerly right of way line of Rivermont Avenue, thence S 44°53'46" E a distance of 73.05'; thence S 47°57'25" W a distance of 14.14'; thence with a curve turning to the right with an arc length of 60.42', with a radius of 905.93', with a chord bearing of S 40°07'57" E, with a chord length of 60.41'; thence S 45°07'25" W a distance of 125.16'; thence N 44°53'46" W a distance of 132.50'; thence N 45°06'14" E a distance of 144.30' to the point of beginning, containing 0.417 acres more or less.

...is hereby changed from B-1, Limited Business District to B-4C, Urban Commercial District (Conditional) subject to the condition set out herein below which was voluntarily proffered in writing by the owner Tony West, Victoria's Inventory, LLC, to wit:

1. I, Tony West, agree to provide thirty (30) parking spaces for 301 Rivermont Avenue.

Adopted:

Certified: _____

Clerk of Council

MINUTES OF THE JANUARY 9, 2019 PLANNING COMMISSION MEETING (MINUTES HAVE NOT BEEN APPROVED):

Petition of Victoria's Inventory, LLC to rezone approximately four hundred and seventeen thousandths (0.417) of an acre at 301 Rivermont Avenue from B-1, Limited Business District, to B-4, Urban Commercial District, to allow an existing building to be converted into a 30-unit apartment building.

Mr. Tom Martin summarized the report for the commissioners. This area, as well as the majority of Rivermont Avenue, is recommended for Traditional Residential uses on the City's *Future Land Use Map (FLUM)*. These are the City's older neighborhoods, primarily constructed prior to World War II. Currently, the building has 22 nonconforming apartment units. They are considered nonconforming because the property is zoned B-1. In a B-1 zoning district, a conditional use permit is required in order to develop multifamily housing.

The reason for the rezoning petition is to essentially eliminate some of the requirements of the B-1 district in order to facilitate higher density. They are requesting up to 30 units. In a B-1 district, the minimum lot is 6,000 square feet plus 1,000 additional square feet per unit. This means that only 14 units could be permitted by right. The main concern Planning staff has with this proposed development is parking. Originally, it was indicated that the petitioner was going to arrange agreements for off-street parking. Those were not presented to staff at the time that the Planning Commission report was written. Planning staff is in support of revitalizing and renovating older buildings. However, we do need to make sure that impacts are addressed.

It is Mr. Martin's understanding that the petitioner is prepared to present some parking options to the commission. If that is the case, Planning staff may be led to change to a more favorable recommendation for the rezoning.

Commissioner Marion recused herself from the discussion and vote, as she has a conflict of interest. She is one of the persons that Mr. West may be entering into an agreement with to provide parking.

Mr. Tony West of Victoria's Inventory was present to represent the petition. Mr. West noted that his attorney is in the process of finishing the paperwork to request the vacation of Bridge Street. Mr. West owns a nearby vacant lot and he can put up to 34 parking spaces on it. He would also like to use the existing garage on 301 Rivermont Avenue to put in six covered parking spaces. Ms. Nancy Marion is leasing him 12 parking spaces. He is also in the process of purchasing the garage at 401 Rivermont Avenue, which would give him another 12 to 15 parking spaces. Mr. West had all the documents pertaining to these transactions available to show the commission if they wished to see them.

Chair Perault asked if there was anyone who wished to speak in favor of the petition. No one came forward. He asked if there was anyone who wished to speak in opposition of the petition. No one came forward. He closed the public hearing portion of the petition.

Mr. Martin suggested to the commission that they may want to consider a proffer from Mr. West that he will provide a minimum of 30 off-street parking spaces prior to occupancy of the building. That would satisfy staff's concerns with parking. Staff has not been able to look at where all these parking spaces are. However, in order to allow Mr. West to keep moving forward and being able to get a building permit to renovate the building, Mr. Martin feels a proffer to that effect would be sufficient. Chair Perault told Mr. West an alternative to that suggestion would be for him to provide a detailed plan that includes parking and tabling this item until the next meeting. What is being suggested is a general proffer from Mr. West that he will provide 30 off-street parking spaces. The details can be worked out as the plan is developed.

Commissioner Light asked about the terms of the lease with Ms. Marion. Mr. West said they did not put a time frame on the agreement. Mr. West said he probably will not end up needing them because he can provide over 30 spaces on properties he already owns. He is also in the process of purchasing the property at 401 Rivermont Avenue where he will be able to put another 15 parking spaces. He owns other properties across the bridge on Blackford Street and Rivermont Avenue. He will be building parking areas behind all these units anyway. He mentioned that the building will be under construction for about a year and at the end of that year, he will have all the parking areas built. He will likely not need the spaces he leases from Ms. Marion and if he does, it is not likely to be any longer than a year.

Chair Perault asked if Mr. Martin has any other concerns with increasing the number of units from an already existing number of 22 nonconforming units to 30 units. Mr. Martin said staff's concern was with parking, and if that is addressed, staff would support this rezoning request.

Chair Perault indicated to Mr. West that the commission is not allowed to request proffers but if a proffer is offered, they would be able to take that into consideration as they make their decision. Mr. West offered the following proffer to Mr. Martin to include with the petition. "I, Tony West, agree to provide thirty (30) parking spaces for 301 Rivermont Avenue."

Commissioner Light made the following motion, which was seconded by Commissioner Rogers and passed by the following vote:

"That the Planning Commission recommends to City Council approval of the petition of Victoria's Inventory LLC to rezone approximately four hundred thousandths (0.417) of an acre at 301 Rivermont Avenue from B-1, Limited Business District to B-4(C), Urban Commercial District (Conditional) with the voluntarily submitted proffer: "I, Tony West, agree to provide thirty (30) parking spaces for 301 Rivermont Avenue."

AYES:	Bowden, Johnson, Light, Lowe, Perault and Rogers	6
NOES:		0
ABSTENTIONS:	Marion	1
ABSENT:		0

The Department of Community Development

City Hall, Lynchburg, VA 24504 **434-455-3900**

To: Planning Commission

From: Planning Division

Date: January 9, 2019

Re: **Rezoning – B-1, Limited Business District to B-4, Urban Commercial District – 301 Rivermont Avenue**

I. PETITIONER

Mr. Tony West, Victoria's Inventory, LLC, 2600 Memorial Avenue, Suite LL1, Lynchburg, Virginia 24501

Representative: Mr. Justin Fournier, Balzer and Associates, Inc., 901 Jefferson Street, Suite 208, Lynchburg, Virginia 24504

II. LOCATION

The subject property is a tract of approximately four hundred and seventeen thousandths (0.417) of an acre located at 301 Rivermont Avenue.

Property Owner: Victoria's Inventory, LLC, 2600 Memorial Avenue, Suite, LL1, Lynchburg, Virginia 24501

III. PURPOSE

The purpose of the petition is to rezone the property in order to allow an increased number of apartment units.

IV. SUMMARY

- The *Comprehensive Plan 2013-2030's Future Land Use Map (FLUM)* recommends a Traditional Residential use for the area.
- The subject property is zoned B-1, Limited Business District and contains twenty-two (22) nonconforming apartment units.
- The existing twenty-two (22) apartment units are considered nonconforming as the B-1, Limited Business District, requires approval of a conditional use permit (CUP) for standalone apartments. The existing lot size would only permit fourteen (14) units per the development standards of the B-1, Limited Business District.
- The Zoning Ordinance would require one (1) parking space per apartment unit in the B-1, Limited Business District.
- The rezoning of the property to B-4, Urban Commercial would remove limitations on unit densities and parking requirements.

The Planning Division recommends denial of the rezoning petition.

V. FINDINGS OF FACT

1. **Comprehensive Plan.** The *Comprehensive Plan 2013-2030* recommends a Traditional Residential use for the area. "This land use category, shown light brown, has been applied to the City's older neighborhoods, generally built before World War II and before the City was zoned. The City's historic districts are located in the traditional residential area. Consequently, for many of

the houses here, lot sizes, setbacks, and/or building heights do not conform to the standards of the City's residential zoning districts. Most of these neighborhoods are identified as Neighborhood Conservation Areas on the Plan Framework Map and are planned for further study for appropriate zoning changes, public investment, and community building efforts. Infill residential development in these neighborhoods should be designed to complement the style and type of housing there and to utilize comparable setbacks, yards, and building heights. Large new or expanded public and institutional uses are not appropriate for these areas unless they can be designed to blend into the existing urban fabric through landscaping or architectural treatments. Within Traditional Residential neighborhoods, small retail, personal service, office, and restaurant uses are often found. These uses may continue, although expansion is not recommended unless supported by a recommendation in a Neighborhood Conservation Area Plan." (p. 75)

The property is also located within the Rivermont Neighborhood Conservation area as shown on the *Comprehensive Plan 2013-2030* Plan Framework Map. The Lower Rivermont Area is part of an inner ring of residential development around the central business district. Neighborhood Conservation Areas are rich in culture fabric, yet these areas face challenges of reinvestment and rehabilitation. Citizens in neighborhood meetings have expressed concern with the negative effects of poorly maintained, deteriorating, vacant and abandoned homes, inappropriate infill and teardowns within these neighborhoods. (p. 65)

2. **Zoning.** The subject property is currently zoned B-1, Limited Business District. Standalone apartments without a commercial component require approval of a CUP and one (1) parking space per unit. Development standards in the B-1 District require six thousand (6000) square feet per lot plus one thousand (1000) square feet per residential unit. The existing twenty thousand thirty-eight (20,038) square foot lot at 301 Rivermont Avenue would allow up to fourteen (14) apartment units. The building currently contains twenty-two (22) nonconforming units. They are nonconforming because the number of units exceeds the permitted densities of the B-1 District. The rezoning request to B-4, Urban Commercial District would remove limitations on density and parking requirements.

The property was annexed in 1870.

Proffers: There have been no proffers submitted.

3. **Board of Zoning Appeals (BZA).** The Zoning Official has determined that no variances are needed for the development of the property as proposed.
4. **Surrounding Area.** There have been several items requiring City Council approval in the immediate area:
 - On April 12, 1994, Council adopted the Riverfront/Downtown Revitalization Program – Proposed Land Use Plan which established B-6, Riverfront Business District (Current B-4, Urban Commercial District) zoning in the Downtown.
 - May 14, 1996, Council approved the Conditional Use Permit (CUP) petition of Christ College, Inc. to allow college and faculty offices at 404-434 Rivermont Avenue.
 - On April 8, 1997, Council approved the CUP petition of Stepping Stones Academy to allow the operation of a Day Care Center for forty-nine (49) children at 434 Rivermont Avenue.

- On December 11, 2007, Council adopted the Fifth Street Corridor Overlay District which established B-6, Riverfront Business District (Current B-4, Urban Commercial District) zoning along Fifth Street.
- On February July 9, 2013, Council approved the petition of Cabell Street Land Trust to rezone 41, 57 and 59 Cabell Street from B-5, General Business District to B-6, Riverfront Business District (Current B-4, Urban Commercial District) to allow the construction of a fifty (50) space parking area and forty-seven (47) apartment units.
- On December 9, 2014, Council approved the petition of Buffalo Land Company LLC, to rezone 434 Rivermont Avenue from R-4, High Density Residential to B-6C, Riverfront Business District (Conditional) (Current B-4, Urban Commercial District) to allow the use of the property for educational, office and event space.

- 5. Site Description.** The property at 301 Rivermont Avenue contains a three (3)-story, nineteen thousand, two hundred sixty-four (19,264) square foot building constructed in 1915. The building has twenty-two (22) apartment units, which are considered nonconforming. The property also contains a one thousand forty (1,040) square foot outbuilding constructed in 1916. The property is bound to the north by Rivermont Avenue, to the east by the unopened right-of-way of Bridge Street, to the south across Blackford Street by single-family homes and to the west by an office use.
- 6. Proposed Use of Property** The purpose of the petition is to rezone the property to B-4, Urban Commercial District. The rezoning would eliminate density and parking requirements. The submitted concept plan indicates the intent to develop the property as thirty (30) apartment units.
- 7. Traffic, Parking and Public Transit.** A traffic study was not required by the City's Transportation Engineer.

The rezoning of the property to B-4, Urban Commercial would eliminate normal Zoning Ordinance requirements of one (1) parking space per unit. The original narrative submitted with the petition indicated that six (6) parking spaces would be created on the existing gravel area next to the building and twenty-four (24) spaces would be leased from the owner of a parking area at 311 Blackford Street.

Since the property is located within the Rivermont Historic District, staff informed the petitioner that Section 35.2-10.12(f) of the *Zoning Ordinance* required that any exterior modifications to the proposed parking area would require review by the Historic Preservation Commission (HPC) prior to the petition being heard by the Planning Commission and City Council. This requirement would have delayed the petition being heard by Council by one (1) month. In response, the petitioner chose to amend the concept plan to indicate no improvements to the existing gravel area.

City staff also requested agreements or letter of intent for parking areas that were intended to be leased by the petitioner. The petitioner has not provided any documentation indicating that these agreements will be in place if the property were rezoned.

- 8. Stormwater Management.** An Erosion & Sediment Control Plan/Stormwater Management Plan would not be required for the development as proposed.

9. **Emergency Services:** The City's Fire Marshal noted requirements of the 2012 Virginia Statewide Fire Prevention Code and Site Design Requirements of the City of Lynchburg. The Police Department had no comments of concern.
10. **Impact.** The redevelopment of the property would be beneficial to the area. However, staff is concerned with the lack of plans to provide for off-street parking to support the development. The current nonconforming density of twenty-two (22) unit already exceeds what would normally be permitted by right in a B-1, Limited Business District. Increasing unit density should not be permitted until the petitioner provides information on how parking impacts will be addressed.
11. **Technical Review Committee.** The Technical Review Committee (TRC) reviewed the concept plan on December 18, 2018. Comments related to parking concerns have not been addressed by the petitioner.

VI. PLANNING DIVISION RECOMMENDATION

Based on the preceding Findings of Fact, the Planning Commission recommends to City Council denial of the petition of Victoria's Inventory LLC to rezone 301 Rivermont Avenue from B-1, Limited Business District to B-4, Urban Commercial District.

This matter is respectfully offered for your consideration.



William T. Martin, AICP
City Planner

pc: Ms. Bonnie M. Svrcek, City Manager
Mr. Reid Wodicka, Deputy City Manager
Mr. Walter C. Erwin, City Attorney
Mr. Kent L. White, Director of Community Development
Mr. J. Lee Newland, City Engineer
Ms. Cynthia Kozerow, Lynchburg Police Department
Battalion Chief Thomas Goode, Fire Marshal
Mr. Doug Saunders, Building Official
Mr. Kevin Henry, Zoning Administrator
Mr. Tony West, Petitioner
Mr. Justin Fournier, Representative

VII. ATTACHMENTS

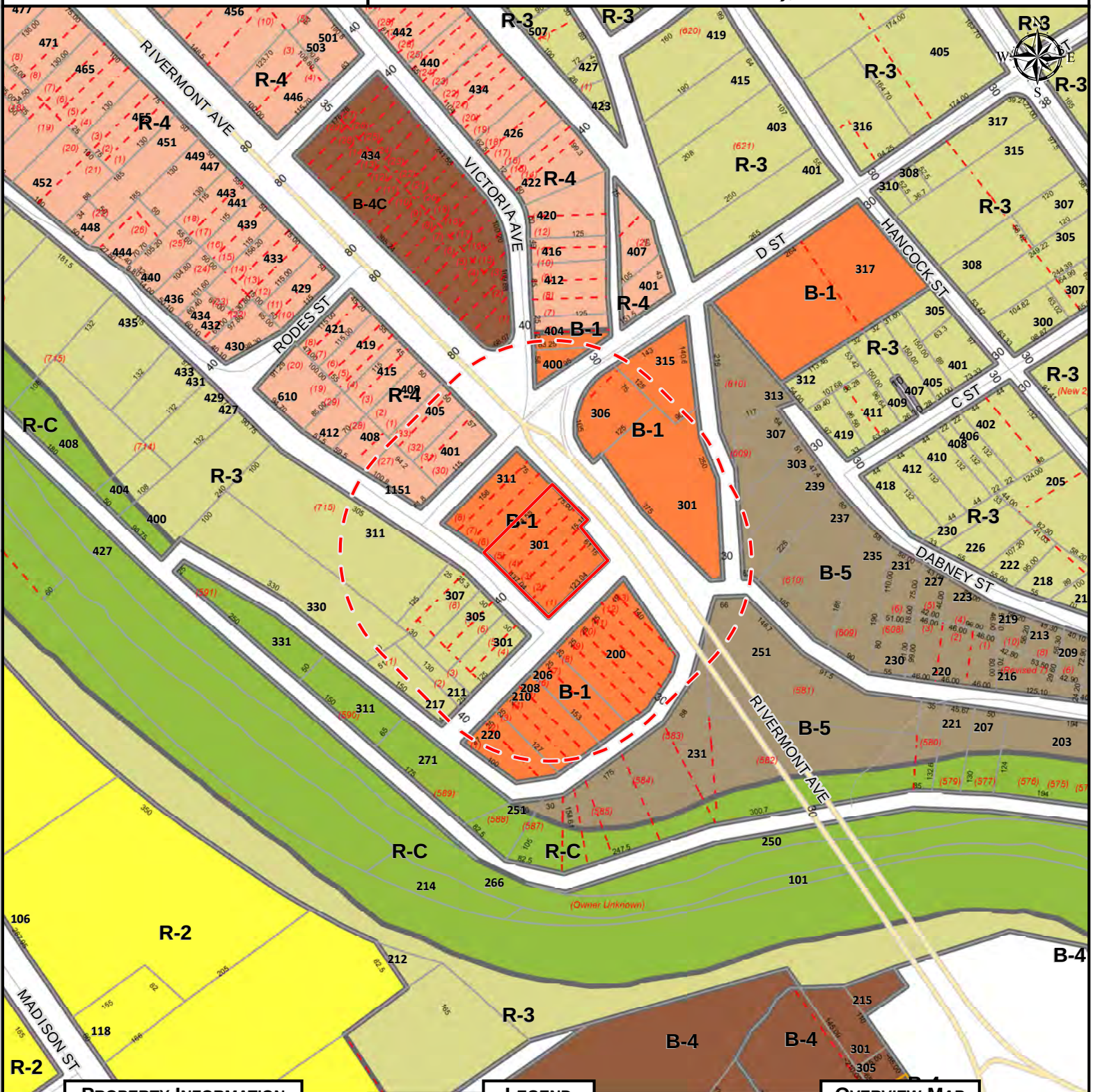
1. **Zoning Map with Adjoining Property Owners**
2. **Future Land Use Map**
3. **Watershed Map**
4. **Planimetric and Topographic Map**
5. **Concept Plan**
6. **Property Photographs**

Zoning-TRC Map

301 RIVERMONT AVENUE APARTMENTS

TRC

Victoria's Inventory, LLC



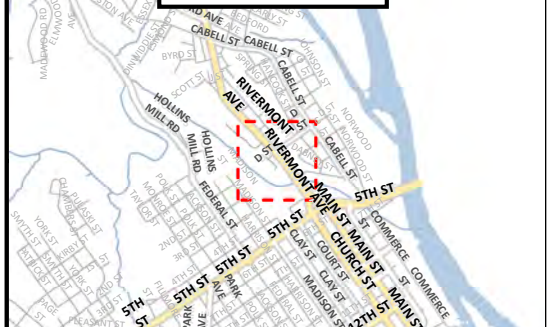
PROPERTY INFORMATION

PARCEL ID	ADDRESS
02327002	301 RIVERMONT AVE

LEGEND

 	Subject Property	
 	215' Buffer	
	B-1	 R-4
	B-2	 R-5
	B-3	 R-C
	B-4	 IN-1
	B-5	 IN-2
	B-6	
	I-1	
	I-2	
	I-3	
	R-1	
	R-2	
	R-3	

OVERVIEW MAP



MAP SCALE: 1" to 4,000' DATE PRINTED: 12/28/2018

DISCLAIMER: THIS MAP IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS SUCH. THE INFORMATION DISPLAYED IS A COMPILATION OF RECORDS, INFORMATION, AND DATA OBTAINED FROM VARIOUS SOURCES. THE CITY OF LYNCHBURG IS NOT RESPONSIBLE FOR ITS ACCURACY OR HOW CURRENT IT MAY BE.

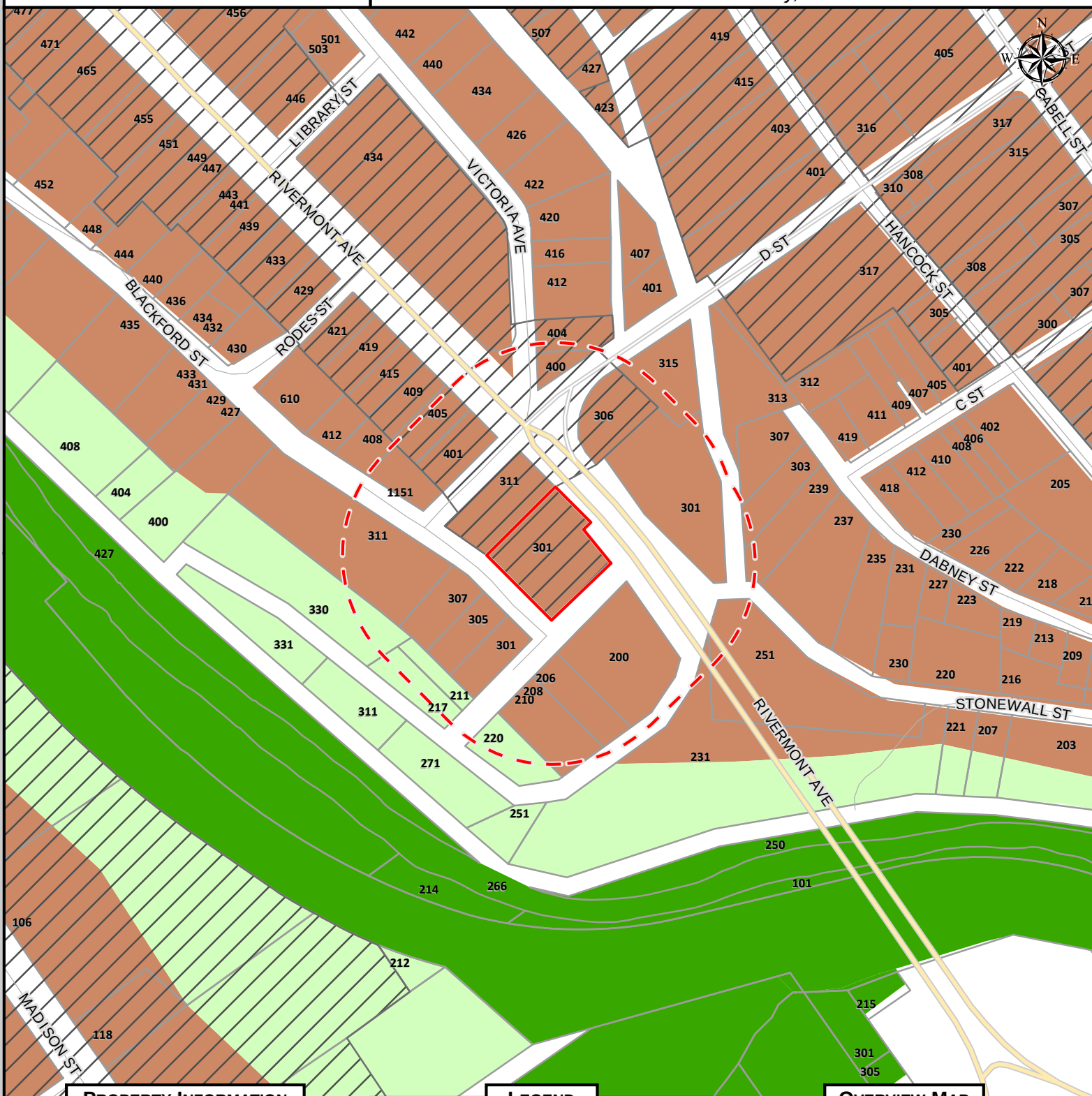
Parcel ID	Address	Owner
02315005	405 RIVERMONT AVE	ACROSS THE BRIDGE LLC
02315008	408 BLACKFORD ST	ACROSS THE BRIDGE LLC
02328006	206 BRIDGE ST	BAILEY, WILLIAM T
02326001	306 RIVERMONT AVE	CALFEE, DARYL W & JOHANNA P
02326003	301 SPRING ST	CITY OF LYNCHBURG
02313022	330 RYAN ST	CITY OF LYNCHBURG
02313017	217 BRIDGE ST	CITY OF LYNCHBURG
02326002	315 SPRING ST	CITY OF LYNCHBURG
02328001	220 BRIDGE ST	CITY OF LYNCHBURG
02313014	305 BLACKFORD ST	COLES, CYNTHIA D
02325009	307 DABNEY ST	DUKES, GRACIE G
02315007	1151 D ST	JOHNSON, BOBBY L TRS
02315006	401 RIVERMONT AVE	JOHNSON, BOBBY L TRS
02328003	208 BRIDGE ST	L H & W M JOHNSON LLC
02325025	303 DABNEY ST	LOFTON, LATANYA D
02325026	239 DABNEY ST	LOFTON, LATANYA D
02329009	251 STONEWALL ST	LYNCHBURG GAS
02329005	231 RYAN ST	LYNCHBURG GAS
02313016	211 BRIDGE ST	LYNN, TYRONE V
02313012	311 BLACKFORD ST	MARION, NANCY B
02327001	311 RIVERMONT AVE	MARION, NANCY B
02313013	307 BLACKFORD ST	NEW, APRIL DAWN
02313015	301 BLACKFORD ST	STONE TRUST PROPERTIES LLC
02317012	404 VICTORIA AVE	SUMNER, JEFFREY W & ROSEMARY G
02317014	400 VICTORIA AVE	SUMNER, JEFFREY W & ROSEMARY G
02328008	200 BRIDGE ST	VICTORIA'S INVENTORY LLC
02327002	301 RIVERMONT AVE	VICTORIA'S INVENTORY LLC

FLUM Map

TRC

301 RIVERMONT AVENUE APARTMENTS

Victoria's Inventory, LLC



PROPERTY INFORMATION

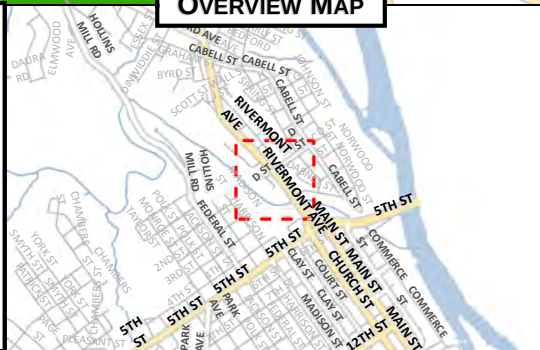
PARCEL ID **ADDRESS**
02327002 301 RIVERMONT AVE

LEGEND

- Local Historic District
- Traditional Residential
- Low Density Residential
- Medium Density Residential
- High Density Residential
- Neighborhood Commercial
- Community Commercial
- Employment 1
- Employment 2
- Downtown
- Institution
- Public Use
- Public Parks
- Resource Conservation
- Mixed Use

MAP SCALE: 1" to 4,000' DATE PRINTED: 12/28/2018

OVERVIEW MAP



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Watershed Map

301 RIVERMONT AVENUE APARTMENTS

TRC

Victoria's Inventory, LLC



City of Lynchburg - GIS Office

lynchburgva.gov

PROPERTY INFORMATION

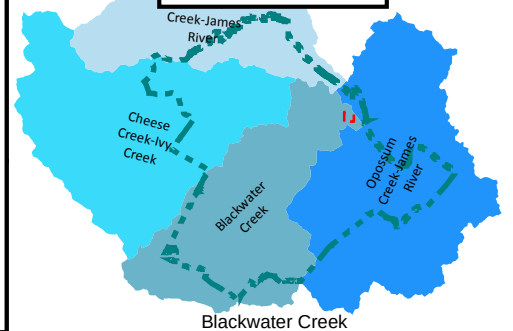
PARCEL ID	ADDRESS
02327002	301 RIVERMONT AVE

LEGEND

- Subject Property
- Base Flood Elevation
- Floodway
- Floodzone
- River / Lake / Stream

MAP SCALE: 1" to 33,333' DATE PRINTED: 12/28/2018

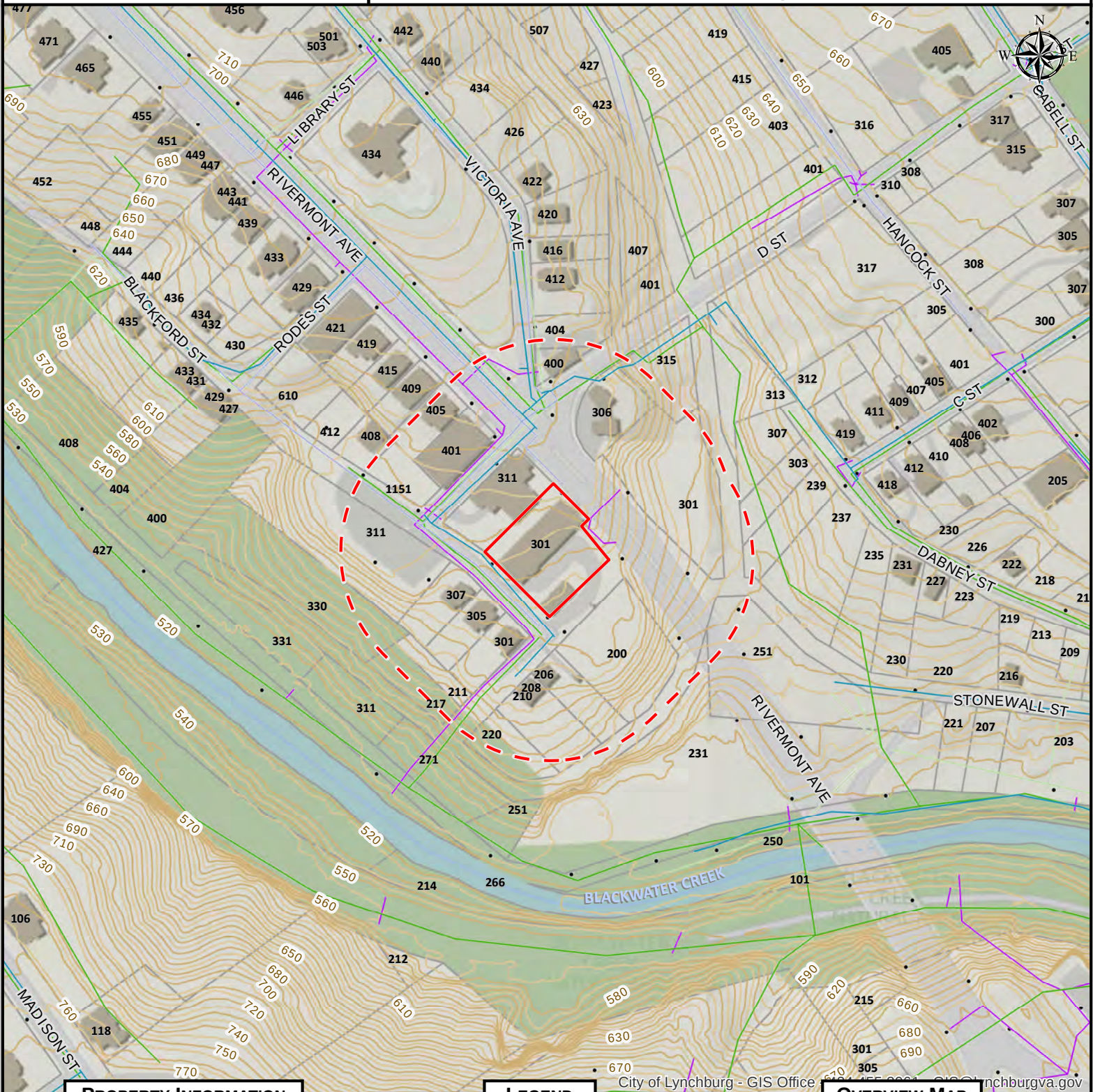
OVERVIEW MAP



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TRC

Victoria's Inventory, LLC



PROPERTY INFORMATION

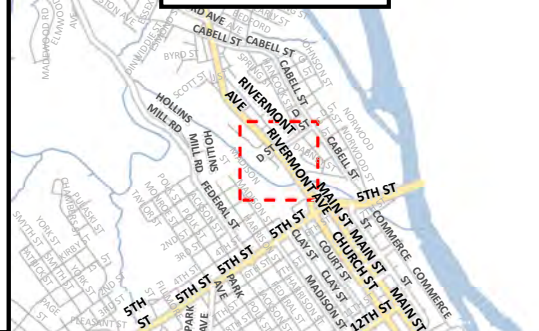
PARCEL ID	ADDRESS
02327002	301 RIVERMONT AVE

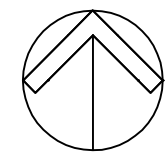
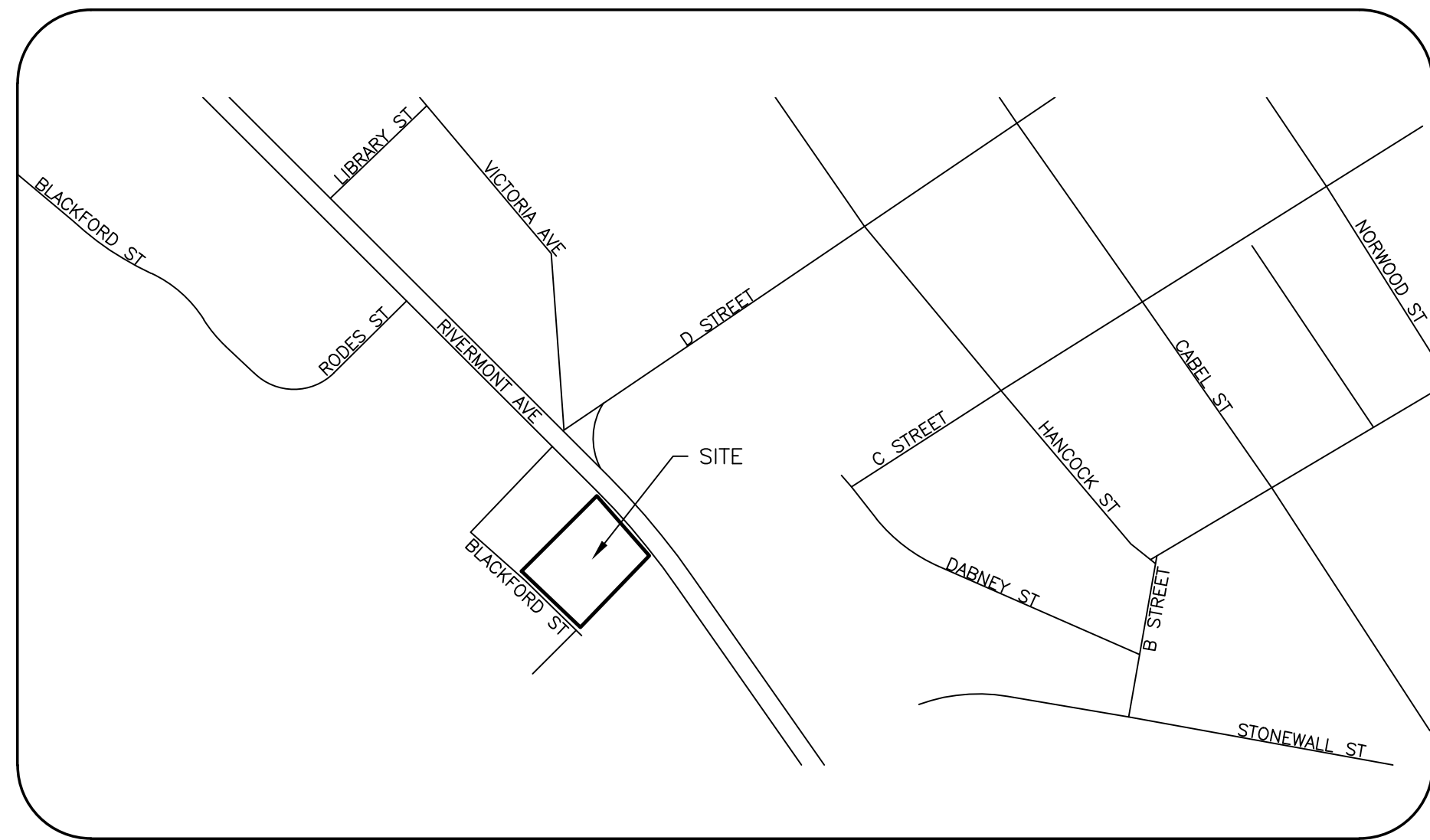
LEGEND

	Active	Proposed	Abandoned
Utilities	Water (solid blue line)	Water (dashed blue line)	Water (dotted blue line)
	Sanitary (solid green line)	Sanitary (dashed green line)	Sanitary (dotted green line)
	Storm (solid purple line)	Storm (dashed purple line)	Storm (dotted purple line)
Structure	Structure (solid brown line)	Structure (dashed brown line)	Structure (dotted brown line)
Roadway	Roadway (solid grey line)	Roadway (dashed grey line)	Roadway (dotted grey line)
Parking	Parking (solid light grey line)	Parking (dashed light grey line)	Parking (dotted light grey line)
Sidewalk	Sidewalk (solid light grey line)	Sidewalk (dashed light grey line)	Sidewalk (dotted light grey line)
Driveway	Driveway (solid light grey line)	Driveway (dashed light grey line)	Driveway (dotted light grey line)
Towers & Trans. Lines	Elec. Trans. (solid yellow line)	Elec. Trans. (dashed yellow line)	Elec. Trans. (dotted yellow line)
	Trans. Tower (solid black line)	Trans. Tower (dashed black line)	Trans. Tower (dotted black line)
	Comm. Tower (solid black line)	Comm. Tower (dashed black line)	Comm. Tower (dotted black line)
	Other (solid black line)	Other (dashed black line)	Other (dotted black line)
	Pole (solid black line)	Pole (dashed black line)	Pole (dotted black line)
	Cemetery (solid black line)	Cemetery (dashed black line)	Cemetery (dotted black line)
	Contours (solid brown line)	Contours (dashed brown line)	Contours (dotted brown line)
	100' (solid brown line)	100' (dashed brown line)	100' (dotted brown line)
	50' (solid brown line)	50' (dashed brown line)	50' (dotted brown line)
	20' (solid brown line)	20' (dashed brown line)	20' (dotted brown line)
	10' (solid brown line)	10' (dashed brown line)	10' (dotted brown line)
	5' (solid brown line)	5' (dashed brown line)	5' (dotted brown line)
	1' (solid brown line)	1' (dashed brown line)	1' (dotted brown line)

MAP SCALE: 1" to 4,000' DATE PRINTED: 12/28/2018

OVERVIEW MAP





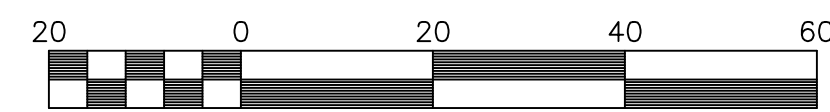
VICINITY MAP

GENERAL NOTES:

SITE ADDRESS: 301 RIVERMONT AVE
LYNCHBURG, VA 24504

- OWNER/PETITIONER: VICTORIA'S INVENTORY LLC
2600 MEMORIAL AVE, SUITE LL1
PHONE: (434)419-0744
CONTACT NAME: TONY WEST
DALEKIDD3@VERIZON.NET
- EXISTING USE: APARTMENTS
- PROPOSED USE: APARTMENTS
- EXISTING ZONING: B-1
- PROPOSED ZONING: B-4
- TAX PARCEL#: 02327002 LOTS 1-5
- SITE AREA: 0.417 AC
- DISTURBED AREA: 0.02 AC
- WATER: CITY (EXISTING)
- SEWER: CITY (EXISTING)
- BUILDING AREA TOTAL (EXISTING)= 22,646 SF±
- BUILDING AREA PER FLOOR= FLOORS 1-3= 5,431 SF±
4TH FLOOR= 4,293
BASEMENT= 2,060 SF
- BUILDING HT= 32'-8"
- NUMBER OF FLOORS= 4
- PARKING REQUIRED: N/A
- PARKING PROVIDED: N/A

AGENT: BALZER AND ASSOCIATES, INC
901 JEFFERSON ST, SUITE 208
LYNCHBURG, VA 24504
(434)-528-5184
CONTACT: JUSTIN FOURNIER
JFOURNIER@BALZER.CC



SCALE: 1" = 20'



**BALZER
& ASSOCIATES**
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www.balzer.cc
15871 City View Drive
Suite 200
Midlothian, VA 23113
804.794.0571

PRELIMINARY
NOT FOR CONSTRUCTION

301 RIVERMONT
SITE PLAN

DISTRICT
CITY OF LYNCHBURG, VIRGINIA

DRAWN BY JSF
DESIGNED BY JSF
CHECKED BY JSF
DATE 12.04.2018
SCALE 1"=20'
REVISIONS
12.27.2018

C01
PROJECT NO 84180017.00





301 Rivermont Avenue
Rezoning from B-1 to B-4
January 9, 2019

PLEASE PRINT

[illegible]

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **February 12, 2019**

AGENDA ITEM #: **9**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Conditional Use Permit – Fill in the 100-year floodplain – 110 Aaron Place

KEY ELEMENTS:

☒ Economic Development ☐ Excellent Government ☒ Natural and Built Environment ☒ Safe Community ☐ Vibrant Community

RECOMMENDATION: Approval of the resolution granting a conditional use permit (CUP) to Fieldstone Manor, LLC to allow fill in the 100-year floodplain at 110 Aaron Place.

SUMMARY: Fieldstone Manor, LLC is petitioning for a CUP to allow fill in the floodplain of a Burton Creek tributary to facilitate the construction of an access road at 110 Aaron Place. The property currently has two existing CUPs in place, allowing for a total of one hundred and twenty-four (124) townhouse units in the R-3, Medium Density Residential district. While fifty-eight (58) units have been constructed, the remaining units cannot be built without crossing the tributary via the proposed access road.

The *City of Lynchburg Comprehensive Plan 2013-2030's Future Land Use Map* (FLUM) recommends Medium Density Residential and Resource Conservation land uses for the area. The concept plans for the existing CUPs granted by Council in 1989 and 2006 show the townhouses on both sides of the tributary. At the time, no fill in the floodplain was necessary. When the Federal Emergency Management Agency (FEMA) floodplain maps were updated in 2008, the floodplain was extended into the area of the proposed access road.

While the Comprehensive Plan states that the City should limit development within the 100-year floodplain, the access road is the only way to allow the remainder of the site to redevelop, as there are no other means of access to the property. The flood study submitted by the petitioner indicates that there would be no "net rise" in the 100-year floodplain as a result of the fill.

PRIOR ACTION(S):

January 9, 2019: The Planning Division recommended approval of the CUP petition.
The Planning Commission recommended approval (6-0, with 1 abstention – Light) of the CUP petition.

FISCAL IMPACT: N/A

CONTACT(S): Tom Martin, City Planner – 455-3900
Kent White, Community Development Director – 455-3900

ATTACHMENT(S):

- Resolution
- Planning Commission Minutes – January 9, 2019
- Planning Commission Packet – January 9, 2019
 - Planning Commission Report
 - Zoning Map with Adjoining Property Owners
 - Future Land Use Map
 - Watershed Map
 - Planimetric and Topographic Map
 - Concept Plan – 2019
 - Concept Plan – 2006
 - Concept Plan – 1989
 - Narrative
 - Fieldstone Manor Floodplain Analysis
 - Speaker Signup Sheet

REVIEWED BY: raw

RESOLUTION

A RESOLUTION GRANTING A CONDITIONAL USE PERMIT TO FIELDSTONE MANOR, LLC TO ALLOW FILL IN THE 100-YEAR FLOODPLAIN AT 110 AARON PLACE.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG that the petition of Fieldstone Manor, LLC to allow fill in the 100-year floodplain at 110 Aaron Place is approved subject to the following conditions:

1. The property shall be developed in substantial compliance with the concept plan, as prepared by White Engineering, Inc. and revised January 15, 2019.
2. The petitioner shall complete a flood study that indicates no rise in the 100-year flood elevations as a result of the proposed fill prior to final site plan approval.
3. The final grade of the site shall be verified through as-built survey to meet the approved site plan grading plan and flood study requirements.
4. Slope protection shall be required the full length of the proposed fill slope to one foot above the water surface elevation. Slope protection shall be constructed out of non-erodible material.
5. A letter of map revision shall be filed with the Federal Emergency Management Agency (FEMA).

Adopted:

Certified:

Clerk of Council

017A

MINUTES OF THE JANUARY 9, 2019 PLANNING COMMISSION MEETING (MINUTES HAVE NOT BEEN APPROVED):

Petition of Fieldstone Manor, LLC, for a conditional use permit at 110 Aaron Place to allow fill in the floodplain to facilitate the construction of a new entrance to the previously approved townhouse development. The property is zoned R-3, Medium Density Residential.

Ms. Rachel Frischeisen summarized the report for the commissioners. The subject property is roughly 12.5 acres located at 110 Aaron Place and is zoned R-3, Medium Density Residential. The area proposed for fill within the floodplain is located along a Burton Creek tributary on the property. All requests to fill in the floodplain require a conditional use permit (CUP) from City Council. The purpose of today's meeting is to discuss the proposed fill; the number of units in the development has already been approved by Council through the two existing CUPs on the property. The original CUP in 1989 was for the initial development of 108 townhouses with an amendment to the CUP in 2006 for an additional 16 units for a total of 124 units. 58 units have been constructed, leaving 66 townhouses buildable by right.

When the previous CUPs were granted, this project did not require fill in the floodplain. As shown on the 1989 and 2006 plans, the floodplain limits were not affected. In 2008, the Federal Emergency Management Agency (FEMA) updated the mapping, which extended the floodplain into the development, which necessitates the need for the CUP before them today.

While the *Comprehensive Plan* states that the City should limit development within the 100-year floodplain, the proposed fill would facilitate development that could not otherwise occur. This development in particular received approval for the townhouses prior to the FEMA update. Council has approved that development and the number of units. The petitioner is vested in this property and has been working towards completing this project as approved by Council. The Technical Review Committee (TRC) reviewed this petition on March 6, 2018, and any comments will be addressed at the site plan approval process. The Planning Division recommends approval of the CUP petition.

Commissioner Light recused himself from the discussion and vote due to personal relationships with some of the property owners. Mr. Jamey White of White Engineering & Design was present to represent the petition. Through all the stages of the development approval process, it was the intent and purpose to access Phase III by the route that was shown on the original 1989 Hurt & Proffitt plan. Construction started after the 2006 plan was approved and the stub street was already constructed in the location that is shown.

Mr. White indicated they have done the analysis on the floodplain and are proposing to provide the culverts required. There will be three culverts to transfer water through the area. The culverts will handle the water more efficiently than the zigzagging creek. The amount of actual fill material that is actually inside the floodplain is fairly minor because most of it is filled up with a void of pipe. The amount of fill material that is going in is almost negligible. When FEMA redid the mapping in 2008, they identified additional area that would be within the 100-year floodplain. Mr. White commented that this road is the only route available to access Phase III and the road is already stubbed for the owner to continue it into the next part of the development.

Chair Perault indicated to the public that they received several emails and they are a part of the record. He reminded them that the commission is going to be considering the fill in the floodplain. Concerns about the development itself and impacts on traffic were considered when the 1989 and 2006 petitions were approved. They are welcome to share those concerns but as a Planning Commission, they will be focusing on the floodplain itself.

Chair Perault asked if there was anyone who wished to speak in favor of the petition. Mr. Dan O'Neil, the owner and developer of the property, came forward to speak. He purchased the property in 2006.

He has been involved in the construction of 49 of the townhouses. In 2008 the housing economy began one of the worst cycles that this country has ever experienced. He is very excited to have the opportunity to continue building across the creek due to the revitalized housing economy we are now experiencing. He appreciates the Planning Division's recommendation for approval and is excited to begin the last phase of Fieldstone Manor if this CUP is approved by City Council.

Chair Perault asked if there was anyone else who wished to speak in favor of the petition. No one came forward. He asked for anyone who wished to speak in opposition to the petition. Mr. Larry Symonds of 100 Aaron Place, #3, came forward to speak. When they bought their unit 20 years ago, they were not aware of the future building plans. They were surrounded by trees and now it is quite different. He is concerned that as properties have been sold, there has been no disclosure of the potential for more buildings and this access road. The amount of traffic is about as much as the road can handle now. The additional units will create a significant amount of additional traffic on a small street. The construction traffic will be pretty horrendous.

As far as the floodplain is concerned, he thinks they have all seen enough instances where 100-year floods have now become 10-year floods. The 2008 floodplain map shows part of the building actually being on or close to the floodplain. If anyone went out there during the last rains we had last month, they would have seen the tributary full to the top. There is a lot of drainage going to the existing pipe. Their concern is with the new building development, it will just add to it. He does not know if an environmental study has been done to support the filling in of the floodplain. Even with the culverts, as refuse, trash and trees get drawn into some of these rushing waters, it can be a problem. He would hope that the planners and City Council will begin to look more carefully at environmental impact, trying to build sustainably and making sure that any future plans are taken into account. This plan was approved 30 years ago and there have been a lot of factors that have changed. He would like the owner to consider a different entrance, such as direct access to Wards Ferry Road. He is not sure if the City planners looked at that possibility but it seems a shame to have all the traffic coming in and out of the one bottleneck.

Mr. Ted Bell, a property owner on Aaron Place, came forward to speak. The access road that is there is scarcely adequate for the existing traffic. He is pretty concerned about heavy construction traffic. He is concerned with the floodplain. He is not sure what it would look like to build a bridge across the creek. He is hoping they could take a look at finding a different way into this phase of the development.

Ms. Claudia White of 100 Aaron Place came forward to speak. She commented that recently when there were several days of rain, the pipe under the road was clogged at one point. They are wondering if the way it is right now is working properly. They are worried about the risk of all their houses getting flooded. She took pictures and a video and would be happy to provide them to the commission. She feels that a new study is required before there is any more development. The current conditions are completely different than they were 30 years ago. The conditions she saw during recent rains are leading them to consider buying flood insurance. She thinks the current situation is complicated and will only get more complicated as there is more new construction in the same area.

Chair Perault asked for anyone else who wished to speak in opposition to the petition. No one came forward. He asked Mr. White if he wished to rebut these comments. He reiterated that the number of units and the location of the road were previously approved by City Council. They have submitted the FEMA required "no rise" certification and supporting documentation that they will not cause a rise in the 100-year flood zone. Their goal is to not impact it in a negative way. Obviously, this is a jurisdictional stream. There has already been stream and wetland delineation performed along the stream and surrounding area. There are a couple of small pockets of wetlands that were certified by the United States Army Corps of Engineers (USACE). They will have to go through the joint permit application as required by the USACE and the Department of Environmental Quality (DEQ) during the site plan process. What they are doing there will not impact the stream or make it any worse than the existing conditions.

Chair Perault closed the public hearing portion of the petition.

Commissioner Bowden asked Mr. White to describe the length of the culverts. He said they would be between 75 and 100 feet long. They will be using three culverts, placed side by side. They will be creating an efficient channel for the water to continue through instead of the switchback of it going through creeks and shrubs. Commissioner Bowden thinks the water will be moved more efficiently than it is currently being moved. Mr. White said that is correct. Mr. White said you always have more problems when you have backwater conditions from floods but this property is above the backwater conditions from Burton Creek. Obviously in situations like that, if you are going to fill in an area then you need to excavate out an equivalent amount.

Commissioner Bowden noted that due to the topography there will be a lot of natural runoff. He asked if there is a maintenance plan for the culverts. Mr. White said the owner will need to establish some level of control to make sure the culverts do not get clogged. They could add to the stormwater maintenance agreement to make sure that they are maintained and checked periodically. That would be part of the stormwater maintenance agreement whether or not the property is in a floodplain.

Commissioner Marion asked about the existing pipe that Ms. White mentioned appears to be clogged. Mr. White was not aware of any problems. Mr. White knows there were some conditions that he was working on with City staff that needed to be resolved and has done those. There is nothing in the area across the creek that they are talking about today.

Commissioner Marion said it was difficult to figure out what was going on because the submitted concept plan was the only image they got of the stub and the floodplain until they received some emails this afternoon from citizens that included the plans from 1989 and 2006. Mr. White said that at the time of the CUP submittal, they had not finalized the plan for the next phase. They did not show the grading or anything that was on the uphill side. Chair Perault noted that he walked the site and had no idea where this phase was being proposed. There is a road crossing the creek right now. Mr. White said that is part of the Heritage High School property. Ms. Frischeisen noted that Counts & Dobyns was using it to fill on the site. Mr. O'Neil explained that in 2016 during construction of the school, Counts & Dobyns needed to find close to 100,000 cubic yards of fill material. In cooperation with the City, Mr. O'Neil provided that material from Phase III of his development. A haul road was constructed for this use. If they saw a grassy road, that is what it is and it is not on his property. Mr. O'Neil's property is actually landlocked and has no road frontage on Wards Ferry Road.

Chair Perault asked if the culverts were compared to a bridge, how much more open space would you gain with a bridge? Mr. White said that considering that the depth of the 100-year flood zone in that area isn't very high, in essence it will not make that much of a difference as far as void space if they have to start building abutment walls. That will change the entire shape of the whole area. If they start doing that, they are looking at additional impacts to wetlands. Since they are doing large culverts, it is a large void there and the water is not that deep. Mr. O'Neil added that 200 feet downstream when this creek goes under Wards Ferry Road, it passes through concrete culverts not unlike the ones being proposed here.

Chair Perault asked Ms. Frischeisen if this road had been built and then FEMA updated the floodplain, it would just be there and the owner would not have had to do anything. Ms. Frischeisen said that is correct. Commissioner Johnson asked for clarification that the road location has not changed since the last CUP approval in 2006. Ms. Frischeisen said that is correct. Mr. White pointed out that on the 1989 plan, you can see how the road was intentionally swerved to avoid being in the floodplain.

Commissioner Johnson asked if it is a requirement to have an environmental study. Mr. Martin said they are required to do and have done is to show that there will be no net rise in the level of the 100-

year flood elevation. Mr. White reminded them that all the work they do with regard to removing part of the creek and replacing it with culverts has to be permitted through the USACE and DEQ. They have already done the confirmation with the USACE and DEQ has been to the site and has analyzed what has been identified by our environmental engineer. There will be very minor impacts. They are allowed to disturb up to 300 feet of stream and about a tenth of an acre of wetlands without doing any mitigation measures. They will be well below that threshold.

Commissioner Lowe asked Mr. White to indicate on the plan where the culverts will be placed. He indicated they will be right where the stub road is shown. They will put in culverts that allow for the length of access road to go in, shoulders of the road and 3:1 slopes down. Commissioner Lowe asked if that will address the erosion and water runoff that is happening now. Mr. White said it will be resolved when the rest of the road is completed.

Commissioner Johnson asked Mr. O'Neil if he has plans to improve the road because some of the emails say that the road was damaged by the construction traffic from Heritage High School. Mr. O'Neil indicated he will be and said that this community is still under developer control. The common areas and any parking areas and roads have not been deeded over to the homeowners' association. There is no homeowners' association managing those 49 units at this time. Any damage to the road will be repaired by the developer prior to anything being turned over to the property owners. Mr. O'Neil assured the commission that it is his responsibility to repair and maintain the road until this occurs and it would be in his best interest to do so because it is the entrance to the community. He does not want it in ill repair.

Chair Perault wanted to answer the question of an alternative access road to this property. He noted that there is no way to access Phase III without crossing the creek. Some people have mentioned accessing the development to the west but Mr. O'Neil does not own that property. He also does not own the land off Wards Ferry Road. Mr. White said there used to be access from Village Road, which probably would not be an attractive access point either, but that was vacated in 1989. Mr. O'Neil commented that over a year ago, he investigated purchasing both of the properties that would allow him to access this phase from Wards Ferry Road. He brought some ideas to Planning staff. After discussion, they realized that bringing in another entrance onto Wards Ferry Road was not something that the City was very interested in doing. Therefore, he did not pursue purchasing those tracts of land. The sight distance is not good coupled with traffic counts.

Commissioner Rogers noted that the plan has been together for a long time. If it was a new development, he would want to talk about other access, but the culverts seem to address the floodplain concerns pretty well. Chair Perault said he tried to visualize a flooding event with or without the culverts. He does not see much of a difference. He thinks the impact will be from building the road, not a long term impact. To him, this seems to be the only option. The floodplain impact really is minimal. He thinks the culverts are going to be able to absorb flow even beyond what the City has been seeing recently. He understands the concerns of the existing homeowners but the decision about the rezoning was made years ago. The original plan was designed for this road to happen. Chair Perault would encourage the homeowners to make sure the roads and pipes are inspected and Mr. White said they will make that part of the stormwater maintenance agreement.

Commissioner Marion made the following motion, which was seconded by Commissioner Lowe, and passed by the following vote:

"That the Planning Commission recommends to City Council approval of the petition of Fieldstone Manor, LLC for a conditional use permit to allow fill in the 100-year floodplain at 110 Aaron Place subject to the following conditions:

- 1. The property shall be developed in substantial compliance with the concept plan, as prepared by White Engineering, Inc. and revised January 2, 2019.**

2. **The petitioner shall complete a flood study that indicates no rise in the 100-year flood elevations as a result of the proposed fill prior to final site plan approval.**
3. **The final grade of the site shall be verified through as-built survey to meet the approved site plan grading plan and flood study requirements.**
4. **Slope protection shall be required the full length of the proposed fill slope to one foot above the water surface elevation. Slope protection shall be constructed out of non-erodible material.**
5. **A letter of map revision shall be filed with the Federal Emergency Management Agency (FEMA)."**

AYES:	Bowden, Johnson, Lowe, Marion, Perault and Rogers	6
NOES:		0
ABSTENTIONS:	Light	1
ABSENT:		0

The Department of Community Development

City Hall, Lynchburg, VA 24504 **434-455-3900**

To: Planning Commission
From: Planning Division
Date: January 9, 2019
Re: **Conditional Use Permit (CUP) – Fill in Floodplain – 110 Aaron Place**

I. PETITIONER

Fieldstone Manor, LLC, PO Box 2621, Forest, Virginia 24551

Representative: Jamey White, P.E., White Engineering & Design, Inc., 21 Timberoak Court, Lynchburg, Virginia 24502

II. LOCATION

The subject property is approximately twelve and six hundred and fifteen thousandths (12.615) acres located at 110 Aaron Place. The area proposed for fill within the floodplain is located along a Burton Creek tributary on the property.

III. PURPOSE

The purpose of the petition is to allow fill within the floodplain to facilitate the construction of an access road to a future phase of the existing townhouse development.

IV. SUMMARY

- The petition agrees with the Zoning Ordinance in that fill within the 100-year floodplain is allowed upon approval of a conditional use permit by City Council.
- The *Comprehensive Plan 2013-2030* states that “while the City has permitted development to occur in the 100-year floodplain in the past, it should limit new development in the floodplain in the future and seek to protect existing development that may be affected by flooding.” (p.113)
- The existing CUPs for the townhome development allows for an additional 66 townhouse units.
- The proposed fill facilitates the construction of an access road only, and should have little to no impact on the surrounding area due to the ability to mitigate the effects of the fill onsite. The remainder of the site is not buildable without the access road.

The Planning Division recommends approval of the CUP petition.

V. FINDINGS OF FACT

1. **Comprehensive Plan.** The *Comprehensive Plan 2013-2030* recommends Medium Density Residential and Resource Conservation land uses for the area. Medium Density Residential areas are characterized by small-lot single family detached housing, duplexes, and townhouses at densities up to 12 units per acre. Where neighborhoods already exist, infill development should be at a compatible density and housing type. In addition to residential uses, they may include public and institutional uses compatible in scale with single family residential homes. Private recreation uses, including country clubs, swim and racquet clubs, and private open space are also appropriate. (p.72)

Resource Conservation areas encompass lands with special natural characteristics that limit land uses and development to protect the City's environmental health. The mapped Resource Conservation Areas include the steep slopes of Candler's Mountain as well as the City's stream valleys. The stream valleys, as described in the Comprehensive Plan, include streams and rivers, their 100-year floodplains, connected wetlands and adjacent steep slopes. Resource Conservation Areas are planned to remain in vegetated open space with development limited to: 1) trails and other passive recreational facilities that involve minimal removal of vegetation, and 2) public facilities that must be located in stream valleys. The goal is to keep Resource Conservation Areas as natural as possible to stabilize slopes, prevent soil erosion, provide natural absorption areas for urban runoff, moderate climate, and provide wooded areas for wildlife and for the respite of City dwellers. On privately owned land within conservation areas, the intent of this Plan is to allow appropriate land uses and infrastructure as long as the environmental value of the areas is conserved or enhanced and public safety is protected through buffers and other best management practices. (p.77)

While the Comprehensive Plan states that the City should limit development within the 100-year floodplain, the proposed fill would facilitate development that could not otherwise occur. The existing CUP for the townhome development allows for an additional sixty-six (66) townhouse units. When FEMA mapping was updated in 2008, the floodplain limits were extended into the area for the proposed access road. The proposed fill will not raise the base flood elevation in the area.

2. **Zoning.** The subject property was annexed into the City in 1976. It is zoned R-3, Medium Density Residential and was established on May 22, 1979.

City council approved a CUP petition on February 14, 1989, which allowed the construction of one hundred eight (108) townhouse units. Council subsequently approved another CUP petition on September 12, 2006, for an additional sixteen (16) townhouse units. The total number of allowable units on this property is one hundred twenty-four (124).

3. **Board of Zoning Appeals (BZA).** The Zoning Administrator has determined that no variances are needed for the development of the property as proposed.
4. **Surrounding Area.** There have been a several items requiring City Council approval in the immediate area:

- On May 22, 1979, City Council adopted the Timberlake Road Study and Proposed Zoning, which rezoned a large number of properties throughout the corridor, including the subject properties.
- On April 8, 1986, City Council approved the petition of George C. Walker and William M. Walker to rezone one and a sixty-seven hundredths (1.67) acres from R-3, Medium Density Residential to R-4C, Multi-family Residential to allow the construction of twelve (12) additional apartment units at 1711 Wards Ferry Road.
- On February 14, 1989, City Council approved the petition of Water Gate Partners for a conditional use permit (CUP) for the construction of one-hundred and eight (108) townhomes in an R-3, Medium Density Residential district at 110 Aaron Place.
- On January 14, 1992, City Council approved the petition of Central Virginia Development Company to rezone approximately two and one-half (2.5) acres from R-1, Low Density Residential to R-3, Medium Density Residential and twenty-five (25) acres from R-1, Low

Density Residential to R-3C, Medium Density Residential (Conditional) to allow for a residential development (which did not occur) at 1737 Wards Ferry Road.

- On October 10, 1995, City Council approved the petition of Salvatore Vitale to rezone one and four tenths (1.4) acres to allow the construction of a restaurant at 7001 Timberlake Road.
 - On August 11, 1998, City Council approved the petition of Marshall Lodge #39 for a CUP to allow for the construction of a masonic lodge in an R-3, Medium Density Residential district at 1730 Wards Ferry Road
 - On October 28, 2003, City Council approved the petition of Mark & Joyce Hartless for a CUP for the construction of at forty-seven (47) townhomes in an R-3, Medium Density Residential district at 2004 Wards Ferry Road.
 - On July 13, 2004, City Council approved the petition of Lynchburg Church of the Nazarene for a CUP for a multi-ministry building and parking in an R-3, Medium Density Residential district at 1737 Wards Ferry Road.
 - On September 12, 2006, City Council approved the petition of Bragg Builders, Inc., to rezone seven and ninety-one hundredths (7.91) acres from I-2, Light Industrial to R-4C, Medium-High Density Residential to allow the construction of one-hundred and three (103) townhouse units at 1600 Wards Ferry Road.
 - On September 12, 2006, City Council approved the petition of Fieldstone Manor, LLC for a CUP for sixteen (16) additional townhomes in an R-3, Medium Density Residential District at 110 Aaron Place.
 - On January 12, 2010, City Council approved the petition of Lynchburg Church of the Nazarene for a CUP for a consolidated sign plan in an R-3, Medium Density Residential district at 1737 Wards Ferry Road.
 - On January 14, 2014, City Council adopted the Wards Ferry Road Corridor Study.
 - On October 13, 2015, City Council adopted the Atlanta Avenue Corridor Study.
 - On May 9, 2017, City Council approved the petition of Jamestown Development Group to rezone seven and ninety-four hundredths (7.94) acres at 1806, 1816, 1836, 1840 and 1842 Wards Ferry Road from R-3, Medium Density Residential to R-4C, High Density Residential (Conditional) to allow the construction of a seventy (70) unit apartment complex.
5. **Site Description.** The subject property is approximately twelve and six hundred and fifteen thousandths (12.615) acres located at 110 Aaron Place. The area proposed for fill within the floodplain is located behind the existing 50 townhouses, along a Burton Creek Tributary on the property.
- The property is bound by Heritage High School to the west, sports fields and residential development to the north, duplex and townhouse uses to the east, and single family residential to the south.
6. **Proposed Use of Property.** If the petition is approved, fill in the floodplain along a Burton Creek tributary will allow the construction of an access road to a future phase of the existing townhouse development

7. **Traffic, Parking and Public Transit.** A traffic study was not required by the City's Transportation Engineer. The access road would adjoin the existing stub road in the townhouse development. Parking requirements for the townhouses will be met during the site plan review process.

The Greater Lynchburg Transit Company Bus Route 6 serves nearby, at the corner of Aaron Place and Wards Ferry Road.

8. **Stormwater Management.** An Erosion and Sediment Control and Stormwater Management Plan will be required prior to construction. Water quantity will be handled by a detention pond which will ultimately discharge to the Burton Creek Tributary, a mapped floodplain. Water quality will be managed through offsite nutrient credits.
9. **Emergency Services:** The City's Fire Marshal and Police Department had no comments of concern regarding the proposal.
10. **Impact.** The concept plan submitted by the petitioner indicates there would be no rise in the 100-year flood elevations from the proposed fill due to the improved channel efficiency in the impacted area. The petitioner has provided the analysis data showing a "no rise" certification.

While the Comprehensive Plan states that the City should limit development within the 100-year floodplain, the proposed fill would facilitate development that could not otherwise occur. The existing CUP for the townhome development allows for an additional 66 townhouse units. Without the proposed fill for the access road, the site will continue to be underutilized.

11. **Technical Review Committee.** The Technical Review Committee (TRC) reviewed the conditional use permit on March 6, 2018. Comments related to the proposed use have or will be addressed at the final site plan stage.

VI. PLANNING DIVISION RECOMMENDATION

Based on the preceding Findings of Fact, the Planning Commission recommends to City Council approval of the petition of Fieldstone Manor, LLC for a conditional use permit to allow fill in the 100-year floodplain at 110 Aaron Place subject to the following conditions:

1. The property shall be developed in substantial compliance with the concept plan, as prepared by White Engineering, Inc. and revised January 2, 2019.
2. The petitioner shall complete a flood study that indicates no rise in the 100-year flood elevations as a result of the proposed fill prior to final site plan approval.
3. The final grade of the site shall be verified through as-built survey to meet the approved site plan grading plan and flood study requirements.
4. Slope protection shall be required the full length of the proposed fill slope to one foot above the water surface elevation. Slope protection shall be constructed out of non-erodible material.

5. A letter of map revision shall be filed with the Federal Emergency Management Agency (FEMA).

This matter is respectfully offered for your consideration.



William T. Martin, AICP
City Planner

pc: Ms. Bonnie M. Svrcek, City Manager
Mr. Reid Wodicka, Deputy City Manager
Mr. Walter C. Erwin, City Attorney
Mr. Kent L. White, Director of Community Development
Mr. J. Lee Newland, City Engineer
Ms. Cynthia Kozerow, Lynchburg Police Department
Battalion Chief Thomas Goode, Fire Marshal
Mr. Doug Saunders, Building Official
Mr. Kevin Henry, Zoning Administrator
Ms. Erin Hawkins, Water Quality Manager
Fieldstone Manor, LLC, Property Owner
Mr. Jamey White, Representative

VII. ATTACHMENTS

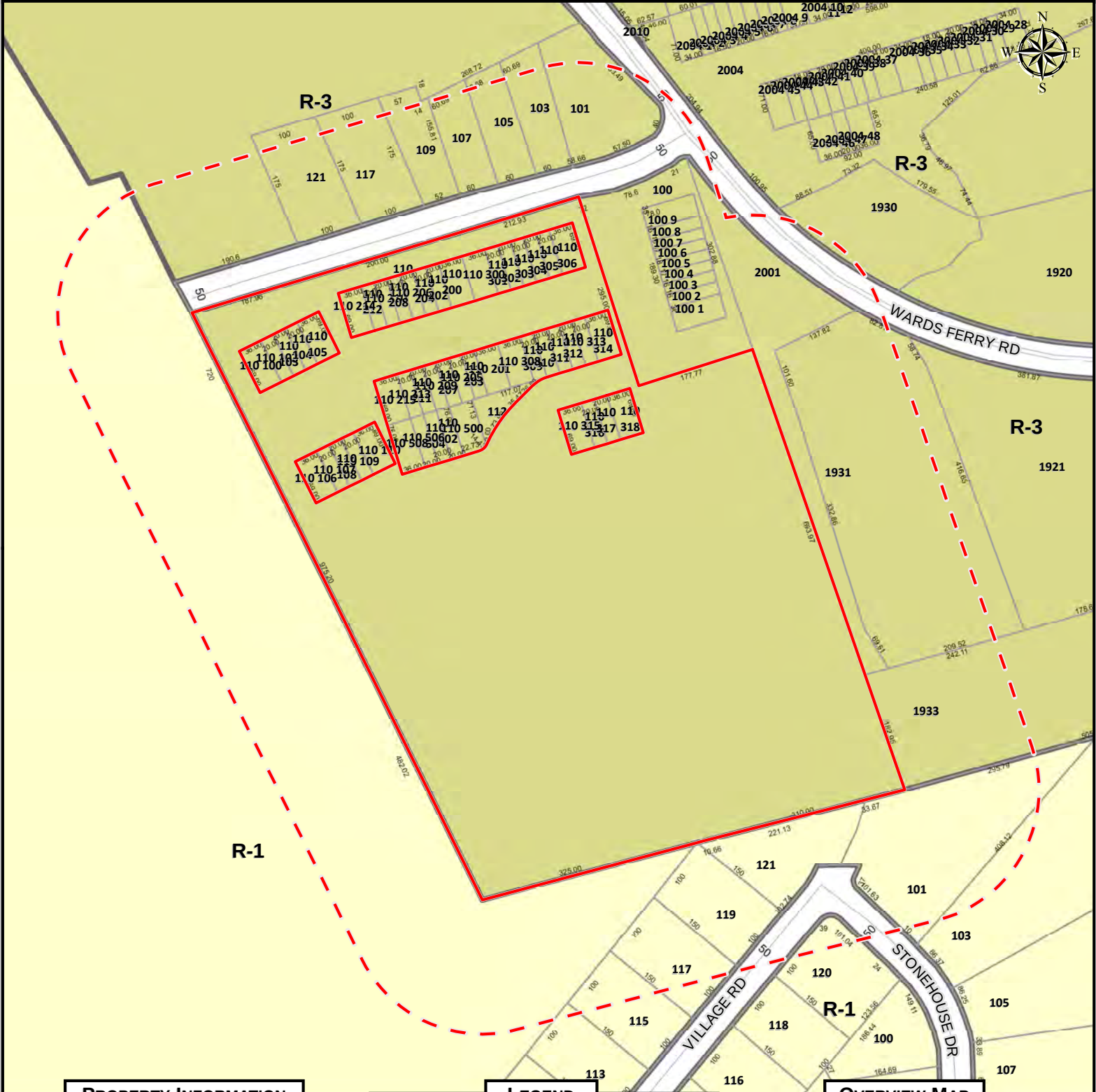
- 1. Zoning Map with Adjoining Property Owners**
- 2. Future Land Use Map**
- 3. Watershed Map**
- 4. Planimetric and Topographic Map**
- 5. Concept Plan – 2019**
- 6. Concept Plan – 2006**
- 7. Concept Plan – 1989**
- 8. Narrative**
- 9. Fieldstone Manor Floodplain Analysis**
- 10. Property Photograph**

Zoning Map

FILL IN THE FLOODPLAIN

Conditional Use Permit Request

Fieldstone Manor, LLC



PROPERTY INFORMATION

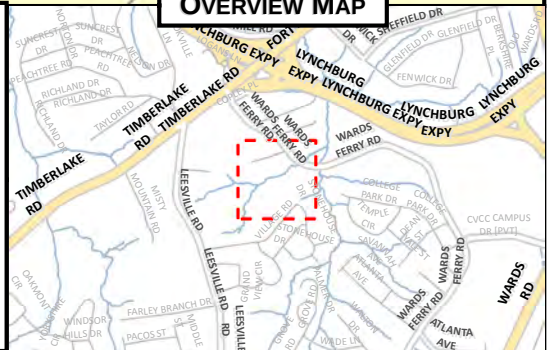
PARCEL ID	ADDRESS
24703006	110 AARON PL

LEGEND

- Subject Property
- 200' Buffer
- B-1
- B-3
- B-4
- B-5
- R-C
- I-1
- I-2
- I-3
- IN-1
- IN-2
- R-1
- R-2
- R-3
- R-4

MAP SCALE: 1" to 4,000' DATE PRINTED: 1/30/2019

OVERVIEW MAP



DISCLAIMER: THIS MAP IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS SUCH. THE INFORMATION DISPLAYED IS A COMPILATION OF RECORDS, INFORMATION, AND DATA OBTAINED FROM VARIOUS SOURCES. THE CITY OF LYNCHBURG IS NOT RESPONSIBLE FOR ITS ACCURACY OR HOW CURRENT IT MAY BE.

Parcel ID	Address	Owner
24701027	2001 WARDS FERRY RD	AARON COMMONS HOMEOWNERS ASSOC LLC
24715010	100 AARON PL	AARON COMMONS HOMEOWNERS ASSOCIATION
24703022	107 AARON PL	AARON PLACE DUPLEXES LLC
24703012	103 AARON PL	AARON PLACE DUPLEXES LLC
24703011	101 AARON PL	AARON PLACE DUPLEXES LLC
24703021	105 AARON PL	AARON PLACE DUPLEXES LLC
24703023	109 AARON PL	BEDA PROPERTIES LLC
24703071	110 AARON PL 502	BELL, THEODORE L & SHERRY A
24703072	110 AARON PL 500	BELL, THEODORE L & SHERRY A
24703070	110 AARON PL 504	BELL, THEODORE L & SHERRY A
24703069	110 AARON PL 506	BELL, THEODORE L & SHERRY A
24703068	110 AARON PL 508	BELL, THEODORE L & SHERRY A
24712008	115 VILLAGE RD	BENNETT, DONNA P
24703049	110 AARON PL 103	BLOODWORTH, ANDREA D
24715005	100 AARON PL 5	BURKHART PROPERTY MANAGEMENT LLC
24703031	110 AARON PL 308	CARTER, LATANYA W
24807001	3101 WARDS FERRY RD	CITY OF LYNCHBURG
24703057	110 AARON PL 204	COMISKEY, JOEL M & JESSICA M
24703026	110 AARON PL 302	COOK, MICHAEL S
24703028	110 AARON PL 304	COOK, REBECCA L
24703025	110 AARON PL 301	COOK, THOMAS S
24703033	110 AARON PL 310	COOK, THOMAS S & ELIZABETH C
24703005	1931 WARDS FERRY RD	CREW HOME SOLUTIONS LLC
24703059	110 AARON PL 200	DANTAS & DANTAS LLC
24712010	119 VILLAGE RD	DERRENBACHER, ELLIS T TRS &
24703045	110 AARON PL 109	DEVRIES, DARYL E & CHERYL L
24715008	100 AARON PL 8	EAGLE WING 2 LLC
24703051	110 AARON PL 105	EAGLE WING 2 LLC
24703056	110 AARON PL 206	ELLIOTT, LULA M
24715007	100 AARON PL 7	EQUITY TRUST COMPANY ET AL
24703006	110 AARON PL	FIELDSTONE MANOR LLC
24703073	112 AARON PL	FIELDSTONE MANOR LLC
24716049	2004 WARDS FERRY RD	FOUNTAIN GATE HOME OWNERS ASSOC INC
24703054	110 AARON PL 210	GARBER, JAMES D
24703046	110 AARON PL 110	GOLDEN, RICHARD K & WENDY D
24703044	110 AARON PL 108	GRAGG, SCOTT & TONI
24703038	110 AARON PL 315	GROVE FAMILY INVESTMENTS LLC
24703040	110 AARON PL 317	GROVE FAMILY INVESTMENTS LLC
24703039	110 AARON PL 316	GROVE FAMILY INVESTMENTS LLC
24703041	110 AARON PL 318	GROVE FAMILY INVESTMENTS LLC
24703048	110 AARON PL 102	HAMMOND, REX K
24703043	110 AARON PL 107	HAWKES, KEITH H JR
24703055	110 AARON PL 208	HENRY, MICHAEL P
24715009	100 AARON PL 9	HICKS, JANET G
24701025	1930 WARDS FERRY RD	HOBSON, ADRIEN LYA

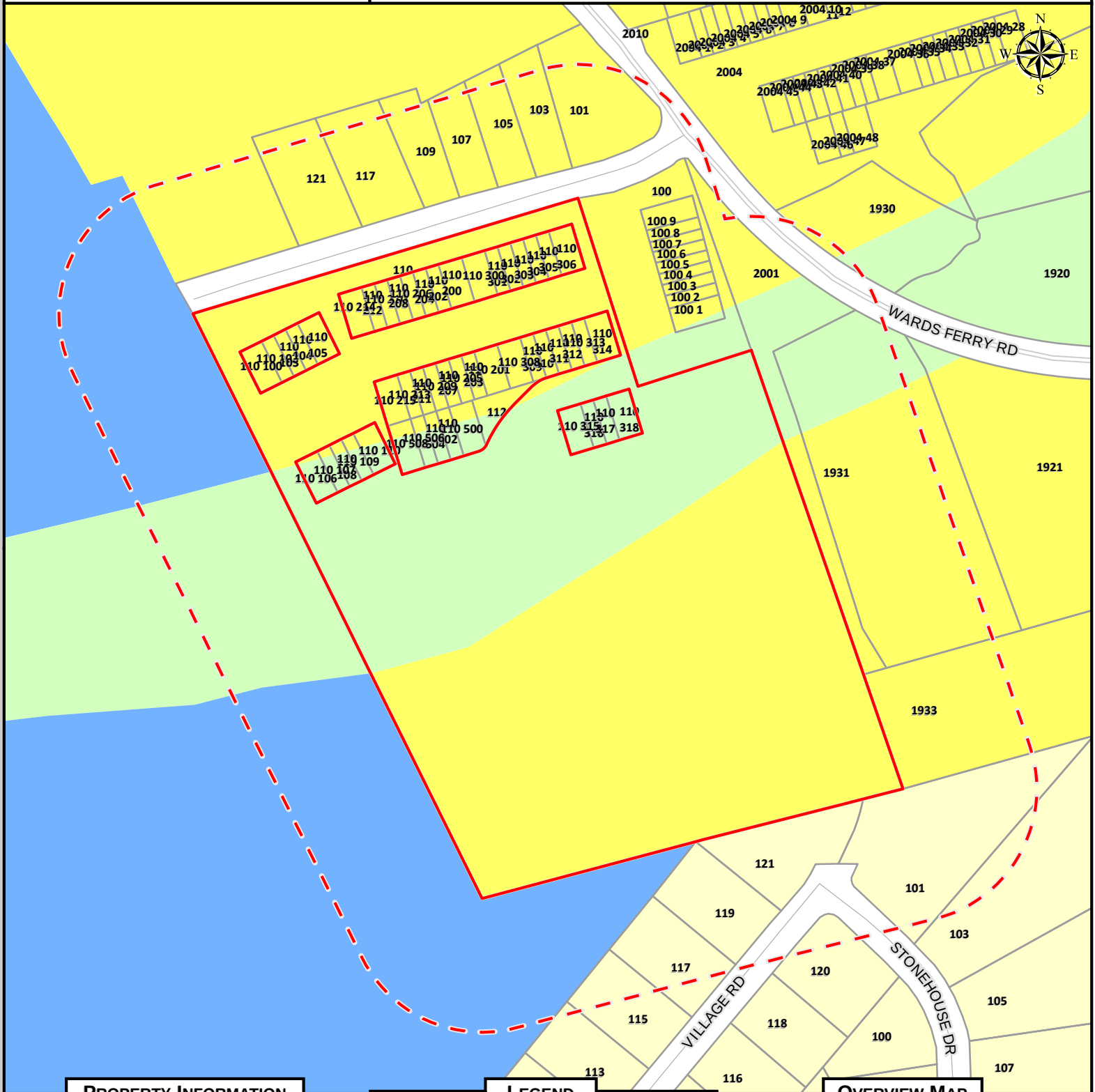
24703027	110 AARON PL 303	HOKOANA, KAMEONA & BRITTNEY
24703053	110 AARON PL 212	HOLTON, MARY T
24703024	110 AARON PL 300	JAUCH, ANDREW J
24703058	110 AARON PL 202	JONES, JONATHAN W TRS &
24703050	110 AARON PL 104	JONES, JONATHAN W TRS &
24715006	100 AARON PL 6	KDN PROPERTY GROUP LLC
24703064	110 AARON PL 207	KEEBLER, EVAN & KEEBLER, ANNA
24703066	110 AARON PL 203	KOMPELIEN, WAYNE & RHONDA
24703061	110 AARON PL 213	LIBERTY ALPHA LLC & JONES, JONATHAN
24712011	121 VILLAGE RD	MARCUS, BARRY D JR & JULIA S
24709002	103 STONEHOUSE DR	MAYO, MICHAEL T
24703065	110 AARON PL 205	MEHLER, CHRISTOPHER J & KATHERINE G
24711009	120 VILLAGE RD	MICHAEL, EDWARD P & EL-BANNA, MAGDA
24703014	121 AARON PL	MORELAND, MARK A
24703013	117 AARON PL	MORELAND, MARK A
24703037	110 AARON PL 314	NAVOLIO, DAVID W
24703034	110 AARON PL 311	PREMIER PROPERTIES OF LYNCHBURG LLC
24703036	110 AARON PL 313	PREMIER PROPERTIES OF LYNCHBURG LLC
24703047	110 AARON PL 100	PREMIER PROPERTIES OF LYNCHBURG LLC
24703032	110 AARON PL 309	PREMIER PROPERTIES OF LYNCHBURG LLC
24715002	100 AARON PL 2	RITCHIE, VALLI S
24703063	110 AARON PL 209	SAUNDERS, THOMAS J
24703030	110 AARON PL 306	SCHOONMAKER, TIMOTHY W & CATALINA
24703060	110 AARON PL 215	SILK, JANICE
24709001	101 STONEHOUSE DR	SLATER, STEVEN M & LYDIA M
24703035	110 AARON PL 312	SMITH, RYAN C
24703062	110 AARON PL 211	STEINER, CHRISTOPHER D & ELIZABETH R
24703052	110 AARON PL 214	STOKES, CHRISTOPHER J
24703042	110 AARON PL 106	STOKES, SAMANTHA
24715004	100 AARON PL 4	STRATTON, JOHN T
24715003	100 AARON PL 3	SYMONDS, LAWRENCE H SR & ANN M
24703029	110 AARON PL 305	VELASTEGUI, JAIME A & MICHELLE M
24712007	113 VILLAGE RD	VENTRE, GUY & SUSAN P
24712009	117 VILLAGE RD	WATSON, KAREN C
24703067	110 AARON PL 201	WEAVER, ROBERT L & ANGELA D
24715001	100 AARON PL 1	WHITE, RICHARD S IV & CLAUDIA A
24703003	1933 WARDS FERRY RD	WILSON, RONALD A

FLUM Map

FILL IN THE FLOODPLAIN

Conditional Use Permit Request

Fieldstone Manor, LLC



PROPERTY INFORMATION

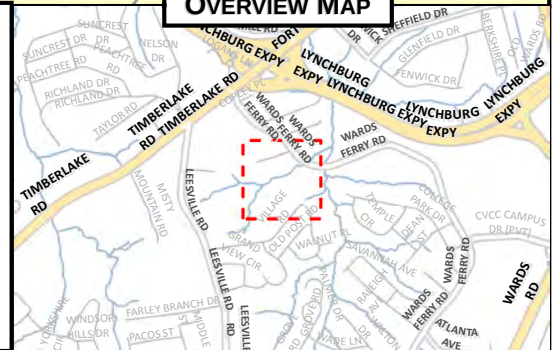
PARCEL ID	ADDRESS
24703006	110 AARON PL

LEGEND

	Local Historic District		Employment 1
	Traditional Residential		Employment 2
	Low Density Residential		Downtown
	Medium Density Residential		Institution
	High Density Residential		Public Use
	Neighborhood Commercial		Public Parks
	Community Commercial		Resource Conservation
			Mixed Use

MAP SCALE: 1" to 4,000' DATE PRINTED: 1/30/2019

OVERVIEW MAP



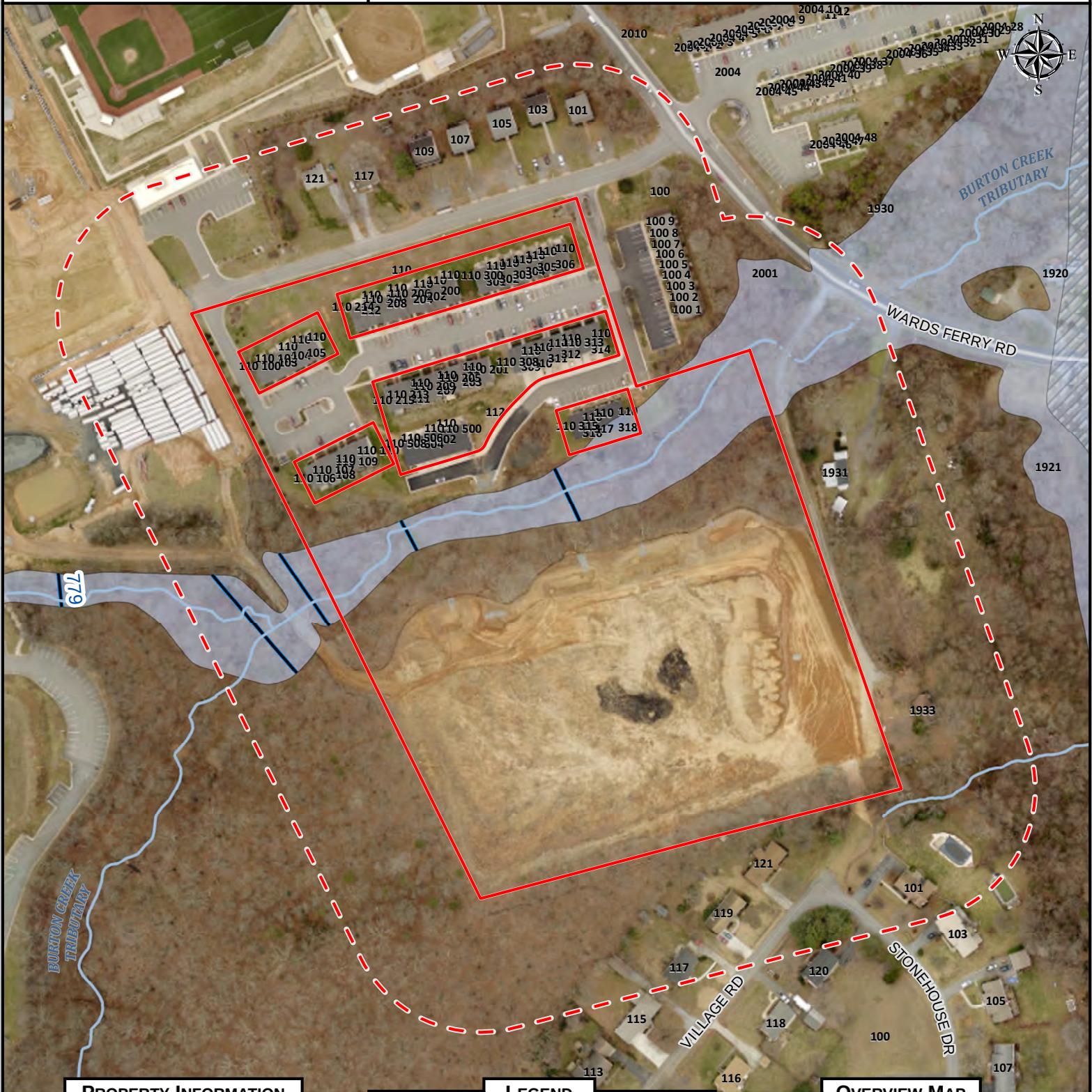
DISCLAIMER: THIS MAP IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS SUCH. THE INFORMATION DISPLAYED IS A COMPILATION OF RECORDS, INFORMATION, AND DATA OBTAINED FROM VARIOUS SOURCES. THE CITY OF LYNCHBURG IS NOT RESPONSIBLE FOR ITS ACCURACY OR HOW CURRENT IT MAY BE.

Watershed Map

FILL IN THE FLOODPLAIN

Conditional Use Permit Request

Fieldstone Manor, LLC



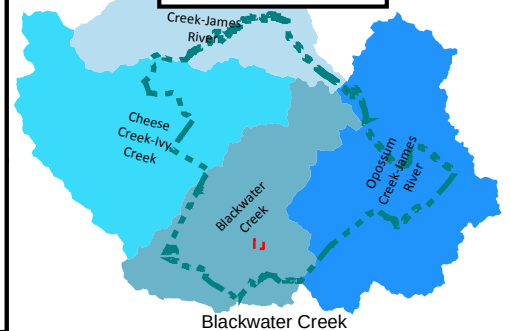
PROPERTY INFORMATION

PARCEL ID	ADDRESS
24703006	110 AARON PL

LEGEND

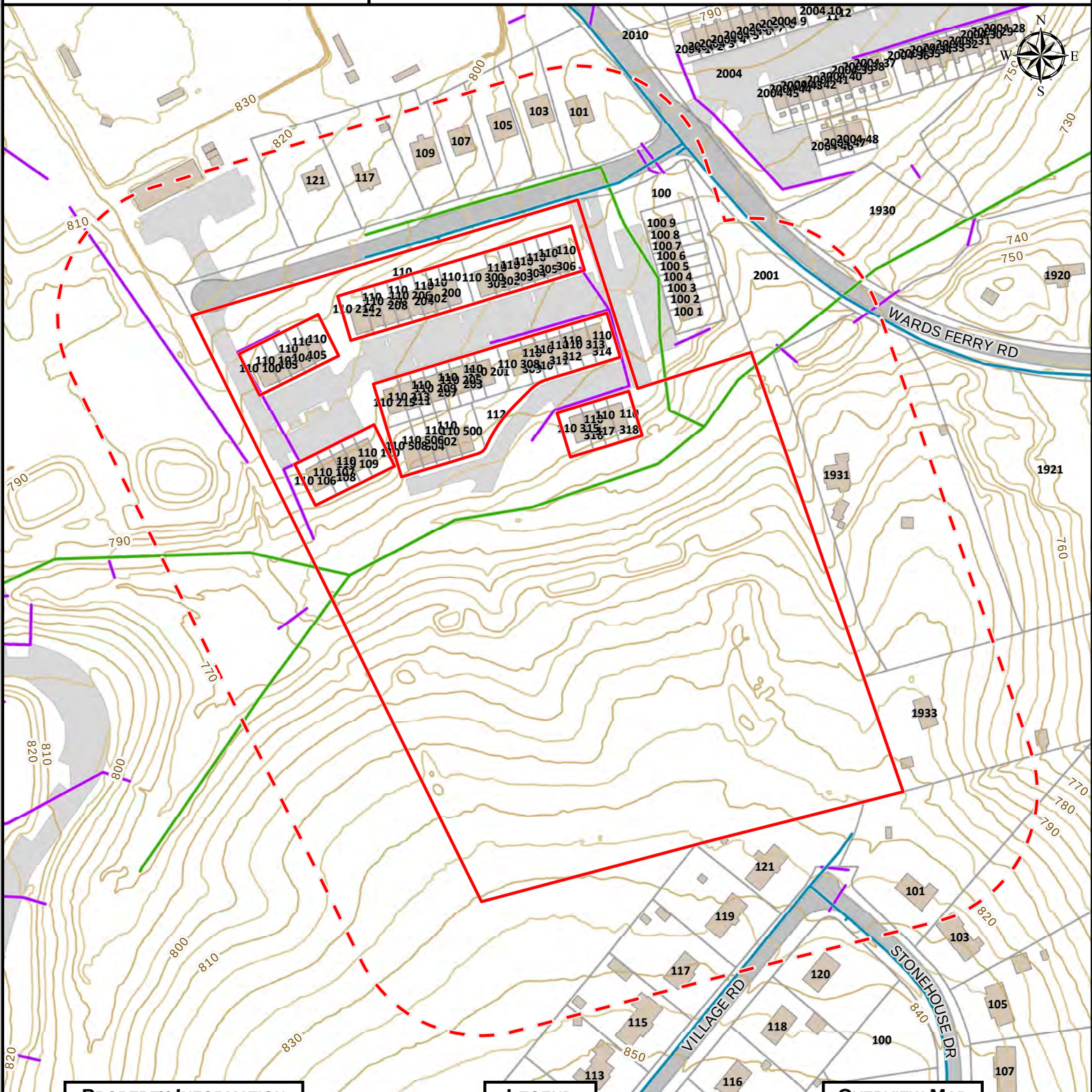
- Subject Property
- Base Flood Elevation
- Floodway
- Floodzone
- River / Lake / Stream

OVERVIEW MAP



MAP SCALE: 1" to 33,333' DATE PRINTED: 1/30/2019

DISCLAIMER: THIS MAP IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS SUCH. THE INFORMATION DISPLAYED IS A COMPILATION OF RECORDS, INFORMATION, AND DATA OBTAINED FROM VARIOUS SOURCES. THE CITY OF LYNCHBURG IS NOT RESPONSIBLE FOR ITS ACCURACY OR HOW CURRENT IT MAY BE.



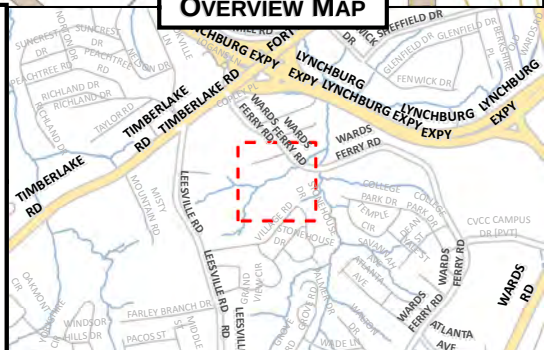
PROPERTY INFORMATION

PARCEL ID	ADDRESS
24703006	110 AARON PL

LEGEND

	Active	Proposed	Abandoned
Utilities			
Water			
Sanitary			
Storm			
	Paved	Unpaved	Other
Structure			
Roadway			
Parking			
Sidewalk			
Driveway			
Topography	Contour	100'	20'
		50'	10'
			5'
			1'

OVERVIEW MAP



MAP SCALE: 1" to 4,000' DATE PRINTED: 1/30/2019

ORIGINAL SUBMITTAL: FEBRUARY 6, 2018
REVISED SUBMITTAL: JANUARY 15, 2019

NOTE: 1. THE SIZE OF SYMBOLS MAY VARY FROM THOSE SHOWN.
2. ALL ABBREVIATIONS AND SYMBOLS SHOWN MAY NOT BE USED.

ADT	AVERAGE DAILY TRAFFIC	R	PROPERTY LINE
ARV	AIR RELEASE VALVE	PC	POINT OF CURVATURE
BC	BACK OF CURB	PI	POINT OF INTERSECTION
BM	BENCH MARK	PT	POINT OF TANGENT
CD	COMBINATION UNDERDRAIN	POB	POINT OF BEGINNING
CG	CURB & GUTTER	POE	POINT OF ENDING
C	CENTER LINE	PRC	POINT OF REVERSE CURVE
Q_CMP	CORRUGATED METAL PIPE	PVC	POINT OF VERTICAL CURVATURE
CO	CLEAN OUT	PVI	POINT OF VERTICAL INTERSECTION
CP	CONTROL POINT	PVT	POINT OF VERTICAL TANGENT
CY	CUBIC YARDS	PUE	PUBLIC UTILITY EASEMENT
DIA	DIAMETER	PVC	POLYVINYL CHLORIDE PIPE
DIP	DUCTILE IRON PIPE	RCP	REINFORCED CONCRETE PIPE
EL	ELEVATION	RT	RIGHT
ELEC	ELECTRIC	R/W	RIGHT OF WAY
EVT	EVENT POINT	SAN	SANITARY
EX	EXISTING	SD	SIGHT DISTANCE
FF	FINISHED FLOOR	STA	STATION
FI	FIRE HYDRANT ASSEMBLY	STD	STANDARD
IND	FIRE DEPARTMENT CONNECTION	SV	SQUARE YARDS
INVC	INVERT	TP	TYPICAL
IPF	IRON PIN FOUND	UD	UNDERDRAIN
IPS	IRON PIN SET	UON	UNLESS OTHERWISE NOTED
LT	LEFT	VC	VERTICAL CURVE LENGTH
MH	MANHOLE	VPD	VEHICLES PER DAY
NIC	NOT IN CONTRACT	VSD	VERTICAL SIGHT DISTANCE
NTS	NOT TO SCALE	WM	WATER METER
		WV	WATER VALVE

CONTACT: JAMEY L. WHITE, PE
(434)239-0022



<u>SHEET NO.</u>	<u>DRAWING NO.</u>	<u>TITLE</u>
CS-1	1 OF 3	COVER SHEET
G-1	2 OF 3	EXISTING CONDITIONS
C-1	3 OF 3	FILL PLAN

1. ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF LYNCHBURG SPECIFICATIONS AND STANDARD DETAILS, LATEST REVISION.
2. CONTACT THE CITY CONSTRUCTION COORDINATOR, JOE SMITH AT 455-4450 A MINIMUM OF FORTY-EIGHT HOURS PRIOR TO BEGINNING CONSTRUCTION.

ALL EROSION CONTROL/ STORMWATER MANAGEMENT MEASURES MUST BE DE-WATERED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY AND ALL TEMPORARY EROSION CONTROL MEASURES MUST BE REMOVED WITHIN THIRTY (30) DAYS OF PERMANENT STABILIZATION OF THE SITE.

WATER & SEWER:	CITY OF LYNCHBURG DEPARTMENT OF WATER RESOURCES ATTN: HARRY DOSS 525 TAYLOR STREET LYNCHBURG, VA 24501 (434)455-4271	ELECTRICITY:	AMERICAN ELECTRIC POWER 4001 MAYFLOWER DRIVE LYNCHBURG, VA 24501 (434) 522-4281
		GAS:	COLUMBIA GAS OF VIRGINIA INC. CUSTOMER SERVICE RICHMOND VA 23236 1-888-460-4332
TELEPHONE:	VERIZON VIRGINIA INC. ENGINEERING DEPARTMENT 553 LEESVILLE ROAD LYNCHBURG, VA 24502 (434) 237-9522 REPAIR: 1-888-663-0363	CABLE:	COMCAST DIGITAL CABLE 2820 LINKHORNE DRIVE LYNCHBURG, VA 24588 (888) 266-2278

NOTE: CONTRACTOR SHALL VERIFY CONTACT INFORMATION FOR EMERGENCY REPAIR SERVICE AND INSTALLATION, PRIOR TO ANY CONSTRUCTION ACTIVITIES.

FILE: P:\2017\17029.00 Fieldstone Manor\CUP Plan\17029CS1.dwg

RUDOLPH S. & MARGI ROBINSON
ZONED R-3

MARK A. MORELAND
ZONED R-3

AARON COMMONS SUBDIVISION

1 0.42 AC.
2 0.24 AC.
3 0.24 AC.
4 0.24 AC.
5 0.25 AC.

PHASE II - 10 UNITS

PHASE I - 26 UNITS

NATURAL AREA
(COMMON PROPERTY)

PHASE III - 72 UNITS

1989 Floodplain Limits

EXISTING MATURE HARDWOODS
ARE TO REMAIN TO FORM A
NATURAL VEGETATIVE BUFFER

EXISTING MATURE HARDWOODS
ARE TO REMAIN TO FORM A
NATURAL VEGETATIVE BUFFER

NOTES:
1. WATER AND SANITARY SEWER BY THE CITY OF LYNCHBURG.
2. ALL NATURAL AREAS ARE COMMON PROPERTY.

2) AARON COMMONS TOWNHOMES:
ALL END UNITS HAVE 0.054 AC. TOTAL AREA
ALL OTHER UNITS HAVE 0.029 AC. TOTAL AREA

UNIT TOTALS:

AARON COMMONS SUBDIVISION - 5 LOTS

PHASES I, II & III (TOWNHOME UNITS) - 108

PARKING (TOWNHOMES ONLY) 256 SPACES

EXISTING ZONING - R-3

● DENOTES REVISIONS MADE JAN. 24, 1989

▲ DENOTES REVISIONS MADE DEC. 28, 1988

■ DENOTES REVISIONS MADE JAN. 11, 1989

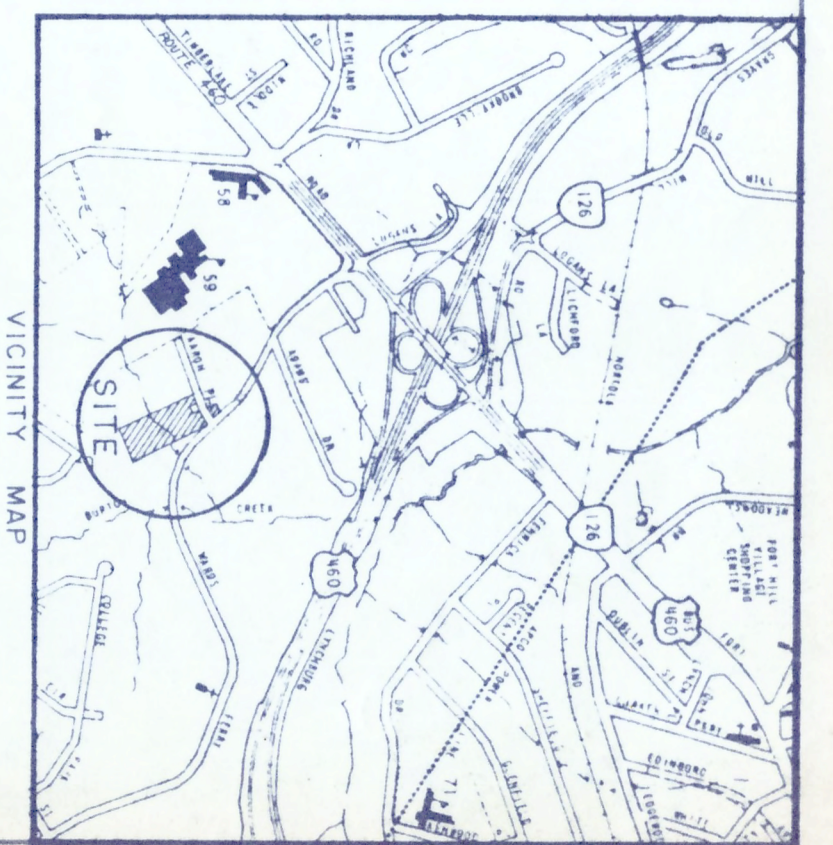
● DENOTES REVISIONS MADE JAN. 24, 1989

Hurt & Profit, Inc.
Engineers & Surveyors
2500 W. LYNCHBURG AVENUE
LYNCHBURG, VA 24501
Phone 804 847-7756

SCALE: 1"=50'
DATE: DECEMBER 20, 1988
COM. NO. 883188
F.B. NO.
E.L. NO. 2641-C2.6
FILE NO. LS-480
REVISIONS: DEC. 28, 1988 / JAN. 11, 1989 / JAN. 24, 1989
PRELIMINARY SUBDIVISION

AARON COMMON SUBDIVISION

AARON COMMON TOWNHOMES - PHASES I, II & III



RECEIVED
JAN 25 1989
COMMUNITY PLANNING
DEVELOPMENT OFFICE
CITY OF LYNCHBURG
JAN 25 1989
RELEASED



CUP –Fill in the Floodplain Project Narrative

Parcel Address: 110 Aaron Place

Parcel ID: 247-03-006

Fieldstone Manor, LLC is requesting permission to fill in the floodplain to allow for the construction of an access road to the next section of the Fieldstone Manor development. The existing CUP for the project allows for an additional 66 townhouse units. In order to access the site location for these new townhomes, we will need to cross an existing stream on the property.

The original site plans for the development from 1989 and 2006 had shown this access road in the locations where we are requesting to cross the floodplain at the time. During the construction based on the 2006 plans, a stub was constructed for the access road and we are looking to attach directly to this stub.

Originally this access road creek crossing location was not within the FEMA floodplain limits. However, the FEMA mapping was updated in 2008 and the floodplain limits were extended up into the area that we proposing our crossing.

Our analysis has concluded that our proposed construction will not raise the base flood elevation in the area. As required, we will also be submitting a detail site plan for the construction of the roadway and townhouse development to the City for review. We will also be submitting the required joint Permit Application to the Army Corps of Engineers and VA DEQ.

Fieldstone Manor Floodplain Analysis Lynchburg, VA

Design Calculations

Date: January 4, 2019

Prepared by:



White Engineering & Design, Inc.
21 Timberoak Ct., Suite B-3
Lynchburg, VA 24502

To Be Completed by Community Official: FPD No.: _____

ENGINEERING "NO-RISE" CERTIFICATION

Community: Fieldstone Manor County: Lynchburg City State: VA

Applicant: Dan O'neil Date: 1-3-19

Address: 110 Aaron Place

Telephone: _____

Engineer: Jamey L. White, P.E.

Address: 21 Timberoak CT, Ste B-3, Lynchburg, VA 24502

Telephone: 434-239-0022

SITE DATA

1. Location: _____ 1/4; _____ 1/4; Section _____; Range _____; Township _____

Street Address: 110 Aaron Place, Lynchburg, VA 24502

2. Panel(s) No. of NFIP map(s) affected: 5100930102D

3. Type of Development: Filling ☒ Grading ☐ Excavation ☐ Minor Improv. ☐
Substantial Improv. ☐ New Construction ☐ Other ☐

4. Description of Development: Construction of a new access road crossing existing creek

5. Name of Flooding Source: Burton Creek Tributary

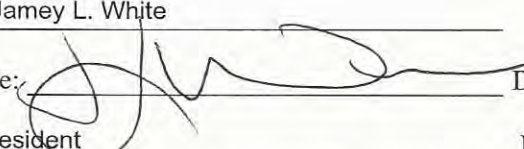
COMMENTS: Owner proposes to build new access road for the third phase of this development.

access was originally planned in 2006 and at that time this area was not in the 100-yr floodzone

2008 mapping update include this area in the new floodzone limits

This is to certify that I am a duly qualified engineer licensed to practice in the State of Virginia. It is to further certify that the attached technical data supports the fact that the proposed development described above will not create any increase to the 1% elevations on said flooding source above at published cross sections in the Flood Insurance Study for the above community dated June 3, 2008 and will not create any increase to the 1% flood elevations at unpublished cross-sections in the vicinity of the proposed development.

Name: Jamey L. White

Signature:  Date: 1-3-19

Title: President License No.: 047808

(Seal)

Project: Floodzone Analysis
 Project #: 17029.00
 Date: 01/03/19



"
"

Pre-Developed

Land Use	Condition	HSG	Area	CN	Area x CN
Half Acre Lot	Good	B	7.03	70	492.1
Wooded	Good	B	34.39	55	1891.5
Impervious		B	19.93	98	1953.1
Open Space	Good	B	31.06	61	1894.7
Totals			85.38		5739.3

	CN
5739.3	
85.38	67

Floodzone Analysis

<u>Description</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>Totals</u>			
Sheet Flow							
Manning's n-value	= 0.011	0.011	0.011				
Flow length (ft)	= 220.0	0.0	0.0				
Two-year 24-hr precip. (in)	= 3.30	0.00	0.00				
Land slope (%)	= 2.00	0.00	0.00				
Travel Time (min)	= 2.24	+	0.00	+	0.00	=	2.24
Shallow Concentrated Flow							
Flow length (ft)	= 225.00	0.00	0.00				
Watercourse slope (%)	= 2.90	0.00	0.00				
Surface description	= Unpaved	Paved	Paved				
Average velocity (ft/s)	= 2.75	0.00	0.00				
Travel Time (min)	= 1.36	+	0.00	+	0.00	=	1.36
Channel Flow							
X sectional flow area (sqft)	= 18.00	0.00	0.00				
Wetted perimeter (ft)	= 15.60	0.00	0.00				
Channel slope (%)	= 2.50	0.00	0.00				
Manning's n-value	= 0.350	0.015	0.015				
Velocity (ft/s)	= 0.74	0.00	0.00				
Flow length (ft)	= 1959.0	0.0	0.0				
Travel Time (min)	= 44.07	+	0.00	+	0.00	=	44.07
Total Travel Time, Tc							47.70 min

Hydrograph Report

Hydraflow Hydrographs by Intelisolve v9.23

Monday, Jan 7, 2019

Hyd. No. 1

Floodzone Analysis

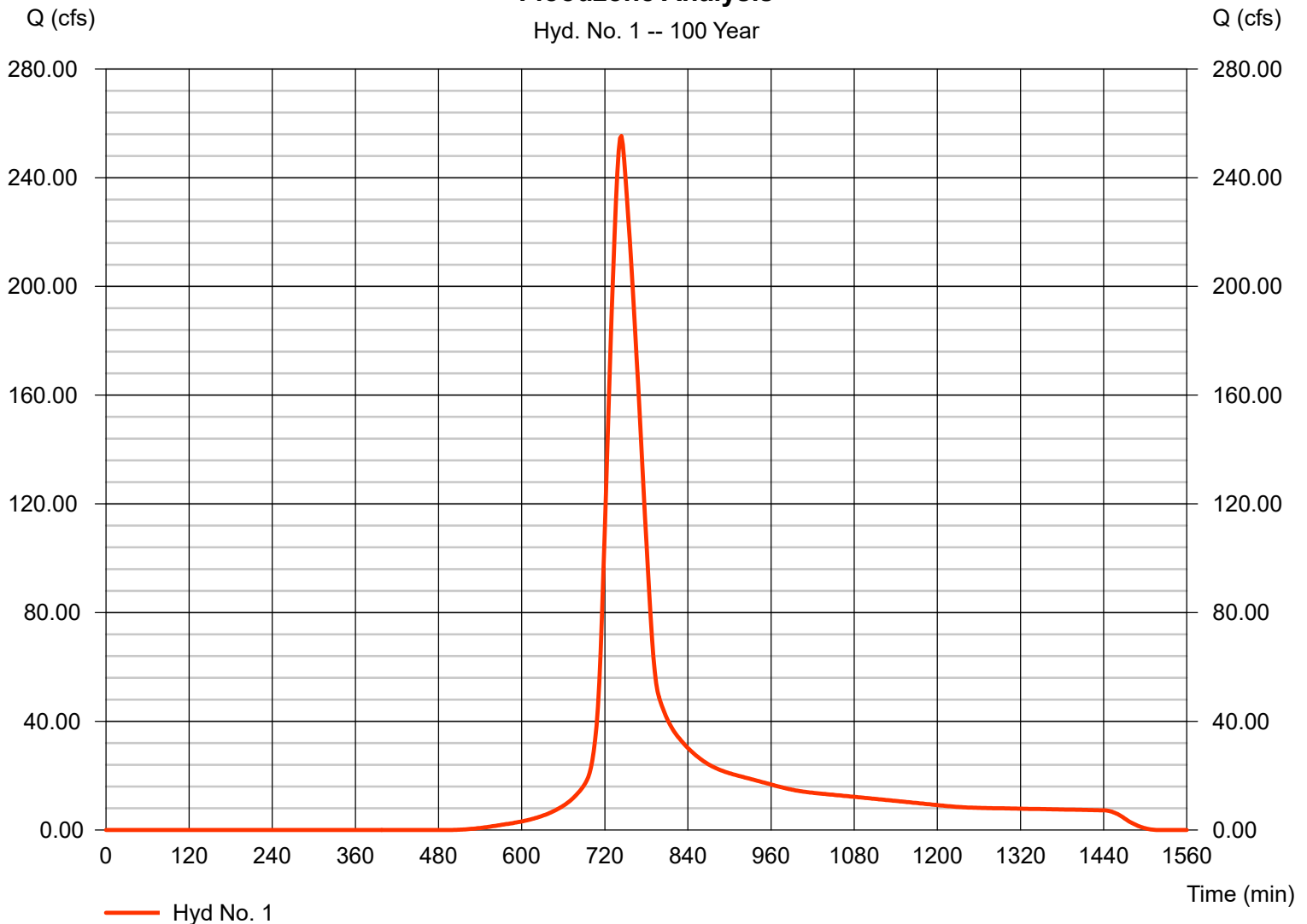
Hydrograph type = SCS Runoff
 Storm frequency = 100 yrs
 Time interval = 2 min
 Drainage area = 92.410 ac
 Basin Slope = 0.0 %
 Tc method = TR55
 Total precip. = 8.25 in
 Storm duration = 24 hrs

Peak discharge = 255.35 cfs
 Time to peak = 744 min
 Hyd. volume = 1,452,358 cuft
 Curve number = 67*
 Hydraulic length = 0 ft
 Time of conc. (Tc) = 47.70 min
 Distribution = Type II
 Shape factor = 484

* Composite (Area/CN) = $[(7.030 \times 70) + (34.390 \times 55) + (19.930 \times 98) + (31.060 \times 61)] / 92.410$

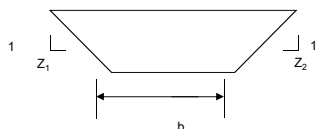
Floodzone Analysis

Hyd. No. 1 -- 100 Year



Open Channel Design Worksheet

b,d, and e constants Locality = Lynchburg					
2-YEAR			10-YEAR		
b	d	e	b	d	e
46.46	12.25	0.85	41.63	10.00	0.74

[illegible]

Notes: 1. $i = b / (T_o + d)^n$, where b,d,e constants from VDOT Drainage Manual, Appendix 6C-1
2. Bare Earth: $n = 0.022$, max velocity as per VA E&S Handbook, p. V-140. If 2-year velocity > max, EC-2 lining is required at a minimum. If 2-year velocity < max, ditch lining material is grass.
3. EC-2 = 4 fps max, $n = 0.05$. If 2-year velocity > 4 fps verify adequacy of channel with fully established grass lining. If grass lining is not adequate, check EC-3 as a lining mater
4. $V_2 \times R_2$ is used to determine Manning's n for grass lined channels as per VA E&S Handbook, p. V-112 (retardance C).
5. EC-3 Type A = 7 fps max, $n = 0.0\dot{e}$
6. EC-3 Type B = 10 fps max, $n = 0.0\dot{e}$
7. Riprap Lining > 10 fps, stone selection from VA E&S Handbook p. V-114, $n = 0.0395(d)^{1/6}$ from E & S Handbook pg. V-101.
8. Concrete > 10 fps - 20 fps max, $n = 0.01$:

Manning's Calculator



$$Q = \frac{1.49}{n} R^{\frac{2}{3}} S^{\frac{1}{2}} A$$

Estimated Q₁₀₀=

169.39

(50% of total flow since using double culvert)

Manning's n =

0.013

Pipe Length =

75.00 '

Pipe Slope =

0.023 FT/FT

Pipe Size =

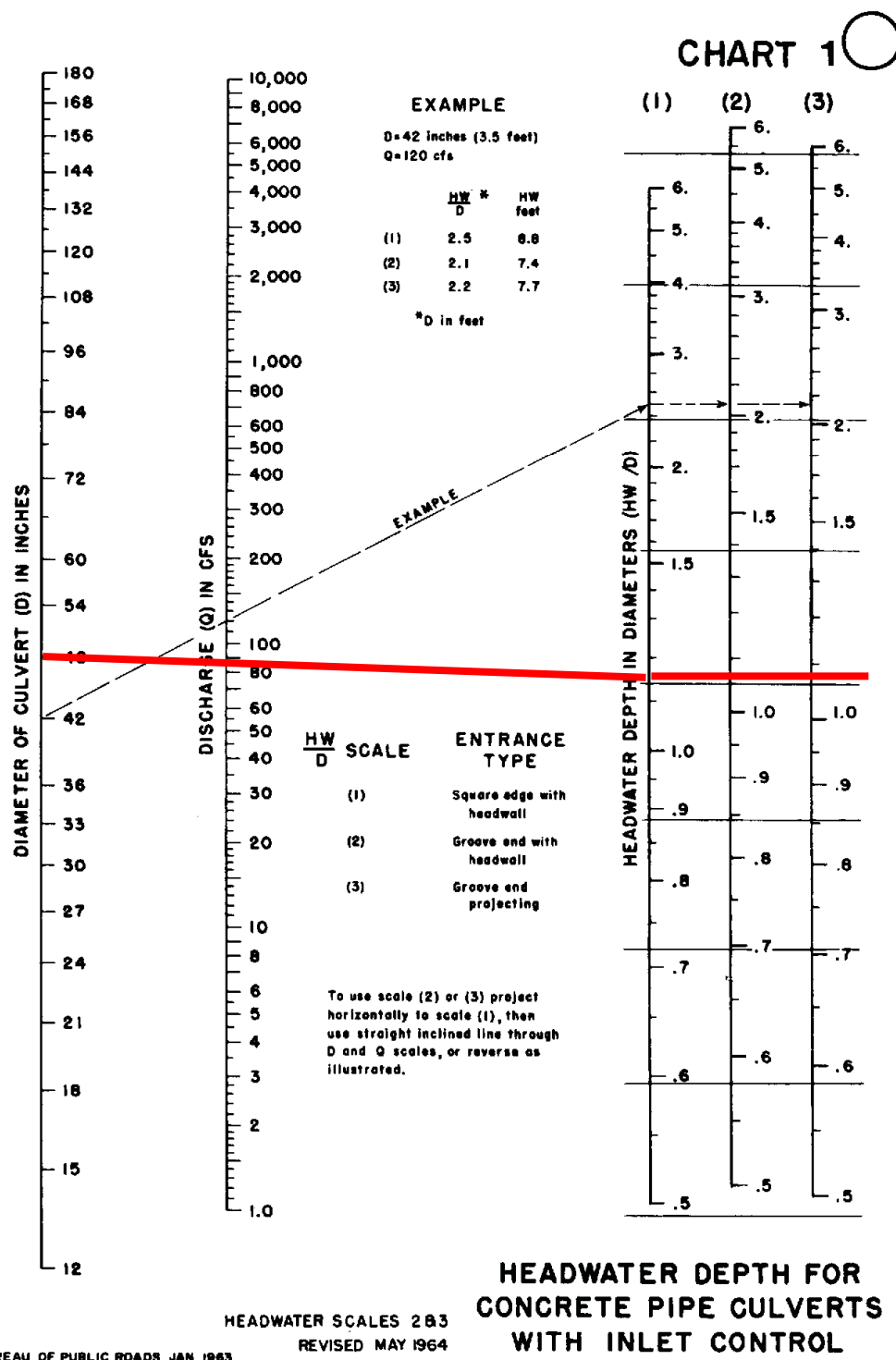
48 "

Q capacity =

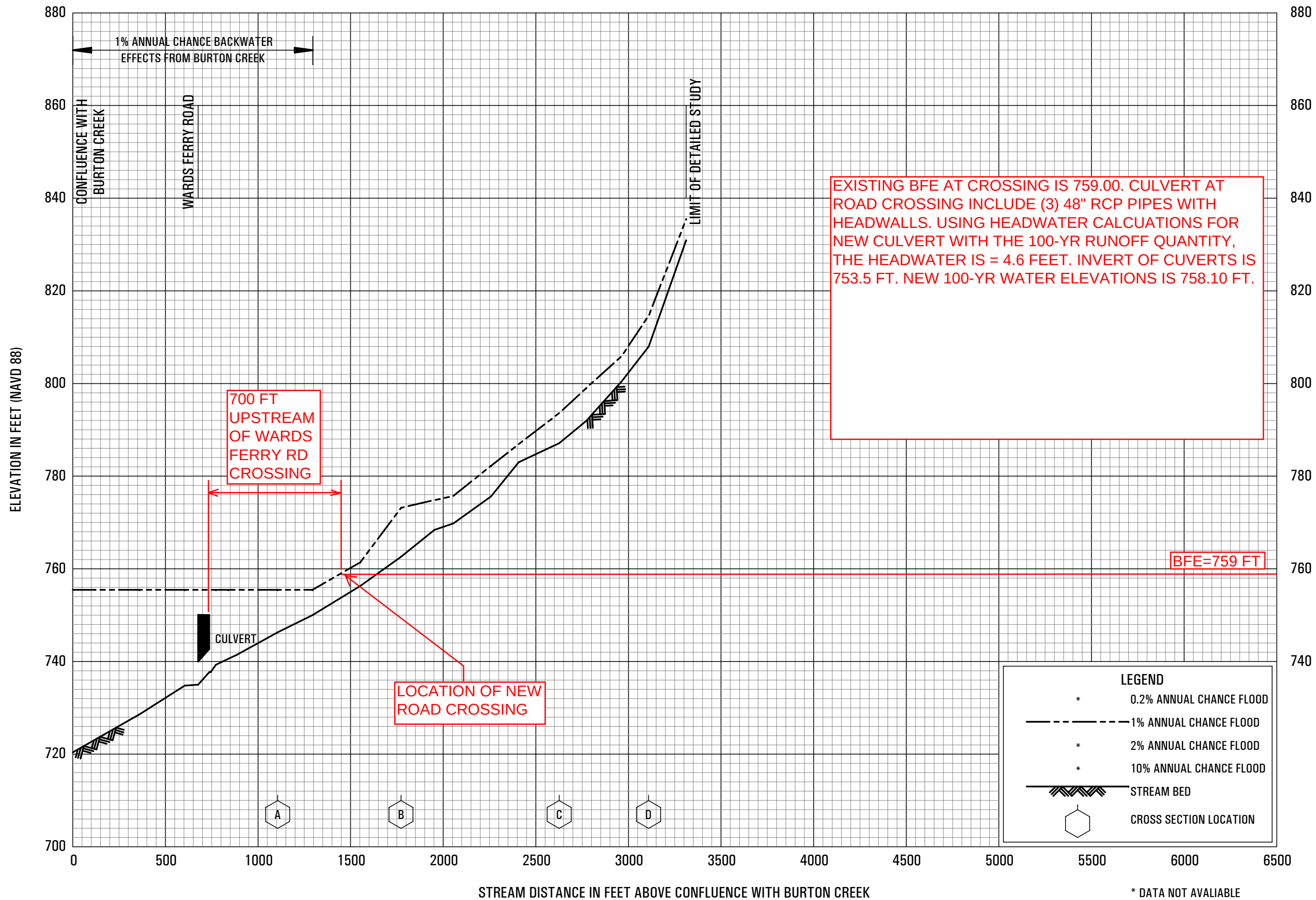
218.4322 cfs

Pipe Capacity OK or NG?

Pipe OK



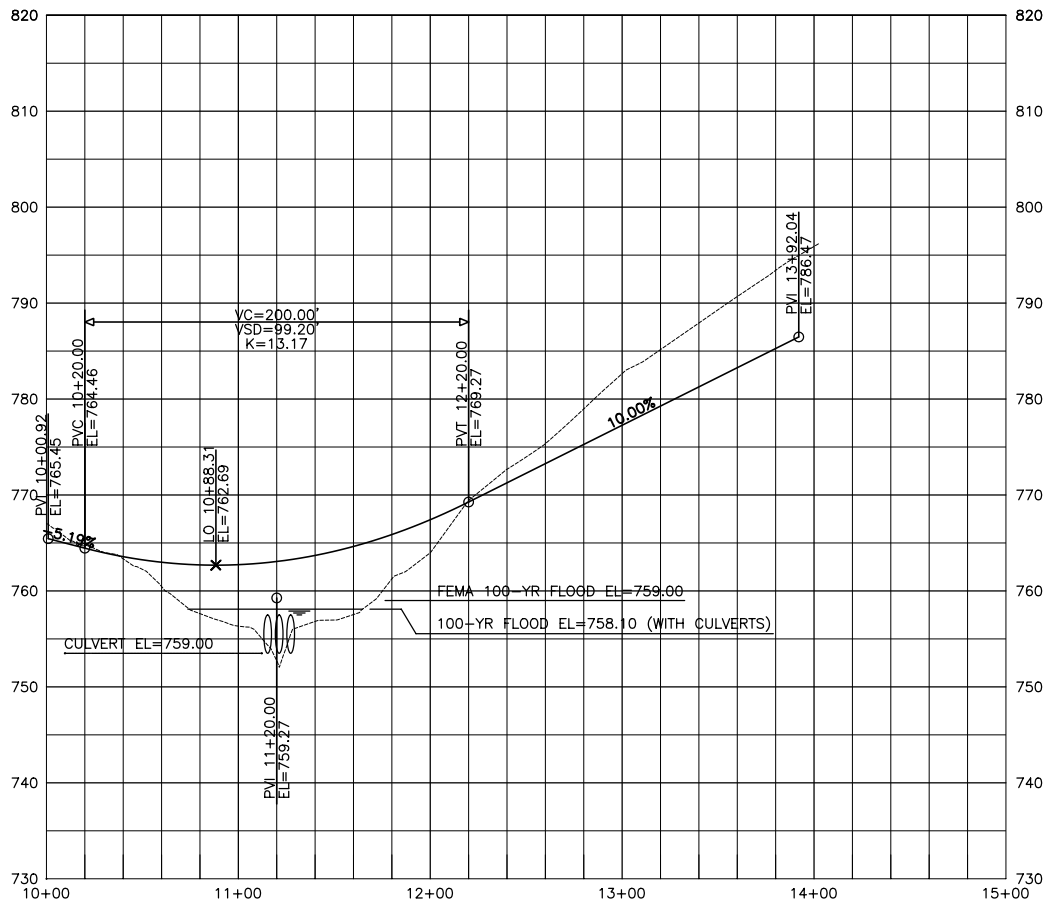
Source: HDS -5



FLOOD PROFILES

BURTON CREEK TRIBUTARY NO. 4

FEDERAL EMERGENCY MANAGEMENT AGENCY
CITY OF LYNCHBURG, VA
(INDEPENDENT CITY)





**110 Aaron Place
Fill in the Floodplain
January 9, 2019**

PLEASE PRINT

[illegible]

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **February 12, 2019**

AGENDA ITEM #: **10**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Rezoning: B-3C, Community Business District (Conditional) to B-3C, Community Business District (Conditional), 2820 and 2842 Linkhorne Drive

KEY ELEMENTS:

☒ Economic Development ☐ Excellent Government ☒ Natural and Built Environment ☐ Safe Community ☐ Vibrant Community

RECOMMENDATION: Approval of the rezoning from B-3C, Community Business District (Conditional) to B-3C, Community Business District (Conditional) to amend previously approved proffers to allow the expansion of a parking lot.

SUMMARY: Concentrix Corporation (formerly Convergys Corporation) is petitioning to rezone approximately six and forty-five hundredths (6.45) acres at 2820 and 2842 Linkhorne Drive from B-3C, Community Business District (Conditional) to B-3C, Community Business District (Conditional). The rezoning would amend existing proffers to facilitate the construction of a one hundred twenty-seven (127) space parking lot.

The proposed parking area would support the reuse of a building and use otherwise permitted by right in the *Zoning Ordinance* and supported by the *Comprehensive Plan 2013 -2030*, which recommends a Community Commercial use for the area.

PRIOR ACTION(S):

January 9, 2019: The Planning Division recommended approval of the rezoning petition.
The Planning Commission recommended approval of the rezoning petition (7-0).

September 12, 2018: The Planning Commission postponed action on the rezoning petition.

FISCAL IMPACT: N/A

CONTACT(S): Tom Martin, City Planner – 434-455-3900
Kent White, Community Development Director – 434-455-3900

ATTACHMENT(S):

- Ordinance
- Planning Commission Minutes – January 9, 2019
- Planning Commission Memorandum – January 9, 2019
- Planning Commission Minutes – September 12, 2018
- Planning Commission Packet – September 12, 2018
 - Planning Commission Report
 - Zoning Map with Adjoining Owners
 - Future Land Use Map
 - Watershed Map
 - Planimetric and Topographic Map
 - Concept Plan
 - Property Photograph
 - Speaker Signup Sheet

REVIEWED BY: raw

UNCODIFIED ORDINANCE:

AN ORDINANCE CHANGING A CERTAIN AREA LOCATED AT 2820 AND 2840 LINKHORNE DRIVE FROM B-3C, COMMUNITY BUSINESS DISTRICT (CONDITIONAL) TO B-3C, COMMUNITY BUSINESS DISTRICT (CONDITIONAL).

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LYNCHBURG that in order to promote the public necessity, convenience, welfare and good zoning practice that Chapter 35.2 of the Code of the City of Lynchburg, 1981, as amended, be and the same is hereby further amended by adding thereto Section 35.2-54. __ which shall read as follows:

Section 35.2-54 __. Change of a certain area located at 2820 and 2842 Linkhorne Drive from B-3C, Community Business District (Conditional) to B-3C, Community Business District (Conditional).

The area embraced within the following boundaries:

BEGINNING AT AN IRON PIN IN THE NORTHERN LINE OF LINKHORNE DRIVE AND IN THE DIVIDING LINE BETWEEN THE PROPERTY HEREBY DESCRIBED AND THE PROPERTY DESIGNATED "THE KROGER COMPANY" ON A PLAT RECORDED IN DEED BOOK 424, PAGE 536, IN THE LYNCHBURG CLERK'S OFFICE, AND RUNNING ALONG SAID DIVIDING LINE N 12° 00' 23" W 400.00 FEET; THENCE S 77° 59' 37" W 696.00 FEET; THENCE N 3° 00' 23" W 205.00 FEET; THENCE N 77° 59' 37" E 814.00 FEET; THENCE S 39° 50' 23" E 225.00 FEET; THENCE S 12° 00' 23" E 402.17 FEET; THENCE S 77° 41' 37" W 255.13 FEET TO THE POINT OF BEGINNING. THE TOTAL AREA EMBRACED BY THE ABOVE METES AND BOUNDS IS 6.45 ACRES.

...is hereby changed from B-3C, Community Business District (Conditional) to B-3C, Community Business District (Conditional) subject to the conditions set out herein below which were voluntarily proffered in writing by the owner, Lynchburg Investment Company, Inc., to wit:

1. A future site plan will be submitted to the City for approval prior to use of the expanded parking area.
2. The site is under zoning of B-3C from November 24, 1981, Ordinance #O-81-270 and March 8, 1983, Ordinance O-83-036. The drawing submitted for this rezoning is a concept intended to show an area previously rezoned for commercial buildings and now to be used for expanded parking. The original proffers shall be intact.
3. Prior to the construction of the expanded parking area associated with this rezoning request, the eroded channels associated with the years of runoff from the shopping center shall be corrected. The corrective actions will be:
 - a. Stabilizing and armoring the areas where the channels have been created along the fill slopes and directing runoff from the parking lot to the existing inlets to minimize overland flow on the fill slopes.
 - b. Beyond the fill slopes and at the natural stream, where the new project and shopping center outlets the stormwater, the natural stream shall have a stream restoration of its channels bottom and side slopes. The estimated length of channel for stream restoration is 400 LF.
 - c. A stormwater maintenance agreement shall be created between the landowner and the City to ensure the area is inspected annually and that future corrective actions are taken to maintain the site.
4. The site will be built in substantial compliance with the future site plans as approved by the City's Technical Review Committee.

And the City Planner shall forthwith cause the "Official Zoning Map of Lynchburg, Virginia," referred to in Section 35.2-30 of this chapter to be amended in accordance therewith.

Adopted:

Certified:

Clerk of Council

018A

MINUTES OF THE JANUARY 9, 2019 PLANNING COMMISSION MEETING (MINUTES HAVE NOT BEEN APPROVED):

Continuation of the discussion of the petition of Concentrix Corporation to rezone approximately six and forty-five hundredths (6.45) acres at 2820 and 2842 Linkhorne Drive from B-3C, Community Business (Conditional) to B-3C, Community Commercial (Conditional) to amend previously approved proffers to allow the construction of a one hundred twenty-seven (127) space parking area.

Mr. Tom Martin reminded the commission that this petition was originally heard by them on September 12, 2018. After closing the public hearing, there was some discussion about erosion issues that existed on site. Planning Commission tabled the rezoning petition in order to allow the representatives for the petition and City staff to meet on site. Staff did not feel they could support more impervious area being added without addressing any existing erosion issues. Staff and the representatives did find that there are some pretty significant erosion issues that are coming from the existing shopping center.

The representative for the petition discussed these issues with the owner and the owner has submitted additional voluntary proffers that would address the erosion issues by doing some stream restoration, stabilizing channels and entering into a stormwater maintenance agreement with the City to ensure that any future corrective actions implemented and enforced. With the submission of these proffers, staff is recommending approval of the rezoning petition.

Commissioner Bowden asked if the original proffers from 1981 will remain intact. Mr. Martin clarified that they will and the ones recently offered will be additional ones. Commissioner Johnson asked if staff feels that the proffers being offered will have a positive effect on Mr. Steve Behneke's subdivision, who spoke at the September 2018 meeting. She asked if they had been able to see where the erosion had adversely affected his property. Mr. Martin said it is his understanding from talking to the Water Resources staff that the issues with the downstream lake were not necessarily coming from this site specifically. Mr. Martin acknowledged that these measures will definitely make it better for the environment.

Chair Perault commented that everyone that was here in September 2018 was fine with the petition. He is fine with it, given the additional proffers and staff's recommendation. Commissioner Rogers asked Mr. Martin to explain the stormwater maintenance agreement. Mr. Martin indicated that for the past several years, the City has been requiring that stormwater maintenance agreements be put in place. These agreements require an owner to maintain the stormwater systems on site, including detention ponds and best management practices (or "BMP" measures). Staff inspects them periodically and can enforce the maintenance of them. With regard to previous sites where owners are not maintaining their stormwater facilities or they did not have any in place, there is no way to require them to fix issues.

Chair Perault commented that this was a great example of a member of the public having a huge role. Members of staff and the Planning Commission missed the erosion problems, even with many of them conducting site visits. This is an example where the public involvement and public hearing really made a difference.

Commissioner Light made the following motion, which was seconded by Commissioner Rogers and passed by the following vote:

"That the Planning Commission recommends to City Council approval of the petition of Concentrix Corporation to rezone approximately six and forty-five hundredths (6.45) acres from B-3C, Community Business (Conditional) to B-3C, Community Business

District (Conditional) with voluntary proffers to amend previously approved proffers at 2820 and 2842 Linkhorne Drive to allow the construction of a parking area.

The proffers include:

- 1. A future site plan will be submitted to the City for approval prior to use of the expanded parking area.**
- 2. The site is under zoning of B-3C from November 24, 1981, Ordinance #O-81-270 and March 8, 1983, Ordinance O-83-036. The drawing submitted for this rezoning is a concept intended to show an area previously rezoned for commercial buildings and now to be used for expanded parking. The original proffers shall be intact.**
- 3. Prior to the construction of the expanded parking area associated with this rezoning request, the eroded channels associated with the years of runoff from the shopping center shall be corrected. The corrective actions will be:**
 - a. Stabilizing and armoring the areas where the channels have been created along the fill slopes and directing runoff from the parking lot to the existing inlets to minimize overland flow on the fill slopes.**
 - b. Beyond the fill slopes and at the natural stream, where the new project and shopping center outlets the stormwater, the natural stream shall have a stream restoration of its channels bottom and side slopes. The estimated length of channel for stream restoration is 400 LF.**
 - c. A stormwater maintenance agreement shall be created between the landowner and the City to ensure the area is inspected annually and that future corrective actions are taken to maintain the site.**
- 4. The site will be built in substantial compliance with the future site plans as approved by the City's Technical Review Committee."**

AYES:	Bowden, Johnson, Light, Lowe, Perault, Marion and Rogers	7
NOES:		0
ABSTENTIONS:		0
ABSENT:		0



Planning Division • Community Development

900 Church Street • Lynchburg • Virginia • 24504

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To: Lynchburg Planning Commission

From: Tom Martin, AICP, City Planner

CC: Bonnie Svrcek, City Manager; Reid Wodicka, Deputy City Manager; Walter Erwin, City Attorney; Kent White, Director of Community Development; Kevin Henry, Zoning Administrator; Trent Warner, Hurt & Proffitt, Inc.

Date: January 9, 2019

Re: Concentrix Corporation Rezoning – 2820 Linkhorne Drive

On September 12, 2018, the Planning Commission conducted a public hearing concerning the petition of Concentrix Corporation to amend previously approved proffers to allow the construction of a parking area.

After closing the public hearing, the Planning Commission postponed action and requested City staff meet on site with the representative site to discuss existing erosion & sediment control issues. City staff met on site with the representative on September 20, 2018 and identified the following issues:



Gully erosion from existing parking lot stormwater



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Natural stream with sediment

In order to address the erosion issues, the petitioner has submitted the following voluntary proffers signed by the property owner:

1. A future site plan will be submitted to the City for approval prior to use of the expanded parking area.
2. The site is under zoning of B-3C from November 24, 1981, Ordinance #O-81-270 and March 8, 1983, Ordinance O-83-036. The drawing submitted for this rezoning is a concept intended to show an area previously rezoned for commercial buildings in now to be used for expanded parking. The original proffers shall be intact.
3. Prior to the construction of the expanded parking area associated with this rezoning request, the eroded channels associated with the years of runoff from the shopping center shall be corrected. The corrective actions will be:
 - a. Stabilizing and armoring the areas where the channels have been created along the fill slopes and directing runoff from the parking lot to the existing inlets to minimize overland flow on the fill slopes.
 - b. Beyond the fill slopes and at the natural stream, where the new project and shopping center outlets the stormwater, the natural stream shall have a stream restoration of its channels bottom and side slopes. The estimated length of channel for stream restoration is 400 LF.



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- c. A stormwater maintenance agreement shall be created between the landowner and the City to ensure the area is inspected annually and that future corrective actions are taken to maintain the site.
4. The site will be built in substantial compliance with the future site plans as approved by the City's Technical Review Committee.

MINUTES OF THE SEPTEMBER 12, 2018 PLANNING COMMISSION MEETING (MINUTES HAVE BEEN APPROVED):

Petition of Concentrix Corporation to rezone approximately six and forty-five hundredths (6.45) acres at 2820 and 2842 Linkhorne Drive from B-3C (Conditional) to B-3C, (Conditional) to amend previously approved proffers to allow the construction of a one hundred twenty-seven (127)-space parking area.

Mr. Tom Martin had the following summary for the commission. The subject property was originally zoned to B-3C, Community Commercial (Conditional) in 1981. It was requested to amend the proffers of that rezoning in 1983. It was proffered to be in substantial compliance with the concept plan. The area where the petitioner is requesting a parking lot today was not shown on that concept plan to have this level of improvements on it. The request requires the amending of the proffers.

The proffers that were submitted by the petitioner references the 1981 date. The proffers should refer to March 8, 1983. The Planning Division recommends approval of the rezoning.

Mr. Trent Warner of Hurt & Proffitt was present to represent the petition. He pointed out the dashed line section of the concept plan, which is the focus of the rezoning request. There was originally supposed to be some buildings constructed in that area. It currently looks like an abandoned lot. From the initial investigation of the soils, it appears to have been used as a dump site for excavation. They do not want to put a building or a parking lot in that area as it stands right now. If this rezoning is approved, they will do some engineering to shore up the base on which the parking lot will be built.

Mr. Warner explained that Concentrix has already moved into the building. They currently have approximately 200 employees and would like to get to approximately 320 employees. This is what is driving the need for more parking.

Mr. Warner mentioned that they had fully intended to do a traffic study. Because of the detour of traffic from Lakeside Drive, as a result of the flood event, there has been a direct impact on the traffic. In talking with the Transportation Engineer, it is definitely something they will have to address, but it could be done at the site plan phase. There will be stormwater, lighting and landscaping improvements made to the site. Mr. Warner mentioned that the owner will work with the other businesses in the shopping center to dedicate some parking spaces to the existing businesses.

Chair Perault asked for anyone who wished to speak in favor of the petition. No one came forward. He asked for anyone who wished to speak in opposition to the petition. Mr. Steve Behnke came forward to speak.

Mr. Behnke said he is not necessarily opposed to the proposal but he has some concerns he would like addressed. He lives behind this property. He has walked this property at least fifty times due to some other issues. It is really not their concern; it is his concern, but this whole property has a major problem with water runoff. It was used as a dump by multiple people—the City being one of them. The side slopes off of it are basically straight down, and they go straight in to the creek. That creek is right behind Mr. Behnke's house, which goes to a pond at his development and then goes to the one that is between Randy Nelson and the bed and breakfast owned by Randy Nelson's father. There is so much water that is not going into their drainage that it is causing massive erosion. There is so much trash there, it needs to be picked up and the side of that slope needs to be addressed. It is about a 1:1 slope, if not steeper. A person could not walk up it. It was not done with any type of permits. There was never a dumping permit. The creek is at the toe of the slope. There are zero provisions for protection from runoff and trash. There are tires and building materials in the creek.

Mr. Behnke thinks that the stormwater management pond shown on the concept plan needs to be at least double its size. They could extend their driveway and parking spots further into the property with less damage to everything around it than going towards the creek on the right side.

Mr. Behnke also pointed out that there is no guttering behind the Kroger parking lot, and there is one drain back there. That drain is always clogged and water goes straight over the top. There are large rills. The biggest problem Mr. Behnke has is that he is being sued for it. This cannot be a pollution site and more runoff happening on it. He has been in a lawsuit over this for over ten years. He has a study that says he is not causing it and the suit is still not being dropped. Mr. Behnke feels that the whole right side of the site needs to be completely addressed.

Chair Perault asked Mr. Warner to come back and address these concerns. Mr. Warner would like to say that if the rezoning is not approved, the problems will just continue. He can tell them when this is approved, they will do an engineering plan for this part of the parking lot, which includes detention. The reason they did not go farther to the north is because there is an actual line of demarcation between the zoning. The zoning in that area is residential. They had to stay away from that residential area or it would have opened up a different kind of request. They are staying within the original 1981/1983 area.

As far as what Mr. Behnke has mentioned about the erosion and the litter that happened with the original Kroger shopping center, it is absolutely a fact. They may be able to help with some of that erosion when they get to the engineering portion of the site plan for the parking lot. They are not here to fix what happened in the 1980s. They are here to add to the parking lot and detain what water they can. If they can fix the existing problems, they will do so.

Chair Perault closed the public hearing portion of the petition. Commissioner Johnson asked Mr. Behnke to make a comment. Mr. Behnke said it would make sense to let the petitioner go deeper into the property because it would work out better for everyone. The right side of the property is so steep and unusable, they are not going to be able to do the stormwater management correctly.

Commissioner Marion asked if there was a possibility of using permeable pavement. If they did that, would they still need a retention pond? Mr. Martin said he thinks anything is a possibility. It would be a matter of working out the calculations. Mr. Martin thinks permeable pavers would most likely help with water quality but not necessarily quantity, depending on the soil types. Mr. Martin was unaware of the issues with erosion on the back side. He is not sure that the City's Environmental Reviewer was either. He did not see any comments from them regarding it during the Technical Review Committee process. Mr. Martin thinks it would be beneficial to have a site visit with the Environmental Reviewer and do some more research. Knowing this issue, he does not think they could in good faith recommend that the commission take action today.

Commissioner Marion asked who should be monitoring this site. Mr. Martin said it is a combination of Water Resources staff and possibly the environmental staff of Community Development. More than likely, Water Resources should be looking at the impacts on the stream. Commissioner Marion asked if there is anything they can do after the fact. Mr. Martin said that is a very good question and is why he thinks there should be a site visit.

Commissioner Rogers would like to see more detail on the stormwater management, especially in light of what is going on in the City with College Lake. Commissioner Rogers would like to hear more from City staff in terms of the water quality. Commissioner Marion asked Mr. Martin if he feels they should table this item. Mr. Martin indicated that he thinks they should table it until September 26. He would ask Mr. Warner to look at the channel a little bit better. That might give them more information in order for them to render their decision. Mr. Martin told Mr. Warner that he looks back at the 1981 plan, there were no improvements proposed for this area. Mr. Warner indicated he is excited about fixing this problem. Mr. Martin asked Mr. Warner if the pond is just capturing water from the new parking lot or the

entire site. Mr. Warner indicated they would have to do some calculations in order to figure that out. Mr. Warner commented that it would be unprofessional of him to allow something like this to continue and he would fix it during the design process. He cannot fix what has been going on for twenty years; however, he can make sure it will not continue. He cannot fix what is happening off site and downstream. Mr. Martin said they could fix the banks that are on this property. Mr. Warner agreed with that statement.

Commissioner Rogers asked Mr. Warner if permeable pavers would help. Mr. Warner indicated those require a really thick layer of stone bedding. What it does is sucks the water down and keeps it from sheet flowing over to the detention pond. It ultimately slows down the water. For the expense of it, permeable pavement does not do as much as filtering. In terms of "bang for the buck," biofilters are better. All these things are considered during the design process.

Commissioner Bowden asked where they start looking at soil stability. Mr. Warner said they will be stabilizing this area underneath the parking lot. They will take out the bad material to a certain depth and put in blanket matting. It will then be stabilized so that the structure pavement will not sink. As far as side slopes, they would work with the landowner to see about stabilizing those slopes. Mr. Warner indicated the City can contact the landowner about addressing this erosion. The owner of the property where Concentrix is located is kind of being penalized for things that have happened over time. Mr. Warner indicated that the erosion is below the creek. There is some erosion where the pipe outlet comes down but most of it is much farther down. Mr. Warner indicated that where Mr. Behnke is mentioning is essentially off site.

Commissioner Rogers mentioned that there is a back parking lot where the recycling containers are and wondered if the reason they are not using this area for parking is the terms of the lease arrangement. There is still a significant area before it gets to the R-3 zoning. Commissioner Rogers is wondering why they do not move the parking area more towards Fulton Avenue. Mr. Warner indicated that does not make sense for Concentrix because it is putting the parking farther from its business. During this discussion, Mr. Martin indicated that he believes it is the same landowner for the property where the steep slopes are located. It is a different company name but he thinks Mr. Warner needs to do some research to see if it is the same landowner.

Commissioner Rogers noted that they are contemplating this parking lot for the long term. He has seen Concentrix shut down in other locations because it lost its contract. This might be a three-year deal and then we have an empty parking lot. Mr. Warner commented that Concentrix has this down to a science. They put a lot of effort into having this layout work for them. That parking lot was dead when Kroger left and now you are seeing cars in it. Concentrix has been on top of things in a short amount of time. Mr. Warner is disappointed to see that one person who has a history of complaining can cause a delay for Concentrix. This is an opportunity to get this problem fixed. Mr. Martin asked how they will fix the slopes. Mr. Warner said that knowing it may be the same owner, it is a discussion they can have with the owner. That can happen in the next two weeks.

The commissioners were in consensus that the item should be tabled until there can be a meeting on site with Water Resources, Mr. Martin, Mr. Warner and the Environmental Reviewer.

Commissioner Marion made a motion to table this item, which was seconded by Commissioner Rogers and passed by the following vote:

AYES:	Bowden, Johnson, Marion, Perault and Rogers	5
NOES:		0
ABSTENTIONS:		0
ABSENT:	Light and Lowe	2

The Department of Community Development
City Hall, Lynchburg, VA 24504 **434-455-3900**

To: Planning Commission

From: Planning Division

Date: September 12, 2018

Re: Rezoning – B-3C, Community Business District (Conditional) to B-3C, Community Business District (Conditional)

I. PETITIONER

Concentrix Corporation, 2820 Linkhorne Drive, Lynchburg, Virginia 24503

Representative: Trent Warner, PE, Hurt & Proffitt, 2524 Langhorne Road, Lynchburg, Virginia 24501

II. LOCATION

The subject property is located at 2820 and 2842 Linkhorne Drive and contains approximately six and forty-five hundredths (6.45) acres.

Property Owner: Lynchburg Investment, Co., Inc., 2820 Linkhorne Drive, Rear A. Lynchburg, Virginia 24503

III. PURPOSE

The purpose of the petition is to amend previously approved proffers to allow for the construction of a one hundred twenty-seven (127) space parking area.

IV. SUMMARY

- The *Comprehensive Plan 2013-2030's Future Land Use Map (FLUM)* recommends a Community Commercial use for the subject property.

The Planning Division recommends approval of the rezoning petition.

V. FINDINGS OF FACT

1. **Comprehensive Plan.** The *Comprehensive Plan 2013-2030* recommends a Community Commercial use for the subject property. Community Commercial areas contain retail, personal service, entertainment, and restaurant uses that draw customers from at least several neighborhoods, the entire City or the region. Community Commercial areas contain clusters of businesses, often at major intersections, and shopping centers. Most community shopping centers range from 100,000 to 200,000 square feet and serve 40,000 to 70,000 people. Regional shopping centers would be at least as large as Community Commercial ones, 100,000 to 200,000 square feet, possibly larger, if parcels of sufficient size can be found or assembled. They are intended to serve 70,000 to 100,000 people. Office, research and development, and technology development uses may be permitted in Community Commercial areas as long as traffic and other impacts to the community are mitigated. In particular, conversion of existing vacant retail space to these uses may be appropriate in areas where there is sufficient retail to service community and space for employment uses is needed. Residential uses may be established on the upper floors of commercial structures or as transitional structures between residential and commercial buildings. (*pp. 75-76*)

2. **Zoning.** The subject property is currently zoned B-3C, Community Business District (Conditional). The property was rezoned from R-3, Medium Density Residential to B-3C, Community Business District (Conditional) on November 24, 1981. The property was rezoned on March 8, 1983 from B-3C, Community Business District (Conditional) to B-3C, Community Business District (Conditional) to amend previously approved proffers.

The proposed rezoning would further amend previously approved proffers by allowing the construction of a one hundred twenty-seven (127) space parking area not shown on the originally proffered site plan.

3. **Proffers:** The petitioner has submitted the following voluntary proffers:
 - A future site plan will be submitted to the City for approval prior to use of the expanded parking area.
 - The site is under zoning of B-3C from November 24, 1981, Ordinance #0-81-270. The drawing submitted for this rezoning is a concept intended to show an area previously rezoned for Commercial Buildings is now to be used for expanded parking. The original proffers shall be intact.
 - The site will be built in substantial compliance with the future site plans as approved by the City's Technical Review Committee.
4. **Board of Zoning Appeals (BZA).** The Zoning Official has determined that no variances are needed for the development of the property as proposed.
5. **Surrounding Area.** There have been a several items requiring City Council approval in the immediate area:
 - On April 10, 1979, Council approved the request of Claude Hudson to rezone 3028 Forest Hills Circle from R-3, Medium Density Residential to B-1, Limited Business District to allow the conversion of an existing building into office space.
 - On November 10, 1981, Council approved the request of Lynchburg Investment Company, Inc., to rezone 2820 Linkhorne Drive from R-3, Medium Density Residential to B-3C, Community Business District (Conditional) to allow the expansion of an existing shopping center.
 - On March 8, 1983, Council approved the request of H. Hammer Gay to rezone 2820 Linkhorne Drive from B-3C, Community Business District (Conditional) to B-3C, Community Business District (Conditional) to amend previously approved proffers.
 - On July 12, 1983, Council approved the request of H. Hammer Gay to rezone the property at the intersection of Linkhorne Drive and Ravenwood Drive from R-3, Medium Density Residential District to B-1C, Limited Business District (Conditional) to allow the construction of offices.
 - On November 12, 1985, Council approved the request of Lynchburg Investment Company, Inc., to rezone fifty-nine (59) hundredths acre and for a conditional use permit for property located at Linkhorne Drive and Fulton Street from B-3, Community Business District to B-5C, General Business District (Conditional) to allow the operation of a television studio and transmitting tower.

- On November 8, 1988, Council approved the conditional use permit petition of L.G. Flint Inc. for a residential care center at 3012-3030 Forest Hills Circle.
 - On October 10, 1989, Council approved the petition of William Riley to rezone 2728 Old Forest Road from R-2, Low-Medium Density, Single-Family Residential and B-1, Limited Business District to B-1C, Limited Business District (Conditional) and B-3C, Community Business District (Conditional) for office/retail space and associated parking.
 - On February 11, 1992, Council approved the petition of Lynchburg City School Board to allow the use of an existing structure at 3024 Forest Hills Circle as temporary classrooms.
 - On August 11, 1992, Council approved the conditional use permit petition of Centra Health, Inc. to operate an alternative education facility at 3024 Forest Hills Circle.
 - On May 10, 2016, Council approved the conditional use permit petition of Forest Road United Methodist Church to allow a modified sign at 2805 Old Forest Road.
6. **Site Description.** The subject property contains a shopping center and parking areas. The area proposed for the construction of the parking area is predominately vacant land.
 7. **Proposed Use of Property.** The purpose of the petition is to amend previously approved proffers to allow the construction of a parking area.
 8. **Traffic, Parking and Public Transit.** The petition proposes to construct a parking area with one hundred twenty-seven (127) additional spaces to support a customer call center located on the property.

The Greater Lynchburg Transit Company Bus Route 8A is available to the site. A bus stop exists at 2810 Old Forest Road and is approximately nine hundred (900) feet from the call center.

The City's Transportation Engineer did not require a traffic analysis for the construction of the parking area. Representatives for the petitioner indicated that a traffic analysis was being completed during the City's Technical Review Committee (TRC). This study has not been completed due to detours related to the College Lake Dam road closure. Any improvements will be required at the site plan phase.

9. **Stormwater Management.** An Erosion & Sediment Control/Stormwater Management Plan will be required prior to final site plan approval. Stormwater Management is indicated to be addressed by the use of a stormwater management pond at the northeastern corner of the site. Information submitted by the petitioner indicates that offsite nutrient credits will be purchased to address water quality.
10. **Emergency Services:** The City's Fire Marshal and Police Department's comments have or will be addressed prior to final site plan approval.
11. **Impact.** The proposed rezoning to amend previously approved proffers will allow the construction of additional parking spaces to support the operation of a call center in a formerly vacant retail space. The call center will operate from 6 am to 10 pm Monday through Friday and 8 am until 5 pm on Saturday and Sunday. The center is anticipated to employ approximately three hundred and twenty (320) people. The proposed parking area should have little to no negative impact on the surrounding area and support the reuse of a building. The use is otherwise permitted by right in the Zoning Ordinance and supported by the City's Comprehensive Plan.

- 12. Technical Review Committee.** The Technical Review Committee (TRC) reviewed the conditional use permit on July 31, 2018. There were no comments of concern.
-

VI. PLANNING DIVISION RECOMMENDATION

Based on the preceding Findings of Fact, the Planning Commission recommends to City Council approval of the petition of Concentrix Corporation to rezone approximately six and forty-five hundredths (6.45) acres from B-3C, Community Business (Conditional) to B-3C, Community Business District (Conditional) with voluntary proffers to amend previously approved proffers at 2820 and 2842 Linkhorne Drive to allow the construction of a parking area.

This matter is respectfully offered for your consideration.



William T. Martin, AICP
City Planner

pc: Ms. Bonnie M. Svrcek, City Manager
Mr. Reid Wodicka, Deputy City Manager
Mr. Walter C. Erwin, City Attorney
Mr. Kent L. White, Director of Community Development
Mr. J. Lee Newland, City Engineer
Ms. Cynthia Kozerow, Lynchburg Police Department
Battalion Chief Thomas Goode, Fire Marshal
Mr. Don DeBerry, Transportation Engineer
Mr. Doug Saunders, Building Official
Mr. Kevin Henry, Zoning Administrator
Mr. Trent Warner, Representative

VII. ATTACHMENTS

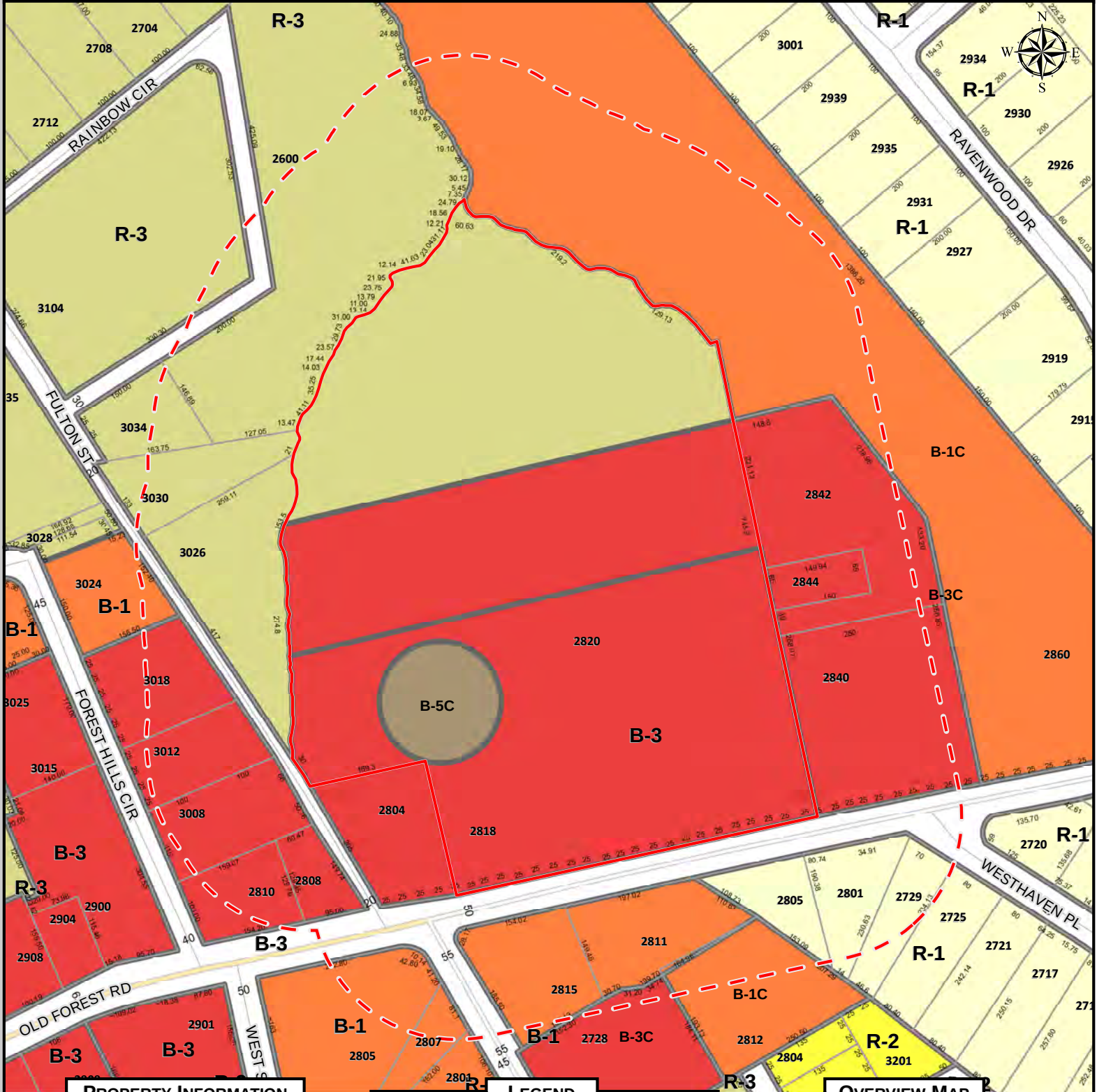
- 1. Zoning Map with Adjoining Property Owners**
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- 4. Planimetric and Topographic Map**
- 5. Concept Plan**
- 6. Property Photograph**

Zoning Map

CONVERGYS CORPORATION

Zoning Request

Convergys Corporation



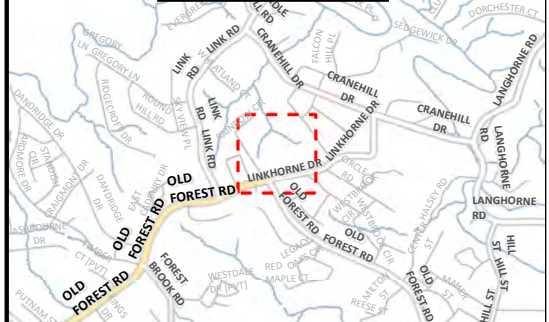
PROPERTY INFORMATION

PARCEL ID	ADDRESS
16909002	2820 LINKHORNE DR

LEGEND

 Subject Property		
 215' Buffer		
 B-1	 I-1	 R-4
 B-2	 I-2	 R-5
 B-3	 I-3	 R-C
 B-4	 R-1	 IN-1
 B-5	 R-2	 IN-2
 B-6	 R-3	

OVERVIEW MAP



MAP SCALE: 1" = 4,000' DATE PRINTED: 7/25/2018

DISCLAIMER: THIS MAP IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS SUCH. THE INFORMATION DISPLAYED IS A COMPILATION OF RECORDS, INFORMATION, AND DATA OBTAINED FROM VARIOUS SOURCES. THE CITY OF LYNCHBURG IS NOT RESPONSIBLE FOR ITS ACCURACY OR HOW CURRENT IT MAY BE.

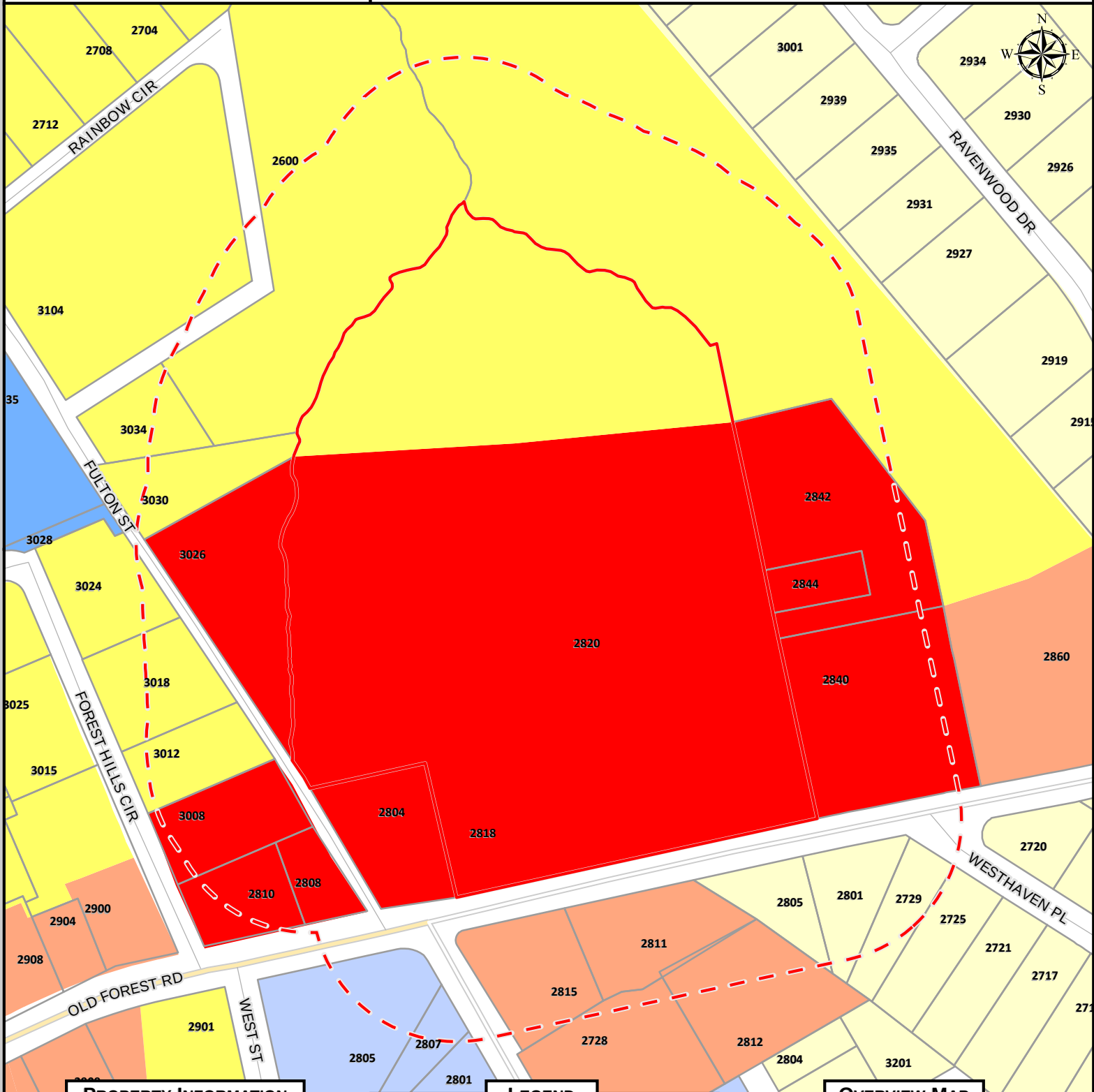
Parcel ID	Address	Owner
16908010	3030 FULTON ST	CYRUS, DONALD L & LILLIE D
16909004	2860 LINKHORNE DR	GAY, S R JR & GAY, MARTHA M ET AL
16905007	3024 FOREST HILLS CIR	BRANCH & JONES LLC
16905001	2810 OLD FOREST RD	WATTS PETROLEUM CORPORATION
16603001	2801 OLD FOREST RD	FOREST ROAD METHODIST CHURCH TRS
16909001	2804 OLD FOREST RD	ALH INC
16905008	3008 FOREST HILLS CIR	FLINT, LLOYD G JR
16608001	2805 LINKHORNE DR	FERGUSON, SAMUEL L JR &
16908002	3034 FULTON ST	STERN, ROBERT M & GEORGIA M
16606005	2728 OLD FOREST RD	PADOC LLC
16603002	2805 OLD FOREST RD	FOREST ROAD METHODIST CHURCH TRS
16905002	2808 OLD FOREST RD	FIRST CARE HOME HEALTH INC
16909003	2840 LINKHORNE DR	LYNCHBURG INVESTMENT CO INC
16608003	2729 WESTHAVEN PL	WRIGHT, NEAL N
16606010	2812 ANTHONY PL	LIGHT INVESTMENTS LLC
16909006	2842 LINKHORNE DR	LYNCHBURG INVESTMENT CO INC
16909002	2820 LINKHORNE DR	LYNCHBURG INVESTMENT CO INC
16606011	2811 LINKHORNE DR	LIGHT INVESTMENTS LLC
16905005	3018 FOREST HILLS CIR	CENTRAL VIRGINIA COMMUNITY SERVICES
16909005	2844 LINKHORNE DR	LYNCHBURG INVESTMENT CO INC
16905003	3012 FOREST HILLS CIR	ARTHUR INVESTMENTS LLC
16608004	2725 WESTHAVEN PL	CALDWELL, TRAVIS J & GLORIA M
16907001	3104 FULTON ST	LONG MEADOWS INC
16603802	2807 OLD FOREST RD	FOREST ROAD METHODIST CHURCH TRS
16608002	2801 LINKHORNE DR	CLEBOURNE, JERALE
16908001	3026 FULTON ST	KIRKPATRICK, LUCILLE K ESTATE
16606006	2815 LINKHORNE DR	OVERFELT, MICHAEL L
16908003	2600 RAINBOW CIR	LONG MEADOWS INC

FLUM Map

CONVERGYS CORPORATION

Zoning Request

Convergys Corporation



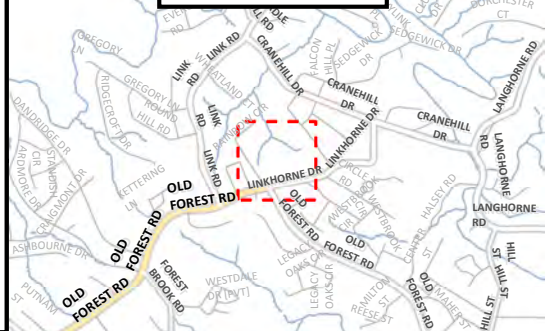
PROPERTY INFORMATION

PARCEL ID	ADDRESS
16909002	2820 LINKHORNE DR

LEGEND

- | | |
|----------------------------|-----------------------|
| Local Historic District | Employment 1 |
| Traditional Residential | Employment 2 |
| Low Density Residential | Downtown |
| Medium Density Residential | Institution |
| High Density Residential | Public Use |
| Neighborhood Commercial | Public Parks |
| Community Commercial | Resource Conservation |
| | Mixed Use |

OVERVIEW MAP



MAP SCALE: 1" to 4,000' DATE PRINTED: 7/25/2018

DISCLAIMER: THIS MAP IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS SUCH. THE INFORMATION DISPLAYED IS A COMPILATION OF RECORDS, INFORMATION, AND DATA OBTAINED FROM VARIOUS SOURCES. THE CITY OF LYNCHBURG IS NOT RESPONSIBLE FOR ITS ACCURACY OR HOW CURRENT IT MAY BE.

Watershed Map

CONVERGYS CORPORATION

Zoning Request

Convergys Corporation



PROPERTY INFORMATION

PARCEL ID **ADDRESS**
16909002 2820 LINKHORNE DR

LEGEND

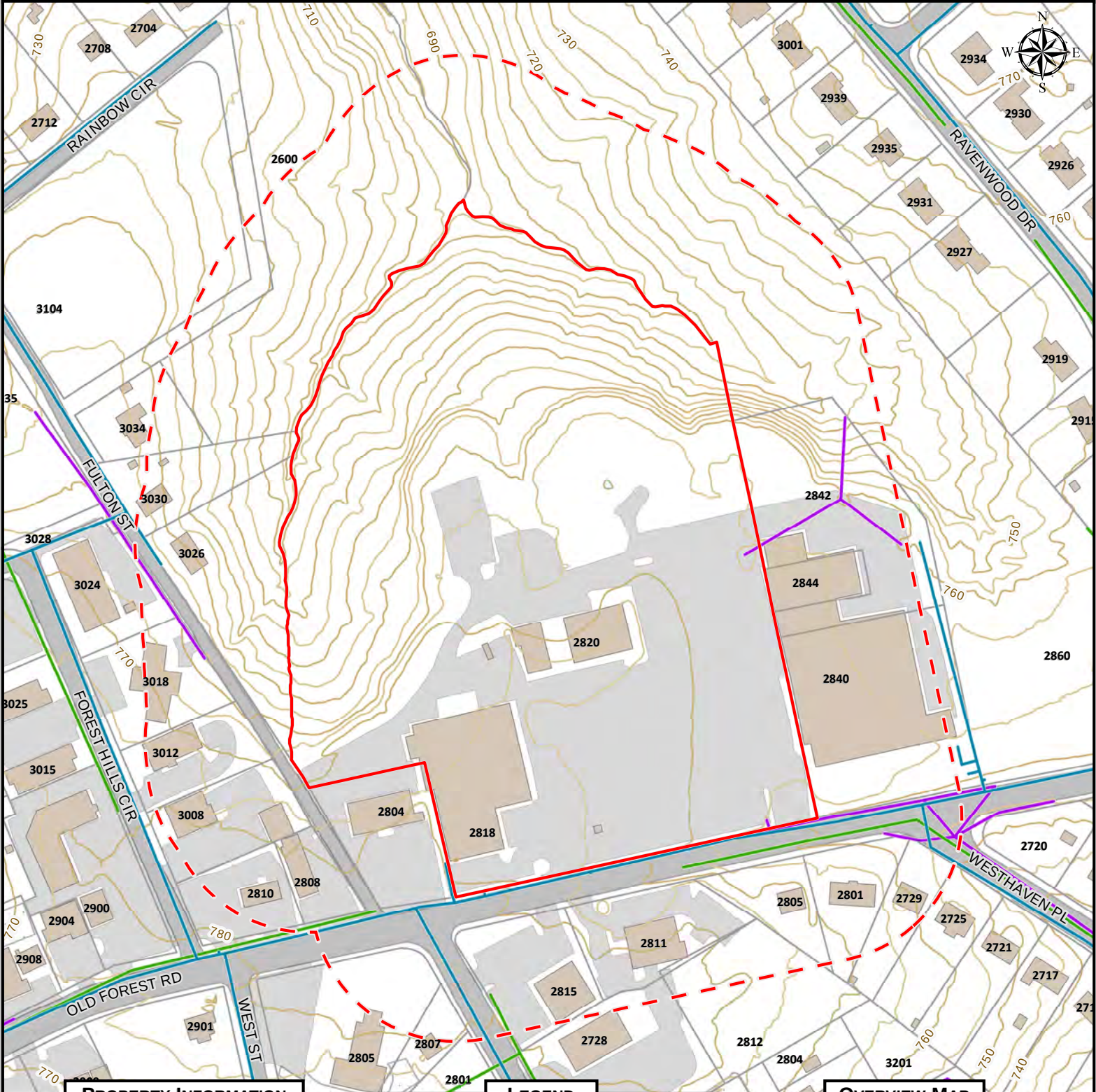
- Subject Property**
- Base Flood Elevation**
- Floodway**
- Floodzone**
- River / Lake / Stream**

MAP SCALE: 1" to 33,333' DATE PRINTED: 7/25/2018

OVERVIEW MAP



DISCLAIMER: THIS MAP IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS SUCH. THE INFORMATION DISPLAYED IS A COMPILATION OF RECORDS, INFORMATION, AND DATA OBTAINED FROM VARIOUS SOURCES. THE CITY OF LYNCHBURG IS NOT RESPONSIBLE FOR ITS ACCURACY OR HOW CURRENT IT MAY BE.



PROPERTY INFORMATION

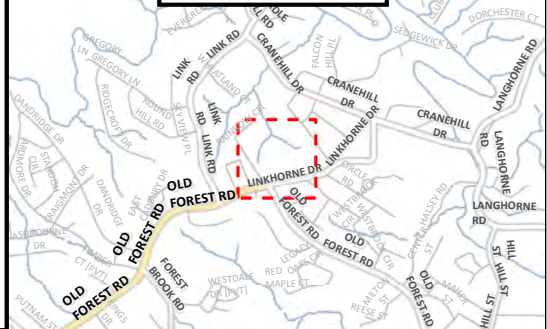
PARCEL ID	ADDRESS
16909002	2820 LINKHORNE DR

LEGEND

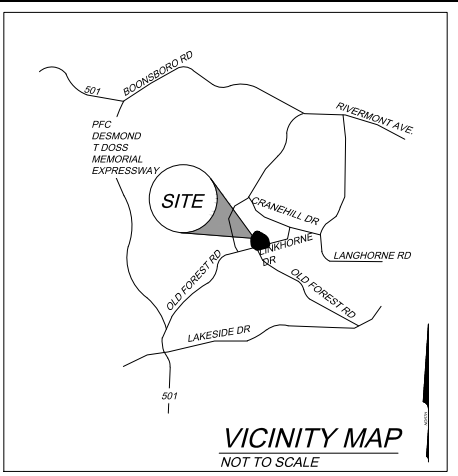
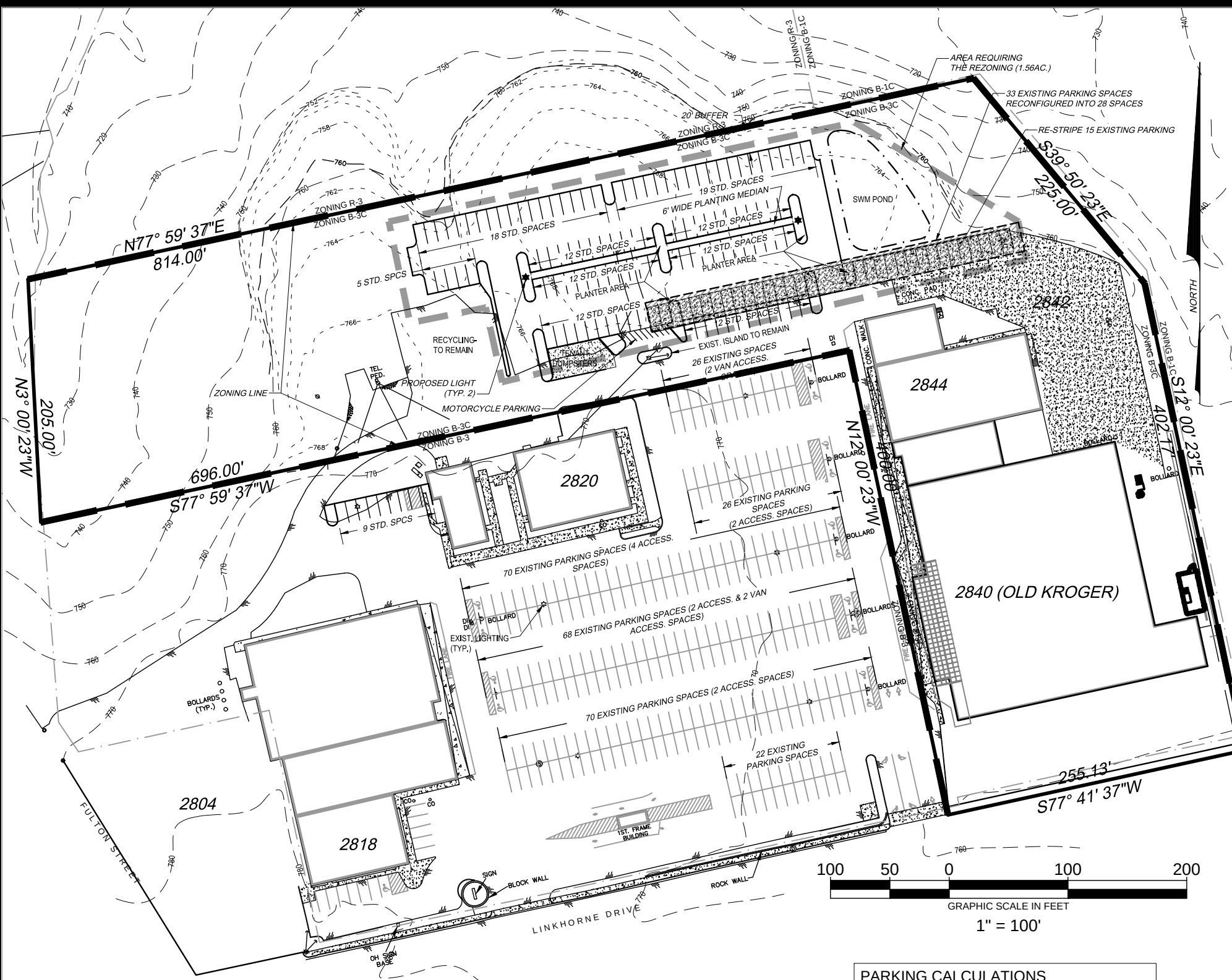
	Active	Proposed	Abandoned
Utilities	Water	Sanitary	Storm
Planimetrics	Structure	Roadway	Parking
	Sidewalk	Driveway	
Topography	Contour	100'	50'
	20'	10'	5'
	1'		

MAP SCALE: 1" to 4,000' DATE PRINTED: 7/25/2018

OVERVIEW MAP



Jan 31, 2019 - 10:05am \\DATA01\Projects\2017\20170509\CAD\CUP LAYOUT.dwg



PROJECT NARRATIVE:
CONVERGYS CORPORATION IS A CUSTOMER CARE CALL CENTER THAT HAS ALREADY RENOVATED AND MOVED INTO THE ABANDONED KROGER BUILDING ON 2840 LINKHORNE DRIVE. ONCE THE COMPANY RAMPS UP TO MAXIMUM CAPACITY THE NUMBER OF EMPLOYEES WILL CREATE THE NEED FOR ADDITIONAL PARKING. THE AREA PLANNED FOR ADDITIONAL PARKING WAS DESIGNATED BY INITIAL B-3C REZONING IN 1981 FOR COMMERCIAL BUILDINGS. SINCE THIS PLAN WILL UTILIZE THE AREA FOR PARKING, A NEW REZONING FOR B-3C IS REQUIRED AND NOW REQUESTED. THE PARKING LOT SITS ON THE LOT AT 2820 & 2842 LINKHORNE DRIVE. THE ORIGINAL REZONING WAS ADOPTED BY CITY COUNCIL ON NOVEMBER 24, 1981, ORDINANCE #0-81-270. THE APPLICANT DOES NOT INTEND TO CROSS THE B-3C ZONING LINE INTO THE R-3 ZONING.

STORMWATER WILL BE HANDLED THROUGH A STORMWATER MANAGEMENT POND FOR QUANTITY AND A NUTRIENT CREDIT PURCHASE FOR QUALITY FOR THE FUTURE ADDITIONAL PARKING.

THE HOURS OF OPERATION ARE FROM 6AM TO 10PM MONDAY THROUGH FRIDAY AND 8AM TO 5PM ON SATURDAY AND SUNDAY. THE WORKERS ARE USUALLY ON FLEXIBLE HOUR SHIFTS BUT PRIMARILY THIS SITE IS EXPECTED TO HAVE 320 EMPLOYEES THROUGHOUT THE DAY. WE EXPECT THE TRAFFIC TO BE:

320 EMPLOYEES COMING INTO THE SITE THROUGHOUT THE DAY WITH FLEX TIME SCHEDULES, WORKING 6 TO 8 HOURS A DAY. THE PRIMARY TIME ARRIVING WILL BE 10AM WITH 85 CARS. OTHER SHIFTS EXPECT 40-60 CARS PER HOUR BETWEEN 6AM AND 11:00 AM; LEAVING BETWEEN 4 PM AND 10:00 PM

PROPERTY INFORMATION:

1. PARCEL ID#16909002(*12.95ac.), & 16909006(1.4ac.)
SITE OWNER: LYNCHBURG INVESTMENT CO, INC
2. ADDRESS: 2820 & 2842 LINKHORNE DRIVE, LYNCHBURG, VA 24503
3. APPLICANT: CONVERGYS CORPORATION
ADDRESS: 2840 LINKHORNE DRIVE, LYNCHBURG, VA 24503
4. SITE PROPOSED USE: B-3C (MULTI-USE BUSINESS)
5. SITE ZONING: B-3C, R-4, B-3, B-5C
6. PROPOSED ZONING: B-3C (ADDITIONAL PARKING SPACES)
7. APPROXIMATE DISTURBED AREA: 1.1 AC., A VSMP PERMIT WILL BE REQUIRED.
8. THE AREA SHOWN HEREON IS LOCATED IN FLOOD ZONE 'X' AND IS NOT LOCATED WITHIN FLOOD HAZARD ZONE 'AE' FOR A 100 YEAR FLOOD AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY AS SHOWN ON COMMUNITY-PANEL MAP #5100930037D DATED JUNE 3, 2008.

*CITY GIS LISTS PROPERTY 16909002 AS 13.1ac.

CONTACT INFORMATION:

ENGINEER: HURT & PROFFITT, TRENT J. WARNER, PE.
2524 LANGHORNE RD.
LYNCHBURG, VA 24501
(434) 665-6979

GENERAL NOTES:

1. EXISTING, PROPOSED, AND TEMPORARY WATER SERVICE CONNECTIONS SHALL NOT BE USED FOR DEMOLITION, CONSTRUCTION, OR LANDSCAPING PURPOSES UNTIL THE APPROPRIATE BACKFLOW PROTECTION HAS BEEN INSTALLED, TESTED AND APPROVED.
2. NO PROPOSED SEWER AND WATER CONNECTIONS ARE PROPOSED.
3. IF ANY BACKFLOW PREVENTION ASSEMBLIES ARE FOUND WHILE WORK IS BEING PERFORMED FOR THIS PROJECT, IT SHALL BE REPORTED TO THE DEPT. OF WATER RESOURCES.
4. DURING WORK ON THIS PROJECT IF ANY PUBLIC WATER SERVICE DISCREPANCY IS FOUND, THE DEPT. OF WATER RESOURCES SHALL BE NOTIFIED.
5. EXTERIOR LIGHTING SHALL BE NO MORE THAN 0.5 FOOT CANDLES AT THE RESIDENTIAL PROPERTY LINES ADJOINING THE PROPERTY.

PARKING CALCULATIONS	
EXISTING PARKING =	315
NEW PARKING (STD. 9' X 18')=	123
MOTORCYCLE PARKING (9@5' X 9')=	9
LOSS DUE TO RECONFIGURATION=	-5
TOTAL NEW SPACES =	127
PROPOSED OVERALL =	442

SHEET INDEX:

- | | |
|--------|-------------------------------|
| 1 OF 3 | PROPOSED PARKING IMPROVEMENTS |
| 2 OF 3 | EXISTING CONDITIONS |
| 3 OF 3 | ZONING MAP (CITY GIS) |

HURT & PROFFITT

2524 LANGHORNE ROAD
LYNCHBURG VA 24501
800.242.4906 TOLL FREE
434.847.7796 MAIN
434.847.0047 FAX

ENGINEERING • SURVEYING • LAND DEVELOPMENT • INSPECTION • ENVIRONMENTAL
GEOTECHNICAL • CONSTRUCTION TESTING & INSPECTION • CULTURAL RESOURCES

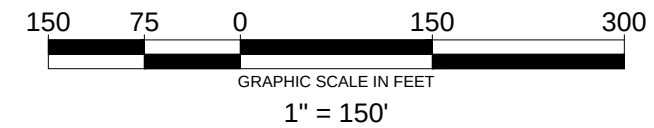
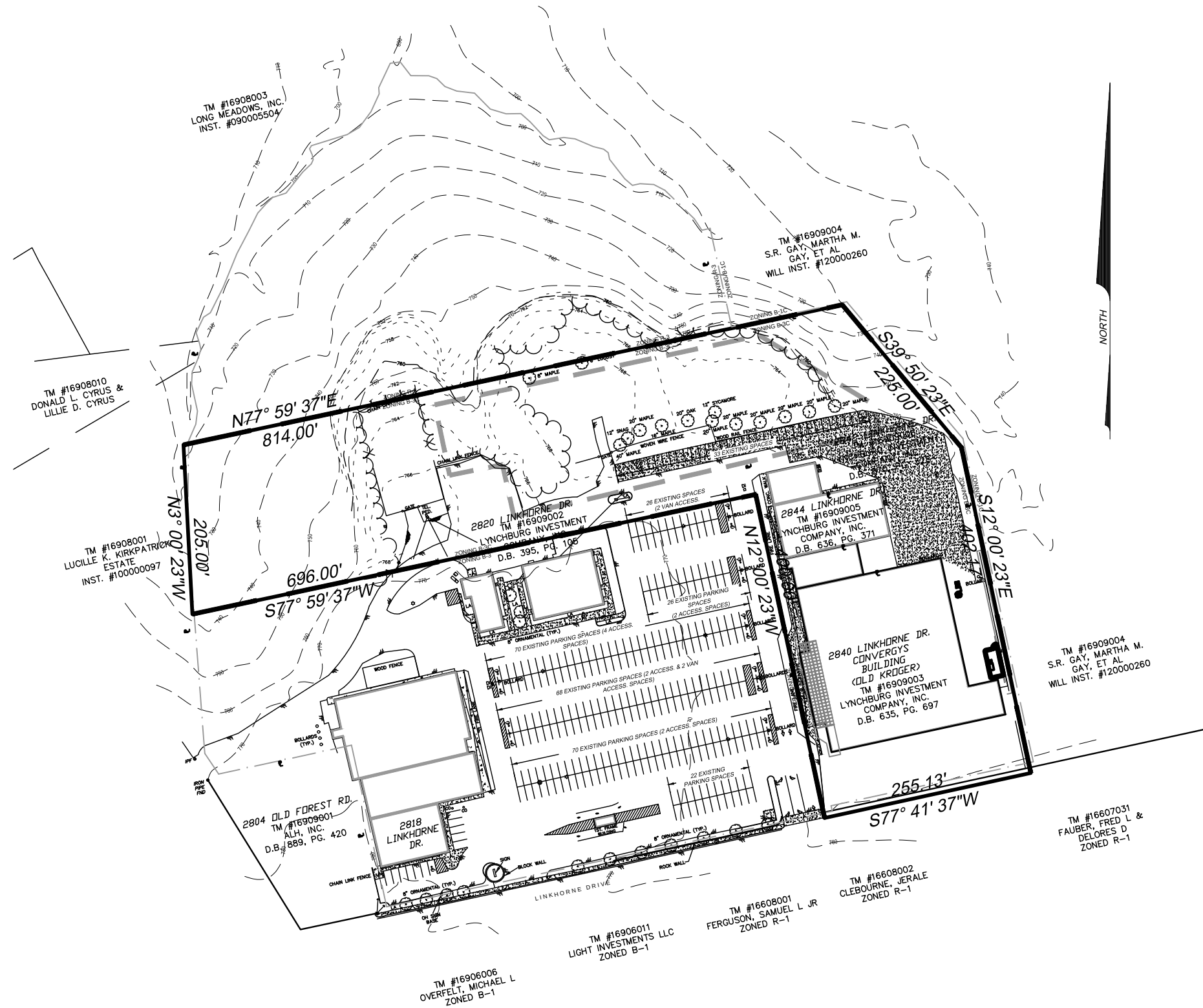
PROPOSED PARKING IMPROVEMENTS

FOR

Convergys Corporation

City of Lynchburg, Virginia

PROJECT NO.	20170509
G.L. NO.	
FILE NO.	
DATE:	10/15/2018
DRAWN BY:	LHT
CHECKED BY:	TJW



EXISTING CONDITIONS FOR Convergys Corporation City of Lynchburg, Virginia

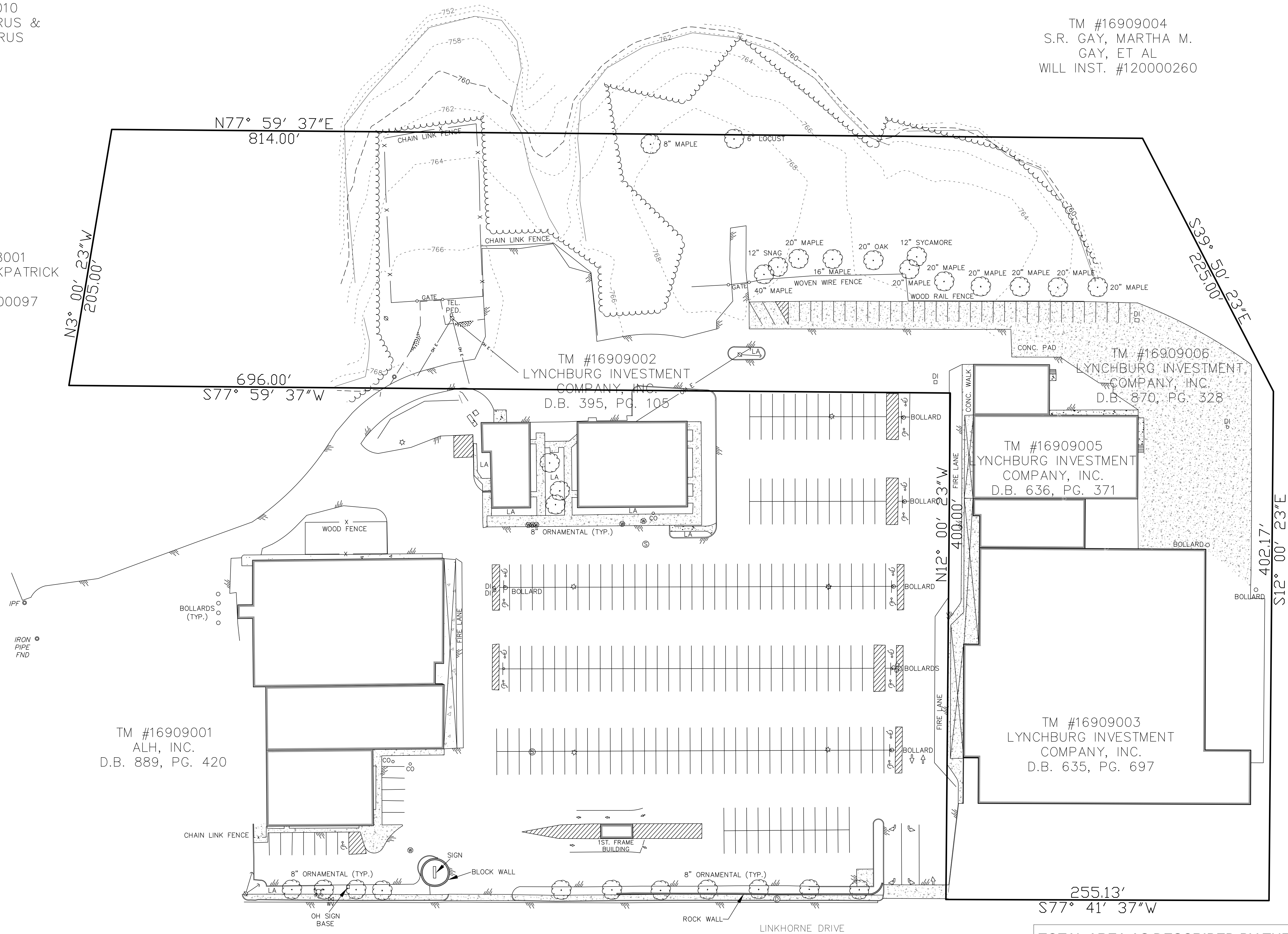
PROJECT NO. 20170509
G.L. NO.
FILE NO.
DATE: 10/15/2018
DRAWN BY: LHT
CHECKED BY: TJW

THIS SHEET IS INTENDED TO BE REPRODUCED AT 24"X36" REPRODUCTION OF THIS SHEET AT A DIFFERENT SIZE THAN INTENDED SHALL VOID THE SCALE SHOWN ON THE SHEET

Jan 31, 2018 8:45am W:\data\01\Projects\2017\20170509\CAD\METES & BOUNDS 01302018.dwg

TM #16908010
DONALD L. CYRUS &
LILLIE D. CYRUS

TM #16908001
LUCILLE K. KIRKPATRICK
ESTATE
INST. #100000097



TM #16909004
S.R. GAY, MARTHA M.
GAY, ET AL
WILL INST. #120000260

TM #16909001
ALH, INC.
D.B. 889, PG. 420

TM #16909002
LYNCHBURG INVESTMENT
COMPANY, INC.
D.B. 395, PG. 105

TM #16909005
LYNCHBURG INVESTMENT
COMPANY, INC.
D.B. 636, PG. 371

TM #16909003
LYNCHBURG INVESTMENT
COMPANY, INC.
D.B. 635, PG. 697

TM #16909004
S.R. GAY, MARTHA M.
GAY, ET AL
WILL INST. #12000026

TM #16906006
OVERFELT, MICHAEL L
ZONED B-1

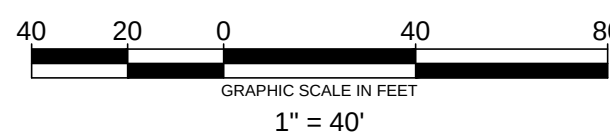
TM #16906011
LIGHT INVESTMENTS LLC
ZONED B-1

TM #16608001
FERGUSON, SAMUEL L JR
ZONED R-1

TM #16608002
CLEBOURNE, JERALE
ZONED R-1

TM #16607031
FAUBER, FRED L &
DELORES D
ZONED R-1

TOTAL AREA AS DESCRIBED BY THE
METES AND BOUNDS IS 6.45 ACRES.



HURT & PROFFITT
INSPIRED / RESPONSIVE / TRUSTED



434.847.7796
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ENVIRONMENTAL • GEOTECHNICAL • CONSTRUCTION TESTING & INSPECTION • CULTURAL RESOURCES

HANDP.COM
LYNCHBURG, VA 24501

METES AND BOUNDS PLAN
FOR
CONVERGY'S PARKING LOT EXPANSION
LYNCHBURG, VIRGINIA

PROJECT NO.	20170509
LAT.	37.416718°
LONG.	-79.202409°
DATE:	07/12/2018
DRAWN BY:	LHT
CHECKED BY:	MDB

FOR
INFORMATION
ONLY

HURT & PROFFITT

SHEET NO. REV.



01/25/2017

Convergys Corporation
Rezoning from B-3C to B-3C
September 12, 2018

PLEASE PRINT

[illegible]

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **February 12, 2019**

AGENDA ITEM #: **11**

CONSENT:

REGULAR: X

WORK SESSION:

CLOSED SESSION:

ACTION: X

INFORMATION:

(Confidential)

ITEM TITLE: Naming of Barry K. Martin Emergency Services Building

KEY ELEMENTS:

☐ Economic Development ☒ Excellent Government ☐ Natural and Built Environment ☒ Safe Community ☐ Vibrant Community

RECOMMENDATION: Adopt a resolution naming the Emergency Services (E-911) building in honor of Barry K. Martin.

SUMMARY: Barry K. Martin dedicated nearly 40 years of service to the City of Lynchburg. Mr. Martin joined the Lynchburg Police Department in 1968 where he served in numerous capacities from beat cop to Commander. When the City of Lynchburg transitioned to an E-911 system and consolidated its Police and Fire dispatch in 1985, Barry was chosen as the Administrator. Mr. Martin had a vision of expansion from the start, not only in square footage, but in technology, staffing and training, and the overall quality of services delivered to the citizens of Lynchburg. He was the designer and project manager for the current Department of Emergency Services building as well as the E-911 system. He epitomized one of our City's mantras: "Do the right thing and do the thing right." Barry K. Martin passed away on October 26, 2018.

Staff wholeheartedly recommends that City Council approve a resolution officially naming the Emergency Services (E-911) building the "Barry K. Martin Emergency Services Building." In conjunction with the proposed resolution, the Department of Emergency Services proposes to erect a memorial with a plaque in front of the building to commemorate Mr. Martin's considerable contributions to the City of Lynchburg.

PRIOR ACTION(S):

None

FISCAL IMPACT:

\$3,000, which can be absorbed in the Department of Emergency Services Budget

CONTACT(S):

Melissa Foster, Director of Emergency Services, 455-4285

ATTACHMENT(S):

Resolution; City Naming Policy; Naming of City Owned Properties, Facilities, Streets & Structures Application Form

REVIEWED BY:

raw

RESOLUTION:

BE IT RESOLVED that the Emergency Services (E-911) Building be named the "Barry K. Martin Emergency Services Building."

Adopted:

Certified:

Clerk of Council

019A



A POLICY FOR THE NAMING OF CITY OWNED PROPERTIES, FACILITIES, STREETS & STRUCTURES



Adopted March 2001

Table of Contents:

Overview	pp. 2
Policy	pp. 3
Addendum A (Application Form)	pp. 5

Overview

In an effort to formalize a cohesive naming policy and make that policy more understandable, the City of Lynchburg has established a series of guidelines and an application to assist the general public, City employees, and local government members.





A POLICY FOR THE NAMING OF CITY OWNED PROPERTIES, FACILITIES, STREETS & STRUCTURES

The City of Lynchburg has a comprehensive program to safeguard City owned properties, facilities, and structures while satisfying the economic, recreation, and transportation needs of the community. It is important that suitable names be chosen for City Owned properties or facilities. The following guidelines shall serve as policy on this matter.

1. Requests to name or rename City owned properties, facilities, and structures shall be made in writing to the Department of Community Development, whereupon a Naming Request Application shall be transferred to the individual, organization, and/or corporation.
2. The person(s) who submitted the request shall provide background information into the rationale behind the request, including biographical information (if to be named after a person). Any letters from appropriate organizations and individuals, which provide evidence of substantial local support for the proposal, shall be submitted at that time.
3. All suggestions for the naming of City owned properties, facilities, streets & structures shall be submitted to the Director of the Department of Community Development (or their designee) for cursory review and distribution. Furthermore, the Director of Community Development shall forward all applications to the Director of the Department responsible for management/operation of that particular area, for initial acceptance or rejection, with a recommendation being transmitted to the City Council for approval.
4. As a general policy, City owned properties, facilities, streets & structures shall be named in accordance with geographical, cultural, historical, or ecological features indigenous to the site or to the immediate vicinity of the site. Facilities may be named for an individual or corporation under the following conditions:
 - Where the individual or corporation has made a significant gift of land or money to the City, or
 - For an individual, living or deceased, who has made a significant contribution to the City of Lynchburg.

5. Recreational facilities or designated areas within a park (i.e., trails, bridges, etc.) may be named for a corporation, organization, or an individual(s), living or deceased, who:
 - Has made a significant contribution to the protection and/or enrichment of a natural, cultural, educational, or horticultural resources of the City of Lynchburg, or
 - Has substantially contributed to the advancement of commensurate types of recreational opportunities within the City of Lynchburg, or
 - Has made a significant contribution to the betterment of a specific park, consistent with currently accepted best management practices and standards for the individual property in question.
6. In support of this policy, nominations for naming of City owned properties, facilities, streets & structures shall be evaluated on the basis of the above criteria and upon appropriate documentation.
7. To request the renaming of a City street, by anyone other than the City, the procedure for naming or renaming any street within the city limits on or after the twenty-sixth day of July, 1977, shall be as provided in the City ordinance
8. All costs associated with the naming, including the cost of any recording necessary and the cost of signage shall be paid by the person(s), organization, and/or corporation submitting the request. This cost may be waived by the City Council.
9. As a general policy, a named facility will retain that name as long as it exists. However, if a name is designated for a facility associated with a specific activity and that activity is subsequently changed, the name may be applied to a similarly used facility, if possible, and if not, to another facility
10. Lynchburg City Council shall have the right to make decisions that support the best interests of the City of Lynchburg, and shall either approve or reject the recommendation.



ADDENDUM: A



**NAMING OF CITY OWNED PROPERTIES, FACILITIES,
STREETS & STRUCTURES
APPLICATION FORM**

1. Applicants' General Information

Name: Melissa Foster

Date: November 15, 2018

Address: 3621 Candler's Mountain Rd

State: VA

Zip Code: 24502

Telephone: 455-4285

Does the Applicant Represent an Organization?

☒ Yes

☐ No

If Yes, Name of Organization: Lynchburg Department of Emergency Services

2. Facility Information

Name of City of Lynchburg Facility:

☐ Biggers Playlot	☐ Fire Station	☐ Sandusky Park
☐ Blackwater Creek Athletic Area	☐ Fleet Services	☐ Younger Park
☐ Blackwater Creek Natural Area	☐ Fort Avenue Playlot	☐ Westover Playlot
☐ Buildings & Grounds Facility	☐ Grove Street Facility	☐ Yoder Community Center
☐ Chambersville Playlot	☐ Gateway	☐ Other:
☐ City Hall	☐ Heritage Park	☐ The Merritt Hutchinson Stadium
☐ City Market	☐ High School	☐ Middle School
☐ College Hill Community Center	☐ Human Services	☐ Miller Park
☐ College Park	☐ Jackson Heights Community Center	☐ Open Space
☐ Daniels Hill Community Center	☐ Jefferson Park	☐ Peaks View Park
☐ Diamond Hill Community Center	☐ Jefferson Park Community Center	☐ Percival's Island Natural Area
☐ Elementary School	☐ Kemper Street Station/Facilities	☐ Perrymont Park
☐ Fairview Community Center	☐ Riverside Park	☐ Police Station
	☐ Retention/Retaining Pond	☐ Public Services
		☒ Emergency Services (911)

3. Nature of Naming Opportunity:

- | | | |
|---|---|---|
| ☐ Park | ☒ Building (Addition) | ☐ Entrance |
| ☐ Athletic Field | ☐ Trail | ☐ Aquatic Facility |
| ☐ Community Center | ☐ Bridge | ☐ Interpretive Feature |
| ☐ Tennis Facility | ☐ Overlook | ☐ Other |
| ☐ Playground | ☐ Park Structure | |
| ☐ Street | ☐ Landscape Bed | |

Explain Other:

4. Renaming Opportunity (Street)

☐ Yes ☒ No Current Name: _____

No. of Residents on Street: _____ Percentage In Favor: _____

Petition Submitted: ☐ Yes ☐ No

5. Exact Location (if necessary):

3621 Candler Mountain Rd

6. Proposed Name of Facility:

Barry K. Martin Emergency Services Building

(Print the Name)

7. Naming Justification:

☐ Geographical Feature	☐ Ecological Feature	☒ Significant Contribution
☐ Historical Feature	☐ Monetary Gift	☐ Land Gift
☐ Cultural	☐ Other	

- Please note: See above policies for the definition of Significant Contributions.

◇◇◇◇◇◇◇◇◇◇

Please Explain Justification (Attach Additional Information If Necessary):

Barry K. Martin, former Administrator of Emergency Services, passed away on October 26, 2018. Barry gave nearly 40 years of dedicated service to the City of Lynchburg and its citizens. He joined the Lynchburg Police Department in 1968 where he served in numerous capacities from beat cop to Commander. When the City of Lynchburg transitioned to an E9-1-1 system and consolidated its Police and Fire dispatch in 1985, Barry was chosen as the Administrator.

At the time of consolidation, the Communications Center was located on Madison Street in the basement of Fire Station One. Barry had a vision of expansion from the start, not only in square footage, but in technology, staffing and training, and the overall quality of services delivered to the citizens of Lynchburg. He pursued this dream with a spirit of excellence. He epitomized one of our City's mantras: "Do the right thing and do the thing right."

Barry was the designer and project manager for the current Department of Emergency Services building (Lyncomm) located on Candler's Mountain Rd.

We will not be renaming the department but are planning to add a plaque to the outside of the building to commemorate Mr. Martin's considerable contribution to the City of Lynchburg.



8. **City of Lynchburg Comments:**

Reviewed By: 

Director, Department of Community Development	
☒ Recommended	☐ Not Recommended

Date: <u>January 7, 2019</u>

Comments:

◆◆◆◆◆◆◆◆◆◆

Reviewed By: Daynelle Hart

Director, Department of: Human Services ☐ or ☒ Public Works		
☒ Recommended	☐ Not Recommended	

Date: January 7, 2019

Comments:

Courtesy Copies Sent To:

- ☒ City Attorney's Office
- ☒ City Manager's Office
- ☒ Other: Emergency Services

City Council Review Date: February 12, 2019

Naming Opportunity Status:

- ☐ Approved ☐ Disapproved ☐ Tabled

Additional Comments:

◆◆◆◆◆◆◆◆◆◆

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **February 12, 2019**

AGENDA ITEM #: **12**

CONSENT:

REGULAR: **X**

WORK SESSION:

CLOSED SESSION:

ACTION: **X**

INFORMATION:

(Confidential)

ITEM TITLE: Appropriation of Fund Balance from FY 2018 Unexpended Schools Operating Fund

KEY ELEMENTS:

☐ Economic Development ☒ Excellent Government ☐ Natural and Built Environment ☐ Safe Community ☒ Vibrant Community

RECOMMENDATION: Adopt a resolution to amend the FY 2019 General Fund budget and appropriate \$1,755,030 with resources from unexpended FY 2018 Schools Operating Fund appropriations for transfer to the FY 2019 Schools Operating Fund (\$350,000) and to the Schools Capital Fund (\$1,405,030) to fund needs as approved by the School Board.

Also, amend the FY 2019 General Fund budget and authorize \$1,565,769 to increase the Schools Health Insurance Reserve (\$1,300,000) and the Schools Textbook Reserve (\$265,769) with resources from unexpended FY 2018 Schools Operating appropriations.

SUMMARY: This action is requested in accordance with an agreement signed by the Lynchburg City Council and the Lynchburg City School Board dated December 14, 1993. This agreement provides for the creation and maintenance of a Schools Operating Fund fund balance for “the purpose of underwriting any occasional shortfalls from the various budgetary categories of direct State funding support as well as other applications, all based upon the required expenditure approval of the School Board.”

A request was submitted to the City Manager December 12, 2018 for use of the FY 2018 Schools Fund Balance. After review, the City Manager requested the submittal be revised to include additional funds for Schools Capital projects. The Lynchburg City School Board approved the attached revised submittal.

PRIOR ACTION(S): December 14, 1993 Agreement with Schools regarding the Return of Fund Balance.

FISCAL IMPACT: \$1,565,769 increase to the General Fund for the Schools Health Insurance and Textbook Reserves; \$350,000 increase to the Schools Operating Fund; \$1,405,030 increase to the Schools Capital Fund

CONTACT(S): Donna S. Witt, Chief Financial Officer, 455-3968

Dr. Crystal M. Edwards, Superintendent, Lynchburg City Schools, 515-5070

Anthony Beckles, Chief Financial Officer, Lynchburg City Schools, 515-5010

ATTACHMENT(S): Resolution

Request from Dr. Crystal M. Edwards, Superintendent, dated February 5, 2019

Letter of Agreement between Lynchburg City Council and Lynchburg Board of School Trustees, dated December 20, 1993

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2019 General Fund budget is amended and \$1,755,030 is appropriated with resources from unexpended FY 2018 Schools Operating Fund appropriations for transfer to the FY 2019 Schools Operating Fund (\$350,000) and to the Schools Capital Fund (\$1,405,030) to fund needs as approved by the School Board.

Also, that the FY 2019 General Fund budget is amended and \$1,565,769 is authorized to increase the Schools Health Insurance Reserve (\$1,300,000) and the Schools Textbook Reserve (\$265,769) with resources from unexpended FY 2018 Schools Operating appropriations.

Introduced:

Adopted:

Certified:

Clerk of Council

020A

Agenda Report

Date: 02/05/19

Agenda Number: I-3

Attachments: No

From: Crystal M. Edwards, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: Fund Balance Recommendations: 2017-18

Summary/Description:

The fund balance for the 2017-18 school year is \$3,320,799. Although the school administration had previously discussed possible uses for those funds, the City Manager has asked the board to consider the following changes:

Return of funds to Health Insurance Reserve	\$1,800,000
Replacement of R.S. Payne's Roof (FY2020 Project)	\$ 400,000
Increase of Maintenance Reserve	\$ 385,030
Textbooks Reserve	\$ 265,769
Repair of Dunbar Middle School Air Condition	\$ 200,000
Remediation of mold at Dunbar Middle School	\$ 150,000
Replenishment of Maintenance Reserve	\$ 120,000
	<u>\$3,320,799</u>
	=====

Return of funds to Health Insurance Reserve	\$1,300,000
Replacement of Heritage Elementary Roof (FY2020 Project)	\$ 500,000
Replacement of R.S. Payne's Roof (FY2020 Project)	\$ 400,000
Increase of Maintenance Reserve	\$ 385,030
Textbooks Reserve	\$ 265,769
Repair of Dunbar Middle School Air Condition	\$ 200,000
Remediation of mold at Dunbar Middle School	\$ 150,000
Replenishment of Maintenance Reserve	\$ 120,000
	<u>\$3,320,799</u>
	=====

Additional information regarding the recommended uses for the 2017-18 fund balance is presented in the attachment.

Disposition: ☒ Action
☐ Information
☐ Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the proposed fund balance recommendations for 2017-18.

LETTER OF AGREEMENT

BETWEEN LYNCHBURG CITY COUNCIL

AND LYNCHBURG BOARD OF SCHOOL TRUSTEES

In accordance with the attached, duly-adopted Resolution, the Lynchburg City Council and the Lynchburg Board of School Trustees hereby agree that the creation and maintenance of a School Operating Fund Balance is desirable to the long-range financial interests of both entities and, even more importantly, to the citizens and the community which both bodies represent. Accordingly, the City Council supports such approach by indicating its willingness to reappropriate to such Fund Balance any duly-budgeted, non-debt service local funding which the Schools manage to avoid spending by the close of each fiscal year. Similarly, the School Board expresses its intention of continuing to exercise cautiousness in the expenditure of all budgeted, appropriated local funding to the Schools, and further understands that any such unexpended, non-debt service monies would become part of a Schools Operating Fund Balance.

The separate, above-mentioned Fund Balance would be maintained in the accounting records of the Lynchburg City Schools for the purpose of underwriting any occasional shortfalls from any of the various budgetary categories of direct State funding support as well as other applications, all based upon the required expenditure approval of the School Board. For informational purposes, the Lynchburg City School Board would advise City Council annually as to amount of funding in such School Operating Fund Balance as of July 1 of each fiscal year; and such information would be reflected in the overall financial information of the City of Lynchburg along with other customary fiscal data for the Lynchburg City Schools.

Based upon this understanding, the creation of the above-referenced Fund Balance would occur promptly and would include any unexpended, duly-budgeted, non-debt service local funding at the close of the current 1992-1993 fiscal year. It is understood that such practice would remain active in the years thereafter.

Lynchburg City Council

By:

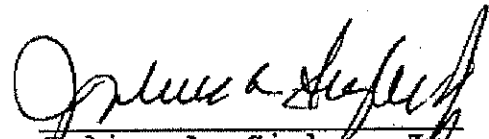

Julian R. Adams
Mayor

Date:

12/14/93

Lynchburg City School Board

By:


Julius A. Sigler, Jr.
Chairman

Date:

December 20, 1993