



COLONIAL HEIGHTS CITY COUNCIL AGENDA

REGULAR MEETING CITY HALL

Council Members

Kenneth B. Frenier
Elizabeth G. Luck
John E. Piotrowski
Dr. Laura F. Poe
John T. Wood
Robert W. Wade, Vice
Mayor
T. Gregory Kochuba,
Mayor

March 14, 2023

7:00 PM

1. Call To Order
2. Roll Call
3. Devotion - The Honorable T. Gregory Kochuba
4. Pledge Of Allegiance
5. Adoption Of Agenda
6. Declarations Of Personal Interest
7. Commendations And Presentations
 - A. A PROCLAMATION
Proclaiming the week of March 19 through 25, 2023, as Emergency Management Professional's Week in the City of Colonial Heights, Virginia.

Documents:

[PROC.EMP WEEK 2023.PDF](#)

- B. Presentation Of The City's Annual Contribution To The Colonial Heights High School After Prom Committee
- C. New City Employee Introductions
Introduction Of New Employees Hired By The Police Department.

Documents:

[EX SUMMARY NEW EMP INTRODUCTIONS.PDF](#)

8. Reading Of Manner Of Addressing Council.
ANY MEMBER OF THE PUBLIC addressing the Council shall approach the lectern, give his name and address in an audible tone of voice for the record, AND ADDRESS THE COUNCIL AS A BODY RATHER THAN SPEAK TO ANY MEMBER. Unless further time is granted by the Council, ANY MEMBER OF THE PUBLIC shall address the Council one time for a maximum of five (5) minutes, regardless of the number of issues he desires to discuss. PROVIDED however, that the main proponent of any application, petition, or plan that is the subject of a public hearing shall be allowed to address the Council initially for a maximum of ten (10) minutes and later in rebuttal for a maximum of three (3)

minutes.

9. Written Petitions And Communications By Members Of The Public And Council Members
10. Advertised Public Hearings:

A. AN ORDINANCE NO 23-2

(First Reading) Amending §§ 244-5.1, 244-6, 244-8, 244-9, 244-10, 244-11.1, and 244-12 of Chapter 244, Solid Waste, of the Colonial Heights City Code, to define “clutter”; to prohibit clutter; to change the method of giving real property owners written notice of violations regarding exterior storage of certain objects and tall grass, weeds, or other foreign growth; reducing from ten to seven days the time period to remedy such violations; providing for a \$100 administrative charge per violation and a \$100 civil penalty on property owners with two or more tall grass, weeds, or other foreign growth violations in a growing season; and establishing liens on real estate for charges that remain unpaid 20 or more days after notice of a violation is given. Also, deleting § 244-11 of Chapter 244, which has language that is duplicative of amended § 244-10.

Documents:

[EX SUM ORD 23-2.PDF](#)
[AN ORDINANCE NO 23-2.PDF](#)

B. AN ORDINANCE NO 23-4

(First Reading) To grant a special use permit to Christian Life Center Inc. for the property located at 505 Lakeview Avenue, also known as parcel identification number 1900010Y001, currently zoned RL – Low-Density Residential and RH - High Density Residential: 1) to allow a maximum lot coverage of 70% within the RL – Low Density Residential zoning district; 2) to allow a maximum building coverage of 40% within the RL – Low Density Residential zoning district; and 3) to reduce to ten feet the minimum width of the Buffer Type C, Option 1, required along the southern property line of the RH – High Density Residential zoning district.

Documents:

[EX SUM ORD 23-4.PDF](#)
[PC RES. 23-01 SIGNED.PDF](#)
[PLANNING COMM PRESENTATION.PDF](#)
[PC STAFF REPORT SUP 23-01 3.2023.PDF](#)
[AN ORDINANCE NO 23-4.PDF](#)

C. AN ORDINANCE NO 23-5

(First Reading) To amend §§ 51-55, 51-55.1, and 51-56 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to remove the prohibition on using annual leave during the first six months of employment; to adjust the leave time accrual rate of 24-hour employees; and to increase from \$8,000 to \$10,000 the amount of sick leave payable to certain employees upon retirement.

Documents:

[EX SUMMARY ORD 23-5.PDF](#)
[AN ORDINANCE NO 23-5.PDF](#)

11. Hearing Of Citizens Generally On Non-Agenda Items

12. Consideration Of Uncontested Minutes, Ordinances, Resolutions, And Motions In Accordance With The Consent Agenda

A. AN ORDINANCE NO 23-1

(Second Reading) Granting an easement to Verizon Virginia Inc. allowing Verizon Virginia Inc. to install communication system lines on utility poles across four parcels bordering the Boulevard or Dupuy Avenue that the City of Colonial Heights owns.

Documents:

[EX SUMMARY ORD 23-1.PDF](#)
[DEED OF EASEMENT-VERIZON.PDF](#)
[PLAT.PDF](#)
[AN ORDINANCE NO 23-1.PDF](#)

B. AN ORDINANCE NO 23-FIN-2

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by \$464,462 consisting of 1) \$716 from DMV Select Services to General and Financial Administration; 2) \$179 from DMV Select Services to Nondepartmental; 3) \$162,151 from assigned fund balance for the Lakeview Dam to Public Works; 4) \$1,236 in reimbursement for the diesel fuel spill to Public Safety; 5) \$240,080 from a FEMA grant to Public Safety; 6) \$100 to Judicial Administration for a donation to the Sheriff's Department; and 7) \$60,000 from assigned fund balance for implementation of Microsoft Office 365 to General and Financial Administration.

Documents:

[EX SUMMARY 23-FIN-2 SECOND READING.PDF](#)
[ORDINANCE 23-FIN-2 RECAP WORKSHEET.PDF](#)
[DMV SELECT.PDF](#)
[LAKEVIEW DAM.PDF](#)
[REIMBURSEMENT FIRE.PDF](#)
[SHERIFF DONATION.PDF](#)
[IT PROJECT.PDF](#)
[AN ORDINANCE NO 23-FIN-2.PDF](#)

C. January 17, 2023 Special Meeting Minutes

Documents:

[JANUSRY 17 2023 SPECIAL MTNGFINAL.PDF](#)

D. February 14, 2023 Special Meeting Minutes

Documents:

[FEBRUARY 14 SPECIAL MTNGFINAL.PDF](#)

13. Introduction And Consideration Of Ordinances And Resolutions

A. AN ORDINANCE NO 23-3

(First Reading) To amend § 51-54 of Chapter 51, Personnel Policies and Grievance

Procedure, of the Colonial Heights City Code, to include Juneteenth as a City Holiday.

Documents:

[EX SUMMARY ORD 23-3.PDF](#)
[AN ORDINANCE NO 23-3.PDF](#)

B. AN ORDINANCE NO 23-6

(First Reading) To amend § 258-16 of Chapter 258, Taxation, of the Colonial Heights City Code, to increase by 10% the income limits, and by \$20,000 the maximum net worth allowed, for elderly citizens and permanently and totally disabled persons to qualify for a real estate tax exemption.

Documents:

[EX SUMMARY ORD 23-6.PDF](#)
[AN ORDINANCE NO 23-6.PDF](#)

C. AN ORDINANCE NO 23-FIN-3

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by \$94,475 consisting of 1) \$53,109 in bond funds for emergency sewer repairs; 2) \$8,000 in donations to the Police Department from the American Legion for a K-9 kennel and dog food; 3) \$19,225 in grant funds to the Fire Department for ballistic vests and accessories from Firehouse Subs; 4) \$10,000 from HEAT program to Public Safety for a surveillance camera system; 5) \$2,732 in State Asset Forfeiture to the Commonwealth Attorney for crime scene screens; 6) \$1,209 in remaining grants and donations from last year to the Office on Youth; and 7) \$200 in donations to the Sheriff's Office from the Colonial Heights Moose Lodge 1783. Also, to transfer \$2,250 from Nondepartmental to Human Services for the City's annual contribution to the Youth Advisory Council.

To amend the Capital Projects Budget for fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$53,109 in transfer from the general fund for emergency sewer repairs.

Documents:

[EX SUM ORD 23-FIN-3.PDF](#)
[ORDINANCE RECAP 23-FIN-3.PDF](#)
[EMERGENCY SEWER REPAIR.PDF](#)
[SHERIFF DONATION.PDF](#)
[CRIME SCENE SCREENS.PDF](#)
[FIREHOUSE SUB GRANT.PDF](#)
[HEAT GRANT FUNDING.PDF](#)
[AN ORDINANCE NO. 23-FIN-3.PDF](#)

D. A RESOLUTION NO 23-7

Approving the City's participation in the proposed settlements of opioid-related claims against Teva, Allergan, Walmart, Walgreens, CVS, and their related corporate entities, and directing the City Manager to execute the documents necessary to effectuate the City's participation in the settlements.

Documents:

[EX SUMMARY RESO 23-7.PDF](#)
[A RESOLUTION NO 23-7.PDF](#)

The Consent Agenda

15. Reports Of Officers And Documents Related Thereto

A. City Manager

1. General Activity Report

Documents:

[EX SUM CM ACTIVITY REPORT.PDF](#)
[DATES OF INTEREST-CM REPORT MARCH 2023.PDF](#)

2. City Of Colonial Heights Audit Statement

In accordance with requirements in the Code of Virginia §15.2-2511, if a locality's audit is not completed as required by this statute, the locality must promptly post a statement on its website, if such website exists, with the following information:

- **That the required audit is pending,**
- **The reasons for the delay,**
- **And the estimated date of completion.**

City of Colonial Heights Audit Statement

The City of Colonial Heights audit for the fiscal year ending June 30, 2022 is pending. The major factors for the delay of the audit are the implementation of a new financial system and vacancies in various important positions related to the audit: the Director of Finance (vacant for a significant portion of FY 21-22) and the Deputy Director of Finance. The City of Colonial Heights finance team and auditors are working diligently to complete the audit report. Our estimated date of completion for the audit report is March 14, 2023.

B. City Attorney

C. Director Of Planning And Community Development

1. Planning Boards And Commissions Summary

Documents:

[EX SUM PLANNING SUM 3_2023.PDF](#)
[202303_PC_PLANNING SUMMARY.PDF](#)

16. Adjournment