

MINUTES OF A STRATEGIC PLANNING RETREAT OF VINTON TOWN COUNCIL HELD AT 8:00 A.M. ON MONDAY, OCTOBER 24, 2016, AT THE VINTON WAR MEMORIAL LOCATED AT 814 WASHINGTON AVENUE, VINTON, VIRGINIA.

MEMBERS PRESENT:

Bradley E. Grose, Mayor  
Matthew S. Hare, Vice Mayor  
Keith Liles  
Sabrina McCarty  
Janet Scheid

STAFF PRESENT:

Barry Thompson, Town Manager  
Susan N. Johnson, Town Clerk  
Pete Peters, Assistant Town Manager  
Donna Collins, Human Resources Director  
Joey Hiner, Public Works Director  
Anita McMillan, Planning & Zoning Director  
Anne Cantrell, Interim Finance Director  
Chris Linkous, Deputy Chief, Fire & EMS  
Mary Beth Layman, Special Programs Director  
Tom Foster, Police Chief  
Chasity Barbour, Facilities Manager  
Mike Faw, Deputy Director of Public Works, Utility Division

OTHERS PRESENT:

Allen Moyer  
Justin Davison  
Stephanie Brown-Mead  
Angie Chewning

The Mayor opened the meeting and then turned the meeting over to the Town Manager. After the Town Manager commented on the purpose and expectations of the morning session, he turned the meeting over to Allen Moyer. Mr. Moyer gave a brief overview of the agenda and set the ground rules.

The next item was the Group Session led by Pete Peters. Mr. Peters asked everyone to envision what they would like for the Town to look like in 15 years. Then Mr. Peters listed items that the participants indicated they would like to keep and items they would like to change.

After a short break, the participants disbursed to another room where they were divided into groups of four at five tables. Prior to the Retreat, each participant was asked to prepare a SWOT (strengths, weaknesses, opportunities and threats) analysis. Each table was given a consolidated list of the SWOT analysis prepared by the members of their table and they were asked to rank as a group their top eight to ten in each category.

The next exercise was for each table to share their top ranked items in each category (that were not duplicates) while Mr. Peters assigned them to one of six categories—Neighborhoods & Community, Business Environment, Land-Use Development, Public Safety, Infrastructure & Facilities and Government/Administration. Then, participants were each given 12 dots and were asked to place their dots beside the items that they deemed most important.

After the items were ranked in each of the six categories, the top three were selected (Gain Sharing, Under Developed Property and the Vinton War Memorial-Hotel Development) and

participants listed tools that could be used to try and address each of these significant items in the Town.

After a break for lunch, the afternoon session began at 12:30 p.m. The first item on the afternoon agenda was a presentation by Andrew Kassoff of EEE Consulting in Blacksburg entitled "Stormwater Compliance". A copy of the presentation is on file in the Town Clerk's Office and will be made a part of the permanent record.

The next item on the agenda was a presentation by Joey Hiner of a virtual tour of the Town's utility systems followed by information on sinkhole/storm drain repairs in May, June, July, September and October of 2016 showing man-hours, equipment and material costs. A copy of the presentation is on file in the Town Clerk's Office and will be made a part of the permanent record.

The next item on the agenda was a presentation by Anne Cantrell of the Vinton-Roanoke County Gainsharing Agreement. A copy of the presentation is on file in the Town Clerk's Office and will be made a part of the permanent record.

Following discussion on the Gainsharing Agreement, Council requested that a committee to be called the "Vinton Advisory Committee" be established to begin a review of the components of the Gainsharing Agreement. The following individuals were recommended to be a part of the Committee:

Bradley Grose, Mayor  
Janet Scheid, Council Member  
Anne Cantrell, Interim Finance Director  
Justin Davison  
Theresa Fontana, Town Attorney  
Tom Foster, Police Chief

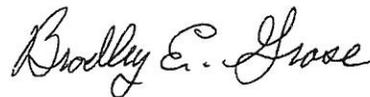
Joey Hiner, Public Works Director  
Chris Linkous, Deputy Chief, Fire/EMS  
Stephanie Brown-Meade  
Barry Thompson, Town Manager  
Sherri Winkler  
An individual from East Roanoke County

The Town Clerk was directed to put this item on the November 1<sup>st</sup> meeting for action by Council.

Discussion was had regarding the number of rental properties in the Town. Pete Peters commented that he would investigate potential housing and home ownership grants and provide Council with an update on various options. Mr. Peters also suggested that he will request a meeting with several of the prominent rental property owners to see what steps the town might take to encourage these owners to make improvements to their properties to increase values and improve esthetics.

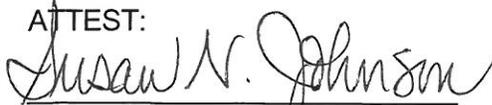
After closing comments, the retreat was adjourned at 5:00 p.m.

APPROVED:



Bradley E. Grose, Mayor

ATTEST:



Susan N. Johnson, Town Clerk