

**WILLIAMSBURG CITY COUNCIL
WORK SESSION
JUNE 7, 2010**

The Williamsburg City Council held a work session on Monday, June 7, 2010, at 4:00 p.m. in the City Council Chambers of the Stryker Building, 412 N. Boundary Street, Williamsburg, Virginia.

CALL TO ORDER

Mayor Jeanne Zeidler called the meeting to order.

ATTENDANCE

Present in addition to Ms. Zeidler were Vice-Mayor Clyde Haulman, Council members Ms. Judith Knudson and Messrs. Paul Freiling and Robert Braxton. Also present were City Manager Jack Tuttle, City Attorney Joe Phillips and Council Clerk Donna Scott.

Staff Attending: Assistant City Manager Jodi Miller, Deputy City Attorney Christina Shelton, Economic Development Director Michele DeWitt, Communication Specialist Kate Hoving, Planning Director Reed Nester, Finance Director Phil Serra, Public Works & Utilities Director Dan Clayton, Fire Chief Pat Dent, Williamsburg Redevelopment & Housing Authority Director Andy Hungerman, Parks & Recreation Director Lori Rierson, and Human Services Director Peter Walentisch.

ITEMS FOR CITY COUNCIL MEETING OF JUNE 10, 2010

Public Comment

Mayor Zeidler invited public comment on items on the agenda for Thursday's Council meeting.

There being no comment the Public Comment portion of the meeting was closed.

Council Preview

Mayor Zeidler confirmed that Council members have all the information they need regarding items on the agenda for the regular Council meeting on Thursday.

BACKGROUND PRESENTATIONS/DISCUSSIONS

VML Risk Management Award

Mr. Tuttle introduced Greg Dickie, Virginia Municipal League (VML) Director of Member Services. Mr. Dickie said it was his pleasure and honor to present the award to the City of Williamsburg and noted the City has been a member of the VML since 1985. The City has an outstanding record with a 42% loss ratio and a very active Safety Committee; from the 475 VML members, only seven are selected to receive the Risk Management Award.

Mr. Dickie said members of the Safety Committee make the City of Williamsburg a safer place for employees, citizens and visitors. Members of the Safety Committee are:

- Lori Rierson, Parks & Recreation, Chairman of the Committee
- Lee Cooper, Public Works

- Susan Geary, Police
- Jackie Herrmann, Human Resources
- Karen Kelly, Planning
- Elsa Korrigan, Human Services
- Tom Leitch, Facilities Manager
- Julie Phares, Risk Management
- Jane Trimble, Finance
- Paul Reeser, Public Works

Mayor Zeidler said she is proud of City staff and thanked the Committee for this achievement. Ms. Knudson said the City staff is wonderful and she is not surprised at their accomplishments. In response to Mr. Braxton's question, Mr. Dickie confirmed the City's rates are lower as a result of the good safety record.

Heritage Tree Program

Landscape Superintendent, Will Fidler, presented an overview of the proposed Heritage Tree Program. An Ordinance amending and restating Chapter 7, Article IV. Trees of the Code of the City of Williamsburg will be on the agenda for adoption at Council's Thursday meeting as well as an Ordinance designating three Heritage Trees, 12 Specimen Trees and three Street Trees for inclusion in the Program, (Ordinance #10-08 and #10-09).

The Program Goals are:

- To establish a process of designating heritage trees located on public or private property
- To encourage proper maintenance, care and protection of heritage trees
- To inform/educate the public regarding the notable tree resource in the City
- To increase public awareness of the environmental benefit of heritage trees and trees in general

Mr. Fidler said the Program includes a nomination form for use by any resident, property owner or business owner in Williamsburg. A Heritage Tree Committee will be established to review the nominations for heritage trees or to make nominations. The Committee would be composed of Tony Craig, a certified arborist for the Colonial Williamsburg Foundation for the past 18 years; Matthew Trowbridge, a certified arborist for the College of William and Mary for over 21 years; and himself as the City's Landscape Superintendent.

Mayor Zeidler thanked Mr. Fidler and staff who worked on the proposed Program; it represents a lot of work and she said she is very pleased and excited about the Program that has been talked about for a long time.

In response to Ms. Knudson's question regarding the trees on the William & Mary campus, Mr. Tuttle said that although the College has trees that would qualify under the Program, the College will be designating their own because the campus is state property.

Mr. Freiling asked if staff had worked with the City's Beautification Advisory Committee (BAC) and/or the garden clubs in formulating the Program, and Mr. Fidler answered that

as a member of the BAC he has been working with that group, and once the Program is approved, garden clubs will be contacted. Also mentioned as future contacts were some of the more active homeowner's associations and the Neighborhood Council.

City Council Policy and Procedures Manual

Mr. Tuttle presented the Policy and Procedures Manual noting that it has been revised to reflect current policies and procedures. He reviewed the changes explaining the reasoning behind the revisions and said Resolution #10-04 formally adopting the Manual will be an action item on the agenda at the July 1 Organizational Meeting. Mr. Tuttle confirmed that the document is on the City's website.

CITY COUNCIL COMMUNICATIONS -- None

SCHEDULE OF MEETINGS: JUNE 2010

Mayor Zeidler noted the City Calendar for the month of June which Council members received in their meeting packets.

OPEN FORUM

Mayor Zeidler opened the Open Forum portion of the meeting inviting comments on any topic.

There being no comment the Open Forum was closed.

CLOSED SESSION

At 4:30 p.m. Mr. Haulman moved that City Council go into Closed Session pursuant to Section 2.2-3711 of the Code of Virginia for the purpose of discussing two personnel matters concerning appointments and annual evaluation, per subparagraph 1. The motion was seconded by Ms. Knudson and carried by roll call vote of 5-0.

Recorded Vote on the Motion:

Aye: Braxton, Haulman, Zeidler, Knudson, Freiling

No: None

The Mayor called for a five-minute recess prior to going into Closed Session.

OPEN SESSION

At 4:40 p.m. Council again met in Open Session for certification of the closed meeting.

CERTIFICATION OF CLOSED MEETING

Date: June 7, 2010

Mr. Haulman moved to approve the certification of a closed session pursuant to Section 2.2-3712 of the Code of Virginia. Ms. Knudson seconded the motion which carried by roll call vote of 5-0.

WHEREAS, the City Council of the City of Williamsburg has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Committee that such meeting was conducted in conformity with Virginia Law.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Williamsburg hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the City of Williamsburg.

Recorded Vote on the Motion:

Aye: Braxton, Haulman, Zeidler, Knudson, Freiling

No: None

Absent During Vote: None

Absent During Meeting: None

The City Council meeting of June 7, 2010 was adjourned by unanimous roll call vote at 4:42 p.m.

Approved: July 8, 2010

Clyde Haulman, Mayor

Donna F. Scott, City Council Clerk