

**MINUTES OF THE CITY COUNCIL MEETING
APRIL 25, 2016, 7:00 P.M.
REGULAR SESSION**

PRESENT: The Honorable W. Eugene Hunt, Jr., Mayor
The Honorable Carey L. Freeman, Vice Mayor
The Honorable Traci-Dale Crawford
The Honorable Charles M. Southall III
The Honorable Herbert R. Green, Jr.
The Honorable Raymond D. Vernall
The Honorable Henry W. Ayer III

J. Randall Wheeler, City Manager
Judy F. Wiggins, Assistant City Manager/City Clerk
D. Wayne Moore, City Attorney

MEETING CALLED TO ORDER:

Mayor Hunt called the meeting to order at approximately 7:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Mayor Hunt rendered the invocation and led the audience in the Pledge of Allegiance.

SPECIAL PRESENTATION:

GFOA Award

Mayor Hunt announced that the City has again received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the City's Comprehensive Annual Financial Report for the fiscal year which ended June 30, 2016. He presented this award to the City's Finance Director, Theresa Owens, and on behalf of Council thanked her and her staff for their expertise in accounting and financial reporting which resulted in this distinguished honor. In addition, he read aloud a letter of congratulations to the City from U.S. Senator Mark Warner commending the City for our commitment to prepare high quality budget documents that adhere to the National Advisory Council on State and Local Budgeting and GFOA best practices.

AUDIENCE FOR VISITORS:

There were no speakers.

APPROVAL OF THE MINUTES:

Councilman Green moved, seconded by Councilman Vernall, to adopt the minutes of the regular session held April 11, 2016 as submitted. Recorded vote on the motion:

YES: Councilmembers Green, Vernall, Ayer, Southall, Crawford, Freeman and Mayor Hunt.

NO: None.

PUBLIC HEARINGS:

1. CONDITIONAL USE PERMIT FOR AN ESCAPE ROOM/FAMILY ENTERTAINMENT USE AT 475 WYTHE CREEK ROAD

Kevin Wyne, City Planner, stated that Mr. Bradford W. Drummond, applicant and Tagtime LLC business owner, and SGC Wythe Creek, LLC, property owner, are requesting a Conditional Use Permit to operate an escape room game use in a storefront located at 475 Wythe Creek Road in the Wythe Creek Plaza Shopping Center. He explained that the proposed general family amusement/recreation business would complement a previously approved Use Permit for a laser tag field, located to the rear of the proposed storefront. In conclusion, Mr. Wyne stated that the Planning Commission, at its April 18, 2016 meeting, by a vote of 5 to 0 recommended approval of this request to City Council.

During Council's discussion, a safety concern was expressed over Mr. Drummond's patrons having to traverse the rear alley, located behind the storefront, at night to gain access to his Big Woods' property designated for laser tag.

Mayor Hunt opened the public hearing. Mr. Bradford Drummond, in response to expressed safety concerns, assured City Council that one of his employees will personally lead each group of patrons across the alley to his property designated for laser tag use. He also pointed out that the majority of traffic using the alley do so in the morning/daylight hours and that the laser tag use of the rear property primarily occurs on evenings and weekends. In conclusion, Mr. Drummond stated that he is still seeking a permanent access solution for his Big Woods property.

A resolution approving the requested Conditional Use Permit was presented for Council's consideration and Councilman Green moved, seconded by Councilman Ayer, that it be adopted. Recorded vote on the motion:

YES: Councilmembers Southall, Freeman, Vernall, Green, Ayer, Crawford and Mayor Hunt.

NO: None.

2. PROPOSED FY 2016-2017 ANNUAL FINANCIAL PLAN, TAX LEVIES AND FEES (1ST Reading)

The City Manager, J. Randall Wheeler, reminded Council that a presentation on the City's proposed FY 2017 budget was provided at the last meeting. In addition, he pointed out that two budget work sessions had been held prior to this meeting, i.e. the first was a joint School Board/Council budget discussion and the second was a discussion on the proposed City budget. At Council's request, he provided a brief overview of the budget highlighting the following points:

- That this is the second post-recessionary budget;
- That the City's fiscal situation is slowly improving as revenues increase;
- That the School Board and City Department Heads worked very hard to set strategic priorities and that this year's priority is to address employee compensation;
- That it includes an increase of 1 firefighter for each shift, continued support for PAWS, incremental maintenance funding and other essential items that were eliminated during the recession;
- That it fulfills the Schools' budget request; and
- That it also includes hiring one additional building inspector should it be warranted by increased development.

Mayor Hunt reiterated that the proposed budget did not include a tax increase; that the only increases are for specific recreational fees; that it identifies top funding priorities; and that it will address some of the City's long awaited Capital Improvement Plan items.

Mayor Hunt opened the public hearing. Ms. Randie Trestrail, 212 Beach Road, stated that although the proposed Messick Point beach and the new High School track are good projects, the City should not go into debt to fund them. She added that perhaps these funds would be better utilized by hiring more Public Works employees and teachers for the School System.

Since no one else came forward, the public hearing was closed.

A resolution approving the proposed FY 2016-2017 Annual Financial Plan for the City of Poquoson, Virginia was presented for Council's consideration and Councilman Green moved, seconded by Councilman Ayer, that it be approved. Recorded vote on the motion:

YES: Councilmembers Crawford, Ayer, Southall, Freeman, Vernall, Green and Mayor Hunt.

NO: None.

An ordinance to lay a \$4.15 Levy on all Personal Property, a \$.00001 Levy on all Watercraft, a \$1.50 Levy on all Privately Owned Camping Trailers and Motor Homes, and a \$1.07 Levy on all Vehicles without Motive Power, used or designated to be used as Manufactured Homes in the City of Poquoson, Virginia, for the general operation of the various departments of the City government was presented for Council's consideration. Prior to voting, Vice Mayor Freeman stated that upon speaking with the Commissioner of the Revenue, he learned the number of registered watercraft in the City has increased by

190 since last year. Councilman Green moved, seconded by Vice Mayor Freeman, that the ordinance be approved on first reading. Recorded vote on the motion:

YES: Councilmembers Green, Vernall, Southall, Crawford, Freeman and Mayor Hunt.

NO: Councilman Ayer.

A second reading of the ordinance will be held at the next meeting.

An ordinance to lay a \$1.07 per \$100.00 assessed value on all Real Estate in the City of Poquoson, Virginia, for the general operation of the various departments of the City government was presented for Council's consideration. Councilman Green moved, seconded by Councilman Vernall, that it be approved on first reading. Recorded vote on the motion:

YES: Councilmembers Southall, Freeman, Vernall, Green, Ayer, Crawford and Mayor Hunt.

NO: None.

A second reading of the ordinance will be held at the next meeting.

An ordinance to appropriate funds to the various governmental funds of the City of Poquoson, Virginia for FY 2016-2017 was presented for Council's consideration. Councilman Green moved, seconded by Councilman Ayer that it be approved on first reading.

YES: Councilmembers Crawford, Ayer, Southall, Freeman, Vernall, Green and Mayor Hunt.

NO: None.

A second reading of the ordinance will be held at the next meeting.

NEW BUSINESS:

1. REQUEST OF VIRGINIA NATURAL GAS FOR AN UNDERGROUND UTILITY EASEMENT ON CITY OWNED PROPERTY

The City Manager stated that Virginia Natural Gas (VNG) has requested an underground utility easement on City property in order to provide natural gas to a property located at 48 South Lawson Road. He pointed out that a 3-year temporary easement was granted in February 2014 due to the critical medical needs of the citizen residing at the aforementioned address when electrical service is interrupted. In conclusion he stated that the proposed easement will ensure continued provision of natural gas services to this property.

A resolution directing that public notice be given of Council's intention to receive bids for an easement on City property was presented for consideration and Councilman Green

moved, seconded by Councilman Vernall, that it be adopted. Recorded vote on the motion:

YES: Councilmembers Green, Vernall, Ayer, Southall, Crawford, Freeman and Mayor Hunt.

NO: None.

2. RESOLUTION MAKING AN APPOINTMENT TO THE PENINSULA ALCOHOL SAFETY ACTION PROGRAM POLICY BOARD

A resolution making an appointment to the Peninsula Alcohol Safety Action Program Policy (PASAPP) Board was presented for Council's consideration and Councilman Green moved, seconded by Councilman Southall, to appoint Kelly Waddell to the PASAPP Board and to adopt the resolution with his name inserted. Recorded vote on the motion:

YES: Councilmembers Southall, Freeman, Vernall, Green, Ayer, Crawford and Mayor Hunt.

NO: None.

COMMENTS OF THE CITY MANAGER:

The City Manager made no comment.

COUNCIL DIRECTIVES:

Councilman Southall thanked the School Board and City staff for their hard work on the budget. He encouraged citizens to contact their State legislators requesting increased funding for education. He also invited those citizens who have questions or concerns related to aquaculture to contact Mr. Ben Stagg at the Virginia Marine Resources Commission.

Councilwoman Crawford thanked everyone who had worked on the proposed budget, congratulated Mr. Drummond on his new business and stated that she looked forward to being one of his patrons.

Vice Mayor Freeman explained that 22 citizens had submitted applications in response to the Planning Commission's request for volunteers to serve on the Comprehensive Plan Participation Team. He pointed that twelve people had been selected by the Commission, from the pool of applicants, to serve on this Team. However, he stated that he would like for the Commission to consider including all 22 applicants on the Team.

In response to Vice Mayor Freeman's suggestion and following a brief discussion in which the Commission was commended for its hard work, the consensus of Council was to request the Planning Commission to reconsider utilizing all 22 volunteers on the CPT.

Councilman Vernall commended City staff and the Kiwanis Club for the *Poquoson is the Place* flags that were recently erected along the City's business corridors. He also announced that the Poquoson Kiwanis Club will be holding a pig roast on May 15, 2016.

Councilman Green, in response to earlier public comments on the proposed budget, stated that the budget did not include new debt to fund the approved CIP projects. He reminded everyone that the City's Foodbank distribution would be held on Tuesday, April 26, 2016 from 10 a.m. to 1 p.m. with volunteers from St. Timothy's Anglican Church and the Susanna Wesley Circle from Tabernacle United Methodist Church assisting.

Councilman Ayer encouraged citizens to contact the VMRC to express their concerns and/or pose their questions regarding aquaculture.

Mayor Hunt stated that he and the City Manager that morning had taken a boat tour of Cow Island with Congressman Wittman and U.S. Fish & Wildlife Director, Dan Ashe to make an appeal for Poquoson citizens to have recreational access to Cow Island. He stated that Director Ashe was impressed by the City's environmental proactive measures including satisfying ongoing TMDL requirements. He announced that he and the City Manager would be visiting the credit/bond rating agencies in May 2016 seeking even higher ratings in order to possibly refinance City debt in order to save money without extending the debt payoff and potentially saving the City \$500,000 that could fund several CIP projects. Lastly he commended the City Manager and City staff for an excellent budget document.

ADJOURNMENT:

There being no further business, Councilman Green moved, seconded by Vice Mayor Freeman, to adjourn the meeting. Recorded vote on the motion:

YES: Councilmembers Green, Vernall, Ayer, Southall, Crawford, Freeman and Mayor Hunt.

NO: None.

The meeting was adjourned at approximately 7:50 p.m.