

City Council
WORK SESSION
February 9, 2017
6:15 p.m.

Present:

City Council: Mayor Dull, Vice Mayor Kier, Council Members Curren, Harrington, Oakes and Obenschain

School Board: Dr. Reviea, Chairman Ramsey, Members Darby, Kleiner, Boyle, Lobb and Whitesell

Absent: Councilman Holmes and School Board Member Darby

The Mayor called the meeting of City Council to order. The invocation/moment of silence was given by Dr. Curren.

1. Consideration of Work Session and Regular Meeting Agendas

Consistent with Procedural Memorandum No. 3, amended by Council at its organization meeting on July 1, 2016, the agendas were presented for Council consideration.

Dr. Harrington moved to approve the Work Session and the Regular Meeting agendas as presented.

The motion was seconded by Dr. Curren and carried unanimously as follows:

Dr. Harrington	aye	Mayor Dull	aye
Mr. Obenschain	aye	Ms. Oakes	aye
Vice Mayor Kier	aye	Dr. Curren	aye

2. Joint Work Session with Staunton City School Board

Chairman Ron Ramsey called the meeting of the Staunton City School Board to order.

Staunton City Council and Staunton City School Board met in an informal joint work session to discuss general items of mutual interest, such as capital improvement projects and current legislative issues. Lee High School was also discussed.

Dr. Harrington welcomed Ms. Whitesell to the School Board.

Chairman Ramsey asked for a motion to adjourn the meeting of the School Board. Such a motion was made, seconded and passed unanimously.

3. Presentation of General Reassessment

Mr. Charley Haney, City Assessor, reported that as prescribed by Title 58.1, Chapter 32 of the Code of Virginia, the City Assessor's Office has completed the 2017 general reassessment of real estate in the City, with an effective date of January 1, 2017. Notices of Real Estate Assessment Value Change were mailed on January 30, 2017.

Mr. Haney presented the following results of the reassessment:

- The total value of all real estate assessed by the city is \$2,265,918,400, up 2.26% from 2016 values
- Taxable real estate increased by 2.81% to \$1,856,637,200, an increase of \$50,674,300 from 2016
- Six new parcels in the rehabilitation abatement program for 2017 for a total of 78 parcels
- The Downtown Service District increased to \$78,133,248, a 1.49% increase from 2016

Mr. Haney noted that appeals to the assessor's office will be heard until February 28, 2017, and that appeals to the Board of Equalization will be accepted until 5:00 p.m. on March 30, 2017.

4. Discussion of Application for SAFER Grant

Mr. Steve Owen, City Manager, called on R. Scott Garber, Fire Chief. Chief Garber stated that the City of Staunton Fire and Rescue Department respectfully requests authorization to make an application for a SAFER (Staffing for Adequate Fire and Emergency Response) grant for a total of six firefighter positions. A firefighter position starting salary is \$33,994, plus 37% benefits, totaling \$53,875 per position. The six firefighter positions will total \$323,250 per year, for an aggregate of \$969,750 over the three year SAFER grant period. Of this amount, the grant would fund \$598,012 (\$242,437 for years in each of the first two years and \$113,138 in the third year), with a local prescribed cost share of \$371,736 (\$80,812 in each of the first two years and \$210,112 in the third year).

This will be Item B on the Regular Agenda.

5. Discussion of an Ordinance to Change the Polling Place for Ward No. 1

Mr. Owen called on Mr. Jim Kivlighan, Chairman of the Staunton Electoral Board. Mr. Kivlighan introduced the city's new registrar, Molly Goldsmith. He stated that they are requesting that City Council consider an ordinance to change the polling place for Ward No. 1 from Bessie Weller Elementary School to Third Presbyterian Church. This change would facilitate a smoother election process for Ward No. 1 because of the various school activities that occur during poll hours. The proposed location is on Barterbrook Road, only 1.3 miles from the current location, and is believed to have ample parking and to fulfill accessibility requirements.

This will be Item C on the Regular Agenda.

6. Discussion of FY18 Holiday Schedule

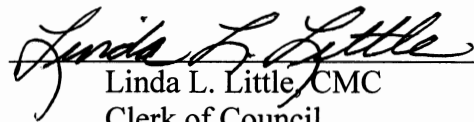
Mr. Owen called on Mr. Jon Venn, Director of Human Resources. Mr. Venn stated that Staunton observes 10 paid holidays annually, plus other holidays as designated by City Council (Personnel Policy 5.3). The holiday schedule is planned in advance to allow employees and departments time to plan and coordinate operations. Staff scheduled to work essential services on a holiday are provided an alternate holiday. In case of emergency, employees called in to work during a holiday are paid for time worked and receive an alternate holiday.

This will be Item D on the Regular Agenda.

7. Discussion of Personnel Policy Manual Update

Mr. Owen called on Mr. Venn, who explained that a committee of Staunton City employees undertook the process of reviewing the City's Personnel Policy Manual to identify policies in need of updating and to consider the addition of policies to ensure the City continues to establish clear and consistent policies, practices and expectations, in accordance with applicable state and federal law. The committee also updated language and position titles that have changed over time and sought to format the manual consistently. Earlier this month, the manual, with its proposed revisions, was shared with all employees, with an invitation to submit questions or comments to Human Resources staff. Staff intends to consider those questions or comments in finalizing the manual for presentation to City Council. Consideration of the manual will then be scheduled for a subsequent Council meeting.

The work session adjourned at 7:11 p.m.


Linda L. Little, CMC
Clerk of Council