



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 Eleanor Weston Brown
Councilmember Steven L. Brown
Councilmember Linda D. Curtis
Councilmember W.H. "Billy" Hobbs
Councilmember Chris Snead

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

Wednesday, February 26, 2020

1:00 PM

Community
Development
Conference Room, 5th
Floor, City Hall

CALL TO ORDER

Mayor Tuck called the meeting to order at 1 p.m. All members of the City Council were present except for Councilwoman Snead who is ill.

Present 6 - Councilmember Eleanor Weston Brown, Councilmember Steven L. Brown, Councilmember Linda D. Curtis, Vice Mayor Jimmy Gray, Councilmember Billy Hobbs, and Mayor Donnie R. Tuck

Excused 1 - Councilmember Chris Snead

DONNIE R. TUCK PRESIDED

AGENDA

1. [20-0088](#) Budget Briefing - Revenue Estimates

Attachments: [Presentation](#)

City Manager Mary Bunting introduced the item. She also reminded everyone that the revenue projections being presented are estimates and could change based on variables such as the City's personal property tax projections (due in March) and General Assembly decisions (State and Federal revenue adjustments).

Director of Finance Karl Daughtrey presented on the preliminary revenue

projections for FY2021 and reviewed the total General Fund revenues (recurring revenues and one-time revenues). He announced that there will be an increase in recurring revenues of \$11.2 million (3.2%) and noted that the major revenue drivers are general property taxes and local taxes.

Mr. Daughtrey shared projections from general property taxes including projections from real estate taxes, the largest revenue source for general property taxes.

In response to Councilman Brown, Mr. Daughtrey explained that the State may determine measures to impact our revenues which would impact the 3.2%; however, if the State determines measures which impact our appropriations side only, then there will be no impact to revenue. Ms. Bunting added that this means there would not be as much new growth available to allocate to new spending.

Mr. Daughtrey continued the presentation and shared projections from the following local tax categories: meals tax, sales/use tax, business license tax, communications sales tax and utility tax. He noted that we are expecting large growth from these local taxes; the growth will mainly be driven by meals, sales and business licenses.

In response to Councilman Brown regarding internet sales, Mr. Daughtrey explained that remote sellers are required to collect sales taxes when more than 200 transactions have transpired per year or there has been \$100,000 in sales. These funds are then remitted to localities.

In response to Mayor Tuck, Mr. Daughtrey clarified that the growth from activity at Langley and NASA stems from contractors and subcontractors who apply for business licenses.

In response to Councilman Brown, Ms. Bunting explained that the General Assembly and State have been reluctant to take on the communication services tax issue; however, there may be a tax overhaul program in the future. She noted that many localities have been working on this, but have not yet been successful.

Mr. Daughtrey reviewed the preliminary projections for FY2021 with regards to license, permits and privileged fees; fines and forfeitures; use of money and property; charges for services; miscellaneous revenue (reimbursements from Hampton City Schools and miscellaneous maintenance); State/Federal revenues; and transfers and fund balance.

Mr. Daughtrey recapped the summary of the preliminary projections for FY2021 and reiterated that we expect an increase in recurring revenues of \$11.2 million (3.2%).

In response to Vice Mayor Gray, Ms. Bunting and Mr. Daughtrey shared that economic analysis can be prepared to show what impact tourism and the increased hotel stock have had on the City.

Ms. Bunting commented that these projections are good news for the City and added that this is the largest revenue growth she has seen since becoming City Manager. She also noted that the City will be required to pay additional expenses for unfunded mandates such as the Virginia Retirement System (VRS) and the minimum wage increase.

Presented by Karl Daughtrey, Finance Director.

2. [20-0083](#) Budget Briefing - City Council Budget Priorities Workshop

Attachments: [Budget Priorities List](#)
[Presentation](#)
[Budget Priorities List DRAFT 2 - RANKED \(2-27-20\).pdf](#)

Ms. Bunting introduced the item and noted that Council will be given an opportunity to express their budget priorities during today's meeting.

Assistant City Manager Brian DeProfio listed the following agenda items for the meeting: review of the current strategic direction; overview of strategic opportunity projects; and ranking strategic opportunity projects.

Mr. DeProfio shared the priority projects vision: We are Hampton, a vibrant waterfront community celebrating and embracing 400 years of history and innovation to create an even more dynamic future.

Mr. DeProfio listed the strategic priority categories as: economic growth; placemaking; living with water; education/engaged citizens; safe and clean community; good government; and family resilience and economic empowerment. He also reviewed a slide showing the percentage of funds reserved in the CIP for these categories.

Prior to the presentation, Ms. Bunting encouraged the members of Council to verbalize which priorities they would like to advocate for as the priorities are listed.

Mr. DeProfio shared information about the following top tier 1 priorities: enhanced strategic acquisition/redevelopment funding; site characterization; grant writer; legislative liaison; enhanced school building maintenance; enhanced funding for the Virginia Air and Space Center; technology investments/modernization; citizen satisfaction bonus fund with recurring revenues; compensation; departmental operating funds adjustment; employee wellness Council activities; staff training;

enhanced placemaking initiative; electronic medical records (for the City jail); and the main City jail downtown.

Councilwoman Curtis advocated for the City of Hampton Legislative Liaison position. She also highlighted some of the positive things that the Legislative Liaison for the City of Newport News has been able to accomplish and emphasized that Hampton could benefit from doing something similar. Councilwoman Brown, Councilman Hobbs and Councilman Brown concurred.

In response to Vice Mayor Gray, Mr. DeProfio noted that the City spends approximately \$54,000 on lobbyist costs.

Ms. Bunting reminded everyone that today, staff is seeking Council's guidance on their desired priorities. She announced that additional workshops will take place prior to the budget being released and that the budget will outline how Council's guidance was incorporated with the available revenue for the desired projects. She also noted that the figures being presented today regarding staff include funds for benefits such as VRS, health insurance, workers compensation, and the Federal Insurance Contributions Act (FICA).

For the benefit of the public, Ms. Bunting said that compensation is one of her highest priorities as City Manager. She expressed the importance of taking care of City employees and doing everything possible to address the compression problem which occurred as a result of the recession. She noted that staff will return with a presentation on this topic once they have had an opportunity to research how other localities are handling the issue and determine ways in which a solution can be structured.

In response to Vice Mayor Gray and Councilman Hobbs, Ms. Bunting reminded everyone that Council will be briefed in March on the pay philosophy and the plan to attract and retain the best employees. She explained that our goal for compensation will remain a multi-year strategy and will include building a plan to accomplish a set goal. She also shared the following provisions within the personnel pay policy: it allows, but does not require us to make competitive offers to employees who are seeking employment elsewhere; it allows reclassification of employees to a new pay grade; and it allows internal re-grades for employees who have taken on additional responsibilities.

Discussion also took place among the members of Council and staff regarding efforts to increase revenue for funding for improvements to the Virginia Air and Space Center.

Parks and Recreation Director Dave McCauley shared information about the following top tier 1 priorities: the birthplace of America Trail; enhanced youth recreational programming; artificial turf at Darling Stadium; Buckroe Dog Park; Buckroe Trolley; Hamptons golf course enhancements design; Parks and Recreation Master Plan implementation; and new neighborhood center costs.

Discussion took place among the members of Council and staff. Topics of discussion included: the cost associated with and funding for the America Trail; the use and cost of artificial turf at athletic fields; various venues in our region which use artificial turf versus grass fields; usage of Buckroe Dog Park; including a golf course cost effective comparison in the golf course study (funding one versus two golf courses); and opportunities for pickle ball at recreational facilities in the City.

Councilwoman Brown advocated for the America Trail.

Councilman Brown advocated for Darling Stadium and Hampton becoming a mecca for sports tourism and hosting regional sporting events as this will bring revenue to the City. He shared how other venues are being selected over Darling Stadium because other venues have artificial turf which is better for competing. He expressed concern that our youth are at a disadvantage because they are not use to the artificial turf when competing at other venues. He also expressed concern about additional expenses incurred for the upkeep of natural grass at Darling Stadium such as sodding, seeding and watering.

Following a 10 minute break, Public Works Director Jason Mitchell shared information about the following top tier 1 priorities: crossroads parking; development-ready sites infrastructure; bus stop improvements; building efficiency review; City-owned parking lot repairs; enhanced street resurfacing; Melrose Building repairs; Old Circuit Court generator; enhanced stormwater maintenance; Booker T. Washington Bridge Up-Lighting Project; neighborhood infrastructure improvements; sidewalks on Old Buckroe Road; City-wide streetlight LED conversion; enhanced downtown lighting and infrastructure rehabilitation; guardrail replacement; x-ray screening for court buildings and jails; consolidated enforcement; and enhanced Right-of-Way maintenance.

Councilwoman Brown advocated for the Booker T. Washington Bridge Up-Lighting Project.

Discussion took place among the members of Council and staff. Topics of discussion included: acreage for crossroads parking; sites for redevelopment; redevelopment delays; investments to attract development; funding for benches at bus stops; lighting for shelters at bus stops; enhanced street resurfacing; funds for

and costs associated with love your City initiatives such as the Booker T. Washington Bridge Up-Lighting Project; LED lighting for the Booker T. Washington Bridge Up-Lighting Project; inquiring whether Virginia Power is willing to pay a portion of expenses associated with the LED light project as this project will result in Virginia Power providing less energy; and partnering with the Downtown Hampton Development Partnership (DHDP) to assist with funding for downtown lighting and infrastructure rehabilitation.

Assistant City Manager Steve Bond shared information about the following top tier 1 priorities: Office of Economic Empowerment and Family Resiliency; expansion of the Workforce Development Initiative (a staff position for the WorkOne Center); youth summer employment expansion; Violence Prevention Network and Youth Connect Program; Library Radio Frequency Identification System (RFID); Shell Road recreational asset; the Enhanced Take Home Car Program for the Hampton Police Division; the Phoebus Fire Station; relocated Police firing range; increased Police Division staffing; and public safety equipment.

Discussion took place among the members of Council and staff. Topics of discussion included: the Office of Economic Empowerment and Family Resiliency connection to the Temporary Assistance for Needy Families (TANF); funding for the family resilience and economic empowerment priority to address concentrated poverty in our community; the Economic Development Department connecting people to available jobs; providing more opportunities for additional youth to develop job skills, training and the potential to earn funds for their families; additional 200 jobs in addition to the 82 current positions under the 10 week Violence Prevention Network and Youth Connect Program; the City's youth programs are in alignment with Hampton City Schools (HCS) programs; funding for the Enhanced Take Home Car Program; the Wythe Fire Station (already in the Capital Improvement Plan); and repurposing old fire station buildings.

Community Development Department Director Terry O'Neill shared information about the following top tier 1 priorities: Buckroe parking; the Crossroads Master Plan; downtown parking; the Housing Improvement Program; the Model Block Program; Phoebus parking; Queens River site work; enhanced permitting; housing assistance for employees; housing market studies; development ordinance review; the Resilient Hampton Initiative; the Neighborhood Improvement Fund; Blight Abatement Funds; and enhanced code enforcement.

Discussion took place among the members of Council and staff. Topics of discussion included: timing for the Crossroads Master Plan and parking strategies; staffing for the Community Development Department; examples of neighborhoods that made improvements using the Neighborhood Improvement Fund include Pasture

Point and Historic Aberdeen.

Following the presentation, Council participated in an exercise to indicate their individual priorities among the various projects and initiatives shared during the meeting.

The projects listed in order of highest to lowest priority are as follows: compensation; increased Police Division staffing; Legislative Liaison; Resilient Hampton; bus stop improvements; Youth Summer Employment Program expansion; artificial turf at Darling Stadium; the Model Block Program; sidewalks on Old Buckroe Road; the Violence Prevention Network and Youth Connect Program; public safety equipment; blighted abatement funds; neighborhood infrastructure improvements; enhanced school building maintenance; site characterization; Phoebus Fire Station; relocated Police firing range; Workforce Development Initiative expansion; enhanced youth recreational programming; enhanced code enforcement; the Housing Improvement Program; development ready sites infrastructure; enhanced street resurfacing; enhanced stormwater maintenance; the Neighborhood Improvement Fund; Hamptons golf course enhancements design; new neighborhood center costs; enhanced downtown lighting and infrastructure rehabilitation; consolidated enforcement; downtown parking; Birthplace of America Trail; City-owned parking lot repairs; building efficiency review; Booker T. Washington Bridge Up-Lighting Project; Library RFID System; Shell Road recreational asset; the Enhanced Take Home Car Program; enhanced permitting; Buckroe Dog Park; Parks and Recreation Master Plan implementation; enhanced Right-of-Way maintenance; Office of Economic Empowerment and Family Resiliency; grant writer; staff training; Phoebus parking; housing assistance for employees; enhanced funding for the Virginia Air and Space Center; guardrail replacement; technology investments/modernization; Buckroe Trolley; Citywide streetlight LED conversion; enhanced strategic acquisition/redevelopment funding; citizen satisfaction bonus (fund with recurring revenues); enhanced Placemaking Initiative; development ordinance review; Buckroe parking; Crossroads Master Plan; main jail downtown; departmental operating funds adjustments; employee wellness Council activities; Melrose Building repairs; old Circuit Court generator; X-Ray screening (courts and jail); Queens River site work; crossroads parking; electronic medical records (City jail); and housing market studies.

Ms. Bunting made closing remarks and noted that a revised priority ranking report which will include Councilwoman Snead's input will be provided to Council once Councilwoman Snead has had an opportunity to complete the exercise.

Councilman Brown commended staff for doing a great job with this process.

Ms. Bunting thanked Council for their participation in the process.

Presented by Brian DeProfio, Assistant City Manager; David McCauley, Director of Parks, Recreation and Leisure Services; Jason Mitchell, Public Works Director; Steven Bond, Assistant City Manager; and Terry O'Neill, Director of Community Development.

Council then went into closed session.

CLOSED SESSION

3. [20-0069](#) Closed session pursuant to Virginia Code Sections 2.2-3711.A1, .3, and .5 to discuss appointments as listed on the agenda; to consider the disposition of publicly held real property in Downtown Hampton, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and 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.

A motion was made by Councilmember Linda Curtis and seconded by Councilmember Billy Hobbs, that the motion be approved. The motion carried by the following vote:

Aye: 6 - Councilmember Weston Brown, Councilmember Brown, Councilmember Curtis, Vice Mayor Gray, Councilmember Hobbs and Mayor Tuck

4. [19-0361](#) Consideration of an appointment to the Peninsula Agency on Aging (PAA)

5. [20-0091](#) Consideration of appointments to the Hampton Federal Area Development Authority (HFADA)

6. [20-0092](#) Consideration of appointments to the Board of Review of Real

Estate Assessments

- 7. [20-0090](#) Consideration of appointments to the Golf Advisory Board

CERTIFICATION

- 8. [20-0072](#) Resolution Certifying Closed Session

At 5:14 p.m, a motion was made by Councilmember Billy Hobbs and seconded by Councilmember Eleanor Weston Brown, that this Closed Session - Certification be approved. The motion carried by the following vote:

Aye: 6 - Councilmember Weston Brown, Councilmember Brown, Councilmember Curtis, Vice Mayor Gray, Councilmember Hobbs and Mayor Tuck

At about 5:20 p.m., following closed session, Council returned to the Community Development Conference Room to a condensed list of projects and initiatives receiving the most favorable responses in the first exercise. These were placed into two categories: Tier 1 and Tier 2. The members of Council then participated in another excercise to prioritize those.

REGIONAL ISSUES

There were no items for discussion.

NEW BUSINESS

There were no items of new business.

ADJOURNMENT

The meeting adjourned at 5:36 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 _____