// A regular meeting of the Council of the City of Lynchburg was held on the 25th day of September, 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

// Director of Water Resources Tim Mitchell provided an update regarding the status of the College Lake Dam. Mr. Mitchell's report included information on:

Significant Milestones

- Stream sampling plan developed and implemented.
- Aerial Seeding of lakebed with 500 pounds of wetland seed.
- Temporary Emergency Repairs of dam, roadway, and low level outlet completed.
- August 30th, Lakeside Drive reopened.
- September 12th, Lakeside Drive closed for debris removal.
- September 14th, USGS install gaging stations.
- Emergency Action Plan activated twice since August 2nd Flood.
- Collaboration with the University of Lynchburg.

University of Lynchburg Collaboration

- August 30th, met with University of Lynchburg President, Cabinet, and RES (Environmental Consultants)
- September 5th, met with University of Lynchburg to develop a vision and shared goals for the lake and dam
- Three main areas of work were discussed
    - Sediment stabilization in the College Lake lakebed
    - Development of a Public Private Partnership for dam removal, stabilization of the lakebed, including stream restoration and creation of wetlands to maximize floodplain attenuation
    - Construction of a bridge in place of the existing roadway over the dam

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Immediate Actions

- Development of scope of work with Wetland Studies and Solutions, Inc. (WSSI) with goal of addressing sediment issues.
- City to host workshop with WSSI and University faculty.
- Finalize scope of work with Black & Veatch primarily related to low level outlet – the ongoing maintenance is a significant concern.
- Develop a Request for Proposals (RFP) under the Public-Private Education Facilities and Infrastructure Act (PPEA) that includes specific objectives

PPEA Request for Proposals (RFP) will include the following objectives

- College Lake Dam removal and lakebed restoration that includes wetland creation to maximize floodplain attenuation of overbank flows and stream restoration.
- Creation of an environmental living-learning lab with boardwalks and potential tie-in with the existing Creekside Trail system.
- Using wetlands to maximize flood attenuation.
- Coordination of lakebed restoration with dam removal and bridge construction.
- Creative financing plan that addresses the complexities of a shared facility and the mix of public and private funds.
- Creative reuse of existing bridge.
- Community engagement.

Bridge Construction

- Decision was made to make this a separate project.
- City is evaluating the option of a Design-Build project.
- Accommodation of 40,000 vehicles per day plus pedestrian traffic.
- Bridge/road design should consider a round-a-bout at Lakeside Drive and Old Forest Road.
- Land swap with the University to accommodate bridge and road construction.
- Lighting design should consider both public safety and environmental impacts.

Funding Efforts – Multiple Funding Options Being Sought

- Engaged Preston Bryant with McGuire Woods Consulting to assist in lobbying for State Funds during the upcoming General Assembly Session.

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- Federal Highway Administration contact.
- In communication with Congressman's and State Senators' offices.
- Working with the various regulatory agencies to seek out all potential funding opportunities.
- University has hired a consulting firm to seek grant opportunities.
- Evaluating overall City Capital Improvement Program.
- P3 RFP to include "creative funding solutions" which could include nutrient banks, and other ideas.
- Seeking FEMA funds for entire flood event.

<u>Significant Challenges</u>

- Controlling the sediment leaving the lakebed.
- Maintenance of the Low Level Outlet.
- Funding.
- Emergency Action Plan Activations.
- Timelines:
    - Conditional Permit expires March 30, 2020
    - Army Corps of Engineers wants a well-developed plan by August, 2019

Council members asked questions and commended the city departments for the fine work they are doing and continue to do regarding the College Lake Dam cleanup.

// City Manager Bonnie Svrcek stated the City-wide Salary Study was provided by the Korn Ferry Hay Group. Ms. Svrcek stated "the results of this study are not going to impact every employee, but I think we are at a place where we will now have a foundation for the future we have not had and that's why I wanted to do this study to level the playing field." She introduced Myriam Michaels, Senior Principal with Korn Ferry. Ms. Michaels provided background history on the Korn Ferry Group. The methodology of the organization helps to align your organization to your people, to develop, engaging, and rewarding them to reach new heights. Korn Ferry is the preeminent global people and organizational advisory firm, helping leaders, organizations, and societies succeed by releasing the full power and potential of people. Ms. Michaels presented the City-wide Salary Report, which included the following topics:

- About Korn Ferry
- Project Process and Interview Themes
- Internal Equity Analysis
- External Competitiveness Analysis
- Observations and Recommendations

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Pay Philosophy

- At Korn Ferry our work flows from a central focus on good and informed governance. Through rigorous analyses and documented processes, we have provided City of Lynchburg (COL) with appropriate information and guidance to make the important decisions around personnel policies, compensation philosophy and pay for performance expectations

Compensation Study - Objectives

- To establish a credible and consistent hierarchy of job values to the organization
- To facilitate the development of a pay structure and programs that are scalable and accommodates COL's current and future growth and organizational changes
- To review and revise, as needed, base salary ranges to ensure that COL is managing its payroll
- Spend effectively and encourage the right behaviors to enable comparisons to be made to assess internal pay equity based on measured job content
- To facilitate making pay comparison competitiveness to the external labor market
- To enable COL to effectively maintain compensation programs internally going forward
- To work with the City to establish a communications strategy to implement the new pay Programs/processes and maintain the system overtime

Project Process and Methodology

- October 2017- Kick Off - (Korn Ferry finalized project plan, key deliverables and timelines in partnership with the City project team)
- October 2017 - January 2018 – Data gathering and Leadership Interviews
- January 2018 – Job Evaluation Training and Survey
- January 2018 – February2018 – Benchmark Evaluations and Review
- March 2018 – April 2018 – Non-Benchmark slotting by City of Lynchburg Human Resources
- April 2018 – June 2018 – Leadership Reviews
- June 2018 – July 2018 – Market Analysis (examined City's Internal pay practice to determine the relationship between pay and job size)
- July 2018 – presented the analysis, and observations to the City project team

Korn Ferry Hay Group (KFHG) Job Evaluation Methodology

- KFHG was the first organization in the world to develop an approach to understand and compare job content; the most consistent and widely used technique in the world today, KFHG's job evaluation methodology is used by eight of the world's largest 10 organizations and two-thirds of the top 50
- One of the fundamental factors that contributes to the success of this methodology is the method measures job-related factors exclusively, independent of incumbent characteristics, current salary, or other non-job content factors
- Federal and State courts rely on this methodology as a reasonable and objective way to measure job content and link to market data (typically used in union negotiations)
- Enables comparison of work based on content, not title; Enables each position to be compared to each other and the market, even if the job design is unique
- Enables the comparison of compensation data across companies and even across industries
- Can recognize unique market practices for functions or industries

Key Factors of Job Evaluation – It is a means of determining the relative importance of jobs in an organization within a structured, orderly and consistent manner, which takes account of job content and organizational context.

Market Peer Group Data Sources

- Given the diversity of roles in a city government such as the City of Lynchburg (COL), we have benchmarked roles utilizing multiple data sources that are relevant to your talent recruitment and retention strategy
- Conducted a comprehensive custom survey reaching out to similar organizations that were cited as competitors
- We also utilized relevant existing data sources, including Korn Ferry's own proprietary database which is comprised of public, private and not-for-profit organizations
- We utilized a market blending approach for the peer group where weightings are applied to the market data to create an aggregate point-based market value

Interview Themes - Korn Ferry consultants had candid and constructive discussions with executives - most executives generally aligned on major points

Perceived Areas of Strength

- Culture is collegial and collaborative – employees often go out of their way to help peers and create a common sense of purpose

- All recognize trade-offs of working here – change of pace, work/life balance, mission-driven
- Retention is not a big issue in most areas, some pockets or areas of concern such as Public Safety

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Perceived Improvement Opportunities

- Employees often wear multiple hats given the organization operates lean
- More difficulty attracting than retaining employees
- Inconsistent job titling and need to better align job content to job titles and to align with external market titles
- Static organization in terms of career opportunities – need more performance- oriented culture to identify/create leadership and advancement opportunities
- Need to better align roles to job grades

Compensation and Benefits

- Internal pay equity challenges throughout the organization – e.g., hiring externally vs. developing internal talent
- Benefits are perceived as competitive to other local county governments and private sector – from health benefits, VRS and deferred compensation plan, to paid time off, etc.

Internal Equity Analysis

- Internal equity examines the relationship of actual pay to job size (points) and is an analysis of how jobs and employees are paid relative to each other based on the grade level assigned

External Competitiveness Analysis

- External competitiveness examines the aggregate position of an employee's pay compared to certain percentile levels of the external market

Recommended Grade Structure

- The preferred method of developing a grading structure is to apply appropriate breaks in the hierarchy which separate clusters of similar jobs. We suggest a salary range structure with the following parameters:
- Proposed Structure –
    - Minimum of Band set at 75%
    - Maximum of Band set at 125%

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- A grade structure that is wider than a typical grade structure (typical is 80 and 120%). This allows for individuals to move over time in their respective pay grade, providing progression in early career.

Observations

- Internal Equity – The strongest correlation between job size and pay is found when Public Safety and Executive incumbents are removed from the population. The low pay at the upper end (executives and senior management) is causing pay compression issues (job size related to current pay).

- Market Competitiveness – In aggregate, the studied population falls 2% below the P25 level of the market All "bucket" groups are below P25 with the exception of Corporate Functions and Information Technology. By grade, the market position varies between P25 and P50. The lowest and highest grades fall below P25, while the (Grade16-G21) are the closest to P50.

Summary Statistics

- If the salary structure were to be adopted using the P50 of the market data, the overall compa-ratio for the total population is 85.5%. The "bring to Minimum" of he grade cost is $587,169. No incumbent should be below minimum.

- Because the City of Lynchburg is consistently at or below the P25 of the market and the dispersion in pay is wider in some levels, the 75%-125% spread is recommended to provide more flexibility as new pay standards are administered over the coming years.

- Consideration for certain job families (such as Public Safety, Public Works, Water Resources) where recruitment and retention has been challenging, may be considered using the time in position analysis.

Implementation and Communication – Salary Structure Implementation – working with City of Lynchburg project team (October 2018 – December 2018 and Beyond).

- Following the work from the study, we will work to model the impact of adopting the new structure and assisting with a smooth implementation

- Each department will review incumbents new salary range and make recommendations based on performance

- Parameters will be set for appropriate increases and budget considerations

- We will create an impact analysis for moving employees onto new salary structure

- We will discuss guidelines for communication, training, salary administration guidelines, and pay philosophy documentation
- We will discuss the process for introducing new job classifications to the structure (forms, process, protocols

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We view communication and change management as a dynamic process and a critical driver of success for this initiative. It is essential that stakeholders of COL understand the work within the larger context of career management, how it will impact them and their staff, opportunities for participating in developing the tools and what may be required of them.

We approach change management in a systematic manner, beginning with awareness building and moving to communications focused on building commitment.

In Summary

- COL overall has a good level internal equity as 82% of the difference in pay is a function of job content and size for all non-management employees. For the executive team internal equity is 58%.
- COL is below market competitive for most positions on average against the market data. We have provided a department level breakdown for external competitiveness
- COL should establish a formal pay philosophy targeting the 50th percentile of the public sector market and strive to achieve market competitiveness over the next few years
- COL should establish a formal career framework going forward which would benefit employees and the organization, and is consistent with the talent recruitment strategy
- Additionally, we have looked at COL's retention rate over the last 2 years (turnover statistics average at 7.1% in 2017) and the average turnover for COL is comparable to the market

Final Observations

- Based on Korn Ferry's analysis, we believe we have compared compensation of the COL staff with like services by like enterprises under like circumstances.
- To the extent that the suggestions are accepted and are able to be implemented, COL will strengthen its strategically-driven compensation system that:
    - Is internally fair and equitable as well as flexible;
    - Is reasonably externally competitive in a constantly changing marketplace
    - Moving toward a pay for performance culture;
    - Fosters collegiality, teamwork, and consensus;
    - Focuses on recruitment and retention of qualified and valued staff;
    - Is appropriate and affordable for the nature and size of the organization;
    - Assists the organization in achieving its mission.

Next Steps

- Decide best way to use allocated funds
- Develop a strategy to address:
    - Bringing employees to the minimum of pay ranges
    - Prioritize salary adjustments with remaining funds available based on recruitment, retention and compression

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- Report Phase I Implementation to Council in January 2019 and request appropriation of funds
- Identify future funding to fully implement Study recommendations.

After the presentation, Council Members thanked the City Manager for going forward with the Compensation Study which was a very thorough report. Mayor Tweedy said City Council owes these raises to city employees, especially because many departments have had a difficult year. Just looking by department at what the minimum is to bring us up there, I am very grateful for Council for appropriating that funding last year. "I don't regret it at all now looking at this because I think our staff deserves it".

// During roll call Council Member Nelson mentioned the 45th Virginia 10-Miler that will be held this Saturday, September 29, 2018 at 8:00 am starting at E. C. Glass High School. He also wanted to recognition the program last week that was held at University of Lynchburg, with Dr. James Coleman promoting the event "Down with Violence Up with Education," which was a very effective program.

// Council Member Helgeson mentioned about a request that appeared in the newspaper for a new school. With the City's debt services and the financial situation, he wonders if it would be possible to tap the brakes on the possibility of a new school at this time with regards to the College Lake Dam and Compensation Study.

// Council Member Wright mentioned the Virginia 10-Miler and stated he would be running the 4-Miler this year.

// Mayor Tweedy mentioned several items; 1) Congratulations to Beacon of Hope on the big announcements for our Seniors on free education at the Central Virginia Community College and beyond at our local universities which is a big game changer; 2) She also thanked Vice Mayor Dolan for hosting a Faith Community meeting over the last couple of weeks that had great attendance and feedback and we are happy with all this work; 3) Bulk/Brush Pick-up for unoccupied homeowners (landlords) policy and regulations; 4) She mentioned several council members will be attending the Virginia Municipal League Conference next week; 5) Mentioned she represented the City at the Women Mayor's Conference at the White House.

// City Manager Bonnie Svrcek mentioned that the Police Department in collaboration with Many Voices One Community and the Community Action Team (CAT) will be receiving an award at the Virginia Municipal League Conference (VML).

// City Council recessed the meeting at 5:48 p.m.

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

The following Members were present:

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

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

// Copies of the minutes of the September 11, 2018 meeting, having been previously furnished Council, reading was dispensed with, and on motion of Council Member Helgeson, seconded by Council Member Perrow, Council by the following recorded vote approved the minutes as presented:

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

// In the matter of Budget, Resolution #R-18-073, to amend the FY 2018 Adopted Budget to reflect the Fourth Quarter Adjustments in the General, City/Federal/State Aid and Detention Operating Budgets, laid over from the September 11, 2018 meeting, was again presented and read, and on motion of Council Member Helgeson, seconded by Council Member Perrow, Council by the following recorded vote adopted the Resolution:

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

// In the matter of Budget, Resolution #R-18-074 to amend the FY 2019 Operating and Capital Budgets and appropriate or rescind funds to reflect the FY 2019 First Quarter Adjustments, laid over from the September 11, 2018 meeting, was again presented and read, and on motion of Council Member Helgeson, seconded by Council Member Perrow, Council by the following recorded vote adopted the Resolution:

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

// In the matter of Community Development, a public hearing was held regarding City Council Report #7 to receive comments regarding the Program Year 2017 (FY 2018) Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Program and adopt a Resolution approving the CAPER for submission to the U. S. Department of Housing and Urban Development. Grants Manager Melva Walker provided an outline of the 2017 (FY 2018) Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Program. Ms. Walker mentioned the U.S. Department of Housing and

Urban Development (HUD) requires each jurisdiction receiving HUD-administered grants (CDBG and HOME) to draft a CAPER and submit it for public review and comment. The CAPER describes the City's progress towards the housing and community development goals established within the 2015-2020 Consolidated Plan and the Program Year 2017 (FY 2018) Annual Action Plan. The CAPER is for the period of July 1, 2017 through June 30, 2018. 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 Perrow, Council by the following recorded vote adopted Resolution #R-18-075, as presented, approving the submission of the Program Year 2017 (FY 2018) Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD):

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 #8 outlining the petition of Valvoline, LLC for a Conditional Use Permit (CUP) at 3031 and 3033 Old Forest Road to allow the operation of an automobile oil change facility in a B-3, Community Business District. City Planner Tom Martin provided an outline of the request. Mr. Martin mentioned that Valvoline, LLC is petitioning for a CUP at 3031 and 3033 Old Forest Road to allow the construction of an oil change facility. The petition is consistent with the *Zoning Ordinance,* which permits oil change facilities in the B-3, Community Business District upon approval of a Conditional Use Permit; however the proposed use is not entirely compatible with the Neighborhood Commercial land use recommended by the *Comprehensive Plan 2013-2030*. Neighborhood Commercial areas are intended to consist primarily of office, retail, personal service and restaurant uses that are scaled and designed to be compatible with and serve their immediate neighborhood. The proposed facility would have a small building footprint, improve access management conditions along Old Forest Road and enhance landscaping that would allow the facility to blend into the area. Mr. Jason Hunt representing Valvoline, LLC indicated that the company is asking for a CUP to build a two-bay, one thousand six hundred sixty-four (1,664) square foot oil change facility. Mr. Hunt went on to say that the company would really like to locate in Lynchburg. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote adopted Resolution #R-18-076, as presented, granting the petition of Valvoline, LLC for a Conditional Use Permit at 3031 and 3033 Old Forest Road to allow the operation of an automobile oil change facility in a B-3, Community Business District:

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

// In the matter of Public Works, a public hearing was held regarding City Council Report #9 regarding the Blanket License Agreement to install Fiber Optic Cable and Conduit on City Streets and Maintain Current Lines. City Engineer Lee Newland spoke regarding the request for a Blanket License Agreement to install Fiber Optic Cable and Conduit on City Streets and Maintain Current Lines. Mr. Shawn Deyo with Century Link spoke in favor of the Fiber Optic Cable and explained the request to install fiber optic cable and underground conduit in City owned rights-of-way and property throughout the City. There was no one else 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 the 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-18-077, as presented, for the Blanket License Agreement to install Fiber Optic Cable and Conduit on City Streets and Maintain Current Lines:

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

// In the matter of Circuit Court, City Council Report #10 was considered introducing a Resolution to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate $10,780 with resources from a grant from the Library of Virginia to preserve Marriage Bonds M-Z, 1805 – 1824 and Marriage Bonds A-I, 1825-1834 at the Lynchburg Circuit Court Clerk’s Office. Circuit Court Clerk Eugene Wingfield gave a summary of the request. 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-18-078 as presented, to amend the FY 2019 City/Federal/State Aid Fund budget from a grant from the Library of Virginia to preserve Marriage Bonds M-Z, 1805 ‑ 1824 and Marriage Bonds A-I, 1825-1834 at the Lynchburg Circuit Court Clerk's Office:

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

Noes: 0

// In the matter of Police, City Council Report #11 was considered to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate $27,225 with resources of $18,150 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $7,924 and $1,151 transferred from the FY 2019 General Fund Police Department budget to provide funds for speed enforcement activities. Interim Police Chief Zuidema provided an overview of the request. 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-18-079, as presented, to amend the FY 2019 City/Federal/State Aid Fund budget from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment transferred from the FY 2019 General Fund Police Department budget to provide funds for speed enforcement activities:

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

Noes: 0

// In the matter of Police, City Council Report #12 was considered to approve the submittal of an application for the 2018 Edward Byrne Memorial Justice Assistance Grant in the amount of $39,954 with resources from a Edward Byrne Memorial Justice Assistance Grant to purchase law enforcement equipment. Interim Police Chief Zuidema provided an overview of the request. 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 adopted Resolution #R-18-080, as presented, to approve the submittal of an application for the 2018 Edward Byrne Memorial Justice Assistance Grant to purchase law enforcement equipment.

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

// In the matter of Police, City Council Report #13 was considered to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate $61,928 with resources of $41,285 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $17,698 and $2,945 transferred from the FY 2018 General Fund Police Department budget to provide selective enforcement activities, alcohol testing equipment and attend related training. Interim Police Chief Zuidema provided an overview of the request. 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-18-081, as presented, to amend the FY 2019 City/Federal/State Aid Fund budget from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment transferred from the FY 2018 General Fund Police Department budget to provide selective enforcement activities, alcohol testing equipment and attend related training:

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

// In the matter of City Council, City Council Report #14 was considered to adopt a Resolution Declaring and Rescinding a Local State of Emergency Relating to Hurricane Florence. City Manager Bonnie Svrcek stated that the Code of Virginia authorizes the local Director of Emergency Management to declare a local emergency subject to confirmation by the Governing Body. Ms. Svrcek stated she declared a local emergency on September 11, 2018 and ended such declaration on September 18, 2018. On motion of Council Member Perrow, seconded by Council Member Wilder, Council by the following recorded vote adopted Resolution #R-18-082, as presented, adopting a Resolution Declaring and Rescinding a Local State of Emergency Relating to Hurricane Florence:

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

// On motion of Council Member Helgeson, seconded by Council Member Wilder, Council by the following recorded vote elected to hold a closed meeting to consider appointments to Council-appointed Boards and Commissions, i.e. Social Services Advisory Board, Board of Building Code Appeals, Redevelopment & Housing Authority and Lynchburg Business Development Centre; and, for consultation with legal counsel and staff members regarding a legal matter requiring the provision of legal advice, specifically, the case of the City of Lynchburg v. the Lynchburg Life Saving and First Aid Crew dealing with the ownership of the property located at 2007 Memorial Avenue; pursuant to Section 2.2-3711(A)(1) and (7), of the Code of Virginia (1950), as amended.

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

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

// Council Member Perrow 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

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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 Wright, and Council by the following recorded vote adopted the motion:

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

// After the discussion of appointments during the closed meeting, Council Member Nelson excused himself from the meeting. When the closed meeting re-opened to the public, Council Member Nelson was not present to vote on the appointments or the legal matter.

// On motion of Council Member Perrow, seconded by Council Member Wright, Council by the following recorded vote agreed to proceed with the proceedings with the legal matter regarding Lynchburg Life Saving and First Aid Crew.

Ayes: Dolan, Perrow, Wright, Tweedy	4
Noes: Helgeson, Wilder	2
Absent: Nelson	1

// In the matter of Appointments, and on nomination of Council Member Perrow, seconded by Council Member Helgeson, Council by the following recorded vote re-appointed Christina Delzingaro, to serve on the Social Services Advisory Board for a term to expire September 30, 2022:

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

Noes: 0

Absent: Nelson 1

On nomination of Council Member Perrow, seconded by Council Member Helgeson, Council by the following recorded vote re-appointed Hunsdon Cary, III, John C. Farnandez and Treney L. Tweedy to serve on the Redevelopment and Housing Authority Board for terms to expire September 30, 2022:

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

Noes: 0

Absent: Nelson 1

On nomination of Council Member Perrow, seconded by Council Member Helgeson, Council by the following recorded vote re-appointed Holly Roak to serve on the Lynchburg Business Development Center for a term to expire September 30, 2021:

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

Noes: 0

Absent: Nelson 1

On nomination of Council Member Perrow, seconded by Council Member Helgeson, Council by the following recorded vote appointed David Chhum and Stedman A. Payne to serve on the Lynchburg Business Development Centre for terms to expire September 30, 2021:

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

Noes: 0

Absent: Nelson 1

On nomination of Council Member Perrow, seconded by Council Member Helgeson, Council by the following recorded vote appointed Reid Wodicka to serve on the Lynchburg Business Development Centre for an indefinite term:

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

Noes: 0

Absent: Nelson 1

// The meeting was adjourned at 8:55 P.M.