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January 19, 2016

// A special meeting of the Council of the City of Lynchburg was held on the 19th day of January, 2016, at 12:30 P.M. in the Council Chamber, City Hall, Michael Gillette, President, presiding. The purpose of the meeting was to conduct City Council's Annual Budget Retreat. The following Members were present:

Present: Foster, Helgeson, Nelson, Tweedy, Gillette

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Absent: Johnson, Perrow

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// Council Member Perrow arrived at 1:00 p.m.

// Council Member Johnson arrived at 1:20 p.m.

// Director of Communications and Marketing JoAnn Martin provided the results of the Citizen Engagement Ward Meetings. Ms. Martin provided background information on the process which included the following:

- National Citizen Survey conducted in May 2015
- Results reported to City Council on September 8, 2015
- City Council discussion of results on September 24, 2015
- Leadership Team and Emerging Leaders participated in Next Steps workshop on September 25, 2015
- Decision made to hold citizen engagement sessions prior to the development of the budget using the results of the survey as a framework.

Ms. Martin stated that four meetings were held, one in each Ward. Each Ward identified the top priorities for their Ward. Overall, citizens identified the areas of economic development, environment, education, public safety and infrastructure as top priorities. The members of City Council discussed ideas for future citizen engagement activities including:

- More marketing and use of social media
- Provide day care and food
- Go to citizens
- Use a variety of tools to engage citizens

// Human Resources Director Margaret Schmitt presented an overview of the City of Lynchburg workforce.

Ms. Schmitt stated that the City-wide turnover CY 2015 overall rates are fairly stable. The following issues were discussed:

- City-Wide Turnover Trends
- Public Safety Turnover Trends
- Departments with Highest Turnover
- Positions with Highest Turnover
- Average Salary Trends
- Market Comparison Trends
- Public Safety Market Data (as of January 2015)
- City Average Pay to Market (Average Pay – Jobs)
- Specific Market Concerns as of January 2016

- Pay Action Update (Parks & Recreation and Human Services)
- General Fund Personnel Cost Changes

Ms. Schmitt shared data on the first year of adjustments in Parks and Recreation and Human Services positions. Ms. Schmitt further explained on-going issues such as the Virginia Retirement System (VRS), Medical Costs, Federal and State Mandates and Workforce Development.

// Financial Services Director Donna Witt provided the following topics for discussion with Council:

- Budget Calendar
- Revenue Projections
- Expenditure Drivers
 - Pay
 - Health Insurance
 - Schools
 - GLTC
 - Tourism
 - Body-worn Cameras
 - New Position Requests
 - Debt Service for Potential Refunding and Bond Issue
- Potential State Budget Impacts

// City Council took a break at 2:25 p.m. and reconvened at 2:40 p.m.

// Financial Services Director Donna Witt discussed the Capital Improvement Program

- FY 2016-2020 Adopted Capital Improvement Program Overview
- FY 2017-2021 Capital Improvement Program Requests
- Development of a Financing Plan and Schedule
 - General Fund Pay-as-you-go Limitations
 - General Obligation Bond Funding
- Priorities Going Forward

// City Council discussed the projects that were on the deferred Capital Improvement Program (CIP). Also discussed was the need to maintain existing facilities.

// The meeting was adjourned at 4:30 P.M.

Clerk of Council