

WAYNESBORO, VIRGINIA CITY COUNCIL RETREAT MINUTES



Council for the City of Waynesboro, Virginia held a Retreat on Tuesday, December 14, 2021 at 8:30 a.m. in the conference room of the BRITE Bus Transit Service, 51 Ivy Ridge Lane, Fishersville, VA 22939.

PRESENT: Council Members: Bobby Henderson, Mayor
Lana Williams, Vice Mayor
Bruce Allen, Council member
Terry Short, Jr., Council member
Sam Hostetter, Council member (joined meeting at 9:00 am)

City Staff: Michael Hamp, City Manager
Cameron McCormick, Assistant City Manager - Finance
Todd Wood, Assistant City Manager - Operations
Michael Wilhelm, Assistant City Manager – Public Safety
Julia Bortle, Clerk of the Council
Dwayne Jones, Parks and Recreation Director
Nichole Nicholson, Human Resource Executive Director

ABSENT: None

General Agenda:

8:45 a.m. Warm up activities “Know Your City”
10:15 a.m. Employee Compensation and Retention
12:50 p.m. American Rescue Plan
2:00 p.m. 2023 Budget Priorities
3:00 p.m. Wrap Up

The City Manager opened the meeting, expressing his appreciation that Council dedicated the time for the retreat in the hope to create a unified vision and team building. This included a year in review, what constitutes a successful year, what is Council willing to do for that success, where to focus resources, what were 2021 best moments and how to replicate them, and opportunities for improvement with a possible focus on compensation, recovery plan act, budget and other concerns and ideas.

After the Planning Director conducted an exercise, “Knowing Your City”, designed to inform attendants regarding the city’s demographics for Waynesboro, Staunton and Augusta County,

Council member Short opened a discussion regarding the legislative boundary map for redistricting that was recently released by the Senate and the impact to legislative representation. Waynesboro would be losing losing experienced representation. Staff was directed to develop a letter regarding the City’s opposition to redistricting.

Council and staff then reviewed accomplishments from past year and opportunities for improvement.

After a ten-minute break, the meeting resumed at 10:18 a.m.

The Human Resources Director presented a report on compensation, retention, and recruitment that included the labor market overview, competitor salaries, wage and salary improvement possibilities; i.e., health benefits, holidays, vacation, and flex schedules. The report included why compensation matters, public work crew shortages, forced prioritization in the Police Department, Fire Department application responses, Public Works application responses and personnel impact on park maintenance.

Suggestions include adopting a market competitive pay and class system, pay closer to market pay, continue merit system, keep up with inflation, adopt competitive holiday schedule, and modify annual leave schedule. Council member Short recommended looking into mirroring the state holiday schedule. A general discussion followed regarding salaries, premium pay, service levels and recruitment, specifically in Public Works and the Police Department.

A 45-minute lunch break was taken at 11:35 p.m.

The Assistant City Manager of Finance lead a discussion on the options for American Rescue Plan (ARPA) funds versus ARPS funds subsidized by local funds with a focus on public health emergency economic impact, premium pay for essential workers and investing in water and sewer infrastructure projects. He then distributed the Capital Improvement Plan outline for funding options including ARPA eligibility, for example, Sunset Park, premium pay, and a water tank.

Fund use has to fall within eligible timelines. Council members discussed the preferences of project funding among Sunset Park, the West End Fire Station, and the Industrial Park and possible return on investment for them. Council member Short asked that staff establish a timeline so that a decision can be made in January for the use of the funds.

The City Manager noted the possibility of a two-phased funding implementation option of premium pay and an Enterprise (Quality of Life) project.

The City Manager noted there is a budget work session scheduled for Wednesday, January 26, 2022 with the ARPA fund use on the proposed agenda. He suggested the conversation on ARPA fund use continue at that time.

A 15-minute break was taken at 1:30 p.m.

The Assistant City Manager of Finance presented the CAFR overview, noting pages 5-14 Management Discussion and Analysis, outline the financial position of the organization. Also reviewed was the information location for the school budget, bond funds, capital improvement projects, and other governmental funds.

The City Manager was interested in learning about their preferred use of the ARPA Funds that would enhance the community outside of the essential services. He asked what Council would like to see accomplished. A brief discussion ensued regarding methods of choosing projects and funding.

Council members expressed their satisfaction with the discussion and exchanges today. The City Manager stated that a review and conversation will continue at the January 26 budget work session. Mayor Henderson suggested the work sessions begin at 6:30 p.m. instead of 6:15 p.m. All agreed. The meeting concluded at 2:33 p.m.

Julia Bortle, MMC, Clerk of Council

Bobby Henderson, Mayor