



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 Linda D. Curtis
Councilmember Jimmy Gray
Councilmember W.H. "Billy" Hobbs
Councilmember Will Moffett
Councilmember Teresa V. Schmidt
Councilmember Chris Snead

STAFF: Mary Bunting, City Manager
Vanessa T. Valldejuli, City Attorney
Katherine K. Glass, CMC, Clerk of Council

Wednesday, December 13, 2017

1:00 PM

Council Chambers

CALL TO ORDER

DONNIE R. TUCK PRESIDED

Mayor Tuck called the meeting to order at 1 p.m. with all members of the City Council present.

Present 7 - Vice Mayor Linda D. Curtis, Councilmember Jimmy Gray, Councilmember Billy Hobbs, Councilmember Will Moffett, Councilmember Teresa V. Schmidt, Councilmember Chris Snead, and Mayor Donnie R. Tuck

AGENDA

1. [17-0378](#) Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2017

Attachments: [FY17 Council Memo](#)
[Presentation in Lieu of Letter](#)
[Presentation - Finance Dept.](#)
[Final FY17 CAFR](#)

City Manager Mary Bunting and Finance Director Karl Daughtrey gave opening remarks.

Ms. Krista Edoff, Partner with Cherry Bekaert, the City's audit firm, presented the results of the June 30, 2017 audit. She shared that the firm issued an unmodified opinion in all three categories: financial statements, the report on internal control over financial reporting, and the report on internal control over compliance. She explained that an unmodified opinion is a clean opinion, which is the ultimate goal

following an audit.

Ms. Edoff spoke about some of the deficiencies and areas of non-compliance that were determined and noted that they are outlined in the detailed report. She added that management provided a response and made corrective action to prevent the deficiencies from occurring in the future.

Ms. Edoff shared required communication topics including new accounting policies, accounting estimates, depreciation expenses, and actuarially-computed liabilities. She also reported that there were no proposed audit adjustments, no disagreements with management, and no difficulties conducting the audit.

Ms. Edoff also shared the future accounting and reporting changes related to post-employment benefits, pensions, and leases.

Ms. Edoff opened the floor for questions and/or comments from those on the dais. No questions were posed or comments made.

Mr. Daughtrey resumed his portion of the presentation.

Mr. Daughtrey shared the summary of the General Fund financial results for 2017 which consists of an overview of the change in Unassigned Fund Balance (our savings account), how well revenues performed for the year, and how expenditures compare to appropriations. He proudly reported that the City ended the year with revenues exceeding expenditures. This means that the City generated revenues better than what was budgeted and spent less than what was budgeted.

Mr. Daughtrey reviewed a graph which compares estimated revenues to actual revenues and the impacts on various taxes. He also shared information about significant revenue budget variances, significant appropriation variances, and budget versus actual general fund expenditures.

In response to Mayor Tuck, Mr. Daughtrey explained that properties that were not part of the land book and were constructed as a new asset or an addition to existing real estate property fall under the supplemental category. For example, in the case of a new store built during the year, the Treasurer will issue a supplemental tax bill to cover the amount of time the business was open for that fiscal year.

Mr. Daughtrey paused to respond to questions from those on the dais.

In response to Councilwoman Schmidt, Mr. Daughtrey clarified that the sales tax rate is the same for transactions completed online or in person (at store locations).

Mr. Daughtrey spoke about the General Fund Unassigned Fund Balance, our savings account. These funds are used for emergencies and for the purchase of miscellaneous items approved by Council. He noted that we are good stewards of maintaining our Fund Balance.

Mr. Daughtrey provided an overview of the Government-Wide Financial Statements for the City. He clarified that this statement provides a total view of the City including its net position and net worth. He also elaborated on the City's net position with respect to governmental activities and business-type activities.

Mayor Tuck asked if City governments are restricted in the type of investments they are allowed to make. For example, purchasing another city's bonds.

Mr. Daughtrey explained that we are restricted by the State of Virginia regarding the type of investments we make. He emphasized that we must balance risk with preserving principal and that we must maximize the use of the type of interest that we have earned. He noted that we have invested in investment advisor services to assist with better decision-making. He reiterated that we can invest in a number of things; however, the types of investment are restricted.

Mr. Daughtrey emphasized the importance of considering the cash flow needs of the City and not tying up cash on a long-term basis, resulting in paying penalties when cash is needed.

Ms. Bunting noted that we need access to the Fund Balance for cash flow to avoid short-term borrowing.

A discussion followed between Mr. Daughtrey and Mayor Tuck regarding depreciation of capital assets such as the Hampton Coliseum.

Mr. Daughtrey closed the presentation providing additional information about the City's net position. He then opened the floor for questions and/or comments from those on the dais. No questions were posed or comments made.

Presented by Karl Daughtrey, Director of Finance, and Krista Edoff of Cherry Bekaert, LLP. Prior to his presentation, Mr. Daughtrey introduced the staff of the Finance Department who were present at the meeting: Denise Howard, Brigitte Collins, Marcie Dunn, Veronia Kmetz, and Sybil Ellsworth. Not present at the meeting were Jacqueline Green and April Peters. Mr. Daughtrey also indicated that this year's Comprehensive Annual

Financial Report was being dedicated to Chansomone Searles, who was a General Manager in the Finance Department. Ms. Searles passed away in April of 2017.

2. [17-0365](#) Briefing on Resilient Hampton Phase I

Attachments: [Presentation](#)
[Draft Report](#)

City Manager Bunting provided opening remarks and introduced Community Development Director Terry O'Neill to provide an update on staff's efforts to address the water impacts to the City. She reminded Council that they will not be required to take action today; however, the item will be brought before them again in January.

Mr. O'Neill stated that this is the outgrowth of an effort which began in 2015 with the Dutch Dialogues/Hampton Roads effort. He emphasized that water is an important part of our culture because our region is influenced and surrounded by water. He continued stating that through our interaction with Waggonner and Ball Architects and the Dutch team, we have determined that the Dutch approach is similar to Hampton's approach (applying principles of living with water). He added that this effort is about merging technical considerations with human, cultural and social aspects of our community. He announced that the Newmarket Creek basin was selected as the focus area for trying to apply the principles of living with water because we touch on many neighborhoods and assets along the length of the creek.

Mr. O'Neill shared the components of the phase 1 work. They include: City-wide high-level assessment; locating and understanding the best available data; establishing guiding principles and values; creating goals; preliminary creation of an evaluation tool; establishment of a legal framework for implementation of resilience policy and projects; and, the next steps involved in the process.

Mr. David Waggonner, President of Waggonner and Ball Architects and co-creator of the Dutch Dialogue process listed the forces of water. They include: storm surge, stormwater, tidal action and groundwater. He emphasized the need for people to be made aware of how to protect themselves and stated the best way to accomplish that is to ensure appropriate policy, education, communication, physical aspects, operations and maintenance of design.

Mr. Waggonner shared strategies to address the water concerns in study areas in the City including Fox Hill, Fort Monroe, Wythe, Langley and Newmarket Creek.

Mr. Waggonner listed the community characteristics determined to be important to Hampton. They are that Hampton remains safe, equitable, nature based, heritage

based, integrated, sufficient, nimble (adaptive), and innovative.

Mr. Waggonner shared some of the goals set forth, the most important being that Hampton lead the effort and encourage other cities to follow course.

Mr. Waggonner listed some of the potential focus areas in phase 2 of the project. They include: Langley Air Force Base, Newmarket Creek, Downtown, Fox Hill, and Buckroe.

In response to Mayor Tuck, Mr. Waggonner clarified that a percentage of the land needs to be available to store water at peak; therefore, the term "storage" refers to how much storage or retention is available.

Additional discussion took place among the members of Council and Mr. Waggonner about impacts of rain barrels, water storage tanks, measuring amounts of run off, water quality, combined sewer systems, and The National Aeronautics and Space Administration (NASA's) participation in the process.

Mr. O'Neill shared information regarding the evaluation tool designed to assist staff and leaders in the decision-making process, and explained the next steps involved in the process. He noted that these are the things on which staff will be seeking Council's guidance at the January meeting.

Mr. O'Neill recognized staff who have been instrumental in this process and then opened the floor for questions and/or comments from those on the dais. No questions were posed or comments made.

Presented by Terry O'Neill, Director of Community Development, and David Waggonner of Waggonner and Ball.

Following the presentation, Mr. O'Neill recognized staff members working on this project Lucy Stoll, David Imburgia, and Bonnie Brown.

At the Mayor's request, Bruce Sturk, Director of Federal Facilities, introduced representatives from Joint Base Langley Eustis: Colonel Osborne, the Commander of the Civil Engineering Squad, along with his staff support, Lt. Nateisha Drayton and Travis Lewis, Community Planner.

3. [17-0390](#) Briefing on Coyote Population and their Impact on the Safety of Hampton Residents

Attachments: [Presentation](#)

City Manager Bunting stated that coyote sightings have increased in the City of Hampton and the Hampton Roads area; therefore, staff wanted to provide Council and the community with information on how to understand these creatures and guidance on how to manage the problem.

Deputy Animal Control Manager Angela Taylor greeted those on the dais and noted that Todd Engelmeyer, Biologist with the Virginia Department of Game and Inland Fisheries, was in attendance to support the City and provide expertise regarding the topic.

Ms. Taylor shared statistics related to coyotes in our area and across the country. In Hampton, there were 17 calls involving coyote sightings in FY16 and 15 calls in FY17. She noted that there has also been one call related to a wolf sighting.

Ms. Taylor shared some characteristics of coyotes including information about their diet, physical capabilities and reproduction habits. She encouraged citizens to never leave food out for pets, ducks and birds as this practice welcomes coyotes to the property. She also encouraged citizens to cover trash and compost so that coyotes do not have access to leftover food.

Ms. Taylor provided safety tips and management options with regards to coyotes. She encouraged citizens to never leave small children or pets unattended, to avoid walking at dusk or dawn and near vegetation, to teach children about wildlife, to never approach wild or domestic animals, and to teach children the SMART acronym: Stop and don't run, Make yourself look bigger and more intimidating, Announce yourself/yell to scare them away, Retreat by backing away slowly and Tell an adult.

Ms. Taylor shared additional management options including the pros and cons of professional trapping, relocation of coyotes, having a bounty (not recommended) and hazing coyotes (mechanisms to scare them away). She noted that coyotes typically avoid human contact; however, human behavior can affect a coyote's behavior. For example, photographing coyotes encourages them to remain present.

Ms. Taylor provided resources including several websites and a phone number for people to get additional information about the topic.

In response to Councilman Gray, Ms. Taylor explained that there is a law regulated by the Virginia Department of Game and Inland Fisheries which prohibits animal control officers to trap and relocate coyotes and other wildlife. This is prohibited

because it is difficult to trap coyotes, they become aggressive when trapped, and once trapped, they must be euthanized because the trap cuts into the leg of the animal.

Vice Mayor Curtis asked how staff responds to calls related to coyote sightings. Ms. Taylor clarified that callers are referred to the Virginia Department of Game and Inland Fisheries conflict hotline for general questions. Animal Control does, however, respond to calls about sick or injured wildlife and transports those animals to veterinarians for euthanasia.

Hampton Police Chief Terry Sult emphasized that the purpose of today's presentation is to provide tools and to encourage people to take precautionary measures. He noted that, to his knowledge, there have been no known human attack reports in our area and that coyotes typically avoid humans at all costs unless they are rabid.

Ms. Bunting added that citizens who insist on an animal being trapped are referred to a list of certified wildlife trappers; the City does not provide that service. She clarified that the City does not refer citizens to specific trappers, but rather provides them with a list of certified trappers. She noted that Animal Control does work with citizens based on their specific circumstances.

In response to Vice Mayor Curtis, Ms. Taylor noted that after hearing from wildlife experts, the Animal Control Advisory Board recommended citizens be educated about this topic and contact a wildlife trapper should they experience trouble related to this topic.

Assistant City Manager Steve Bond commented that additional aspects brought up at the Animal Control Advisory Board meeting were that coyotes cannot be removed from our environment altogether and that some people have learned to appreciate the positive aspect of their existence. For example, coyotes feed on rodents and other pests. He reiterated that the main take away from the meeting was the need to educate the public on how to live with coyotes.

Presented by Deputy Animal Control Manager Angela Taylor.
Chief Terry Sult and Steve Bond, Assistant City Manager, also provided information on this topic.

REGIONAL ISSUES

NEW BUSINESS

Mayor Tuck expressed the City's appreciation to Edith Knight

Hunt for her assistance in decorating Council Chambers. Ms. Hunt is the mother of the Clerk of Council, Katherine Glass.

CLOSED SESSION

4. [17-0367](#) 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 and Council appointees; to discuss the disposition of publicly held real property in the area of Phoebus, 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 or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in Hampton; 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 city council would be adversely affected, to consult with legal counsel employed or retained by the city pertaining to probable litigation where such consultation in an open meeting would adversely affect the negotiating or litigating posture of the city; and to consult with legal counsel employed or retained by the City regarding specific legal matters pertaining to an economic development agreement, contractual issues, to discuss the prosecution of certain crimes and to discuss a bond matter requiring the provision of legal advice by such counsel

At 2:48 p.m., a motion was made by Vice Mayor Curtis and seconded by Councilmember Schmidt, that this Closed Session - Motion be approved. The motion carried by the following vote:

Aye: 7 - Vice Mayor Curtis, Councilmember Gray, Councilmember Hobbs, Councilmember Moffett, Councilmember Schmidt, Councilmember Snead and Mayor Tuck

5. [17-0395](#) Consideration of appointments to Hampton Employees Retirement System Board (HERS)
6. [17-0067](#) Consideration of appointments to the Citizens Police Advisory Group

- 7. [17-0393](#) Consideration of appointments to Citizens' Engagement Advisory Review Commission (CEARC)
- 8. [17-0325](#) Consideration of appointments to Citizens Unity Commission (CUC)
- 9. [17-0380](#) Consideration of appointments to Coliseum Advisory Committee
- 10. [17-0060](#) Consideration of appointments to H2O Community Development Authority
- 11. [17-0391](#) Consideration of appointments to Hampton Clean City Commission
- 12. [17-0385](#) Consideration of appointments to Wetlands Board
- 13. [17-0162](#) Consideration of appointments to Athletic Hall of Fame

CERTIFICATION

- 14. [17-0368](#) Resolution Certifying Closed Session

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

Aye: 7 - Vice Mayor Curtis, Councilmember Gray, Councilmember Hobbs, Councilmember Moffett, Councilmember Schmidt, Councilmember Snead and Mayor Tuck

ADJOURNMENT

The meeting adjourned at 6:26 p.m.

Contact Info:
Clerk of Council, 757-727-6315, council@hampton.gov

Donnie R. Tuck
Mayor

Katherine K. Glass, CMC
Clerk of Council

Date approved by Council _____