// A regular meeting of the Council of the City of Lynchburg was held on the 10th day of January, 2017, at 4:00 P.M. in the Council Chamber, City Hall, Joan Foster, President, presiding. The following Members were present:

Present: Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 6

Absent: Dolan 1

// City Manager Bonnie Svrcek introduced consultants Ian Reeves with Architecture Design Group (Winter Haven, Florida) and Lauren Dianich with Atelier 11 (Lynchburg, Virginia) and they provided a presentation on the facility and space needs for the Police Department, Circuit Court and General District Court. The funding for this assessment was approved by City Council on September 8, 2015. Mr. Reeves first presented the Police Department challenges with the existing facilities:

- Lack of parking
- Lack of operational space and storage
- Lack of adequate space for specialized equipment
- Lack of functional training areas
- Lack of appropriate ventilation systems
- Lack of space for modern technologies in crime scene processing laboratories
- Lack of community meeting spaces
- Existing West Building has multiple structural and envelope deficiencies

Next he discussed the detailed spatial needs assessment process:

- Have conducted two rounds of on-site interviews with the Lynchburg Police Department key personnel and two additional program reviews and reductions to the overall program by identifying shared space and multi-purpose space opportunities.
- Have developed descriptions of existing spatial and operational needs and characteristics.
- Have toured the existing Lynchburg Police Department properties to assess the facilities and their conditions.
- Police facility cost and a community gym.
- Site development planning considerations.
- Development Concepts “A”, “B” and “C” site selection criteria. (Provided information on the three options A, B, and C with projected “hard costs” and projected “soft costs” for each option).

Ms. Dianich discussed the General District Court estimate of probable cost with development conceptual Option “A” and Option “B”. The two options were explained with information on the projected “hard costs” and the projected “soft costs” for each option. She explained the Lynchburg Circuit Court operational challenges with existing facilities:

- Lack of parking.
- Lack of operational space and storage in Clerks area.
- Lack of space for proper security checkpoint.

Lack of proper flow from Court to Clerks area.

- Lack of separation of circulation of staff and public.
- Lack of Americans with Disabilities Act (ADA) accessibility to Judges bench
- Public entrance and restrooms not ADA accessible.

The Lynchburg Circuit Court provided development concepts “A” and “B” with projected “hard costs” and projected “soft costs” for each option. The Lynchburg Police and Court facilities scope of services discussion included the following:

- Spatial Needs Assessment development process
- Understanding the Police Department facilities operational issues
- Understanding the General District Court and Circuit Court facilities operational issues
- Special considerations – security and technology
- Site development considerations

// Anne Nygaard, Planner II reviewed the Zoning Ordinance Amendments with Council. City Council adopted the Zoning Ordinance on February 23, 2016. As discussed during the Zoning Ordinance revision process, clarifications and corrections may be necessary as staff, the development community and citizens start working with the Zoning document. Ms. Nygaard stated that the Zoning Ordinance Corrections/Clarifications 2016 Summary of Changes outlines the Zoning Ordinance Section, each proposed change and the reason for the proposed change. During the discussion of the Zoning Ordinance five items were flagged for additional information:

- Scenic Corridor (setbacks from limited access highways)
- Home Occupation (number of permitted business vehicles)
- Violations (time allowed to correct)
- Access to Ground Floor Residential (in business districts)
- Lot width requirements

Council directed City staff to correct and clarify the sections that were flagged and present the changes at the February 14, 2017 work session.

// During roll call Mayor Foster made the following announcements:

- Dedication and Reopening of Fire Station #6 (Miller Park) – Thursday, January 12, 2017 at 9:00 a.m.
- Dr. Martin Luther King, Jr. Birthday Breakfast (Phase 2) – Monday, January 16, 2017 at 8:30 a.m.
- Town and Gown meeting (Central Virginia Community College) – Wednesday, January 18, 2017 at 12 noon.
- Council/School Board Joint Meeting (Lynchburg Main Library Community Room located at 2315 Memorial Avenue) Tuesday, February 7, 2017 from 5:30 – 8:00 p.m.

// City Manager Bonnie Svrcek reported that there was very preliminary paving/sealing and installation of light poles on 8th Street.

// City Council recessed the meeting at 6:11 p.m.

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

The following Members were present:

Present: Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 6

Absent: Dolan 1

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

// Copies of the minutes of the December 13, 2016 meeting, having been previously furnished 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: Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 6

Noes: 0

Absent: Dolan 1

// In the matter of Academy Center of the Arts, Resolution #R-16-135 to amend the FY 2017 General Fund budget and appropriate $200,000 with resources from the Academy Center of the Arts Committed Fund Balance reserve for payment to the Academy Center of the Arts, laid over from the December 13, 2016 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:

Ayes: Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 6

Noes: 0

Absent: Dolan 1

// In the matter of Registrar, Resolution #R-16-136 to amend the FY 2017 General Fund budget and appropriate $12,200 with resources from the General Fund Reserve for Contingencies to provide funding to the Electoral Board/Registrar's Office for estimated cost for the January 10, 2017 Senate of Virginia Special Election, laid over from the December 13, 2016 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:

Ayes: Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 6

Noes: 0

Absent: Dolan 1

// In the matter of Emergency Services – General, Resolution #R-16-137 to amend the FY 2017 City/Federal State Aid Fund budget and appropriate $2,800 with funding from the Virginia Wireless E-911 Services Board FY 2015 Public Safety Answering Point Grant Program to install Centralized Automatic Message Accounting (CAMA) module card equipment and configure two (2) trunks at the Department of Emergency Services Emergency Communications Center, laid over from the December 13, 2016 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:

Ayes: Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 6

Noes: 0

Absent: Dolan 1

// In the matter of Emergency Services – General, Resolution #R-16-138 to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $42,150 with funding from the 2016 Hazardous

Materials Emergency Preparedness Grant to conduct a commodity flow study on the hazardous materials transported through the City, laid over from the December 13, 2016 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:

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

// In the matter of Emergency Services – General, Resolution #R-16-139 to amend the FY 2017 City/Federal/State Aid Fund budget to appropriate $150,000 with funding from the Virginia Wireless E-911 Services Board FY 2017 Public Safety Answering Point Grant Program to upgrade the existing Call Handling Equipment (CHE) system at the Department of Emergency Services, laid over from the December 13, 2016 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:

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

// In the matter of Police – General, Resolution # R-16-140 to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $35,000 with resources from the Virginia Department of Emergency Management (VDEM) 2016 State Homeland Security Program (SHSP) to purchase a Crisis Response Throw Phone System for the Lynchburg Police Department Crisis Negotiations Team (CNT), laid over from the December 13, 2016 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:

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

// In the matter of Schools, a public hearing was held regarding City Council Report #11 for the appointment of an individual to fill a vacancy that exists in School District II on the Lynchburg School Board. Mayor Foster read into the record the names of the volunteers for School District II; Keith R. Anderson, Gregory M. Crivello, Eyvonne Harvey-McCoy Green, Lewis Lee, Jr., Kimberly A. Sinha and James W. Tolbert. The following candidates spoke before City Council to communicate their interest and present their credentials and qualifications to serve on the School Board – Keith R. Anderson and Kimberly A. Sinha. One individual spoke on behalf of Eyvonne Harvey-McCoy Green. Lewis Lee, Jr. submitted a letter to Council. There was no one else present who wished to speak to this item. Council Members discussed and reached consensus to close the public hearing and schedule interviews. On motion of Council Member Helgeson, seconded by Council Member Perrow, Council by the following recorded vote closed the public hearing and after the regular meeting will select candidates in a closed meeting to interview for the School Board:

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

// In the matter of Community Development - Zoning, a public hearing was held regarding City Council Report #12 outlining the petition of Centra Health, Incorporated for a Conditional Use Permit (CUP) at 1331 Oak Lane to allow the relocation and expansion of Virginia Baptist Hospital's closed door/post-acute pharmacy in an R-2, Low-Medium Density Residential District. Council Member Helgeson made the following statement. "My wife is an employee of Centra Health, which makes me the spouse of an employee of Centra Health, a group that has more than three members. Even though my wife is an employee of Centra Health, I am able to participate in this matter fairly, objectively, and in the public interest. Therefore, I will participate in the discussion of and vote on Centra Health's application of a conditional use permit." City Planner Tom Martin gave an overview of the request and stated the Planning Commission recommended approval of the CUP petition. Mr. Randall Puckett, Director of Pharmacy at Centra Health asked Council to approve the 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 Perrow, seconded by Council Member Nelson, Council by the following recorded vote adopted Resolution #R-17-001, as presented, granting the Conditional Use Permit at 1331 Oak Lane to allow the relocation and expansion of Virginia Baptist Hospital's closed door/post-acute pharmacy in an R-2, Low-Medium Density Residential District:

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

// In the matter of Community Development, a public hearing was held regarding City Council Report #13 for the Community Development Block Grant (CDBG) and HOME Program and adoption of a Resolution regarding Housing and Non-Housing Goals for the 2017-2018 Annual Action Plan. Grants Manager Melva Walker provided an overview of the Community Development Block Grant (CDBG) and HOME Program. 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-17-002, as presented, granting the Housing Non-Housing Goals for the 2017-2018 Annual Action Plan:

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

// In the matter of Public Works, a public hearing was held regarding City Council Report #14 on the adoption of a Resolution authorizing the City Attorney to initiate condemnation proceedings to acquire right-of-way and a temporary easement on the parcel of land owned by Mr. Clarence S. Early and Ms. Naomi E. Cecil, located at 3150 Wards Ferry Road. Transportation Engineer Maggie Cossman provided a summary of the Wards Ferry Road Project. She stated that the Wards Ferry Road improvement project is necessary for the City to acquire additional right-of-way and temporary slope and construction easements to widen Wards Ferry Road from Timberlake Road to Water Gate Drive. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Perrow, seconded by Council Member Nelson, Council by the following recorded vote adopted Resolution #R-17-003, as presented, authorizing the City Attorney to initiate condemnation proceedings to acquire right-of-way and a temporary easement on the parcel of land owned by Mr. Clarence S. Early and Ms. Naomi E. Cecil, located at 3150 Wards Ferry Road:

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

// Council Member Perrow made a motion, seconded by Council Member Helgeson to add "Item Not on the Agenda to the Agenda as Agenda Item #14.A. Council by the following recorded vote agreed to add Agenda Item #14.A to the Agenda:

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

// In the matter of City Council, Hashem Abedzadeh spoke before Council requesting a conditional use permit to build on his property at 7140 Morton Drive.

// In the matter of Community Development, City Council Report #15 was considered. On motion of Council Member Perrow, Chair of the Physical Development Committee (PDC), who stated this item came before PDC and it was recommendation to forward the request to City Council. There was no second required and Council by the following recorded vote adopted Resolution #R-17-004, as presented, to rename seven (7) private streets on Liberty University campus: Champion Circle, Demoss Drive, Evans Boulevard, Hershey-Esbenshade Drive, Mountain View Road, Regents Parkway and Williams Stadium Drive:

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

// In the matter of Fire, City Council Report #16 was considered. Council Member Helgeson, Chair of the Finance Committee (FC), stated that the request was considered by the 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 laid over to a later meeting for final action Resolution #R-17-005, as presented, to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $27,700 with resources from the 2016 State Homeland Security Program (SHSP) grant from U. S. Department of Homeland Security (DHS) to fund equipment for the Fire Department Hazardous Materials (Haz-Mat) Team:

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

// In the matter of Fire, City Council Report #17 was considered. Council Member Helgeson, Chair of the Finance Committee (FC), stated that the request was considered by the 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 laid over to a later meeting for final action Resolution #R-17-006, as presented, to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $50,000 with resources from the 2016 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:

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

// On motion of Council Member Helgeson, seconded by Council Member Perrow, Council by the following recorded vote elected to hold a closed meeting for the discussion and consideration of candidate interviews for appointment to the School Board, District II:

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

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

// Council Member Nelson 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 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 Perrow and Council by the following recorded vote adopted the motion:

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

// The meeting was adjourned at 9:10 P.M.

Clerk of Council