AGENDA ITEM #: 4a

// A regular meeting of the Council of the City of Lynchburg was held on the 24th day of September, 2019 at 4:00 p.m. in the Council Chamber, City Hall, Treney Tweedy, President, presiding. The following Members were present:

Present:	Mary Jane Dolan, Jeff Helgeson, J. Randy Nelson, E. J. Turner Perrow, Beau Wright, Treney Tweedy	6
Absent:	Wilder (he arrived during the first presentation)	1

// In the matter of Budget, Capital Improvement Program (CIP) Prioritization, Agenda Item #1, Dr. Wodicka noted that Public Works has been working on developing an objective and comprehensive Capital Improvement Program rating system. It is important that we have a very clear way of evaluating our capital projects. They will show them the transportation component today and there is a comparable building side as well. There is a parallel process in the Finance department to update how we are managing the data on the financial side of the capital improvement plan process. They are moving from a manual system to a technological system to make the planning process much more robust.

Ms. Hart explained that for long range planning they use VDOT's STARS program, which stands for Strategically Targeted Affordable Roadway Solutions. VDOT has looked at safety on all the expressway entrances and exits and done various corridor studies. They also have several studies from the Central Virginia Metropolitan Planning Organization such as the 2040 Long Range Transportation Plan, the Atlanta Avenue Corridor Study and the Wards Ferry Road Corridor Study. We do our own City studies and condition assessments as well.

Ms. Hart covered some of the selection criteria and mentioned that these have been reviewed by the Physical Development Committee (PDC). Staff from Economic Development, Community Development and Water Resources assisted Public Works in coming up with the criteria. The criteria will be rated on a scale from 1 to 10 with 10 being major or significant problem. PDC suggested only using 1, 5 or 10 but staff decided to only define 1, 5 and 10 and use the entire scale for rating a project.

Another thing they consider when they develop the CIP is other sources of funding. Engineering staff strives to maximize federal and state funding opportunities. They try to match revenue sharing every year. They get $20 million over a two-year period ($10 million local and $10 million state). Prior and future large projects have limited funds available for debt service. They try to spread large projects out unless they are largely funded by an outside source. They try to spread small, medium and large projects throughout the five-year CIP.

There is some subjective decision making that has to happen in the process and things change and happen that take priority over projects that are in a plan. We have limited staff to manage projects. PDC recommended that cost benefits be a factor. PDC chose one of the options developed by staff. If you get 100% funding, the rating criteria remains the same. If it is 50 percent funded, about 20% of the score is removed. Ms. Hart had provided Council with a spreadsheet showing a completed project.

Councilmember Perrow noted that when Council looks at this, they should think of it as a guide. With any rating system, you can game the system. This system will show a subjective ranking of the project. If you think that something is inconsistent with what you think the rating should be, he would suggest you go back and look at the individual scores. He does not mean to sound derogatory when he says things could be gamed, things could be made more important than possibly what they should be or not as important. If you shift outside funding from one project into another project, it will raise or lower those projects. He remarked that this is not a hard and fast system but is a guide to help them individually frame decisions and beliefs about what projects are important. He hopes it gives them a taste of reality about where projects align as far as the importance from the perspective of the City.

Councilmember Helgeson appreciates having some metrics and recognizes the subjectivity of it. He thinks a $10 million sidewalk project from last year's CIP probably would not have scored very well. He is glad staff is responding and looking at actual structural deficiencies and congestion. He thinks items 6 and 7 might be able to be put together with number 4. That would give a 25% weight that could be above the actual structural deficiency and congestion items. Because when he looks at better streets and multimodal he thinks of Campbell Avenue where he heard from staff that maybe it needs to go on a "road diet." He has yet to hear a citizen that would like a vehicular lane removed on this main arterial road. He would like to see items 6 and 7 completely removed from the weighting.

Councilmember Helgeson asked how staff would interpret the relationship between two competing projects when one is a building and one is transportation. Ms. Hart said it is always a balance and they plan to use this as a guideline. It is not like SMART scale where there is an absolute score. They try to balance small, medium and large projects, so it could be a sidewalk project gets in because they can fit it in the funding, it is needed and it has been on the list for many, many years. She thinks it will always be subjective how you weigh a building project versus a transportation project versus a park project. The City Manager will bring them a CIP that he or she thinks Council can support.

Dr. Wodicka said this is a three-year revamping of how they do capital improvement planning. Next year they are hoping to add a much more robust staff discussion. It is multi-year updating of how they are doing business.

Councilmember Helgeson asked if there was any kind of scoring system last year when the CIP was adopted a few months ago. Ms. Hart said there was a scoring mechanism. It was a rebuilding year on CIP. The Deputy City Manager was trying to work with the funding part of it. They used it for one year and then skipped a year due to last year's changes. They think they have the financial piece down now and it will be easier for departments to submit their CIP projects for consideration.

Councilmember Helgeson noted that the $10 million sidewalk was still recommended last year even though they had critical projects to fund such as the College Lake Dam. If this new system would have been in place, he would imagine that the scoring system would have nixed the Florida Avenue sidewalk system, except for political reasons, from a quantitative analysis. Ms. Hart said not necessarily. It could be that all of your top projects are very expensive. It is very possible that a sidewalk project would score well against another sidewalk project.

Dr. Wodicka equated it to putting a puzzle together. You have to pick projects that might be lower down the list because we have the bond capacity to do them. It is probably too simplistic to compare one project to another.

Vice Mayor Dolan is happy to see number 6 and 7 in there. We talk about livability and we really need to consider our environmental footprint and we want better streets, nice roads and attractive places for people to walk, drive and ride their bikes.

Councilmember Wilder likes having a standard system and acknowledges that there is no perfect rating system.

Councilmember Nelson said he respects and recognizes the expertise of staff that came together to establish this system. It has about a 16% differential between the highest and lowest weighted items. He wondered why community impact was weighted higher than economic impact. She said they arrived at that after much debate. She respects that maybe those should be flipped and that is something they could examine. She cannot explain it succinctly but could say that it was arrived at based on staff expertise. Councilmember Nelson asked if there was discussion about lowering the weighting of some of the other items so both items could be 13%.

She pointed out that 6 and 7 might be considered beautification but some of it is actually required in VDOT standards. Councilmember Nelson said he was not talking about eliminating a category but lowering the percentage of a category so it could be added to economic impact. She said they can think about changing it but for this year, they are running out of time because the CIP is due at the end of October.

Councilmember Wright does not think there is anything soft about number 6 and 7 and that they are really important elements. He wondered how they arrive at the score for community impact. Ms. Hart thinks they were under a strategic plan with 12 pillars in it. Some of those pillars were pulled into community impact. She noted they are still operating under that plan until the Lynchburg Plan is approved.

There was consensus to switch Agenda Items 2 and 3.

// In the matter of Fire Department, Standard of Cover, Agenda Item #3, Chief Greg Wormser gave a presentation of the department's standard of cover and community risk assessment. This is instrumental in assuring the department can move forward in the accreditation process. The standard of cover is a document that supports what the department does every day. The standard of cover was first adopted in Council in 2006. It is a data based and service driven methodology. It evaluates our system benchmarks and baselines. He noted that our current baseline is 2 minutes and 30 seconds and they would obviously like to be well below the baseline. This is all graded on what they have to do 90 percent of the time.

Chief Wormser remarked that this has a huge community risk reduction aspect to it. They want to be properly telling their story and delivering the service that the citizens need. He also remarked that it is a changing, living document. Councilmember Perrow asked if they are using some software to keep up with the data. Chief Wormser said it is currently a manual process. One of the things identified has been that the department needs a better system for analyzing their data.

Chief Wormser explained that they are currently in the applicant phase of the accreditation process. They hope to move to candidate status soon and be fully accredited by March 2020. Chief Wormser reported that the highlights of the analysis are that the department is providing an incredibly prompt, skilled and efficient service. Call volume is trending up. Response times are generally trending down and service delivery outcomes remain strong.

Councilmember Perrow asked if the number of structure calls is consistent, increasing or decreasing. Chief Wormser said they are consistent, which means an increase of less than 50. They have seen the largest increase in their EMS calls. Councilmember Perrow wondered if this should affect our policy making. If we are going to use this document for policy making, then the data needs to be adjusted for other factors such as structure fires are now considered both building and cars. However, this is the way the data is being reported for accreditation purposes.

Chief Wormser explained that with regard to low risk EMS calls, they made a complete change in Emergency

Medical Dispatching (EMD) at the end of 2017. They were able to more properly articulate, using a resource allocation model to make sure they are getting the right equipment to the right call. They are still running more calls but they are of a different nature code.

Councilmember Helgeson remarked that if a person calls 911 but the fire department is not called for five minutes, it should not count against the fire department's response time. Chief Wormser said Emergency Services has had its own share of challenges. One thing they did to narrow that gap is that we no longer tone all the stations individually. We tone them together, which saved about 28 seconds.

Chief Wormser noted one of the things they are very proud of is their return of circulation rate. It is 52 percent, which is twice the national average. If you have a heart attack, you have a 52 percent chance of surviving it.

When Chief Wormser discussed the busiest census tracts for calls (one contains Florida Avenue and Campbell Avenue), Councilmember Helgeson noted the scoring system should reflect areas that need good access for emergency vehicles. It should have a scoring category for public safety. It is another good reason not to put Campbell Avenue on a "road diet" because the emergency vehicles are responding there quite often.

Dr. Wodicka noted that the chief and his team did not just check off boxes. They went above and beyond so they could be self reflective to use this tool to make our service better. It was noted that this item should come to them once a year for an update.

Chief Wormser explained that there are lots of reasons that the department is not accredited currently. Councilmember Helgeson thought it was more of a paperwork issue than it is a safety and standard issue. Chief Wormser thinks it is both. There were some challenges in the department and the standards have changed. In answer to Councilmember Helgeson's questions about its benefits, Chief Wormser said it validates what they do every day and helps them to improve every year.

Councilmember Nelson wanted to know why an EMS call takes longer than a fire call. Chief Wormser said all the call types are coupled together. They can tell the difference in their high hazard EMS calls versus their low hazard EMS calls. Councilmember Nelson noted that the topography and streams in the City also present challenges in response times and Chief Wormser said that is correct.

Councilmember Perrow asked him when he returns next year to take more of a policy focus. He would like to see the data in the forms of trends. Councilmember Perrow made a motion to approve the resolution, which was seconded by Councilmember Nelson and passed by the following vote:

AYES:	Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy	7
NOES:		0

The councilmembers were in consensus that the short term rental ordinance item should be deferred to the October 8th meeting so that they can give the Thriving City item due diligence.

// In the matter of Thriving City update, Agenda Item #2, Mr. John Hughes was available to give them a presentation. He reminded them that they collapsed several City plans into the Thriving City plan in January 2018. They are there to give Council an update on Lynchburg's poverty reduction efforts, as well as the Economic Development Blueprint for Opportunity, the Downtown 2040 Master Plan and Reimagining Neighborhood Centers.

Mr. Hughes explained that there are known barriers to our citizens who are striving to get out of poverty. Task forces from Bridges to Progress have been formed to address them and they are Faith, Early Childhood Care and Education, Workforce, Legal, Education, Housing, Food Disparity, Transportation, Community and Health/Mental Health.

`The Faith Task Force has been galvanizing the faith community to address poverty by developing Bridges training for faith communities, creating mentoring programs and drafting resource guides, hosting a poverty simulation, participating in Juneteenth and hosting community dinners at neighborhood centers. They held educational forums for the faith community on various subjects: poverty statistics, community policing, workforce development, and Legal Aid presentation, to name a few. The Early Childhood Care and Education Task Force drafted a strategic plan and is moving forward on a discussion on quality child care. It evaluated enrollment of Head Start and Virginia Initiative programs in the area, collaborated with neighborhood centers on distribution of preschool information and developed an interactive data map of childcare providers and preschool programs.

The Workforce Task Force: Virginia Career Works (VCW) is serving as the primary backbone of workforce-related interventions by working closely with community partners focused on employment. There were 6,738 VCW visits in 2018-20189 (3,432 in the City). They are developing a career essentials program in collaboration with multiple agencies.

The Legal Task Force is primarily assisting persons reentering the community from incarceration with the Welcome Backpack project, First Steps Reentry Guide, community programs such as "The Law and Our Community" and creating a partnership with local adult detention centers.

The Education Task Force's initial goal was to provide coordinated tutor assistance and training to tutors in organizations throughout the City. It is channeled through the University of Lynchburg's Center for Education and Leadership. It created modules on asset assessment, relationship and positive behavior intervention. It was a successful pilot program with 3.5 hours of training for 15 City neighborhood center staff. They plan to offer full-day training with five modules.

The Housing Task Force: Joint efforts with the Housing Collaborative and City related to affordable housing and home ownership. It participated in the Collaborative on Homelessness at the University of Lynchburg. LYNCAG's First Time Homebuyer program had 15 individuals complete the program. Six of these are prequalified or have purchased a home. Three are in the City.

Councilmember Helgeson asked if the housing program is funded by CDBG money because those people are supposed to live in certain census tracts. Councilmember Helgeson noted that three of the recipients were from Campbell County. Mr. Hughes said he would look into that for Councilmember Helgeson.

The Transportation Task Force has focused on a greater transportation survey, goal implementation and assessment continues along with the development of the Move Up application. It expanded the Transportation Task Force and identified six goals for progress and ongoing transportation needs. It is researching data associated with closing transportation gaps in Lynchburg.

The Community Task Force sponsored "The Listening" and facilitated Community Dialogue sessions on poverty. It is rebuilding a team of partners with representatives from Open Table, the City, Virginia Career Works, Interfaith Outreach and the Central Virginia Health District. Its goal is to provide a pathway for participants to excel through the continuum of services available with these partners.

The Food Task Force most recently supported the OASIS group in reducing food deserts in Lynchburg. It conducted education on food desert implementation and is currently reassessing the available alternatives to brick and mortar grocery stores. It continued collective work through local agencies, Blue Ridge Area Food Bank, Lynchburg Feeds and others. Councilmember Helgeson asked if the poverty initiative money went for funding the study. Mr. Hughes said they had a couple of studies done and had a study done with the poverty initiative money as well. Councilmember Perrow wondered if they could reduce the effect of food deserts and combine efforts with Transportation and deliver food to food deserts. Mr. Hughes noted that suggestion. Councilmember Helgeson would like to know how much was spent on the studies.

The Health/Mental Health Task Force is managing goals of improved access to care, community awareness, Medicaid expansion-related services, holistic treatment and implementation of Crisis Intervention Training. It focused on partnering with other Bridges to Progress Task Forces and is planning health/mental health-related outreach on trauma, substance abuse and family issues.

The Temporary Assistance for Needy Families (TANF) Grant is primarily being used for the Getting Ahead in A Just Getting By World classes and the TechHire Initiative. New Cohort started in September 2019. There were 13 participants that attended two eight-week sessions at Parkview Mission. There is case management with follow-up of previous graduates. There are monthly support groups for graduates and referral to TechHire for educational programs and other progressive services focused on resiliency.

Councilmember Helgeson noted that the TANF grants have been several hundred thousand dollars each. Were there hundreds of people employed from these grants or is it the number noted here, which appears to be seven. Mr. Hughes said they can look at that in a couple of ways in terms of success. The employers are looking for soft skills and we are focusing on intergenerational poverty. We need data but we also have to consider that it is not going to be a short term fix. We are looking at data long-term but there are metrics that we have to report to the state. The goals of the TANF grant besides the actual words in the name of the grant are also to end the dependence of needy parents by promoting job preparation, work and marriage, prevent and reduce out of wedlock pregnancy and to encourage the formation and maintenance of two parent families. He does not think he ever pointed out those goals to Council but that is what they are trying to work on and Councilmember Perrow noted those tenets are very, very important.

The City is actively on TANF/collaborative programming that supports soft skill development with a pathway to employment. Some examples are Home Essentials at Parkview Community Mission, career coaching/mentoring, targeted outreach into the urban core, contracting with Employment Service Organization (ESOs) and internships.

The next steps are to continue community outreach and support of Bridges to Progress Task Force work; direct all program initiative graduates toward specific empowerment pathways and keep post-secondary education, family dynamics and career objectives relevant. They need to consider the impact of all programming to affect the bottom line goals to raise median household income and lower the poverty rate.

Councilmember Nelson asked Mr. Hughes how he would characterize the local employers that would be hiring the graduates and those that complete the program. Mr. Hughes said a good example would be the recent KDC job fair. Mr. Hughes' experience is that the businesses have been on board. He just spoke with Bank of the James today. The world is navigated well by Marjette Upshur and her team but things change. Mr. Hughes noted that looking at the five-year estimates for poverty rates, the poverty rate has gone down and the median household income has grown. The unemployment rate has gone down and our graduation rate has gone up as well. He thinks they are making a Bridge to Progress.

Councilmember Helgeson would like to know what the percentages are for people receiving food stamps for the same time periods Mr. Hughes just mentioned for the other percentages.

Mayor Tweedy noted that she thinks the housing program is all VHDA funds in answer to Councilmember Helgeson's earlier question.

Ms. Charlotte Lester from Parks and Recreation was present to give them an overview for the Reimagining Neighborhood Centers. Mayor Tweedy noted that she will need to leave to go to another meeting and Vice Mayor Dolan will be taking over the meeting for a short time. Ms. Lester said the 2020 goals are to renew six neighborhood center facilities, invest in staff and partnerships and feature programs and services which support family, work and education. The College Hill Center and Daniels Hill Center were completed in Fall of 2018. The Diamond Hill Center will be completed in September 2019. The Jefferson Park Center is slated for completion by December 2019. The Fairview Heights Center and Yoder Center will be completed by Spring and Summer of 2020.

The investment in staff and partnerships is done by bolstering staff development around safety, enhancing staff training around key services and deepening partnerships to meet community needs.

The goal for featured programs and services to support the family is done by increasing access to effective parenting education, exploring Stronger Families, Brighter Futures Program and providing relevant workshops and classes. They connect with youth and young adults with Beacon of Hope, the Youth Futures Coordinator and Virginia Career Works Services.

Councilmember Wright asked if 3 Ridge Organics is on line to begin providing produce to the centers by October 2019. Ms. Lester said they have met with them and are making sure they are getting the produce that the people would like to receive. There will be an educational piece to it as well.

The support for education is done through expanding the preschool playgroup programs, supporting social emotional learning and creating a culture of reading.

Councilmember Nelson said he is very, very pleased to see what is going on in the community centers, especially since they are located in very strategic areas of the City. He wanted to know if the parents are actively involved in the reading program. Ms. Lester said they are establishing their center libraries and are developing that program. They recognize the value of reading to children as early and as often as possible. They are trying to include the schools, the centers and after school programs and also the parents. They are trying to go in the direction of connecting all those components as often as possible. Councilmember Nelson noted the schools and libraries will be happy to participate but the involvement of the parent will be the key to the child's success.

Councilmember Nelson wanted to know the enrollment capacity of the effective parenting education class and if it is reached. Ms. Lester said they do not have a class active at this point in time. She said they have found success with the preschool playgroup. The peer support the parents receive there helps to guide the parent and the playgroup helps to socialize the children and prepare them for school. The playgroup is available at two centers and they hope to expand it to all centers as resources allow.

Councilmember Helgeson left the meeting at this point.

Councilmember Perrow asked how they are doing in terms of the consistency of the hours of operations of the centers. Ms. Lester said they have enough staff to run the programs adequately. Councilmember Perrow said he would be interested in seeing the number of children taking part in programs and the trends and how effective each of the centers is in terms of reaching children. He hated to lose the Boys and Girls Club because they had volunteers to provide additional contact and education time with reading. However she would like to present that date, he would be interested in seeing how effective they are being in terms of reaching children educationally because that is critical. Ms. Lester noted the numbers have been impacted by the centers being closed but she can certainly provide them with data from approximately a five-year period of time.

Councilmember Wilder thought the centers had been afforded the opportunity to apply for funds from the poverty initiative funds and he wondered how that was coming along. Mr. Hughes noted there was a memorandum attached to the Mayor/Vice Mayor notes that went out this week and it outlines what an applicant needs to do in order to apply for the funds. City departments may apply for funds.

Ms. Marjette Upshur came forward to present on Economic Development and Tourism and the museum system. She went over the goals of the Blueprint for Opportunity and its vision statement.

She went over some of the accomplishments pertaining to the goals of this plan. They have conducted 20 in person/on site business visits with City employers in our industry clusters; conducted a headquarter visit to Pacific Life; hosted Senator Warner for Opportunity Zone roundtable; put out an Enterprise Zone Annual Report; conducted an Edison Welding Institute and BWXT working groups; audited and made revisions to Local Enterprise Zone Redevelopment Program; planning for Create Virginia 2020 and began the Fall 2020 CO.STARTERS Cohort in September.

Pertaining to goal 2 of the plan they conducted an Anchor Kickoff Event, participated in the State Games of American 2019; conducted an Anchor Working Group; finalized the Entrepreneurship program with Empowerment Academy, Riverviews and Vector Space for Fall 2019; staff was appointed to Mechatronics Advisory Board for CVCC.

Pertaining to goal 3 of the plan, there was a rapid response to the close of LSC Communications; hired a new TechHire Navigator; supporting Vector Space in a Women in Machining program; supported statewide Level Up Summit for young professionals and participated in the KDC/One Community Employer Event in September 2019.

Pertaining to goal 4 of the plan, they completed a Sports Strategic Plan, renovated the Visitor Center and reopened it in June 2019; implemented new City gateway signs; presented at Virginia Brownfields Conference in July 2019; sent out an air service survey in partnership with LRBA in September 2019 and are partnering on Downtown 2040 implementation.

Pertaining to goal 5 of the plan, they hired a Lynchburg Experience Manager and Visitor Center staff; had Lynchburg Business coverage of the sports strategic plan; presented at City Nation Place Americas Conference; updated advertising at Lynchburg Regional Airport; implementing annual tourism and economic development advertising strategy and Lynchburg is listed as Virginia's city "set to boom" on MSN.

Councilmember Wright said this is all very impressive and he is very excited to see all the progress and accomplishments. Councilmember Wilder noted he appreciates seeing what the staff is doing to meet the needs of local businesses and doing it with such enthusiasm.

Mr. Kent White went over some of the highlights since the last update for the Downtown 2040 Master Plan include Donna Park, Midtown parking deck maintenance, storefront occupancy count, the Visitor Center reopening and the beginning of the Main Street renewal project. There has been new wayfinding signage, business meetups and classes, Virginia Main Street Conference, many successful events have been held and the Lynchburg Community Market is continuing to thrive. Looking ahead there will be a loading zone pilot, construction signage and art, fall events, Riverfront Park playground and "First Sundays" at the Market. In answer to Councilmember Perrow's questions, Mr. White said the market will be open from 1:00 to 3:00 on the first Sunday of each month and the Kiwanas Club is sponsoring the playground at the park.

// In the matter of Roll Call, Councilmember Wright had no items. Councilmember Wilder thanked KDC and Economic Development for holding the job fair at the Jubilee Center. He also thanked the Blue Ridge Food Bank for holding a senior food drive at the Clearbrook Apartments. The dedication of the Emergency Services Building in memory of Barry Martin was a highlight that day as well. Councilmember Perrow asked Mr. White to look into a mountain of trash bags at the Cheese Park Trailer Park. Councilmember Nelson noted the 10 Miler this weekend and thanked staff and all the sponsors for the event. Vice Mayor Dolan noted there will be streets closed for that event. The Amazing Mile Children's Run is September 27th from 1:00 to 5:00. There will be streets closed for that event as well. The Economic Development Annual Report will be Thursday, September 26th from 5:00 to 6:30 p.m. at the Academy Center of the Arts, Ann White Gallery.

// The meeting was recessed at 6:56 p.m.

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

// The following members were present:

Present:	Mary Jane Dolan, Jeff Helgeson, J. Randy Nelson, E. J. Turner Perrow, Sterling Wilder, Beau Wright,	6
Absent:	Treney Tweedy (arrives later in the meeting, so noted later in minutes)	1

// Councilmember Perrow gave the Invocation, followed by the Pledge of Allegiance.

// Mayor Dwayne Tuggle, Mayor of Amherst and Chairman of the Central Virginia Planning District (formerly Region 2000) was present to invite them to the annual meeting on October 17. They each should have received a survey asking them what they would like to see them do as a region. They would like to come up with a plan for the next three to five years and maybe beyond that when says Central Virginia something pope into their mind. There will be refreshments at 5:00 and the meeting will start at 5:30. Everyone will be home by 7:30. He hopes by the end of the meeting they will have a "to do" list and a set of goals. He handed each Councilmember a personal invitation to the public meeting that will be held at the Business Alliance. Mayor Tweedy is in the town of Bedford tonight to extend their invitations.

// Copies of the minutes of the September 10, 2019 meeting, having been previously furnished Council, reading was dispensed with, and on motion of Councilmember Helgeson, seconded by Councilmember Wilder, by the following recorded vote approved the minutes as presented.

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

// In the matter of Budget, Resolution #R-19-068, laid over from the September 10, 2019 meeting, was again presented and read, on motion of Councilmember Helgeson and seconded by Councilmember Wilder, the FY 2019 General Fund budget was amended and $1,415,217 was appropriated with resources from the Assigned Fund Balance Health Insurance Reserve.

// In the matter of Budget, Resolution #R19-066, laid over from the September 10, 2019 meeting, was again presented and read, on motion of Councilmember Helgeson and seconded by Councilmember Wilder, the Fiscal Year (FY) 2019 CSA Fund budget was amended and $75,000 was appropriated in additional funding for increases in the CSA program, specifically increases in special education placements in private day schools and residential special education facilities with resources from the CSA fund balance and the Virginia Department of Education.

// In the matter of Budget, Agenda Item #8, a public hearing was conducted for the purpose of amending the Fiscal Year 2020 Budget to reflect the carry forward of appropriations for ongoing activities not expended in FY 2019, and appropriating supplemental funds and rescinding appropriations for both the Capital and Operating Budgets for the twelve month period beginning July 1, 2019 and ending June 30, 2020. Ms. Donna Witt explained that each year staff requests needed adjustments to the adopted budget based on items to be carried forward and the cleanup of current budget items. She went over the adjustments with Council. Vice Mayor Dolan asked for anyone who wished to speak in favor or in opposition. No one came forward. She closed the public hearing portion of the request.

Councilmember Helgeson noted the transfer of $260,000 for medical insurance. They just had the second reading of the $1.4 million from the health insurance reserve. Does this $260,000 make us whole or are we still behind? Ms. Witt said the $1.4 million was for FY2019. This $260,000 will help us with FY 2020. She is a little concerned and thinks they will be looking at possible rate increases in January. Staff is working on those figures now.

Councilmember Perrow made a motion to approve the resolution, which was seconded by Councilmember Wilder. It passed by the following vote:

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

// In the matter of Budget, Agenda Item #9, a public hearing to receive comments regarding the Program Year 2018 (FY 2019) 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.

Ms. Melva Walker summarized the report for Council including a Powerpoint presentation with some of the highlights of how the CDBG and HOME funds were expended this past year. She also mentioned that Councilmembers Nelson and Wright are members of the Community Development Advisory Committee. Ms. Walker explained that the CAPER is an annual performance report that is submitted to the U.S. Department of Housing and Urban Development (HUD). This report provides the accomplishments that have been made by the various subrecipients and City departments for the Community Development Block Grant (CDBG) and HOME Program funds that have been expended in Program Year (PY) 2018/Fiscal Year 2019. As a component of the City's Citizen Participation Plan (CPP) City staff is required to provide an overview of these accomplishments to City Council and the public on an annual basis. All accomplishments are provided in the CAPER document. The following are highlights of the City's accomplishments for Fiscal Year (FY) 2019. Ms. Walker went over some of the major components and showed how the City had met all its goals in terms of required percentages.

Ms. Walker explained that a total of $102,473 in HOME funds as expended by Greater Lynchburg Habitat for Humanity (GLHFH) and Lynchburg Community Action Group (LYNCAG) for Homeownership Homebuyer projects this program year by providing down payment assistance and gap financing to six (6) households. This included match credit from GLHFH of $260,424 for the construction of the HOME assisted housing units. This match was accrued through volunteer labor and construction material costs. LYNCAG expended $116,802 of HOME Program funds and completed the rehabilitation of four (4) homeowner units. As a direct result of these improvements, the neighborhoods retain and attract residents thereby positively affecting the stability of the neighborhood and increasing the property values.

Rush Homes completed the construction of Old Forest Village Apartments. There are 28 new housing units for persons with disabilities. There was $150,000 of HOME funds invested to assist with gap financing for this project. The total project costs were $6,068,374.

Lynchburg Redevelopment and Housing Authority (LRHA) expended CDBG Program funds in the amount of $41,842 for the rehabilitation of one (1) public housing unit with ADA accessible amenities. This housing unit is located at Langview Apartments and provided affordable, accessible rental housing for one (1) person. LRHA through its Rental Rehabilitation Program expended $7,412 of CDBG funds for the rehabilitation of two (2) housing units. These rehabilitations were completed by private landlords and the housing units are occupied by low-income persons.

$148,025 in CDBG funds for the design fees and rehabilitation contract was expended for the College Hill Neighborhood Center. $176,945 in CDBG funds for the design fees and rehabilitation contract was expended for the Daniel's Hill Neighborhood Center and each rehabilitation included upgrades to the kitchen, computer/work room, bathroom, flooring, ceiling, walls and site amenities.

Coordinated Homeless Intake and Access (CHIA) Homeless Response System diverts households from homelessness through the use of a uniform assessment tool. This tool helps determine the client's need and eligibility for the various housing and service programs. LRHA provides office space and oversees the CHIA Coordinator. Through CHIA in this program year, there were 517 persons assisted, which included 222 families and

197 children. The clients served were potentially homeless and/or homeless persons seeking affordable housing. LRHA expended $60,165 of CDBG funds for program support.

CDBG funds were expended by LRHA for the operation of the Affordable Housing Resource Center (AHRC). The AHRC is staffed with a housing navigator to provide a centralized access point to all affordable housing resources and programs available in the City of Lynchburg. This project is a collaboration of the Lynchburg Housing Collaborative, the Central Virginia Continuum of Care (CVCoC), the City of Lynchburg and LRHA. During this program year, the staff has assisted approximately 415 persons through visits to the AHRC, telephone calls and email. There was $41,343 expended on salaries, benefits and operations for the staff at LRHA.

LYNCAG continued its housing counseling program and provided assistance to 206 clients. This program provides housing and fair housing counseling to clients seeking to finance, maintain, rent or own a home. There were $1,182 of CDBG funds expended during this program year for the distribution of a fair housing flyer to 24,000 households and businesses through the City's April 2019 water bill inserts.

LYNCAG purchased EmpowOR software. The software tracks clients served by LYNCAG and agencies in the Bridges to Progress Initiative. The data tracked is demographics, services and housing assistance. There were 1,626 persons served and $18,064 of CDBG funds expended for the activity.

Ms. Walker remarked that the public comment period began on September 6, 2019 and ends with tonight's public hearing. City staff has not received any public comments.

Vice Mayor Dolan called for anyone who wished to speak either in favor or opposition of the CAPER. No one came forward and the public hearing portion of the petition was closed.

Councilmember Helgeson inquired about the percentages on the slide dealing with percentages. It looks like it is the same denominator but there is only a difference of about $6,000 between the two amounts expended but the percentage spent is almost double. Ms. Walker said there is a worksheet from HUD where she puts in a variety of numbers and that worksheet balances. Councilmember Helgeson said it appeared to him from the bullet points to be the same denominator and Ms. Walker said she would need to research those percentages and get back to him.

Councilmember Nelson said he did not know the answer but it sounds like the two numbers are amounts spent on two different items, one is Planning and Administration and one is Public Service. Ms. Walker said that is correct. Councilmember Nelson said two amounts very close in number could constitute substantially different percentages. Ms. Donna Witt said the denominator is not the same. Councilmember Helgeson said he could understand that, however, the wording of the two bullets is exactly the same. Dr. Wodicka said staff will clarify those percentages and denominators for Council and respond back to them. Vice Mayor asked if they will need to wait on that information before voting and there was no consensus to wait. (Mayor Tweedy had arrived at the meeting at 7:33 p.m.)

Councilmember Wright made a motion to approve the resolution, which was seconded by Councilmember Nelson. Councilmember Nelson said he was satisfied that the reasoning for the difference between the two simply explains the percentage of one category of funding and what is a very similar amount of explains the percentage of another category of funding. Ms. Walker said it is correct that each amount is not going to the same funding. Councilmember Helgeson asked Ms. Walker if she feels the numbers are accurate and she said she knows they are because the worksheet balances. Councilmember Wilder thanked Ms. Walker and her staff and all the partners for the work they are doing in the community. These programs are so crucial for the citizens of Lynchburg, especially as we are addressing poverty and other issues.

The motion passed by the following vote:

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

// In the matter of Community Development – Zoning Amendments, Agenda Item #10, continuation of the discussion regarding the petition of Lynchburg Renting, LLC to rezone approximately eight (8) acres at 710 and 714 Leesville Road from R-1, Low Density Residential District and R-3, Medium Density Residential District to R-3C, Medium Density Residential District (Conditional) and for a conditional use permit to allow the construction of an eighty-seven (87)-unit townhome community. Mr. Tom Martin summarized the request for Council. The main thing that has changed since Council heard this petition on July 9 and deferred its vote, mainly due to concerns with stormwater management, the petitioner has proffered to do a 30% runoff improvement factor instead of the required 20% runoff improvement factor. Council had also directed staff to assess stormwater runoff impacts on the residents of the Lakeland subdivision from the drainage areas that include the Wyndsor Place and Wexford townhouse development projects. The assessment was completed by Water Resources and Community Development staff. There are five detention ponds in this approximately 92 acre area. Four ponds are being maintained. One was constructed prior to our stormwater management ordinance and is not being maintained; however, staff is working with the owner to bring that pond into compliance with the code that was in place at the time of its construction. The drainage area converges into a drainage pipe that flows under Lakeland Drive prior to entering the lake. This pipe was replaced in 2014 and was designed to contain a 10-year storm. A site inspection conducted in August 2019 verified that this pipe remains in good condition, shows no signs of overtopping and the City has received no complaints regarding this pipe since its replacement. The assessment indicates that there are other factors that contribute to localized flooding that are not unique to the Lakeland subdivision such as seeps and water tables that contribute to some of leaking basements. The assessment concluded that the proposed development would not have an appreciable impact on the downstream development.

Councilmember Nelson will be abstaining from the discussion and vote because he has represented a number of residents in Lakeland. He is aware of the problems they have had with an earthen dam and the sedimentation of the lake from upstream development that has been ongoing since the 1980s. He has also been counsel for the petitioner. This came before Council with a slightly different site plan some years ago and it was denied. Councilmember Nelson had abstained from that discussion and vote as well. The petitioner approached Councilmember Nelson as a councilmember and asked him what Councilmember Nelson thought would make an improvement in this request. He gave the petitioner a list of four items: 1) Resolve the objections of a resident whose home was next to the proposed entrance to the subdivision on Leesville Road; 2) Increase the vegetative buffers; 3) Comply with the City's connectivity policies and connect to Middle Street for safety reasons; 4) Substantially increase the degree in which stormwater runoff was reduced below the levels of its natural state. He does not feel he can be objective so he will be abstaining from the discussion and vote tonight.

Councilmember Wright said he has been to the Lakeland subdivision a few times. One was in August during a storm. There is no question that there are serious water issues in the neighborhood. The neighbors have rightly raised stormwater runoff as a concern in terms of how it runs across their properties and regarding the lake and dam. He asked staff for an explanation of the 30% runoff factor improvement proffer. Mr. Kent White answered that the state's stormwater regulations changed the method of calculating runoff to something called the energy balance. The 30% improvement factor is based on the amount of area that is disturbed. Based on the size of the development, the developer would be required to hold back the amount of water that ran off the development pre-development plus an additional 10 to 20 percent. The petitioner is proffering to add an additional 10 percent. This is for the one-year design storm.

Councilmember Wright clarified that the developer is obligated through water management techniques to hold back 30 percent of the water that would otherwise be flowing off the property. Mr. White said it is based on a particular design storm. They have to calculate it at the one, two and ten year storms. Councilmember Wright asked how the water would move from this development to the lake. Mr. White said there is a map in their packets that shows general flow paths. The flow path on the far right of that map would be the place where this development's water would go. Councilmember Wright asked if it was a dedicated pipe. Mr. White said it is an open channel. There is a dedicated pipe where it crosses the street right across from the lake.

Councilmember Wright indicated that one of the neighbors thought the developer had to get an easement from neighbors. Mr. White said that with the changes to the stormwater regulations, if you meet those conditions for the energy balance, then you are not required to get easements from downstream property owners. Councilmember Wright asked for clarification that an open channel is fine, if presumably 30 percent more water is being held back from the site. Mr. White said that is correct. Councilmember Wright asked if the City is attesting that this development will have no adverse effect on neighbors and the lake. Mr. White said that is correct for those specific designed storms. Based on the requirements that any other development would have to meet, this one is doing more and that impact would be negligible.

Councilmember Wright asked if they were able to determine if the runoff from Wexford or the other townhome development mentioned had negatively impacted the neighborhood. Mr. White said they found five ponds. Four were being maintained and one was not being maintained. City code requires that if you have a stormwater basin that it has to be maintained to the standards that were in effect at that time. City staff is working with that property owner to maintain that existing pond.

Councilmember Wright asked how the neighbors can be assured that the situation will be remedied in a way that does not involve a civil action if a developer does not meet his or her legal obligations in terms of stormwater management. Mr. White said first staff has to approve the developer's site plan, which sets the thresholds for the volume of water that could be released. Staff would monitor construction and at the end of the project, a licensed professional engineer would have to certify through what is known as an "as built" that the pond is built according to the design. Councilmember Wright asked if that is an independent engineer and who hires the engineer.
Mr. White said it can be any licensed engineer and he or she is hired by the developer. Staff then has to confirm the "as built" calculations and design. The developer has to sign a stormwater maintenance agreement and the project is

under perpetual maintenance. If it is not functioning properly, it has to be cleaned out to work at the levels that were part of the original design. Mr. White said the ordinance and agreement gives the City the right to enter the property and do any maintenance that the property owner fails to do and then bill the owner for the cost of the maintenance. The neighbors could enter into a civil dispute if they incur any damages.

Councilmember Wright asked if the developer has to post a bond. Mr. White said the bond is in place during construction. When there is 80 percent stabilization of the site, the City can consider releasing the bond. Mr. White mentioned that the laws have evolved over time (three times since the first phase of townhomes for this developer). One of the things that has changed is that we have dedicated staff in place who follow up and ensure the maintenance. Councilmember Wright asked if that stays in place for the perpetuity of the property and Mr. White said that is correct.

Councilmember Wright asked if a downstream party is allegedly harmed by activity upstream if that would be a civil matter. Mr. White deferred to the City Attorney. Mr. Erwin said that given the laws it would be very difficult for the owner of the lake to be able to take any action against upstream developers. A person cannot prove exactly which upstream developer contributed how much. If there is a problem with silt buildup, it is going to fall on the property owner to remove the silt. The law has not evolved to the point where you can hold developers upstream liable. Councilmember Wright had wanted to establish whether the City is in fact culpable for silt buildup in the lake. One of the neighbors had said they felt the City had not protected them. It sounds like the answer to that is no and Mr. Erwin said the answer is no.

Councilmember Wright asked how much we should have as a community that the dam is considered high hazard. Are people below the dam at risk and how serious if this risk? Mr. Tim Mitchell, the Director of Water Resources, came forward to answer that question. He is not sure if this dam is in compliance with the dam safety regulations. The owners of the lake and the dam would be responsible for ensuring compliance, which is regulated by the State Department of Conservation and Recreation. They are required to have an emergency action plan and inundation zone downstream is supposed to be mapped. If it is in compliance, then the hazards should be alleviated. The City should have a copy of the emergency action plan but as far as the regulations related to the dam, those are state regulations.

Councilmember Helgeson said he did not vote against this just because of stormwater runoff. We have looked at this over the years. The first time we denied it when there were 76 townhomes. The petitioner came back with 68 townhomes and that was denied. Now it is 87 townhomes. A priority of Council is to protect neighborhoods and the Lakeland neighbors are asking them to protect its R-1 neighborhood. He appreciates the questions and details and answers but this is an R-1 neighborhood. Council has heard from the neighbors over the years that they would like their R-1 neighborhood protected and he has not heard a compelling reason to change the zoning. The dam issues are serious and the density issues are real.

Councilmember Perrow made a motion to approve the ordinance. The motion was seconded by Councilmember Wilder. Councilmember Perrow thought they were pretty well settled on the matter of whether this is an appropriate development or not and seemingly it was. The discussion focused mainly around stormwater. Councilmember Wright reiterated many of the points Councilmember Perrow brought up at the last meeting. He thinks adjusting the factor to 30% is significant. It is 50% above what is statutorily required. Less water is supposed to be leaving the property post development, which should improve the condition of the lake.

He wanted to address Councilmember Wright's question about the certification from the engineer. No engineer would risk their livelihood and misrepresent the case for one developer because they will lose their license. As professional engineers, they stand on their seals. Part of the business of engineering is integrity.

Councilmember Wilder supports the motion because the developer has made certain concessions and raised the runoff factor to 30%. It cannot be shown that runoff from this property will add to the issues of the Lakeland subdivision.

Councilmember Wright said he was not questioning the integrity of the engineering profession but wanted to have the conversation of the impartiality of who was offering that assessment. Councilmember Perrow did not think that he was but had wanted to bring up the point that an engineer could lose his or her certification.

Councilmember Helgeson reiterated that they said this afternoon at their retreat that it was a priority of Council to protect neighborhoods and they should protect these neighbors living in an R-1 neighborhood from the high density development of 87 new townhomes.

Vice Mayor Dolan was not initially in favor of this development because of the stormwater runoff issues; however, with the increased runoff factor and City staff's assessment, she thinks she would support it now.

Mayor Tweedy will support this as staff has looked at the lake issues and the runoff from the other developments. She is satisfied with staff's assessment and the City Attorney's assessment of their legal obligations.

Ayes:	Dolan, Perrow, Tweedy, Wilder, Wright	5
Noes:	Helgeson	1
Abstentions:	Nelson	1

Councilmember Perrow made a motion to approve the conditional use permit. The motion was seconded by Councilmember Wilder and passed by the following vote:

Ayes:	Dolan, Perrow, Tweedy, Wilder, Wright	5
Noes:	Helgeson	1
Abstentions:	Nelson	1

// In the matter of Budget, Council reviewed transportation projects and considered them for additions to the City's Capital Improvement Program (CIP) Program and considered approving a resolution authorizing the submission of an application to VDOT to include these projects in the FY 2021 and FY 2022 Revenue Sharing (RS) program. Mr. Lee Newland said this is a request for five projects. This has been to PDC twice and Councilmember Perrow reported that the dollars in projects seemed in alignment. We have the right to make adjustments in the future but we need to get the application in, so PDC agreed that this needs to be put forward to the state. Councilmember Perrow made that motion on behalf of PDC.

Councilmember Helgeson noted this is the fourth phase of 5th Street funding and he asked what this phase will do and how much of the $2 million is coming from local taxpayers. Mr. Newland said this is for Taylor Street to Fillmore Street and is mainly ADA improvements and a maintenance reconstruction project with sidewalk work. The total cost is $6 million and this application will ask for $2 million. All requests are a 50/50 split, so the taxpayers pay $3 million and the state pays $3 million. With it being a continuing project that has already been funded once, it will be a top tier project, so the likelihood of it being funded is very great. Councilmember Helgeson asked if the scope went up or the cost. Mr. Newland explained that the $4 million requested previously was the maximum we could request. Councilmember Helgeson asked if the $2 million requested could be requested for other projects. Mr. Newland said the projects they request money for are the projects we are telling the state we are trying to get done. Mr. Newland said the five projects on the application total $7.1 million. $10 million is the maximum they are allowed to request in a two-year cycle. Councilmember Wilder is glad to see they are getting to the sidewalk portion because he gets many calls from people that the sidewalks are so uneven. Councilmember Perrow noted there are retaining walls at a 45 degree angle so there is a significant amount of grading and retaining wall work that needs to be done. The work, specifically the infrastructure work, needs to be done. It will be great if we can get VDOT to pay for half of it.

The motion passed by the following vote:

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

// In the matter of Budget, Council considered adopting a resolution to amend the FY 2019 Detention Home Fund budget to appropriate $17,995 for a welding simulator, and $5,000 for additional supplies for CPP (Community Placement Program) juveniles with resources from the Virginia Department of Juvenile Justice Community Placement Program. Ms. Tamara Rosser explained the students will receive a certification from Central Virginia Community College (CVCC) upon completion of the program. The program is designed to enhance skills and employability.

The chair of the Finance Committee, Councilmember Helgeson, made a motion on behalf of the Finance Committee to approve the resolution. Councilmember Wilder said he is hearing that businesses need welders and he is glad to see them capitalizing on that need. Ms. Rosser said they receive a modified certificate from CVCC but she is not sure how long the certificate takes to complete. Councilmember Wilder requested more information from her to see if it is something they could do at the Jubilee Center. Ms. Rosser said they are certified for eight participants in the CPP program. She can find out the total number of participants in response to a question from Vice Mayor Dolan. Ms. Rosser mentioned that the detention center would also like a barber program because that is another marketable skill. In response to a question from Mayor Tweedy, Ms. Rosser said there is a case manager for the program to help them be successful after completing the certification. Councilmember Nelson said he is pleased with this request as it meshes with and conforms to our Bridges to Progress policies and initiatives.

The motion passed by the following vote:

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

// In the matter of Budget, Council considered adopting a resolution authorizing the submittal of an application for the 2019 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of $34,930 to purchase law enforcement equipment for the Lynchburg Police Department, Lynchburg Sheriff's Office and the Office of the Commonwealth's Attorney. Chief Ryan Zuidema summarized the items this grant money would cover and explained it is an annual grant for which they apply. Councilmember Helgeson, on behalf of the Finance Committee, remarked that they hope they receive this grant and made a motion to authorize the submittal of the application.

The motion passed by the following vote:

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

// In the matter of Budget, Council considered adopting a resolution to amend the FY 2020 City/Federal/State Aid Fund budget and appropriating $55,335 with resources of $36,890 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $15,767 and $2,678 transferred from the FY 2020 General Fund Police Department budget to provide selective enforcement activities and attend related training. Chief Zuidema explained this is also an annual grant for which they apply and the money that is required for a match is already accounted for in our current budget. Councilmember Helgeson, on behalf of the Finance Committee, made a motion to authorize the appropriation of the funds.

The motion passed by the following vote:

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

// In the matter of Budget, Council considered adopting a resolution to amend the FY 2020 City/Federal/State Aid Fund budget and appropriating $22,575 with resources of $15,050 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $6,374 and $1,151 transferred from the FY 2020 General Fund Police Department budget to provide funds for speed enforcement activities. Chief Zuidema explained this is also an annual grant for which they apply and the money that is required for a match is already accounted for in our current budget. Councilmember Helgeson, on behalf of the Finance Committee, made a motion to authorize the appropriation of the funds.

The motion passed by the following vote:

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

// In the matter of Budget, Council considered authorizing staff to expend $2,600 of the available FY 2020 General Fund Non-Departmental Poverty Initiative Budget to support the training and community awareness facets of the City's ongoing poverty reduction effort. Funding is requested for Bridges Out of Poverty facilitator training for two persons scheduled to begin October 9, 2019 (online). Mr. John Hughes explained this will pay for two people to attend online training to become Bridges Out of Poverty facilitators. The City typically pays for the facilitators to come and do the training at a cost of approximately $3,000. This is lifetime training. Councilmember Wilder made a motion to approve the resolution. The motion was seconded by Councilmember Wright. In response to a question from Councilmember Helgeson, Mr. Hughes said the training is six days of online training.

The motion passed by the following vote:

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

Noes: 0

// The meeting was adjourned at 8:53 p.m.

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Clerk of Council