



# City of Hampton

22 Lincoln Street  
Hampton, VA 23669  
www.hampton.gov

## Council Approved Minutes - Final City Council Work Session

*Mayor Donnie R. Tuck*  
*Vice Mayor Jimmy Gray*  
*Councilmember Chris L. Bowman*  
*Councilmember Eleanor Weston Brown*  
*Councilmember Steven L. Brown*  
*Councilmember Billy Hobbs*  
*Councilmember Chris Snead*

*STAFF: Mary Bunting, City Manager*  
*Cheran Cordell Ivery, City Attorney*  
*Katherine K. Glass, Clerk of Council*

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**Wednesday, September 9, 2020**

**1:00 PM**

**Council Chambers**

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### CALL TO ORDER

Vice Mayor Gray called the meeting to order at 1 p.m. All of the members of City Council were present except for Mayor Tuck who was attending a funeral.

**Present** 6 - Councilmember Chris L. Bowman, Councilmember Eleanor Weston Brown, Councilmember Steven L. Brown, Vice Mayor Jimmy Gray, Councilmember Billy Hobbs, and Councilmember Chris Snead

**Excused** 1 - Mayor Donnie R. Tuck

### JIMMY GRAY PRESIDED

### AGENDA

1. [20-0251](#) Briefing on the Fiscal Year 2020 Preliminary General Fund Year-End Financial Results

**Attachments:** [Presentation](#)

Clerk of Council Katherine Glass read the title for the item.

City Manager Mary Bunting introduced the item and announced that a significant amount of funding has been added to our fund balance as a result of positive revenue trends from a strong economy prior to the pandemic and as a result of department heads restraining from spending during the pandemic.

Finance Director Karl Daughtrey began presenting on the preliminary fiscal

year-end 2020 financial results for the general fund. He noted that these are unaudited results and that these figures are fairly accurate, but have not yet gone through the audit process. He also noted that later in the presentation he would speak about revenue trends for fiscal year 2021.

Mr. Daughtery spoke about preliminary total budgeted versus actual general fund revenues. He announced that actual revenues exceeded the budget by \$4.8 million. He then listed some of the reasons that revenues exceeded the budget as: strong performances in general property taxes; a positive impact from the Federal stimulus payments in the economy; strong growth in pre-COVID-19 local, regional and state economies; the Treasurer's Office's great year for maintaining collection rates; and Hampton's conservative budgeting process.

Mr. Daughtrey provided information about the over/under performance of each revenue category and the contribution each category made to the overall \$4.8 million. Categories which over performed include: General property taxes; other local taxes; state and federal revenues; license, permits and privilege fees; and revenues from the use of money and property. Categories which underperformed include: fines and forfeitures; charges for services; and other revenues.

Mr. Daughtrey shared the major drivers which led to over performance in some categories. General property taxes drivers include current real estate taxes; public service corporations such as Virginia Natural Gas and Dominion Resources; and delinquent taxes, interest and penalties. Other local taxes drivers include business licenses and sales taxes. The state and federal revenue driver is public assistance programs for Human Services. License, permits and privilege fees drivers include the growth in building and gas inspection fees. Revenues from use of money and property driver is the gain received from selling investments. Mr. Daughtrey noted that the fines and forfeitures category underperformed due to a drop in court fines as a result of the temporary closure of the courts.

Mr. Daughtrey reviewed a graph which shows the level of real estate tax over performance and personal property tax under performance. He also reviewed several graphs which show the level of over performance, under performance and on-target performance in the following categories: meals tax, sales and use tax, business licenses tax, communication sales tax, utility tax (electric and gas), lodging and transit taxes, and admissions tax.

Mr. Daughtrey spoke about budget versus actual expenditures. He also spoke about transfers for the following categories: City departments, transfers to schools and transfers to other funds.

Mr. Daughtrey spoke about the preliminary addition to the fund balance (revenues and expenditures) and announced that approximately \$8.2 million is being added to fund balance for 2020. He reiterated that these are preliminary figures which staff believes are fairly accurate. He also noted that these figures show that the City performed well even during a recession.

Mr. Daughtrey provided a bit of information about revenue trends for FY21 and then opened the floor for questions from those on the dais.

Ms. Bunting announced that staff will continue to update Council on monthly and quarterly trends. She also announced that, while it is too soon to determine when the freeze on spending will be released, it is encouraging to see that we performed exceedingly well prior to the pandemic. She emphasized that some of the trouble with revenues in July were pandemic related and that hopefully revenues will rebound once operations return to normal.

In response to Councilman Brown's question about on-line shopping, Mr. Daughtrey clarified that the City receives a 1% share of the sales tax for on-line shopping. With regard to the Peninsula Town Center sales, Mr. Daughtrey said that the Commissioner of the Revenue does not provide specific figures; however, 10% of total sales is related to on-line sales.

Councilman Brown thanked Mr. Daughtrey for the report and commented on the increase in construction sales due to people doing more at-home projects during the pandemic.

In response to Vice Mayor Gray's question about the personal property tax relief program's extended deadline, Mr. Daughtrey explained that Generally Accepted Accounting Principles (GAAP) allow us to account for the first 45 days collection of the next fiscal year back into the previous fiscal year; therefore, anything collected through August 15th for taxes in 2021 was returned to 2020 and taxes paid by August 1st are reflected in those numbers.

Councilwoman Snead thanked City departments for making sacrifices and for their effort to save. She assured everyone that their efforts have not gone unnoticed.

For the benefit of the public, Ms. Bunting clarified that the addition to fund balance is our "rainy day account" which is there if issues cannot be mitigated in 2021 through our normal containment mechanisms.

For the benefit of the public, Councilwoman Snead explained that employee salary increases are recurring expenditures and that the \$8 million in funding is designated

for one-time expenditures, therefore will not be used toward salary increases.

2. [20-0104](#) Strategic Priority Update: Family Resilience and Economic Empowerment

Attachments: [Presentation](#)

City Manager Mary Bunting introduced the item.

Director of Human Services Wanda Rogers greeted those on the dais and began speaking about Hampton's positive outcomes for 2019-2020 as they relate to poverty in the City.

Ms. Rogers shared information about the following positive outcomes: (1) Underserved individuals. There were no unserved individuals or families eligible for basic needs and support. Basic needs and support include things such as food, medical care, cash assistance (Temporary Assistance for Needy Families, TANF) and housing. (2) One hundred percent of cash assistance recipients were assessed for work participation. This means that along with the cash assistance TANF program, there is personal responsibility of individuals to pursue education and training. (3) One hundred percent of cash assistance recipients received supportive services and 55% of recipients obtained employment. (4) One hundred percent of Medicaid eligible expectant mothers were referred to Healthy Start. This helps ensure that babies in our community are born healthy and enter school ready to learn. (5) The newly formed Family Resilience and Economic Empowerment stakeholder group has convened monthly to ensure alignment of family serving systems to share promising practices and to develop holistic approaches. (6) Ninety-three families were assisted by the TANF assessment and planning team in their pursuit to transition from dependency on public assistance programs to dependence on earned income.

Ms. Rogers shared the following success story of a young lady who has been able to turn her life around as a result of participating in the City's Human Services program. This single parent of children under the ages of 10-years-old began working with the TANF assessment and planning team in June 2019. She now holds an associate's degree from a community college; has accepted part-time employment earning \$13 per hour; has been accepted into a local university to pursue a four-year degree; and desires to become a registered nurse. Ms. Rogers continued stating that although there is still work to be done, this young lady is fully engaged in the process and the Human Services Department will monitor her ongoing progress in the following focus areas: job security, access to resources, family support, health care, safe housing and education.

Ms. Rogers noted that later in the presentation she would speak more about career pathways; however, this story provides an example of how the work of Human Services focuses on helping people obtain employment, which may eventually lead to careers and sustainability.

Ms. Rogers spoke about the importance of family resilience, economic empowerment and moving the needle one family at a time. She also re-emphasized the importance of addressing poverty that supports both individuals and families.

Ms. Rogers paused to review topics already addressed during today's presentation including: moving the needle, goals, benchmarks, holistic and balanced approaches, success stories and a portrait of self-sufficiency. She also noted that the next portion of the presentation will focus on answering some of the questions raised by Council at a prior meeting.

Ms. Rogers shared data related to the current state of families in our City which are living below the federal poverty level.

In response to Councilwoman Brown, Ms. Rogers stated that the Human Services Department regularly receives reports from the Virginia Department of Social Services. This report breaks down data by demographics including data about seniors in our community.

Ms. Rogers shared some of the department's goals related to addressing poverty in the City. They include pursuing permanent solutions to the challenges of poverty; promoting the overall well-being of citizens; and moving the needle from low wage to a livable wage measured by salary data, work participation and employment opportunities. These goals also incorporate transitioning from providing individual services to providing holistic approaches measured by needs assessments. Ms. Rogers continued stating that the plan to accomplish these goals includes focusing on job creation strategies, creating career pathways, exploring new job opportunities and empowering families to overcome setbacks.

In response to Councilman Brown's question about determining a living wage, Ms. Rogers explained that the living wage is determined by family composition. She noted that she would share an example of this later in the presentation.

Ms. Rogers continued the presentation and provided information related to how the department will accomplish the goals designed to improve poverty in the City. She spoke about focus areas, partners who will assist with accomplishing these goals, ways in which the work will be done to accomplish the goals, and the desired state/outcome of the work.

Ms. Rogers shared additional information about each of the focus areas mentioned earlier in the presentation. The focus areas are as follows: job security, access to resources, family support, healthcare, safe housing and education.

In response to Councilwoman Snead, Ms. Rogers explained that Human Services uses a calculator tool to determine household survival budgets and salaries based on the number of individuals living in the household. This tool also provides specific information such as the amount of rent an individual can afford based on their salary.

In response to Councilwoman Snead, Ms. Rogers clarified that the young lady described in the example earlier has been able to pay for her education via grant funding thus far; however, she (Ms. Rogers) is uncertain of how the four-year degree will be funded. Ms. Rogers noted that Human Services will explore every opportunity to enable her to pay for her education so that she does not end up in debt at the end of the four years.

Ms. Rogers elaborated on what is being done to ensure that progress is being made. The TANF Assessment and Planning Team will provide oversight; monthly meetings will be held to document and monitor progress in the areas of job security, family support, healthcare, safe housing and education; the number of referrals made to the team will be monitored; monthly reports of success stories will be prepared; a monthly printout of team statistics will be reviewed; and anything that may be needed in the community that currently does not exist will be created.

Ms. Rogers shared the year one positive outcomes from the TANF Assessment and Planning Team; an additional success story; and a slide which depicts the "portrait of a self-sufficient family". She then opened the floor for questions from those on the dais.

Councilman Brown complimented Ms. Rogers on the display of a portrait of a self-sufficient family and suggested that adding a key element about financial literacy may be beneficial for those participating in the program. Ms. Rogers noted that providing financial literacy information is one of the components of the family support focus area.

Additional discussion took place among Ms. Rogers, Ms. Bunting and the members of Council. Topics of discussion included: maximum incomes of individuals who want to qualify for the program; determining additional ways to assist the working poor in our City; formulas which determine who qualifies for these programs; approximately 29,000 families in different households are currently on the Human

Services case load; and the need to identify those individuals and families who fall in the gap or may not qualify for services by a small margin and make services available to them also; families who are eligible to participate in more than one program; and the participants of the programs (including children).

Work Force Development Coordinator Pam Croom spoke about the premise of the Workforce Hampton Initiative which is to focus on the underemployed, as many partners already focus on the unemployed; increase self-sufficiency; job training; job skills development; reduce dependency; connect job seekers with opportunities; and improve job seekers skills in order to increase their employability.

Ms. Croom elaborated on living wage calculations for Hampton and referenced the Massachusetts Institute of Technology (MIT) data and the Asset Limited, Income Constrained, Employed (ALICE) data from Ms. Rogers' presentation. She clarified that the calculator maintained by MIT provides financial calculations related to all household expenses; whereas, ALICE data is strictly poverty data of often challenged and overlooked populations.

At Councilwoman Snead's request, Ms. Croom gave a brief explanation about how calculations are made in order to determine an individual's living wage in order to maintain their household.

Ms. Croom continued with the presentation and stated that the numbers in the report are achievable based on the employers located in the City and the region. She added that these calculations can be met by partnering more and providing programs that re-train our residents for higher-wage jobs.

Ms. Croom briefly spoke about "links to employment", an effort which focuses on reaching out to various groups and organizations in an attempt to link individuals to employment.

Ms. Croom spoke about the City's direct employer connection programs including the Hampton Roads Transit (HRT) Bus Operation Training Program and the Hampton Scorekeeper Training Program. She announced that 5 participants are now employed either as HRT bus drivers or in other positions as a result of the HRT program.

In response to Councilwoman Snead's question about how these individuals entered the program, Ms. Croom explained that most of the participants came from Human Services and were made aware of the Workforce Development Program via a hiring event at which Workforce Development had an information table.

Ms. Croom noted that 4 women and 1 man participated in the program and were able to obtain employment. She then shared some of the participant requirements for the program.

In response to Councilwoman Snead, Ms. Croom explained that Human Services uses MIT data (calculator) while there has been a focus on using ALICE data within Community Development of the City because this data speaks to households and families living in poverty who are employed but not at a living wage.

In response to Councilman Brown's question about wages for the HRT positions, Ms. Croom stated that the individuals receive benefits and their beginning wage is \$14.22 per hour for the first 90 days; they are then eligible for wage increases every six months with the potential for a max salary of \$48,000 after five years as long as they remain a bus operator. She noted that once the individual has been an employee with HRT for one year, they are eligible for any job within the organization.

Vice Mayor Gray commented that we may have an opportunity to participate in this program again considering HRT's plan to increase routes which may create a need for more drivers. He emphasized that this opportunity may also help provide more people with additional employment opportunities.

Ms. Croom reminded everyone that this program is open to all individuals throughout the community. She noted that the Economic Development Department took advantage of the opportunity to work with Human Services on the previous program, but this program is open to all and there is no criteria that individuals must be receiving services.

Ms. Croom provided a bit of information about the Hampton Scorekeeper Training Program and Workforce Development's partnership with the Parks, Recreation and Leisure Services Division in the effort.

Ms. Croom spoke about the impact that COVID-19 has had on the workforce. She also shared some statistics related to whether the workforce initiative is working. She reported that for the third year in a row, we are trending upward in our household median income; our per capita income continues to increase; and our persons in poverty has slightly decreased.

Ms. Bunting applauded Ms. Croom, the Economic Development team, and Human Services for their work and success on the HRT pilot program to help change lives. She also commended Ms. Croom and Ms. Rogers on their partnership and work to jump on this opportunity and put forth such a great effort.

**3.**     [20-0257](#)     Strategic Priority Update: Living with Water

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Attachments: [Presentation](#)

Ms. Bunting introduced the item.

Chief Resiliency Officer Dave Imburgia greeted those on the dais and provided an update on the progress of the projects for Newmarket Creek, the pilot area Council selected to begin the Resilient Hampton Pilot project.

Mr. Imburgia reminded everyone that this area was chosen because there are many challenges in need of solutions, and, therefore, beginning with projects in this area creates an opportunity to mimic solutions across the City once the expansion of implementation projects begin.

Mr. Imburgia shared staffs' approach to the project and the schedule and timeline of the activities associated with the project.

Mr. Imburgia briefly spoke about additional pilot projects including Big Bethel Blueway, Armistead Avenue, Lake Hampton, the Aquatics Center, and the Resilient and Innovative Neighbors grant program (RAIN), a program where citizens can play a major role in helping reduce the amount of flooding occurring with downstream neighbors. Mr. Imburgia thanked the Chesapeake Bay Foundation for providing funding and support for the development of this grant program.

Mr. Imburgia shared a bit of information about impervious area limitations and then turned the floor over to Water Resources Engineer, Brian Lewis, to speak about additional waterways and flooding reduction projects.

Prior to Mr. Lewis' portion of the presentation, Mr. Imburgia responded to a few questions posed by Council.

Councilwoman Brown thanked staff for their effort with this project and said that we are all excited about the progress with this project and the involvement with the Chesapeake Bay Foundation as this will do many things for our community including providing opportunities for citizens to enjoy the outdoors and nature in our area.

In response to Councilman Brown's question about the RAIN Grant Program, Mr. Imburgia explained that the goal is to bring the average property in these watersheds into the game and reduce flooding by incentivizing property owners to do what they can to reduce the amount of rain water leaving their site. He noted that this is also a way to get citizens involved in helping themselves and the City.

In response to Councilman Brown's question about whether apartment complex

owners are eligible for this grant, Mr. Imburgia explained that the pilot project mainly focuses on residential, but a portion of the money through the grant with the Chesapeake Bay Foundation is intended to be set aside for one or two commercial properties. He noted that the intention is to extend the program to commercial properties as the project is enhanced and as the pilot is implemented in other parts of the City.

Mr. Lewis shared information about three projects that were completed within the last year. These projects show the diversity of the types of projects the City constructs under the “living with water” initiative. The projects include the Northampton drainage improvements; the Indian River Creek project; and the Salt Ponds Inlet improvement and dredging project.

Mr. Lewis opened the floor for questions from those on the dais. No questions were posed.

**REGIONAL ISSUES**

There were no regional issues.

**NEW BUSINESS**

There were no items of new business.

**CLOSED SESSION**

4. [20-0208](#) Closed session pursuant to Virginia Code Sections 2.2-3711.A.1, .3, .5, .6, .7 and .8 to discuss appointments as listed on the agenda; to discuss the disposition of of real property in the Shell Road area, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City; to discuss a prospective business or industry where no previous announcement has been made of the business’ or industry’s interest in locating or expanding its facilities in the area; to discuss or consider the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected; to consult with legal counsel employed by the City of Hampton regarding specific legal matters pertaining to licensing of shared mobility devices, legal parameters applicable to multi-family housing, regulation of commercial inoperable vehicles and vehicle uses licensed by the Commonwealth of

Virginia and to also consult with legal counsel in the matter of Ross A. Mugler, Commissioner of the Revenue for the City of Hampton v. Cellco Partnership d/b/a Verizon Wireless, where such briefing in an open meeting would adversely affect the negotiating or litigating posture of the City.

At 2:56 p.m., a motion was made by Councilmember Chris Snead and seconded by Councilmember Steven Brown, that this Closed Session - Motion be approved. The motion carried by the following vote:

**Aye:** 6 - Councilmember Bowman, Councilmember Weston Brown, Councilmember Brown, Vice Mayor Gray, Councilmember Hobbs and Councilmember Snead

Closed session began at 3:10 p.m.

5. [20-0142](#) Consideration of Appointments to the Building Code Board of Appeals  
*Attachments:* [Burt Application](#)
6. [20-0239](#) Consideration of Appointments to the Finance Committee
7. [20-0240](#) Consideration of an Appointment to the Planning Commission
8. [20-0241](#) Consideration of Appointments to the Citizens' Engagement Advisory Review Commission (CEARC)
9. [20-0242](#) Consideration of an Appointment to the Peninsula Agency on Aging (PAA)
10. [20-0243](#) Consideration of Appointments to the Hampton Economic Development Authority (EDA)
11. [20-0244](#) Consideration of Appointments to the Citizens' Unity Commission (CUC)
12. [20-0256](#) Consideration of Appointments to the Virginia Peninsula Public Service Authority (VPPSA)

City Council took a short recess at 5:12 and reconvened at 5:20 p.m.

**CERTIFICATION**

**13. [20-0214](#) Resolution Certifying Closed Session**

A motion was made by Councilmember Eleanor Weston Brown and seconded by Councilmember Steven Brown, that this Closed Session - Certification be approved. The motion carried by the following vote:

**Aye:** 6 - Councilmember Bowman, Councilmember Weston Brown, Councilmember Brown, Vice Mayor Gray, Councilmember Hobbs and Councilmember Snead

**ADJOURNMENT**

The meeting adjourned at 6:15 p.m.

**Contact Info:**  
Clerk of Council, 757-727-6315, [council@hampton.gov](mailto:council@hampton.gov)

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Donnie R. Tuck  
Mayor

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Katherine K. Glass, CMC  
Clerk of Council

Date approved by Council \_\_\_\_\_