

// A special meeting of the Council of the City of Lynchburg was held on the 10th day of November, 2016, at 8:30 A.M. in the Second Floor Training Room, City Hall, Joan Foster, President, presiding. The following Members were present:

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

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Absent:

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// Mayor Foster welcomed everyone and gave an over review of the City Council Retreat Agenda.

// Interim Director of Human Resources Heather Brown facilitated a group exercise called "Connection before Content" to start the day. Council and Staff enjoyed the exercise and learned something about each person that they engaged with.

// Retired Director of Human Resources and Interim Deputy City Manager Margaret Schmitt facilitated "A Look Back – FY 2016 Accomplishments and Assessment." Ms. Schmitt presented the results of City Council's, Citizens' and City Employees' assessment of progress in each of the twelve "pillars" of the City's Strategic Plan. All seven Council members submitted assessments while 141 citizens and 258 City employees submitted assessments. Some results indicate that City Council rated progress higher than other respondent groups in seven of twelve areas:

- Arts and Culture
- Citizen Engagement and Social Capital
- Economic Development
- Healthy and Active Living
- Infrastructure
- Land Use
- Natural Resources

City Employee ratings were between City Council and Citizen ratings except in:

- Economic Development
- Social Equity
- Lifelong Learning and Neighborhoods where their ratings were slightly higher than others.

Citizens rated progress lower than City Council and City employees in all areas except Social Equity. Ms. Schmitt went on to say that Council was also invited to rate progress on a new area "Excellent Government" in recognition of the foundational areas of "good governance" and "fiscal responsibility". The addition of FY 2016 accomplishments in this area supports current service delivery and sets the stage for establishing goals and measures for future years.

// Council took a break at 10:50 a.m. and reconvened at 11:05 a.m.

// City Manager Bonnie Svrcek introduced the Strengthening the Strategic Plan which was facilitated by Mike Goetz, Director of Information Technology and Margaret Schmitt. Mr. Goetz started with the "Goals" which consist of the following:

- Clarify the City's role in making Lynchburg a "Great Place to Live, Work and Play"
- Assess the effectiveness of the "Pillars" model and improve if possible

Distinguish between principles and goals

- Improve the alignment between focus areas and operational service delivery
- Move toward more proactive and integrated planning
- Establish system, processes and structures that support collaboration and shared responsibility (reduce “silos”)
- Update and streamline based on experience and current environment

The next topics that were addressed included the “Review Process” which consists of convening organizational leaders, research other successful cities, towns and counties and develop a new framework for further input from City Council and Leadership Team.

“Where We’ve Been” consists of the 12 Pillars and the Assessment: Arts & Culture, Citizen Engagement & Social Capital, Economic Development, Health & Active Living, Infrastructure, Land Use, Lifelong Learning, Natural Resources, Neighborhoods, Safe Community, Social Equity and Transportation. After discussing the previous topics a proposed concept of a two-part Framework with Attributes was introduced. The five areas of serving the community are: Economic Development, Natural & Built Environment, Safe Community, Vibrant Community and Excellent Government. Also discussed were the components that were included in the aforementioned areas.

// City Manager Bonnie Svrcek provided background information on the Identification of the BIG Issues.

These BIG Issues include Workforce/Education, Poverty, Economic Development and Infrastructure. A discussion with Council on identifying the BIG Issues was led by Margaret Schmitt. Mike Goetz facilitated the discussion on the BIG Issues and how to provide a framework for measuring improvement.

// City Council took a working lunch break at 12:20 p.m. and reconvened the meeting at 1:05 p.m.

// Chief Financial Officer Donna Witt presented the FY 2016 Year-End Financial Results and the list of projects submitted for the FY2018-2023 Capital Improvement Program (CIP). Ms. Witt stated that the Total Actual FY 2016 General Fund Non-Dedicated Revenues exceeded the Adopted FY 2016 Budget by 1.7% (\$2.4 million). The Actual FY 2016 Expenditures were 97.7% (within \$4.8 million) of the Adopted FY 2016 Budget. The following major Revenues were reviewed and discussed:

- Net Current Real Property
- Current Personal Property
- Public Service Corporation
- Local Sales and Use Tax
- Motor Vehicle Licenses
- Business License Tax
- Lodging Tax
- Meals Tax
- Amusement Tax
- Tobacco Tax

// Chief Financial Officer Donna Witt presented a Snapshot of Requested FY 2018 – FY 2022 Capital Improvement Program Projects. The Capital Improvement Projects (CIP) FY 2018 – FY 2022 Priorities

which consist of Buildings, Transportation, Parks and Recreation and Schools were also discussed. Ms. Witt gave a report on the Pay-As-You-Go-History for Adopted Budgets FY 2008 – Projected FY 2018.

// Council took a break at 2:10 p.m. and reconvened at 2:25 p.m.

// Mayor Joan Foster introduced a Conceptual Approach to Reducing Poverty. City Manager Bonnie Svrcek presented the concept and Council led a discussion and direction for Staff.

Background

- City's Poverty Rate is 24%
- Mayor Foster asked that "Poverty" be a discussion item for bimonthly meetings
- Representatives of the faith community, the Advocacy group from the Community Dialogue on Race and Racism, students, and others have asked "what is the City going to do to reduce the poverty rate".

A Blended Approach

- One Person/Family at a Time: Facilitate moving "willing and able and hopeful and motivated" persons/families out of poverty through workforce opportunities coupled with case management and wraparound services
- Community Conversation on Poverty

The Concept....

- A graphic representation illustrating a conceptual approach to address poverty in Lynchburg was introduced.

Implementation of Concept

- New Assistant City Manager will be assigned to be the point person on implementation
- No new funding required (FY 2017 budget includes \$50,000 for Poverty)
- Collaborate with Bridges Out of Poverty Work Groups and multiple external partners

The next steps, Council agreed to move forward with the process.

- Community understanding of Poverty
- Timeline and goal - 50 families out of Poverty in the next five years

City Council was asked to indicate the areas they wanted staff to concentrate their efforts on.

Council Focus Areas

1. Workforce/Education
2. Poverty
3. Economic Development
4. Infrastructure

Fiscal sustainability is a foundation for all Focus Areas.

// The meeting was adjourned at 4:00 P.M.