

COLONIAL HEIGHTS CITY COUNCIL AGENDA

REGULAR MEETING CITY HALL

Council Members

Michael A. Cherry
Kenneth B. Frenier
W. Joe Green, Jr.
John E. Piotrowski
John T. Wood
Elizabeth G. Luck, Vice-
Mayor
T. Gregory Kochuba,
Mayor

March 10, 2020

201 James Avenue, Colonial Heights, VA

7:00 PM

1. Call To Order
2. Roll Call
3. Devotion - The Honorable Michael A. Cherry
4. Pledge Of Allegiance
5. Adoption Of Agenda
6. Declarations Of Personal Interest
7. Commendations And Presentations
 - A. Presentation Of The City's Annual Donation For The Colonial Heights High School After Prom Celebration

Documents:

[AFTER PROM ANNUAL SPONSORSHIP 2020.PDF](#)
 - B. Presentation Of The FY2021-FY2025 Capital Improvement Plan

Documents:

[EX SUMMARY CIP PRESENTATION.PDF](#)
[FY21 PROPOSED CIP.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 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
10. Advertised Public Hearing
 - A. AN ORDINANCE NO 20-8

(*First Reading*) Amending § 51-56 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to clarify which employees may be paid for accrued but unused sick leave upon retirement through the Virginia Retirement System.

Documents:

[EX SUMMARY ORDINANCE 20 -8.PDF](#)
[AN ORDINANCE NO 20-8.PDF](#)

B. AN ORDINANCE NO 20-9

(*First Reading*) Amending § 51-56.1 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to provide that only Virginia Retirement System Plan 1 and Plan 2 employees may participate in the City sick leave bank.

Documents:

[EX SUM ORD 20-9.PDF](#)
[AN ORDINANCE NO 20-9.PDF](#)

C. A RESOLUTION NO. 20-15

Revising the City of Colonial Heights Sick Leave Bank Policy.

Documents:

[EX SUM RES 20-15.PDF](#)
[A RESOLUTION NO 20-15.PDF](#)
[SICK LEAVE BANK POLICY-REVISED.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 20-1

(*Second Reading*) Amending § 286-202.04 of Chapter 286, Zoning, of the Colonial Heights City Code by updating terminology in the definition of "Group Home".

Documents:

[EX SUMMARY ORD 20-1.PDF](#)
[AN ORDINANCE NO 20-1.PDF](#)

B. AN ORDINANCE NO 20-2

(*Second Reading*) To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 21.47 square foot internally illuminated sign and a 26.65 square foot electronic message board on the existing freestanding sign structure at Colonial Heights High School, 3600 Conduit Road.

Documents:

[EX SUMMARY ORDINANCE NO 20-2.PDF](#)
[PCRESO 20-2_SIGNED.PDF](#)
[AN ORDINANCE NO 20-2.PDF](#)

C. AN ORDINANCE NO 20-3

(*Second Reading*) To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 13.44 square foot

internally illuminated sign and a 23.22 square foot electronic message board on the existing freestanding sign structure at Colonial Heights Middle School, 500 Conduit Road.

Documents:

[EX SUMMARY ORDINANCE NO 20-3.PDF](#)
[PCRESO 20-3_SIGNED.PDF](#)
[AN ORDINANCE NO 20-3.PDF](#)

D. AN ORDINANCE NO 20-4

(Second Reading) To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at Lakeview Elementary School, 401 Taswell Avenue.

Documents:

[EX SUM ORDINANCE 20-4.PDF](#)
[PCRESO 20-4_SIGNED.PDF](#)
[AN ORDINANCE NO 20-4.PDF](#)

E. AN ORDINANCE NO 20-5

(Second Reading) To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at North Elementary School, 3201 Dale Avenue.

Documents:

[EX SUMMARY ORDINANCE NO 20-5.PDF](#)
[PCRESO 20-5_SIGNED.PDF](#)
[AN ORDINANCE NO 20-5.PDF](#)

F. AN ORDINANCE NO 20-6

(Second Reading) Awarding the City Attorney a 1% pay increase and a \$5,000 bonus.

Documents:

[EX SUMMARY ORD 20-6.PDF](#)
[AN ORDINANCE NO 20-6.PDF](#)

G. November 12, 2019 Special Meeting Minutes

Documents:

[11122019 SPECIAL MEETING MINUTESFINAL.PDF](#)

H. November 12, 2019 Regular Meeting Minutes

Documents:

[11122019 REGULAR MEETING MINUTESFINAL.PDF](#)

I. December 10, 2019 Special Meeting Minutes

Documents:

[12102019 SPECIAL MEETING MINUTESFINAL.PDF](#)

J. January 14, 2020 Special Meeting Minutes

Documents:

[01142020 SPECIAL MEETING MINUTESFINAL.PDF](#)

K. February 11, 2020 Special Meeting Minutes

Documents:

[2112020 SPECIAL MEETING MINUTESFINAL.PDF](#)

13. Introduction And Consideration Of Ordinances And Resolutions

A. AN ORDINANCE NO 20-7

(First Reading) Amending §§ 98-42 and 98-43 of Chapter 98, Animals, of the Colonial Heights City Code, to prohibit the keeping of poultry and fowl in the City of Colonial Heights.

Documents:

[EX SUMMARY ORD 20-7.PDF](#)

[AN ORDINANCE NO 20-7.PDF](#)

B. AN ORDINANCE NO 20-FIN-2

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$263,763 from assigned Fund Balance/Reserves for pavement preservation to Public Works for the Conduit Road pavement project.

To amend the Water and Sewer Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to appropriate \$330,825 in reimbursements from the South Central Wastewater Authority (SCWA) for emergency repairs to various sewer lines in the City.

Documents:

[EX SUMMARY 20-FIN-2.PDF](#)

[BUDGET SUMMARY 20-FIN-2.PDF](#)

[EMERGENCY UTILITY REPAIRS OVERVIEW.PDF](#)

[AN ORDINANCE NO 20-FIN-2.PDF](#)

C. A RESOLUTION NO 20-14

Requesting the Virginia Department of Game and Inland Fisheries to Amend the Local Urban Archery Restrictions for the City of Colonial Heights.

Documents:

[EX SUMMARY RESO 20-14.PDF](#)

[A RESOLUTION NO 20-14.PDF](#)

14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda

15. Reports Of Officers And Documents Related Thereto

A. City Manager

1. Shepherd Stadium Project Update

Documents:

[EX SUMMARY SHEPHERD STDM UPDATES.PDF](#)
[SHEPHERD STADIUM PROJECT UPDATE - MARCH 2020.PDF](#)

2. General Activity Report

Documents:

[EX SUM CM ACTIVITY REPORT.PDF](#)
[DATES OF INTEREST - MARCH 2020.PDF](#)

B. City Attorney

C. Director Of Planning And Community Development

1. Planning Commission Summary

Documents:

[202003_PC_SUMMARY.PDF](#)

16. Adjournment



CHHS 2020 AFTER PROM

3600 Conduit Road • Colonial Heights, VA 23834

After Prom Supporters,

Since 1989, the parents of the Colonial Heights High School senior class have organized an After Prom Celebration; the longest running event in our district. This event is an **alcohol and drug-free** night for our graduating seniors. This year's After Prom event is scheduled for **May 16, 2020** at Colonial Heights High School.

This special event sends a clear message to every student that we care about individual safety. All of the graduating seniors and their parents are grateful to the community for making this a safe and memorable night.

The After Prom Steering Committee seeks your support for this worthwhile tradition. Parents are again working countless hours to provide a memorable, entertaining evening of safe fun. Your generosity will provide valuable prizes, contests, games, and food for all seniors present. The Colonial Heights City Council and School Board support the After Prom event and appreciate the generous donations from the community and area organizations.

All After Prom supporters will be recognized on an "appreciation" banner displayed at the event and are invited to attend the open house from 9pm to 10 pm, the night of the event. All donations are tax deductible; please keep this document for your records.

If you have any questions please contact any of the committee members listed below.

Sincerely,

After Prom Steering Committee

Karen Mingloski
Treasurer
mingloski5@verizon.net

Christina Drewry
Donations
justmeckd@gmail.com

Amanda Craft
CHHS After Prom School Advisor
amanda_craft@colonialhts.net

CHHS AFTER PROM COMMITTEE



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: Presentation of the FY2021-FY2025 Proposed Capital Improvement Plan (CIP)

DEPARTMENT: Finance

PROPOSED ACTION: Presentation of the FY2021-FY2025 CIP.

BACKGROUND:

Departments submitted requests for consideration of capital projects in January. Staff has reviewed these requests in light of available funding sources and proposes the projects included in the funded section of the CIP for appropriation in FY2020-2021 as part of the upcoming FY2020-2021 budget process. A Public Hearing on the proposed CIP will be advertised for the April 14 Council meeting. City Council will have the opportunity to discuss the proposed CIP at the March 17 work session. The proposed CIP will then be before City Council for approval by resolution on April 28.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: The Director of Finance recommends approval.

ATTACHMENTS:

Proposed FY21-FY25 CIP Document

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

City of Colonial Heights



Fiscal Years 2021 – 2025 Capital Improvement Plan

SUMMARY

This Fiscal Year 2021-2025 Capital Improvement Plan (CIP) is submitted for consideration by the Colonial Heights Planning Commission and City Council. Over \$164 million in capital improvements were identified and submitted by departments as requests for funding. All submitted CIP projects are identified in this document- those funded are presented in the Proposed Projects section and those not included for funding are included in the Unfunded Projects section.

The CIP document is a planning tool used to match anticipated major facility, equipment, infrastructure and technological improvements with the funding available to meet those needs. To be included in the CIP, a project must meet the criteria to be defined as a capital improvement project.

A capital improvement project is defined by the City as:

- a) Construction and/or acquisition of new assets, including buildings, land, vehicles, equipment, or hardware/software where the costs of construction or acquisition (including incidental costs) meet or exceed \$50,000 for a specific project or unit and the useful life of the asset exceeds one year.
- b) Upgrades, improvements or additions to existing buildings, equipment, or other assets that increase the value or greatly extend the estimated useful life of the asset where the cost of the upgrade or addition exceeds \$50,000.
- c) Remodeling or repair of existing assets where the costs of the remodel or repair will exceed \$100,000.

Items not meeting the definition of a capital improvement project are addressed through the annual operating budget process.

During development of the CIP, staff analyzes the City's capacity for issuing new debt over the period of the CIP and develops funding alternatives for the proposed capital projects. The financing of the proposed CIP is evaluated against the City's formally adopted financial policies, as well as multiple debt ratios to ensure affordability. These parameters required the narrowing of projects to be funded as part of the proposed CIP.

The FY2020-FY2025 Capital Improvement Plan includes several projects identified as "Placeholder". The City is embarking on a period of transformative change, with three studies underway (or to be conducted) to identify specific capital needs in three important areas: the security of public facilities, the replacement of aging utility infrastructure, and the reduction of pollutants to our state waterways. The need for significant investments in all three areas is expected within the timeframe of this Capital Improvement Plan, even though all the specific projects have yet to be identified. The three "Placeholder" projects funded in this CIP will reserve much needed funding for those projects when they are identified in Summer 2020.

A "Placeholder" project is also included for Colonial Heights Public Schools. The School Board has requested projects totaling \$20,056,300 for consideration in the City's CIP. As the School System does not have taxing authority and can not issue debt, the City must issue debt for major

school capital projects. The responsibility for the debt service on these projects is shared between the School Board and City per a Memorandum of Understanding between the two entities. This “Placeholder” project reserves City debt capacity to address school facility needs. The specific projects to be undertaken and the entity responsible for the debt service on these projects will necessitate future discussion and a decision by the School Board and City Council. Therefore, the specific projects have been included as unfunded until the two bodies identify priorities and funding.

The following projects are included and recommended for funding in the first year of the CIP. They will be appropriated as part of the FY2020-21 Operating Budget:

- City Facilities Security Placeholder
- Health Department Building Renovations
- TMDL Project Placeholder
- Appomattox River Greenway Trail - Phase V
- Lakeview Avenue Modernization Phase I
- Branders Bridge Right Turn Lane Extension
- Boulevard at Temple Ave. Intersection Improvements
- Ridge Road Improvements & Culvert Replacement
- Conduit Road Sidewalks - Pleasant Dale to Riveroaks
- Hrouda Pump Station
- Water Tower Repairs
- Charles Dimmock Site Development
- Insulation Replacement at Dunlop Fire Station
- Medic-4 Replacement
- Uninterrupted Power Supply (UPS) Replacement

Colonial Heights is a dynamic and vibrant community, and will need to renovate and replace core infrastructure and facilities to continue the service levels enjoyed by its citizens. By planning for these needs over the long term and matching them to the available resources over that same term, City Council and City Management can proactively address community needs in a systematic and planned manner that maintains a stable tax base and allows for continued excellence in our services to the public.

FUNDING

A critical component of any capital improvement plan (CIP) is the availability of funding for these large expenditures. There are generally four sources of funding for capital improvement projects: Debt or lease agreements, transfers from the general fund, existing fund balances, or grants and other dedicated revenue sources.

Debt, in the form of general obligation notes, bonds, or lease-purchase agreements, is the most common way to pay for large capital improvement projects. The Colonial Heights City Council has adhered to debt limits to keep the level of outstanding debt and debt service affordable within the current tax structure. To maintain an affordable level of debt, the City Council adopted formal Financial Policies, which were last updated in 2011. Currently outstanding debt and proposed new debt related to the proposed CIP are carefully analyzed in light of these policies. The estimated debt ratios resulting from implementation of the proposed CIP are presented in the following pages.

Similar to the timeframes identified in prior years, this CIP does not anticipate a debt issuance until fiscal year 2021-2022, when an issuance of \$9.7 million in financing for several projects is projected. Of this \$9.7 million issuance, \$5.4 million will be general fund debt, \$3.6 will be water and sewer utility fund debt, and the remaining \$0.7 will be issued for stormwater projects. No debt issuance is planned for FY20-21.

Transfers from the General Fund of the City are often used to pay for smaller capital projects. An amount equal to the expected cost of capital projects to be funded through general fund transfer is budgeted as part of the operating budget of the City. This “pay-as-you-go” approach, also known as “pay-go”, lessens the City’s reliance on debt and reduces interest expense. The proposed CIP includes a recommendation to fund \$230,000 of project costs through general fund transfers in FY2020-21.

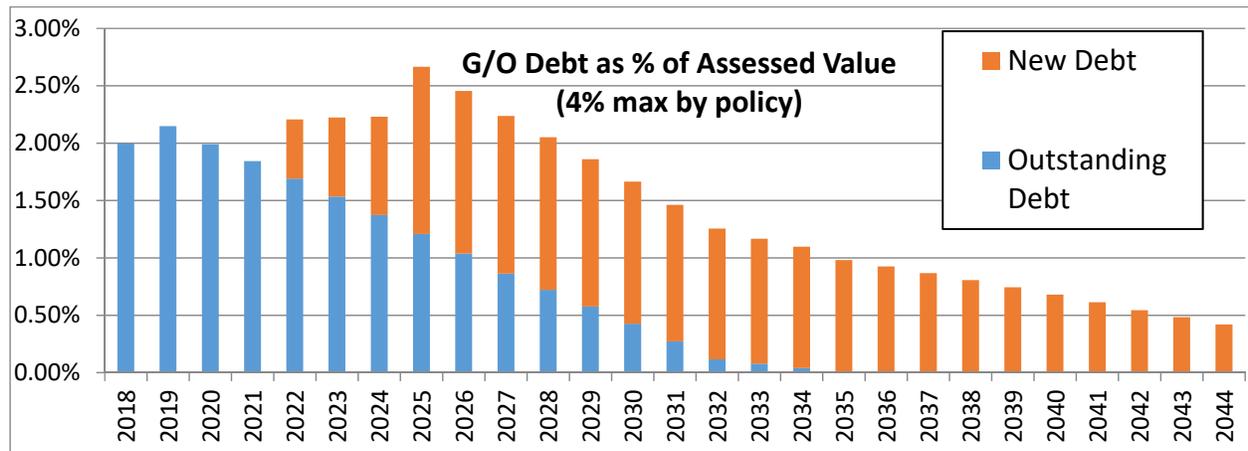
City Council may choose to use general, capital or other fund balances in excess of established limits to pay for one-time capital improvements. Fund balance is not a good source for ongoing expenditures, but they can be responsibly used for one-time capital projects, as long as enough fund balance remains in the general fund to meet the minimums adhered to by the City Council, and that all cash flow concerns have been addressed prior to the appropriation of these funds. At the end of FY19, the City assigned significant amounts of fund balance in anticipation of capital needs. The current CIP uses \$773,502 in assigned general fund balance to fund the City’s share of the Appomattox River Greenway Trail Phase V and Ridge Road Improvements, as well as the replacement of insulation at Fire Station #2. Fund balances in the Stormwater Fund in the amount of \$469,438 will be used for Total Maximum Daily Load (TMDL) pollutant reduction and culverts on Ridge Road.

Enterprise Funds are separate from the general fund, and intended to be self-sufficient. Capital projects in these areas, such as water or wastewater treatment facilities or stormwater infrastructure, must come from the revenues provided for that function. It would be inappropriate to use general funds for utilities infrastructure, unless the infrastructure is directly attributable to a general government purpose (such as economic development). Debt issued for these types of

projects should be serviced (interest and principal payments) from the related enterprise operating fund. This CIP anticipates the issuance of debt for water, wastewater, and stormwater projects. The City is currently working on a utility rate study which will identify the revenue streams necessary to support the planned debt issuances.

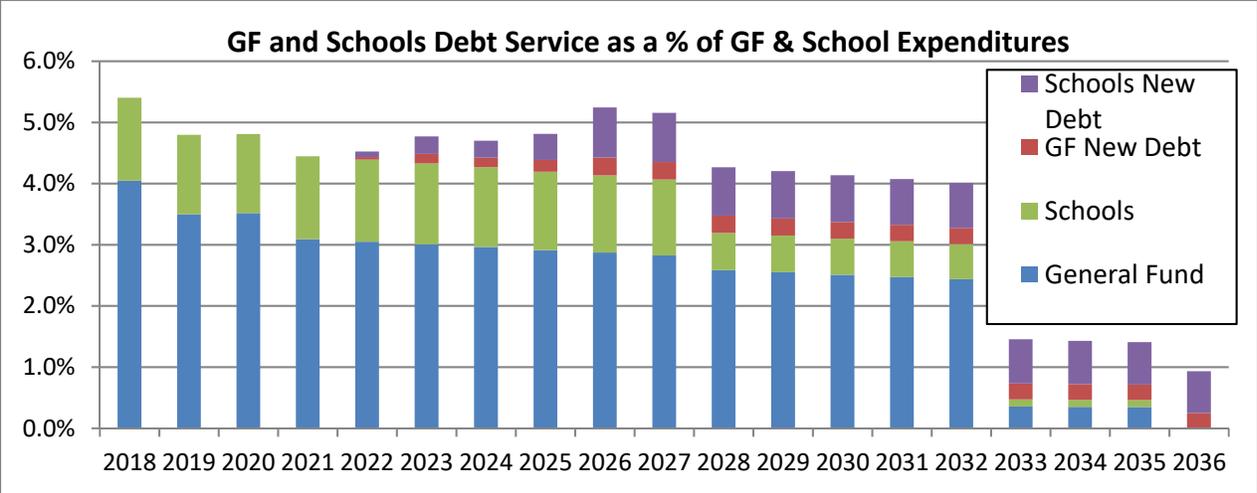
The City has established debt ratios which govern the City’s issuance of debt for any purpose. Funding for capital projects relies very heavily on debt, and therefore the CIP must address the affordability of debt proposed to be issued to finance the City’s capital needs.

One important ratio frequently used to assess the affordability of debt to a municipality is the amount of outstanding debt as compared to the assessed value of property located within the City. Property taxes are the largest source of revenue for the City, and therefore this measure assesses the base upon which taxes may be assessed to pay the debt service on outstanding debt. The graph below shows the City’s current and proposed outstanding debt as a percentage of assessed value. The Code of Virginia mandates that this value not exceed 10%. The City’s adopted financial policies state that this ratio should not exceed 4%.

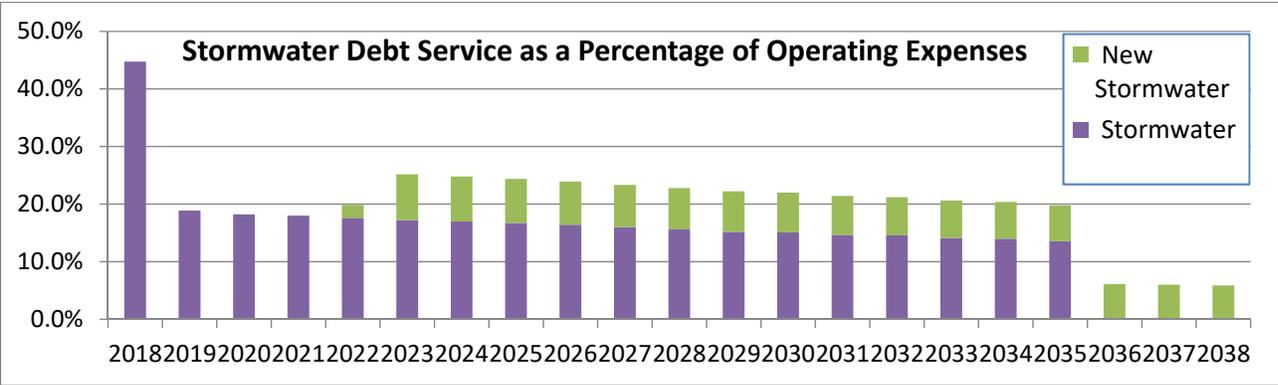
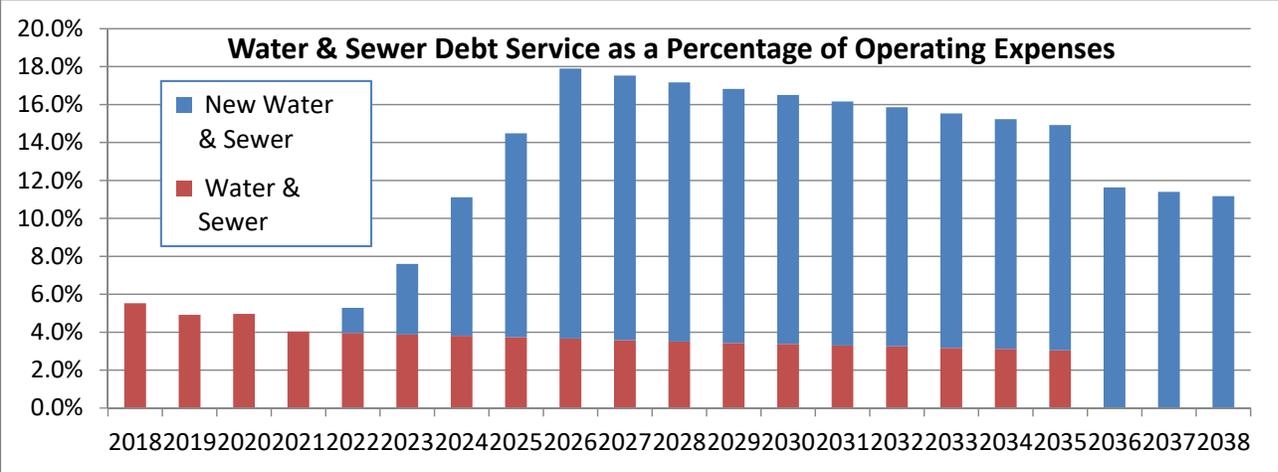


As the chart illustrates, even with the proposed issuance of new debt (shown in orange), the amount of outstanding debt only exceeds 2.5% of the estimated assessed value at one point (FY2025).

The second ratio frequently used to measure the affordability of outstanding general fund debt is debt service as a percentage of general fund expenditures. When debt is issued, the costs of principal and interest payments must be factored into the City’s budget, and divert dollars which may otherwise have gone to support services provided by the City. The City’s adopted financial policies state that the ratio of General Fund supported debt service expenditures, as a percent of total general fund expenditures, should not exceed 10%.



As enterprise funds are kept separate from the City’s general fund, the affordability of enterprise fund debt incurred for water and sewer and stormwater projects is evaluated separately from the general fund and schools debt. Where general fund and schools debt can be evaluated against the assessed value of property in the City, this measure doesn’t hold value for enterprise debt. Current and projected debt service as a percentage of expenses in each fund is projected in the charts below.



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PROPOSED PROJECTS

The table included in the subsequent pages summarizes all projects proposed for funding in the FY2021 through FY2025 Capital Improvement Plan. The following information will help users understand the table.

The top of the table lists the projects planned for funding.

Department: The department and section, if applicable, making the project request.

Department Priority: The priority assigned to the project relative to other projects requested by the department. If “Comm” is listed, then this project has already had funding committed to the project, typically from state and federal sources. In order to receive those funds, the project must be generally started within a year of the commitment. These projects would take precedence over other departmental priorities.

Project Title: The title of the project. If “Funding” is listed beside the title, then this is a project with committed, project specific funding from the state or other outside sources and the amount to be provided in state or federal assistance is shown as a negative number. The difference in the two lines for these projects shows the amount of City funding necessary to complete the project.

Requested Funding: These columns show when the projects are planned for funding in the current CIP. Projects scheduled for funding in FY2020-21 will be appropriated as part of the FY2020-21 operating budget process. Projects scheduled for funding in all subsequent years, as well as the projects not scheduled for funding, will have to be resubmitted for consideration in the next year’s CIP process. The scheduling and costs of these projects is subject to change in future Capital Improvement Plans, but they are included in the FY2021 through FY2025 CIP for planning purposes.

Total: This column shows the total cost for the project. Project costs may be spread over multiple years in the CIP.

The bottom of the table shows the sources of financing for the various projects.

Available Bond Funds for Bruce Avenue (Stormwater): The City issued bonds in 2016 for a Stormwater remediation project on Bruce Avenue. Phases I-III of the project were completed, however, there were not sufficient funds to complete the last phase. Staff is proposing to reassign the remaining balance to another project.

General Fund Transfers: Money transferred from the general fund to pay for projects as they are completed. The general fund is supported by taxes and other general revenues of the City. Use of general fund transfer keeps smaller projects from using debt capacity of the city and incurring interest expense.

Use of Assigned and Unassigned General Fund Balance: The General Fund has fund balances which are the result of prior year operations. At fiscal year end, these balances are sometimes assigned by management for various capital projects. Unassigned fund balances in excess of the City's target fund balance ratios may also be sparingly used for smaller, one-time capital expenditures.

Stormwater Fund/Utility Fund Balance and Current Transfers: This represents current or accumulated funding transferred from the respective enterprise funds for capital projects. These funds are supported by Stormwater fees and customer utility bills, respectively. These transfers only support projects which directly benefit the customers of those respective funds.

Issuance of debt: Larger projects must be financed over a number of years, and therefore require the City to issue bonds or other debt instruments to finance them. Debt issuances are not planned every year, therefore the issuance of debt must be coordinated and several projects are typically packaged into one debt issuance. The debt itself, as well as the principal and interest for these debt issuances, is prorated and charged to the funds benefiting from the project.

Proceeds from Sale of Property: The City occasionally also has property that can be sold for economic development purposes. These proceeds are one-time sources of funding that are ideal for capital project uses.

Individual project descriptions for the funded projects are included behind the funding table.

City of Colonial Heights
FY2021-FY2025 Capital Improvement Plan

FY21 - FY25 Funded Projects

Department	Dept Priority Project Description	Previously	Requested Funding					Future Years	TOTAL	
		Appropriated	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25			
City Administration	1 City Facilities Security Placeholder		100,000	100,000		100,000			300,000	
City Administration	2 Health Department Building Renovations		50,000						50,000	
City Administration	3 Demolish structure at 218 Highland Ave			50,000					50,000	
City Administration	4 Auxillary City Hall Parking Lot					95,000			95,000	
Public Works- Stormwater	1 TMDL Project Placeholder		400,000			400,000		400,000	1,200,000	
Public Works- Stormwater	2 Lexington Drive Outfall and Storm Sewer			425,000					425,000	
Public Works- Stormwater	3 Yacht Basin Drive Stormwater Outfall			325,000					325,000	
Public Works- Stormwater	9 Ridge Road Culvert Replacement			69,438					69,438	
Public Works- Transportation	Comm Appomattox River Greenway Trail - Phase V	230,500	415,000						645,500	
Public Works- Transportation-Funding	Comm Appomattox River Greenway Trail - Phase V	(184,400)	(321,851)						(506,251)	
Public Works- Transportation	Comm Lakeview Avenue Modernization Phase I	3,314,000	828,107	1,127,893					5,270,000	
Public Works- Transportation-Funding	Comm Lakeview Avenue Modernization Phase I	(3,314,000)	(828,107)	(1,127,893)					(5,270,000)	
Public Works- Transportation	Comm Boulevard at Westover Intersection Improvements	322,116		440,000		372,884			1,135,000	
Public Works- Transportation-Funding	Comm Boulevard at Westover Intersection Improvements	(322,116)		(440,000)		(372,884)			(1,135,000)	
Public Works- Transportation	Comm Branders Bridge Right Turn Lane Extension	25,000	101,000	100,000	153,000	250,000			629,000	
Public Works- Transportation-Funding	Comm Branders Bridge Right Turn Lane Extension	(25,000)	(101,000)	(100,000)	(153,000)	(250,000)			(629,000)	
Public Works- Transportation	Comm Boulevard at Temple Ave. Intersection Improvements		340,000	100,000	220,000	985,000			1,645,000	
Public Works- Transportation-Funding	Comm Boulevard at Temple Ave. Intersection Improvements		(340,000)	(100,000)	(220,000)	(985,000)			(1,645,000)	
Public Works- Transportation	1 Ridge Road Improvements*		660,706						660,706	
Public Works- Transportation-Funding	1 Ridge Road Improvements*		(330,353)						(330,353)	
Public Works- Transportation	2 Conduit Road Sidewalks - Pleasant Dale to Riveroaks*		50,000	672,000					722,000	
Public Works- Transportation-Funding	2 Conduit Road Sidewalks - Pleasant Dale to Riveroaks-Funding*		(40,000)	(537,600)					(577,600)	
Public Works- Transportation	3 Animal Shelter Entrance Improvements Phase I	420,000		100,000	426,964				946,964	
Public Works- Transportation	4 Animal Shelter Entrance Improvements Phase II	15,000			127,943				142,943	
Public Works- Water & Sewer	1 Hrouda Pump Station	600,000	735,000						1,335,000	
Public Works- Water & Sewer	2 Hill Place Sewer Replacement			300,000					300,000	
Public Works- Water & Sewer	3 Water Tower Repairs		55,000						55,000	
Public Works- Water & Sewer	4 Citywide Replacement of 2" GS Waterline Phase 1			625,000					625,000	
Public Works- Water & Sewer	5 Citywide Replacement of 2" GS Waterline Phase 2			625,000					625,000	
Public Works- Water & Sewer	6 Citywide Replacement of 2" GS Waterline Phase 3						625,000		625,000	
Public Works- Water & Sewer	7 Infrastructure Assessment Placeholder			2,000,000	3,500,000	3,500,000	3,000,000		12,000,000	
Economic Development	1 Charles Dimmock Site Development		70,000						70,000	
Buildings & Grounds	1 Insulation Replacement at Fire Station #2		105,000						105,000	
Sheriff's Office	1 Electronic Control/ CCTV System			598,500					598,500	
Recreation & Parks	1 Violet Bank Museum Restoration Phase II			200,000					200,000	
Recreation & Parks	2 Shepherd Stadium Infield/ Outfield Turf Renovation			140,000					140,000	
Recreation & Parks	3 Shepherd Stadium Field Lights Replacement						340,000		340,000	
Recreation & Parks	4 Gateway Roundabout Phase II					150,000			150,000	
Fire and EMS	1 Medic-4 Replacement		300,000						300,000	
Fire and EMS- Funding	1 Medic-4 Replacement (RSAF Grant)		(125,000)						(125,000)	
Fire and EMS	2 Uninterrupted Power Supply (UPS) Replacement		70,000						70,000	
Fire and EMS	3 Fire & EMS Engine 941 Replacement			800,000					800,000	
Fire and EMS	4 Fire Station #1 Renovation & Expansion						1,000,000		1,000,000	
Fire and EMS	5 Fire & EMS replace Medic 932						300,000		300,000	
Schools	Schools Project Placeholder			3,613,300			6,434,250		10,047,550	
TOTAL EXPENDITURES			1,081,100	2,262,940	10,036,200	4,649,907	3,650,000	12,099,250	-	33,779,397

*Pending CTB Approval

City of Colonial Heights
 FY2021-FY2025 Capital Improvement Plan

Department	Dept Priority Project Description	Previously	Requested Funding					Future Years	TOTAL
		Appropriated	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25		
Funding Sources									
	Available Bond Funds for Bruce Avenue (Stormwater)		500,000	-	-	-	-	-	500,000
	General Fund Transfer ("Pay-Go")		230,000	284,400	195,000	150,000	-	-	859,400
	Use of Assigned & Unassigned General Fund Balance		773,502	-	-	-	-	-	773,502
	Stormwater Fund Balance/ Current Funding		469,438	-	400,000	-	400,000	-	1,269,438
	Utilities Fund Balance/ Current Funding		290,000						290,000
	Issuance of Debt-GF		-	5,351,800	-	-	8,074,250	-	13,426,050
	Issuance of Debt- Utilities		-	3,550,000	3,500,000	3,500,000	3,625,000	-	14,175,000
	Issuance of Debt- Stormwater		-	750,000	-	-	-	-	750,000
	Proceeds from Sale of Property		-	100,000	554,907	-	-	-	654,907
	Previously Appropriated	1,081,100							1,081,100
	TOTAL SOURCES	1,081,100	2,262,940	10,036,200	4,649,907	3,650,000	12,099,250	-	33,779,397

**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

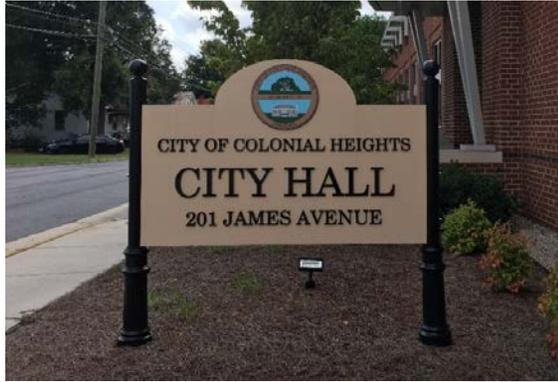
Project: City Facilities Security Placeholder

Budget:
\$300,000

Department:
City Administration

Fund:
General Fund

Project Manager:
City Manager



Project Description:

The City is currently soliciting proposals from qualified firms to provide a security assessment for forty-one City facilities. This project would reserve funds for implementation of projects identified by that study.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction		100,000	100,000	100,000				300,000
Contingency								-
Total Project Cost	-	100,000	100,000	100,000	-	-	-	300,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund								
Transfer		100,000	100,000	100,000				300,000
								-
Total Funding		100,000	100,000	100,000	-	-	-	300,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Health Department Building Renovation

Budget:
\$50,000

Department:
City Administration

Fund:
General Fund

Project Manager:
City Manager



Project Description:

The building currently occupied by the Health Department will potentially be available for City use in the coming year. City Administration will be working with staff to determine the best use of the building to alleviate crowding and storage space issues in existing City offices. This project sets aside funds to reconfigure the building as necessary.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction		50,000						50,000
Contingency								-
Total Project Cost	-	50,000	-	-	-	-	-	50,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund								
Transfer		50,000						50,000
								-
Total Funding	-	50,000	-	-	-	-	-	50,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Demolition of 218 Highland Avenue

Budget:
\$50,000

Department:
City Administration

Fund:
General Fund

Project Manager:
City Manager



Project Description:
A recent evaluation of this building, which is adjacent to City Hall and used for storage, identified significant structural issues, water leaks, and the presence of mold. The building has deteriorated past the point of renovation or reconstruction. Staff is recommending demolition of the structure for potential use of the property as additional parking for City Hall.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction			50,000					50,000
Contingency								-
Total Project Cost	-	-	50,000	-	-	-	-	50,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund			50,000					50,000
Transfer								-
Total Funding	-	-	50,000	-	-	-	-	50,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Auxiliary City Hall Parking Lot

Budget:
\$95,000

Department:
City Administration

Fund:
General Fund

Project Manager:
City Manager



Project Description:

Parking at City Hall remains an issue during peak traffic periods. Many City vehicles are currently parked at the City's property on 218 Highland Avenue to alleviate the overcrowding. This project would create an auxiliary parking lot for both City vehicles and customer use on the property at 218 Highland once the existing structure is demolished. Project includes excavation, pavement, entrance, sidewalk, curb and gutter and marking.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction				95,000				95,000
Contingency								-
Total Project Cost	-	-	-	95,000	-	-	-	95,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund				95,000				95,000
Transfer								-
Total Funding	-	-	-	95,000	-	-	-	95,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

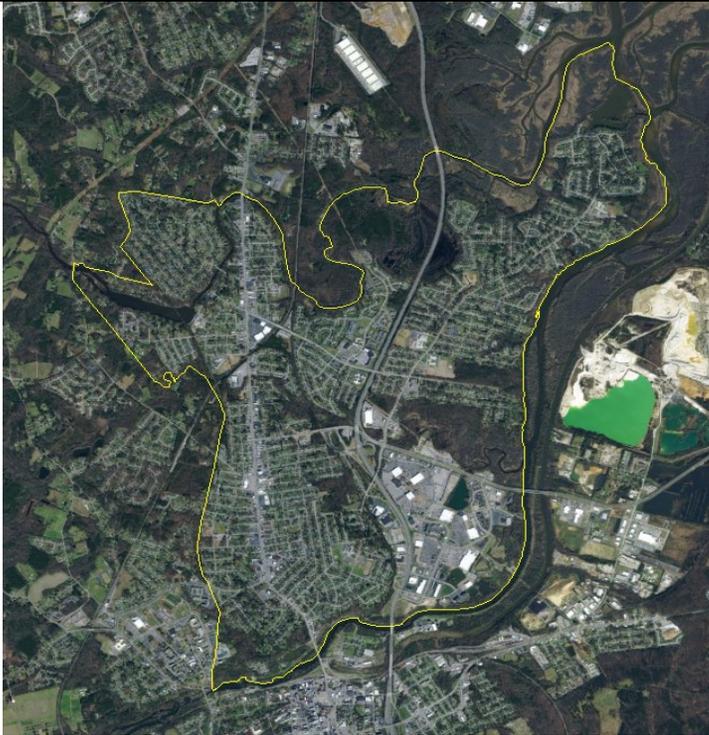
Project: TMDL Project Placeholder

Budget:
\$1,200,000

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

The City has retained an engineer to designate projects to mitigate the City's Total Maximum Daily Load of nitrogen, phosphorus, and total suspended solids, the top pollutants of the Chesapeake Bay. The City will be required to significantly reduce these pollutants by 2023 and 2028.

City Council Goal(s) Met:

These projects will be mandated by new state/federal regulations.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction		400,000		400,000		400,000		1,200,000
Contingency								-
Total Project Cost	-	400,000	-	400,000	-	400,000	-	1,200,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Stormwater								
Operating		400,000		400,000		400,000		1,200,000
								-
Total Funding	-	400,000	-	400,000	-	400,000	-	1,200,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

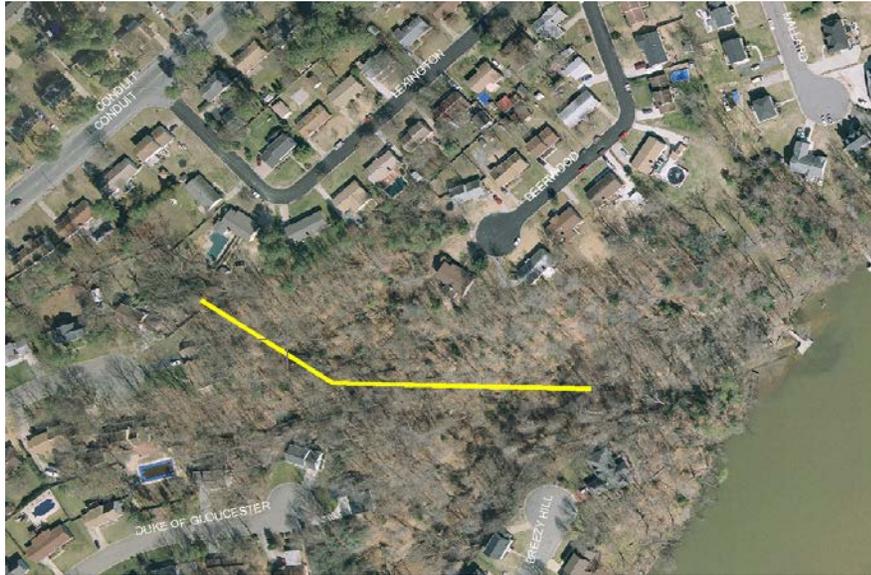
Project: Lexington Drive Outfall and Storm Sewer

Budget:
\$425,000

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Rehabilitation of storm outfall washing silt into the Appomattox River.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies (Permit/Geotech)								-
Land Acq./ROW								-
Design/Admin.								-
Construction			425,000					425,000
Contingency								-
Total Project Cost	-		425,000	-	-	-	-	425,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (Stormwater)			425,000					425,000
								-
Total Funding	-		425,000	-	-	-	-	425,000

Surplus/(Deficit)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
	-	-	-	-	-	-	-	-

***The City will probably need to acquire some adjacent land, depending on design. This is an additional cost but it is hard to quantify right now.

**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Repair Yacht Basin Drive Stormwater Outfall

Budget:
\$325,000

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Replacement of storm sewer outfall piping. This has caused erosion of the embankments that have washed silt and soil into the Appomattox River.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction			325,000					325,000
Contingency								-
Total Project Cost	-	-	325,000	-	-	-	-	325,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (Stormwater)			325,000					325,000
								-
Total Funding	-	-	325,000	-	-	-	-	325,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

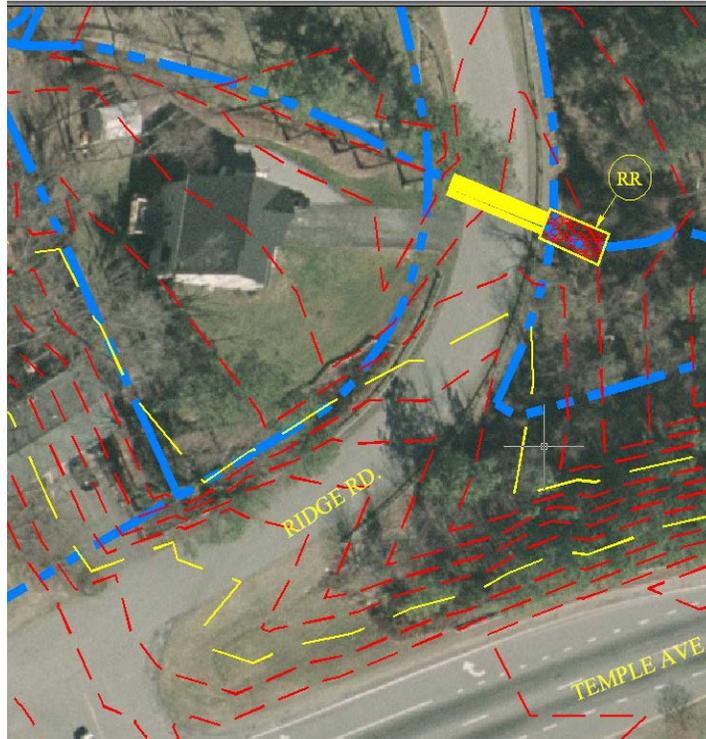
Project: Ridge Road Culvert Replacement

Budget:
\$69,438

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Replacement of drainage culvert at intersection of Ridge Road and Temple Avenue; project will correct a deficiency in the storm drainage system by replacing a deteriorated culvert; preserves city investment in infrastructure and maintains transportation mobility and access. This project was expedited to coincide with the Ridge Road Improvements project.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.		7,000						7,000
Construction		36,000						36,000
Contingency		26,438						26,438
Total Project Cost	-	69,438	-	-	-	-	-	69,438

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Stormwater Operating		69,438					-	69,438
Total Funding	-	69,438	-	-	-	-	-	69,438

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Appomattox River Greenway Trail Phase V

Budget:
\$645,500

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Construct Phase V of the Appomattox River Greenway Trail adjacent to the Appomattox River extending from Roslyn Landing Park to Jennick Drive.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW	86,000							86,000
Design/Admin.	144,500							144,500
Construction		415,000						415,000
Contingency								-
Total Project Cost	230,500	415,000	-	-	-	-	-	645,500

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund								
Transfer	46,100	93,149						139,249
VDOT - TAP	184,400	321,851						506,251
Total Funding	230,500	415,000	-	-	-	-	-	645,500

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
2021-25 Capital Improvement Program**

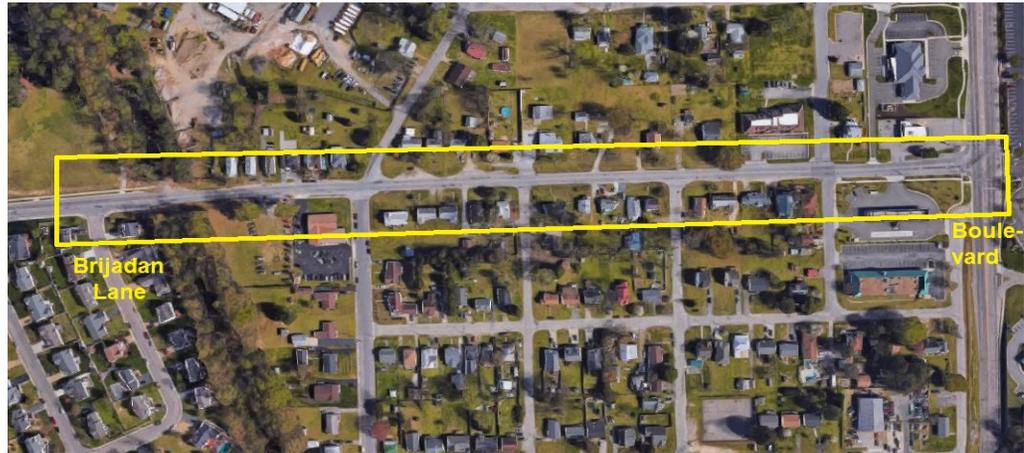
Project: Lakeview Avenue Modernization, Phase 1

Budget: \$5,270,000

Department: Public Works

Fund: General Fund

Project Manager: Works
Works & Engineering



Project Description:

Modernization of Lakeview Avenue from Boulevard to Brijadan Lane.

City Council Goal(s) Met:

Continue on-going work to effectively access external funds and complete various road improvement projects

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration								-
Construction	3,314,000	828,107	1,127,893					5,270,000
Contingency								-
Total Project Cost	3,314,000	828,107	1,127,893	-	-	-	-	5,270,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
City								-
RSTP	3,314,000	828,107	1,127,893					5,270,000
Total Funding	3,314,000	828,107	1,127,893	-	-	-	-	5,270,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Boulevard at Westover Intersection Improvements

Budget: \$1,135,000
Department: Public Works
Fund: General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Improve intersection at Westover Avenue and Boulevard by adding left turn lane.

City Council Goal(s) Met:
Continue on-going work to effectively access external funds and complete various road improvement projects

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW	195,000							195,000
Design/Admin.	127,116							127,116
Construction			440,000	372,884				812,884
Contingency								-
Total Project Cost	322,116	-	440,000	372,884	-	-	-	1,135,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund								-
Transfer								-
CMAQ	322,116		440,000	372,884				1,135,000
Total Funding	322,116	-	440,000	372,884	-	-	-	1,135,000

Surplus/(Deficit)	-							
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Branders Bridge Right Turn Lane Extension

Budget:
\$629,000

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Extending the right turn lane from Branders Bridge Road onto the Boulevard.

City Council Goal(s) Met:
Continue on-going work to effectively access external funds and complete various road improvement projects.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW			100,000					100,000
Design/Admin.	25,000	101,000						126,000
Construction				153,000	250,000			403,000
Contingency								-
Total Project Cost	25,000	101,000	100,000	153,000	250,000			629,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund								-
Transfer		-						-
CMAQ	25,000	101,000	100,000	153,000	250,000			629,000
Total Funding	25,000	101,000	100,000	153,000	250,000			629,000

Surplus/(Deficit)	-	-	-	-	-			
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Boulevard at Temple Intersection Improvements

Budget:
\$1,645,000

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Improve intersection at Temple Avenue and Boulevard by adding dual left turn lanes.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW			100,000	220,000				320,000
Design/Admin.		340,000						340,000
Construction					985,000			985,000
Contingency								-
Total Project Cost	-	340,000	100,000	220,000	985,000	-	-	1,645,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund								-
Transfer								-
CMAQ		340,000	100,000	220,000	985,000			1,645,000
Total Funding	-	340,000	100,000	220,000	985,000	-	-	1,645,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY 2021-25 Capital Improvement Program**

Project:	Ridge Road Improvements
Budget:	\$660,706
Department:	Public Works
Fund:	General Fund
Project Manager:	Director of Public Works & Engineering



Project Description:
Reconstruct pavement on Ridge Road.

City Council Goal(s) Met:

	<i>Previous</i>	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies		113,949						113,949
Land Acquisition/ROW								-
Design/Administration		32,000						32,000
Construction		514,757						514,757
Contingency								
Total Project Cost		660,706	-	-	-	-	-	660,706

<i>Funding Source(s)</i>	<i>Previous</i>	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Use of Assigned Fund Bal		330,353						330,353
VDOT Revenue Sharing Funds		330,353						330,353
Total Funding		660,706	-	-	-	-	-	660,706

Surplus/(Deficit)		-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Conduit Road Sidewalks

Budget:
\$722,000

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Construct new sidewalks along east and west sides of Conduit Road between Pleasant Dale Avenue and Riveroaks Drive servicing Colonial Heights High School.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.		50,000						50,000
Construction			672,000					672,000
Contingency								-
Total Project Cost	-	50,000	672,000	-	-	-	-	722,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund								
Transfer		10,000	134,400					144,400
SRTS		40,000	537,600					577,600
Total Funding	-	50,000	672,000	-	-	-	-	722,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Animal Shelter Entrance Improvements Phase I

Budget:
\$946,964

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Reconstruct Walmart entrance and existing City roadway to provide access to Animal Shelter. Estimate includes a heavy duty pavement section from Dimmock Pkwy to be installed for approximately 460 feet to accommodate tractor trailer deliveries to Walmart and any other future locations. Sidewalk will be installed along one side of the access road.

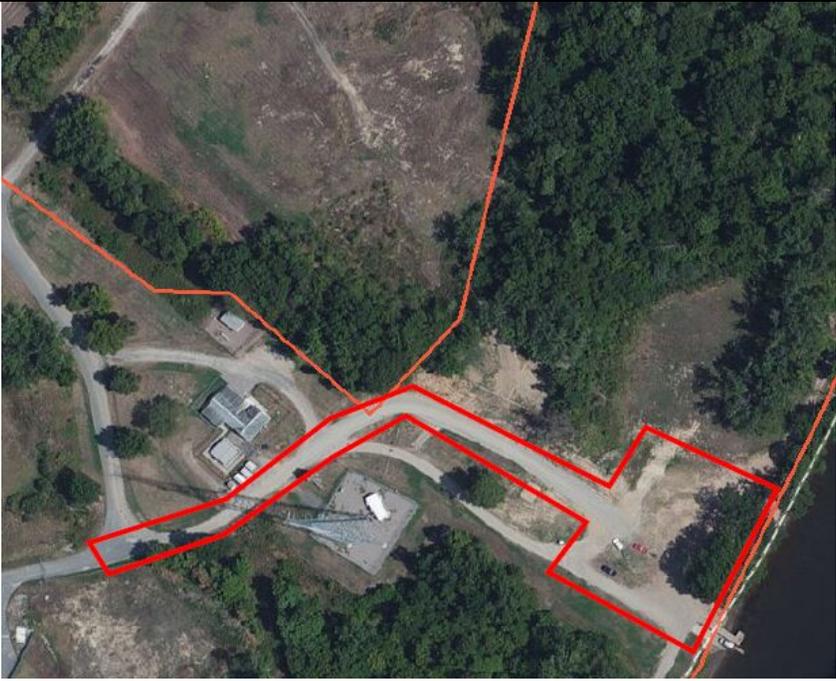
City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW	250,000		50,000					300,000
Design/Admin.	170,000		50,000					220,000
Construction				426,964				426,964
Contingency								-
Total Project Cost	420,000	-	100,000	426,964	-	-	-	946,964

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Proceeds from Sale of Property	420,000		100,000	426,964				946,964
								-
Total Funding	420,000	-	100,000	426,964	-	-	-	946,964

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project:	Animal Shelter Entrance Improvements Phase II
Budget:	
\$142,943	
Department:	
Public Works	
Fund:	
General Fund	
Project Manager:	
Director of Public Works & Engineering	

Project Description:
 Reconstruct roadway behind the animal shelter and pave parking area near boat ramp. Sidewalk will be installed along one side of the access road down to Roslyn Landing. The estimate includes paving the area over Columbia Gas transmission line. Easements and fees with Columbia Gas will be negotiated separate of this estimate

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.	15,000							15,000
Construction				127,943				127,943
Contingency								-
Total Project Cost	15,000	-	-	127,943	-	-	-	142,943

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Proceeds from Sale of Property	15,000	-		127,943				142,943
								-
Total Funding	15,000	-	-	127,943	-	-	-	142,943

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY 2021-FY2025 Capital Improvement Program**

Project:	Hrouda Pump Station
Budget:	\$1,335,000
Department:	Public Works
Fund:	Utilities Fund
Project Manager:	Director of Public Works & Engineering

Project Description:
Reconstruction of the wet and dry wells at Hrouda Pump Station. Also includes upgrades to the stations mechanical, structural and electrical components.

City Council Goal(s) Met:
This project will address citizen complaints regarding water pressure and volume. Also, will reduce the amount of service interruptions due to line breaks and failures in the area.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.		50,000						50,000
Construction	600,000	685,000						1,285,000
Contingency								
Total Project Cost	600,000	735,000						1,335,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Utilities Debt	600,000	500,000						1,100,000
Utilities Fund Transfer		235,000						235,000
Total Funding	600,000	735,000	-	-	-	-	-	1,335,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY 2021-FY2025 Capital Improvement Program**

Project: Hill Place Sewer Replacement

Budget:
\$300,000

Department:
Public Works

Fund:
Utilities Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Urgent repair replacement of approximately 250' of failing sewer line. Line is approximately 14' deep and services 12 homes in this area.

City Council Goal(s) Met:

This project improves the health and safety of the residents in the area by allowing uninterrupted service and reduction of sewage backups.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.			15,000					15,000
Construction			160,000					160,000
Contingency			125,000					125,000
Total Project Cost	-	-	300,000	-	-	-	-	300,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (Utilities)			300,000					300,000
								-
Total Funding	-	-	300,000	-	-	-	-	300,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Water Tower Repairs

Budget: \$55,000

Department: Public Works

Fund: Utilities Fund





Shepherd Stadium Sherwood Hills Southpark

Project Manager:
Director of Public Works
& Engineering

Project Description:
Addressing corrective items highlighted in the 2015 Water Tower inspection report conducted by Gannett Fleming.

City Council Goal(s) Met:
Infrastructure

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction		43,000						43,000
Contingency		12,000						12,000
Total Project Cost	-	55,000	-	-	-	-	-	55,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Utilities Fund								
Balance/ Current		55,000						55,000
								-
Total Funding	-	55,000	-	-	-	-	-	55,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

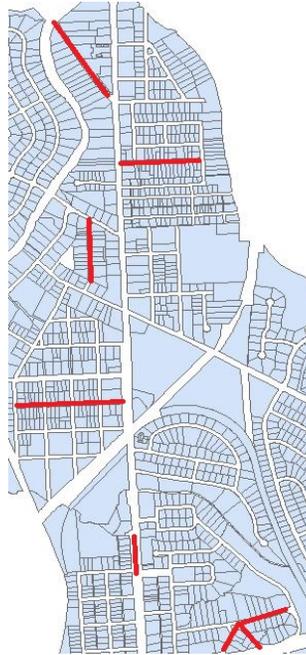
Project: 2" GS Waterline Replacement Phase 1

Budget:
\$625,000

Department:
Public Works

Fund:
Utilities Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Replacement of 2" Galvanized Steel waterlines at the following locations: Moore Ave (552'), Clover Hill Ave (752'), Glenview Ave (562'), Ashby Ave (353'), Boulevard from Laurel Pkwy to Valley Rd (589'), Ridge Rd (1269')

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW								-
Design/Admin.								-
Construction			625,000					625,000
Contingency								-
Total Project Cost	-	-	625,000	-	-	-	-	625,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (Utilities)			625,000					625,000
								-
Total Funding	-	-	625,000	-	-	-	-	625,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

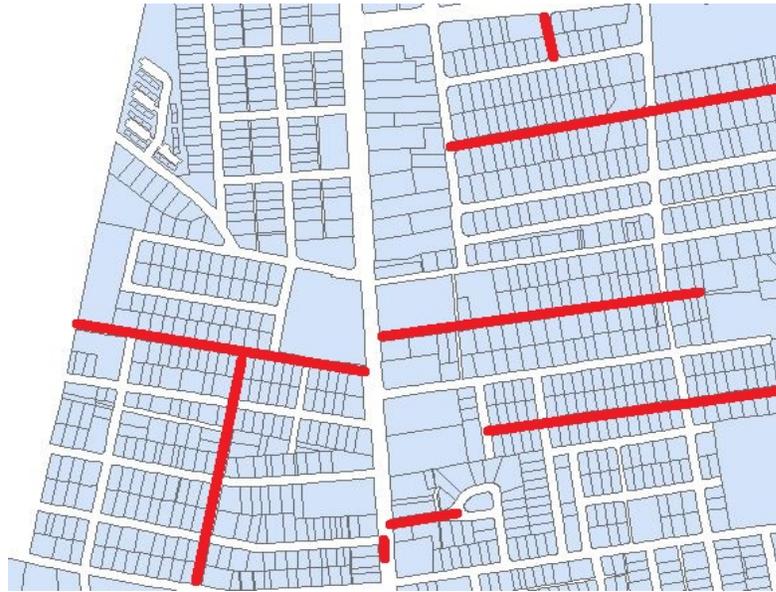
Project: 2" GS Waterline Replacement Phase 2

Budget:
\$625,000

Department:
Public Works

Fund:
Utilities Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Replacement of 2" Galvanized Steel waterlines at the following locations: Pride Ave (365'), Walnut Ave (721'), Moorman Ave (304'), Highland Ave (159'), Maple Ave between Battery Place and Meridian Ave (676'), Maple Ave from Meridian Ave to Cul-de-sac (474'), Boulevard intersection with Roanoke Ave. (50'), Shuford Ave (975').

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction			625,000					625,000
Contingency								-
Total Project Cost		-	625,000	-	-	-	-	625,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (Utilities)			625,000					625,000
Total Funding	-	-	625,000	-	-	-	-	625,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: 2" GS Waterline Replacement Phase 3

Budget: \$625,000
Department: Public Works
Fund: Utilities Fund
Project Manager: Director of Public Works & Engineering



Project Description:
 Replacement of 2" Galvanized Steel waterlines at the following locations: Conduit Rd between Boulevard and West Roslyn Rd (49'), Lee Ave (1407'), Alley between East Westover Ave and Richmond Ave (628'), Richmond Ave (434'), Danville Ave (615'), Lafayette Ave (1252').

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction						625,000		625,000
Contingency								-
Total Project Cost	-	-	-	-	-	625,000	-	625,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (Utilities)						625,000		625,000
Total Funding	-	-	-	-	-	625,000	-	625,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Infrastructure Assessment Placeholder

Budget:
\$12,000,000

Department:
Public Works

Fund:
Utilities Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

The City has hired a consultant to perform an Infrastructure Condition Assessment on the City's water and sewer facilities and infrastructure. While final results are expected in April 2020, preliminary results indicate that approximately \$3.5M of capital needs each year must be addressed in the capital improvement plan. This project anticipates debt funding for the highest priority needs identified by the Condition Assessment.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction			2,000,000	3,500,000	3,500,000	3,000,000		12,000,000
Contingency								-
Total Project Cost	-	-	2,000,000	3,500,000	3,500,000	3,000,000	-	12,000,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (Utilities)			2,000,000	3,500,000	3,500,000	3,000,000		12,000,000
								-
Total Funding	-	-	2,000,000	3,500,000	3,500,000	3,000,000	-	12,000,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Charles Dimmock Site Development

Budget:
\$70,000

Department:
Economic Development

Fund:
General Fund

Project Manager:
City Manager/ Economic Development



Parcel is highlighted in red.

Project Description:

Next steps that will be required to raise the city owned Charles Dimmock site from a Tier 2 to Tier 3/4. Regardless of meeting the Virginia Economic Development Partnership criteria, these studies will be required for any project that will locate on this property.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies		40,000						40,000
Land Acq./ROW								
Design/Admin.		30,000						30,000
Construction								-
Contingency								-
Total Project Cost	-	70,000	-	-	-	-	-	70,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2023-25	Future	Total
General Fund								
Transfer		70,000						70,000
								-
Total Funding	-	70,000	-	-	-	-	-	70,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Insulation Replacement at Fire Station #2

Budget:
\$105,000

Department:
Buildings & Grounds

Fund:
General Fund

Project Manager:
Director of
Recreation & Parks



Project Description:

Replacement of the 25+ year deteriorating roof insulation at Dunlop Fire Station with spray-on Icynene insulation. Current batt insulation is flaking and falling in bay area and causing roof decking moisture issues, and possible air quality issues.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction		95,000						95,000
Contingency		10,000						10,000
Total Project Cost	-	105,000	-	-	-	-	-	105,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Use of Assigned Balance		105,000						105,000
Total Funding	-	105,000	-	-	-	-	-	105,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Courthouse CCTV, Access Control, Intercom and PLC

Budget:
\$598,500

Department:
Sheriff's Office

Fund:
General Fund

Project Manager:
Sheriff's Office
Information Technology



Project Description:
Change-out of current analog security controls system to that of a vendor supported digital system.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction			598,500					598,500
Contingency								-
Total Project Cost	-	-	598,500	-	-	-	-	598,500

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (General)			598,500					598,500
								-
Total Funding	-	-	598,500	-	-	-	-	598,500

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Violet Bank Museum Restoration - Phase II

Budget:
\$200,000

Department:
Recreation & Parks

Fund:
General Fund

Project Manager:
Director of
Recreation & Parks



Project Description:
Additional renovation work at Violet Bank.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.								-
Construction			200,000					200,000
Contingency								-
Total Project Cost	-	-	200,000	-	-	-	-	200,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2023-25	Future	Total
Debt Proceeds (General)			200,000					200,000
Use of Assigned Balance/ Grant								-
Total Funding	-	-	200,000	-	-	-	-	200,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project:	Shepherd Stadium Infield/Outfield Turf Renovation
Budget:	\$140,000
Department:	Recreation & Parks
Fund:	General Fund
Project Manager:	Director of Recreation & Parks



Project Description:
Replacement; Removal of current infield/outfield turf, laser grading, soil amendments, new sod installation, mound building, homeplate construction, warning track replacement and infield drainage.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction			135,000					135,000
Contingency			5,000					5,000
Total Project Cost	-		140,000	-	-	-	-	140,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (General)			140,000					140,000
Total Funding	-		140,000	-	-	-	-	140,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project:	Shepherd Stadium Field Lights Replacement
Budget:	\$340,000
Department:	Recreation & Parks
Fund:	General Fund
Project Manager:	Director of Recreation & Parks



Project Description:
 Replacement of the current metal halide lights to LED light fixtures, utilizing current concrete poles and wiring. Includes anticipated equipment and installation costs, removal and disposal of current fixtures, 10 year maintenance warranty, reduction of spill light and glare by 50% or more, reduction of energy and maintenance costs by up to 85%, and Control-Link System for remote on/off control and performance monitoring with 24/7 customer support.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction						330,000		330,000
Contingency						10,000		10,000
Total Project Cost	-	-	-	-	-	340,000	-	340,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (General)						340,000		340,000
								-
Total Funding	-	-	-	-	-	340,000	-	340,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Gateway Roundabout Phase II

Budget:
\$150,000

Department:
Recreation & Parks

Fund:
General Fund

Project Manager:
Director of Recreation
& Parks



Project Description:

To place a welcome/gateway sign or other entrance feature and associated landscaping, including irrigation to support the landscaping over the long term, in the newly constructed roundabout at the intersection of Interstate 95 and Temple Avenue. Phase I of this project included installation of an irrigation system and initial landscaping in fiscal year 2019-2020.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.					15,000			15,000
Construction					135,000			135,000
Contingency								-
Total Project Cost	-	-	-	-	150,000	-	-	150,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
General Fund								
Transfer		-			150,000			150,000
Total Funding	-	-	-	-	150,000	-	-	150,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
2021-25 Capital Improvement Program**

Project: Medic-4 Replacement

Budget: \$300,000

Department: Fire/EMS

Fund: General Fund

Project Manager: Fire/EMS Chief



Project Description:

Replacement; Medium duty medic unit will be 15 years old. If RSAF replacement grant funds are approved, the approved capital funds will be used as grant matching funds to allow for a full replacement and the existing unit will be retired as required by the Virginia Office of EMS.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration								
Construction		300,000						300,000
Contingency								
Total Project Cost	-	300,000	-	-	-	-	-	300,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Use of Assigned Fund Bal.		175,000						175,000
RSAF		125,000						125,000
Total Funding	-	300,000	-	-	-	-	-	300,000

Surplus/(Deficit)	-	-	-	-	-	-	-	-
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**City of Colonial Heights, Virginia
2021-25 Capital Improvement Program**

Project:	Uninterrupted Power Supply (UPS) Replacement
Budget:	\$70,000
Department:	Communications
Fund:	General Fund
Project Manager:	Fire/EMS Chief



Project Description:
 Replacement; Upgrade of uninterruptable power supply to maintain constant electrical power during outages to Public Safety Building; also cleans the power so it will be appropriate for electronic devices and directly controls power to the Communications Center, the EOC, and multiple office electronics; current system is 13 years old and life expectancy is between 10-12 years; lack of appropriate maintenance schedule in past resulted in a significant fire in the electrical room; essential for maintaining existing service levels.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration								
Construction		70,000						70,000
Contingency								
Total Project Cost		70,000	-	-	-	-		70,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Use of Assigned Fund Balance		70,000						70,000
Total Funding		70,000	-	-	-	-		70,000

Surplus/(Deficit)		-	-	-	-	-		-
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**City of Colonial Heights, Virginia
2021-25 Capital Improvement Program**

Project:	Fire and EMS Engine-941 replacement
Budget:	\$800,000
Department:	Fire/EMS
Fund:	General Fund
Project Manager:	Fire/EMS Chief



Project Description:
 Replacement; Engine-941 is 15 years of age. NFPA 1901 Annex D recommends "Because of the changes, upgrades, and fine tuning to NFPA 1901, Standard for Automotive Fire Apparatus, have been truly significant, especially in the area of safety, fire departments should seriously consider the value (or risk) to firefighters of keeping fire apparatus older than 15 years in first line service" It continues to recommend "Apparatus that were not manufactured to the applicable NFPA fire apparatus standards or that are over 25 years old should be replaced". The current Engine will be downgraded and kept as a reserve unit. Reserve unit Sqrt-1 will be 26 years old and will be retired.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration								
Construction			800,000					800,000
Contingency								
Total Project Cost		-	800,000	-	-	-		800,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (General)			800,000					800,000
Total Funding		-	800,000	-	-	-		800,000

Surplus/(Deficit)		-	-	-	-	-		-
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**City of Colonial Heights, Virginia
2021-25 Capital Improvement Program**

Project: Fire Station #1 Renovation & Expansion

Budget: \$1,000,000

Department: Fire/EMS

Fund: General Fund

Project Manager: Fire/EMS Chief



Project Description:

General renovation and overall upgrade to CHFD Fire Station # 1, located on James Ave; project designed to improve the work environment and alleviate significant safety hazards by providing needed renovation and expansion.; improvements to include upstairs renovation and additional engine bay added to the east side of the existing building; project will preserve investment in city-owned facilities and services.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration						200,000		200,000
Construction						700,000		700,000
Contingency						100,000		100,000
Total Project Cost		-	-	-	-	1,000,000		1,000,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (General)						1,000,000		1,000,000
Total Funding		-	-	-	-	1,000,000		1,000,000

Surplus/(Deficit)		-	-	-	-	-		-
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**City of Colonial Heights, Virginia
2021-25 Five-Year Capital Improvement Program**

Project:	Fire & EMS replace Medic 932		
Budget:	\$300,000		
Department:	Fire/EMS		
Fund:	General Fund		
Project Manager:	Fire/EMS Chief		



Project Description:
 Replacement; Medium duty medic unit will be over 15 years old. If RSAF replacement grant funds are approved, the approved capital funds will be used as grant matching funds to allow for a full replacement and the existing unit will be retired as required by the Virginia Office of EMS.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration								
Construction						300,000		300,000
Contingency								
Total Project Cost		-	-	-	-	300,000		300,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (General)						300,000		300,000
Total Funding		-	-	-	-	300,000		300,000

Surplus/(Deficit)		-	-	-	-	-		-
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**Colonial Heights City School Board
2021-2025 Capital Improvement Program**

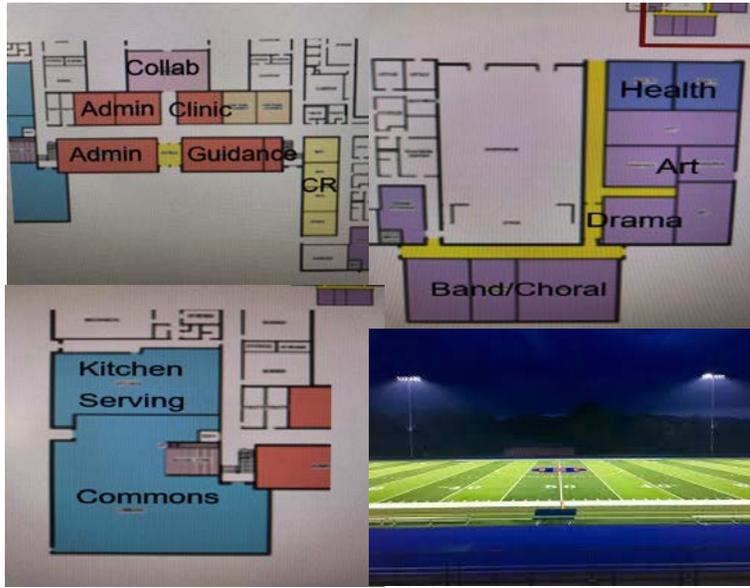
Project: School Projects Placeholder

Budget:
\$10,047,550

School/Department:
Various

Fund:
Schools (Debt)

Project Manager:
Schools Maint.
Director



Project Description:

The School Board has included \$20,056,300 in unfunded projects for consideration in the City's CIP. As the School System is unable to issue debt, the City must issue debt for major school capital projects. The responsibility for the debt service on these projects is shared between the School Board and City per the operating Memorandum of Understanding between the two entities. This placeholder recognizes that school projects will impact the City's debt capacity, and therefore a placeholder must be reserved for school projects, however, the projects to be undertaken and the entity responsible for the debt service on these projects will necessitate future discussion and a decision by the School Board and City Council.

Justification:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration								
Construction			3,613,300			6,434,250		10,047,550
Contingency								
Total Project Cost		-	3,613,300	-	-	6,434,250		10,047,550

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
(General)			3,613,300			6,434,250		10,047,550
Total Funding		-	3,613,300	-	-	6,434,250		10,047,550

Surplus/(Deficit)		-	-	-	-	-		-
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UNFUNDED PROJECTS

The table included on the subsequent pages shows projects that were requested by departments, but are unable to be accommodated in the current capital improvement plan. These projects will be re-evaluated each year they are submitted, and may be included in future CIPs as City priorities change or funding becomes available.

Individual project descriptions for the unfunded projects are included behind the project list.

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City of Colonial Heights
FY2020-FY2024 Capital Improvement Plan

FY21 - FY25 Unfunded Projects

Department	Dept Priority Project Description	Previously	Requested Funding					Future Years	TOTAL
		Appropriated	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25		
Public Works	1 Monitoring Well Installation- North Landfill							133,125	133,125
Public Works	2 Methane Extraction System Rehabilitation							79,875	79,875
Public Works- Stormwater	3 Breezy Hill Stormwater Outfall			200,000					200,000
Public Works- Stormwater	4 Mt. Pleasant Drive Outfall Rehabilitation			285,000					285,000
Public Works- Stormwater	4 TMDL Project placeholder			400,000		400,000			800,000
Public Works- Stormwater	5 Pickwick Drainage Improvements							200,000	200,000
Public Works- Stormwater	6 Stormwater System Upgrade- Piedmont Avenue							279,030	279,030
Public Works- Stormwater	7 Driftwood Avenue Drainage Outfall							153,786	153,786
Public Works- Stormwater	8 Snead Avenue Drainage							213,000	213,000
Public Works- Stormwater	10 Wildwood Ave Drainage Outfall							107,352	107,352
Public Works- Stormwater	11 MacArthur Ave Drainage Ditch Improvements							93,294	93,294
Public Works- Stormwater	12 Chesterfield Ave Drainage Ditch Improvements							319,500	319,500
Public Works- Stormwater	13 Brookedge Drive (Spring Drive Area) Ditch Improvements							170,826	170,826
Public Works- Stormwater	14 Spring Drive Drainage Improvements							646,988	646,988
Public Works- Stormwater	15 Deerwood Drive Outfall and Storm Sewer							48,458	48,458
Public Works- Transportation	3 Lakeview Avenue Modernization Phase II							10,000,000	10,000,000
Public Works- Transportation	4 Hamilton Ave Widening and Drainage Improvements							5,026,374	5,026,374
Public Works- Transportation	7 Lynchburg Ave Reconstruction - Phase II							2,070,385	2,070,385
Public Works- Transportation	8 Greenwood Avenue Road Reconstruction							576,641	576,641
Public Works- Transportation	9 Charlotte Avenue Reconstruction							516,350	516,350
Public Works- Transportation	10 Archer Ave Reconstruction							1,420,497	1,420,497
Public Works- Transportation	11 Deerwood Dr, Windmere Dr & Welesley Ln Reconstruction							486,752	486,752
Public Works- Transportation	12 Temple Avenue Widening							16,234,817	16,234,817
Public Works- Transportation	13 I-95 / Southpark Boulevard Interchange at Roslyn Road							12,492,450	12,492,450
Public Works- Transportation	14 Boulevard CSX Bridge Replacement, Safety Improvement							30,459,000	30,459,000
Public Works- Transportation	15 Boulevard Modernization Phase II							18,891,790	18,891,790
Public Works- Transportation	16 Conduit Road Pavement Improvements - Duke of Gloucester St to Temple Ave							1,113,775	1,113,775
Public Works- Transportation	17 Conduit Road Pavement Improvements - Huntington Rd to Duke of Gloucester St							982,247	982,247
Public Works- Transportation	18 Conduit Road Pavement Improvements - Heron Run Dr to Huntington Rd							982,247	982,247
Public Works- Transportation	19 Conduit Road Reconstruction - Westover Avenue to Roslyn Avenue							1,680,918	1,680,918
Public Works- Transportation	20 Conduit Rd Reconstruction - Temple Ave to Westover Ave							3,929,444	3,929,444
Public Works- Water & Sewer	4 Riverside Water Line Replacement					1,920,000			1,920,000
Public Works- Water & Sewer	5 Temple Ave Water Tower & ARWA Ungrades						2,396,250		2,396,250
Public Works- Water & Sewer	6 Citywide Replacement of 2" GS Waterline Phase 4							625,000	625,000
Fire and EMS	6 Fire Station #2 Renovation & Expansion					850,000			850,000
Fire and EMS	7 Fire Station #3						4,000,000		4,000,000
Schools	1 CHHS Front Entrance, Administration Areas		1,425,000	1,798,300					3,223,300
Schools	2 CHHS Fine Arts Renovation (Music- Art)		3,225,000	1,327,250					4,552,250
Schools	3 CHHS Student Commons, Dining & Food Preparation/ Service		1,625,000	3,077,500					4,702,500
Schools	4 CHHS 200 Window Replacements		390,000						390,000
Schools	5 CHHS Auxiliary Gymnasium		3,200,000	2,106,250					5,306,250
Schools	6 Football Field Stadium Lighting Upgrade				340,000				340,000
Schools	7 North Elementary Music & Art Room Addition					1,542,000			1,542,000
TOTAL EXPENDITURES		-	9,865,000	9,194,300	340,000	4,712,000	6,396,250	109,933,921	140,441,471

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**City of Colonial Heights, Virginia
2021-25 Five-Year Capital Improvement Program**

Project: Monitoring Well Installation - North Landfill

Budget:
\$133,125

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works



Project Description:

Installation of additional monitoring wells to loop the system. Presently, the City's methane monitoring system is not properly closed based on DEQ regulations. This project would bring the city in compliance and accelerate the schedule for termination of monitoring at the site

City Council Goal(s) Met:

Part of on-going remedial efforts in order to comply with DEQ Consent Order.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration								-
Construction							125,000	125,000
Contingency							8,125	8,125
Total Project Cost	-	-	-	-	-	-	133,125	133,125

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(133,125)	(133,125)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Methane Extraction System Rehabilitation

Budget: \$79,875

Department: Public Works

Fund: General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Upgrade pump, valve and underground appurtenances that vent methane gas from closed landfill.

City Council Goal(s) Met:

Will mitigate high concentration of methane gas and will reduce O&M.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration								-
Construction							75,000	75,000
Contingency							4,875	4,875
Total Project Cost	-	-	-	-	-	-	79,875	79,875

<i>Funding Source(s)</i>	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(79,875)	(79,875)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

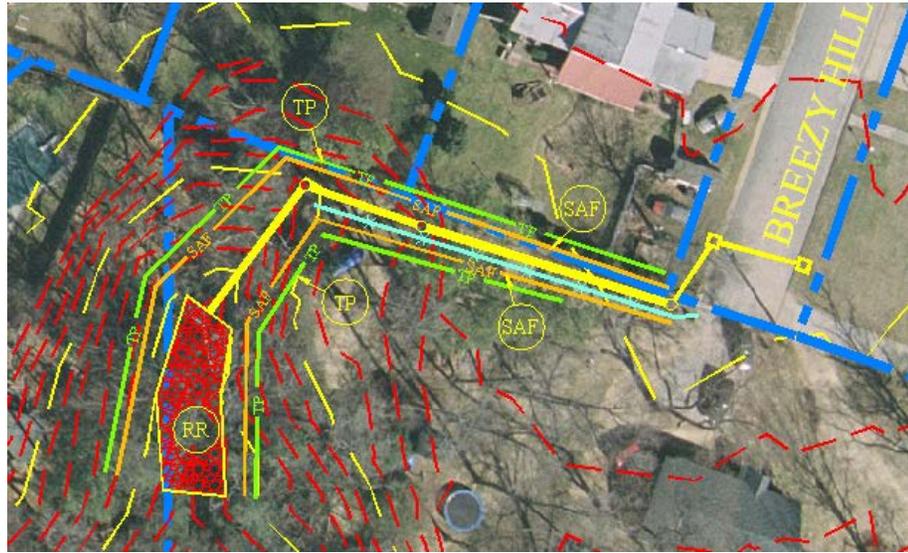
Project: Breezy Hill Avenue Stormwater Outfall

Budget:
\$200,000

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Replacement of storm sewer outfall piping. This has caused erosion of the embankments that have washed silt and soil into the Appomattox River.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.								
Construction			200,000					200,000
Contingency								
Total Project Cost	-	-	200,000	-	-	-	-	200,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	(200,000)	-	-	-	-	(200,000)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

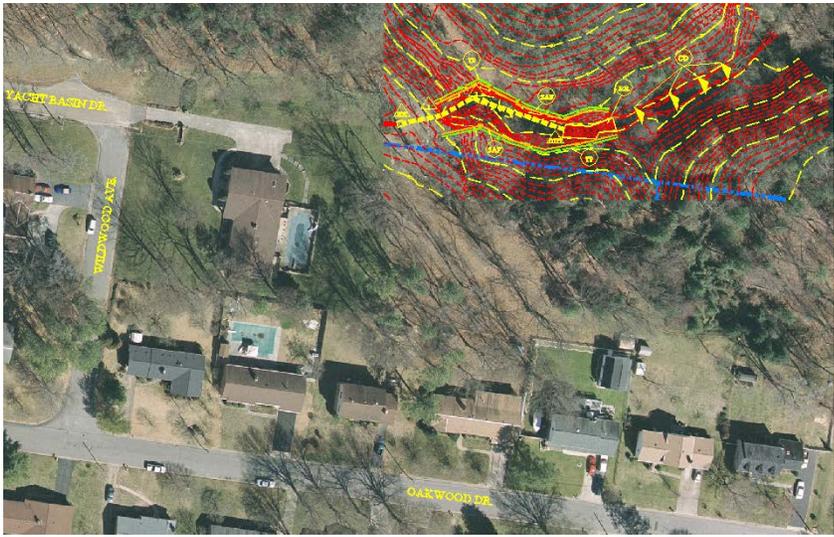
Project: Mt. Pleasant Drive Outfall Rehabilitation

Budget:
\$285,000

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Replacement of concrete endwalls and pipe section at Greenwood, Wildwood, and Driftwood Ave. storm water outfalls.

City Council Goal(s) Met:
Elimination of continual erosion of sediment into Appomattox River. Required through City's Phase II Storm Water NPDES Permit.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.								
Construction			285,000					285,000
Contingency								
Total Project Cost	-	-	285,000	-	-	-	-	285,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	(285,000)	-	-	-	-	(285,000)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

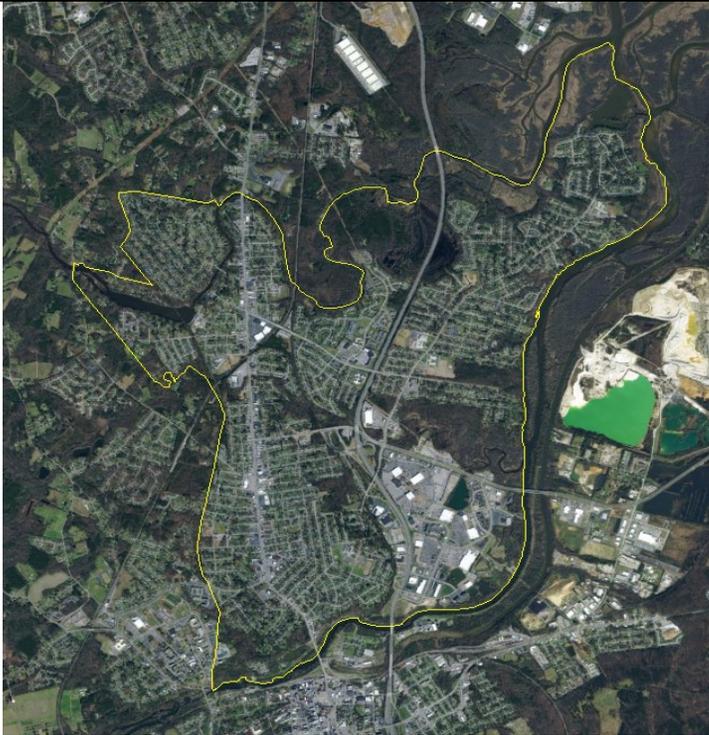
Project: TMDL Project Placeholder

Budget:
\$800,000

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

The City has retained an engineer to designate projects to mitigate the City's Total Maximum Daily Load of nitrogen, phosphorus, and total suspended solids, the top pollutants of the Chesapeake Bay. The City will be required to significantly reduce these pollutants by 2023 and 2028.

City Council Goal(s) Met:

These projects will be mandated by new state/federal regulations.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction			400,000		400,000			800,000
Contingency								-
Total Project Cost	-	-	400,000	-	400,000	-	-	800,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Stormwater								-
Operating								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	(400,000)	-	(400,000)	-	-	(800,000)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

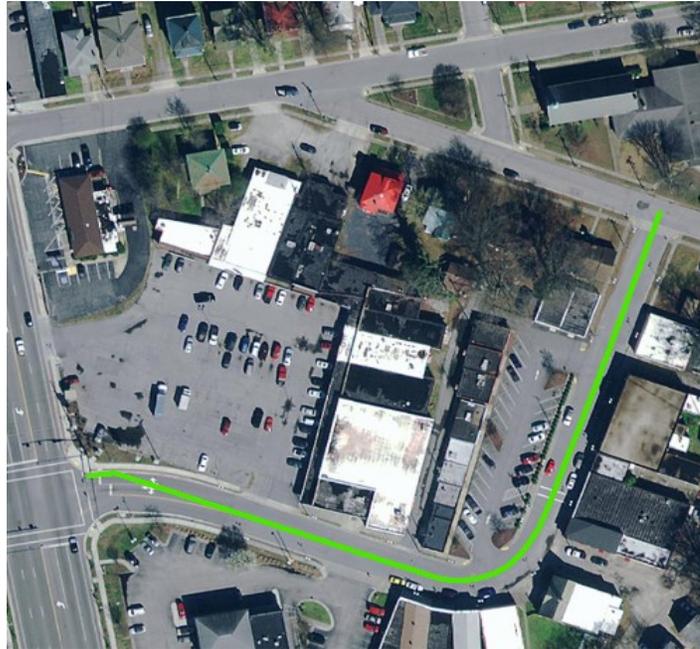
Project: Pickwick Avenue Drainage Improvement

Budget:
\$200,000

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Improve drainage system for Pickwick Ave.

City Council Goal(s) Met:
Continue efforts to achieve water and wastewater planning to address both short term and long term needs of the City.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.								
Construction							200,000	200,000
Contingency								
Total Project Cost	-	-	-	-	-	-	200,000	200,000

<i>Funding Source(s)</i>	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Total Funding	-	-	-	-	-	-	-	-
Surplus/(Deficit)	-	-	-	-	-	-	(200,000)	(200,000)

**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Stormwater System Upgrade - Piedmont Avenue

Budget:
\$279,030

Department:
Public Works

Fund:
Stormwater

Project Manager:
Director of Public Works
& Engineering



Project Description:
Replacement; Upgrade and expansion of the hydraulic capacity of the storm drain collector in the area of 179 Piedmont Avenue to eliminate an existing bottleneck; public storm drain that crosses private property in this area has a gap in the hydraulic capacity that can create a "backwater" condition that floods the city street and adjacent areas; service level increase for entire stormwater system; will negatively impact safety and service levels without project.

City Council Goal(s) Met:
Continue efforts to achieve effective water and wastewater planning to address both short-term and long-term needs of the City.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW							5,000	5,000
Design/Admin.							10,000	10,000
Construction							180,000	180,000
Contingency							84,030	84,030
Total Project Cost	-	-	-	-	-	-	279,030	279,030

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(279,030)	(279,030)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Driftwood Avenue Drainage Outfall

Budget:
\$153,786

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Replacement of storm sewer outfall piping. This has caused erosion of the embankments that have washed silt and soil into the Appomattox River.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2023-25	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.							6,000	6,000
Construction							100,000	100,000
Contingency							47,786	47,786
Total Project Cost	-	-	-	-	-	-	153,786	153,786

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2023-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-
Surplus/(Deficit)	-	-	-	-	-	-	(153,786)	(153,786)

**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

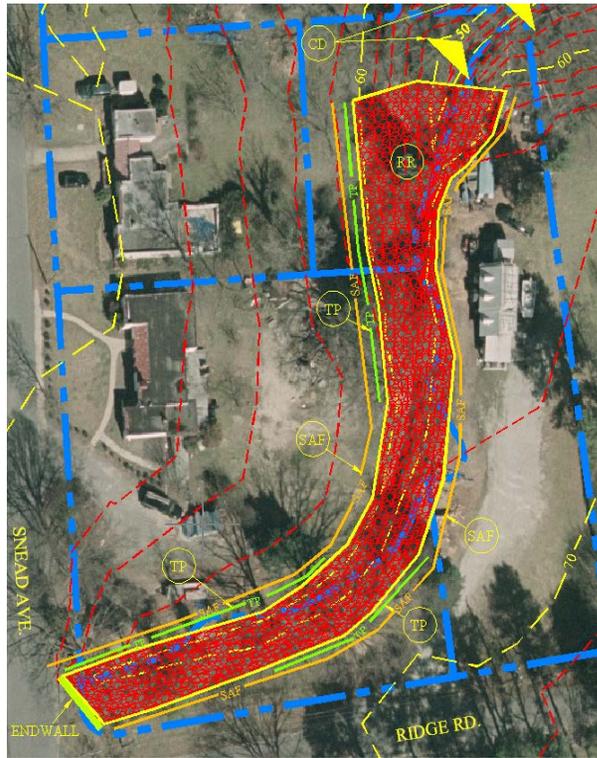
Project: Snead Avenue Drainage

Budget:
\$213,000

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Repair deteriorated storm water structure and outfall near Snead Avenue.

City Council Goal(s) Met:

Continue efforts to achieve water and wastewater planning to address both short term and long term needs of the City.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies							2,500	2,500
Land Acq./ROW							-	-
Design/Admin.							5,500	5,500
Construction							127,000	127,000
Contingency							78,000	78,000
Total Project Cost	-	-	-	-	-	-	213,000	213,000

<i>Funding Source(s)</i>	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-
Surplus/(Deficit)	-	-	-	-	-	-	(213,000)	(213,000)

**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

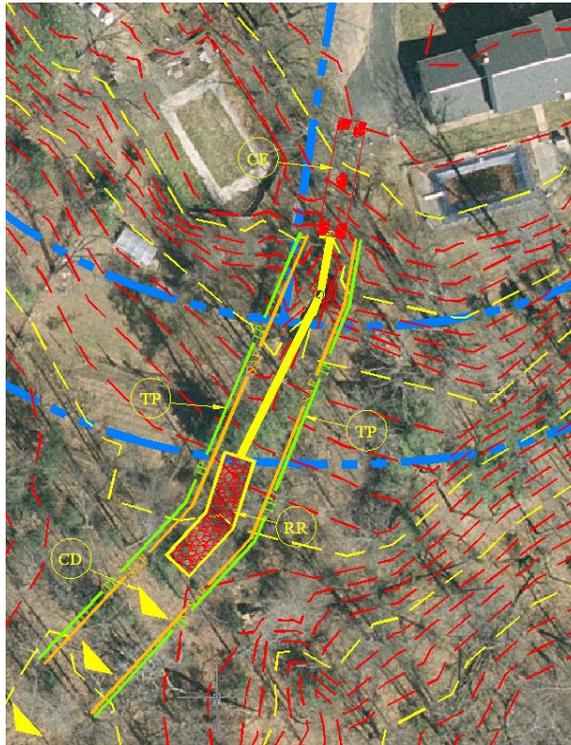
Project: Wildwood Avenue Drainage Outfall

Budget:
\$107,352

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Repair deteriorated storm water structure and outfall near Wildwood Avenue.

City Council Goal(s) Met:
Continue efforts to achieve water and wastewater planning to address both short term and long term needs of the City.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies							2,000	2,000
Land Acq./ROW								
Design/Admin.							5,000	5,000
Construction							65,000	65,000
Contingency							35,352	35,352
Total Project Cost	-	-	-	-	-	-	107,352	107,352

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-
Surplus/(Deficit)	-	-	-	-	-	-	(107,352)	(107,352)

**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

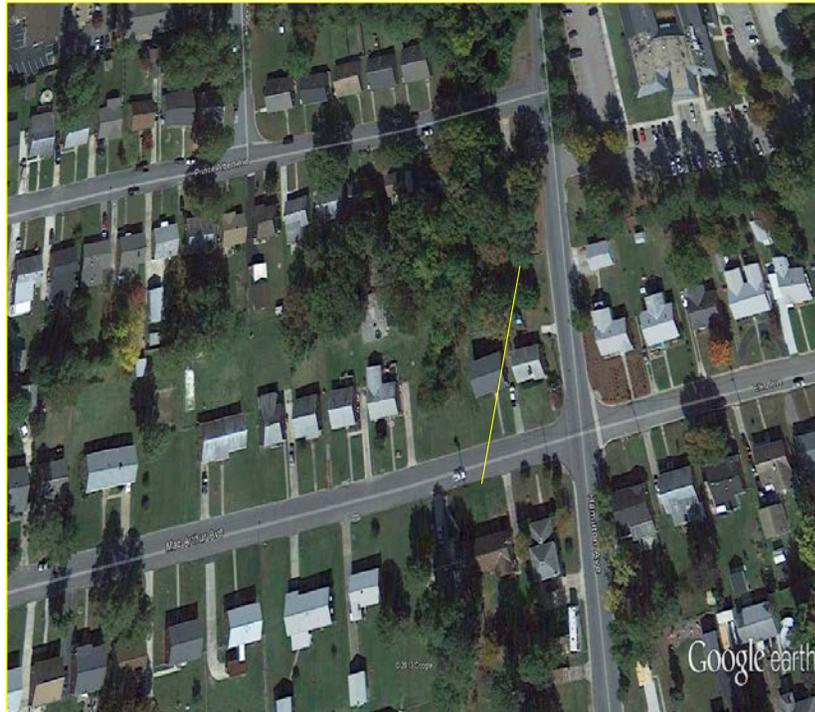
Project: MacArthur Ave Drainage Ditch Improvements

Budget:
\$93,294

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Channel restoration to improve area drainage and reduce erosion. This work would involve channel improvement, and restoration of ditches and culverts upstream.

City Council Goal(s) Met:

This project improves health and safety by reducing erosion and removing hazards from the channel.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.							6,000	6,000
Construction							36,500	36,500
Contingency							50,794	50,794
Total Project Cost	-	-	-				93,294	93,294

<i>Funding Source(s)</i>	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(93,294)	(93,294)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

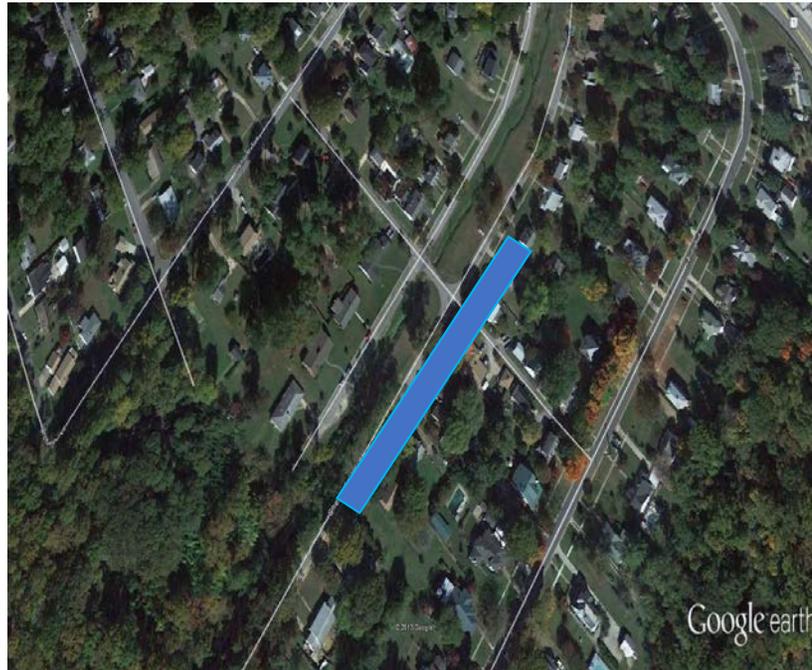
Project: **Chesterfield Ave Drainage Ditch Improvements**

Budget:
\$319,500

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Channel restoration to improve area drainage and reduce erosion. This work would involve channel improvement, and restoration of ditches and culverts upstream. Additionally, resurfacing of Chesterfield Ave and installation of guardrails is part of this project.

City Council Goal(s) Met:
This project improves the health and safety of the residents in the area by improving a pedestrian and vehicle hazard

	Previous	FY2019-20	FY2020-21	FY2021-22	FY2022-23	FY2023-24	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.							15,000	15,000
Construction							160,000	160,000
Contingency							144,500	144,500
Total Project Cost	-	-			-	-	319,500	319,500

Funding Source(s)	Previous	FY2019-20	FY2020-21	FY2021-22	FY2022-23	FY2023-24	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(319,500)	(319,500)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

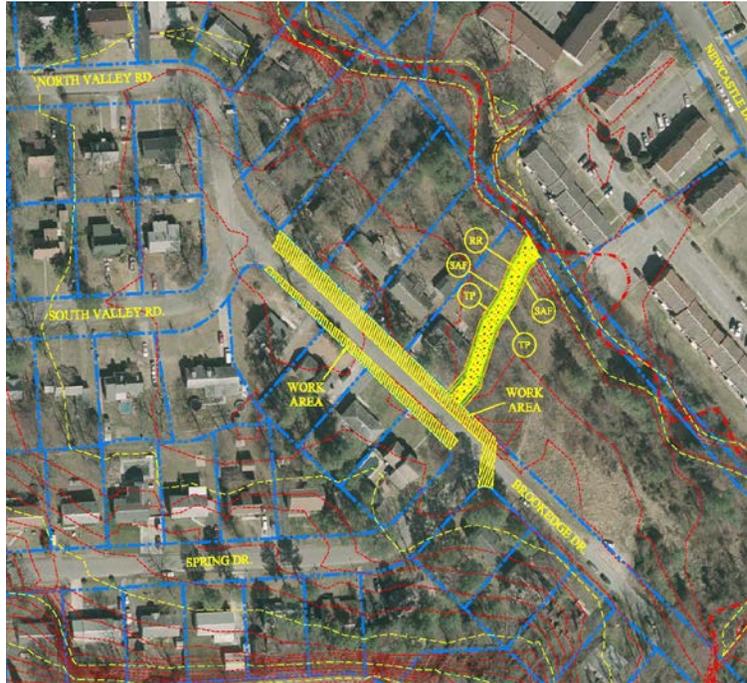
Project: **Brookedge Drive (Spring Drive Area) Ditch Improvements**

Budget:
\$170,826

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Channel restoration to improve area drainage and reduce erosion. This work would involve acquisition of right-of-way, channel improvement, and restoration of ditches and culverts upstream.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies							6,800	6,800
Land Acq./ROW							8,000	8,000
Design/Admin.							10,000	10,000
Construction							90,500	90,500
Contingency							55,526	55,526
Total Project Cost	-			-	-	-	170,826	170,826

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-			-	-	-	-	-
Surplus/(Deficit)	-			-	-	-	(170,826)	(170,826)

**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Spring Drive Drainage Improvements

Budget:
\$646,988

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Reconstruction of Spring Dr. to include installation of curb and gutter, drainage infrastructure, replacement of water and sewer facilities if needed. Project will require acquisition of permanent and temporary construction easements in order to properly address downstream drainage.

City Council Goal(s) Met:

Drainage improvements for neighborhood.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies							6,500	6,500
Land Acq./ROW							30,000	30,000
Design/Admin.							25,000	25,000
Construction							390,000	390,000
Contingency							195,488	195,488
Total Project Cost	-						646,988	646,988

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(646,988)	(646,988)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Deerwood Drive Outfall and Storm Sewer

Budget: \$48,458
Department: Public Works
Fund: Stormwater Fund



Project Manager:
Director of Public Works
& Engineering

Project Description:

Rehabilitation of storm outfall washing silt into the Appomattox River. Approximately 10 feet of existing 18 inch storm sewer pipe to be removed. Downstream outlet will be graded and armored to slow down water to non-erodible velocities.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.							5,000	5,000
Construction							30,000	30,000
Contingency							13,458	13,458
Total Project Cost	-	-	-	-	-	-	48,458	48,458

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(48,458)	(48,458)
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***May require additional easement to stabilize area.

**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Lakeview Avenue Modernization, Phase II

Budget: \$10,000,000

Department: Public Works

Fund: General Fund and Grant Funding

Project Manager: Director of Public Works & Engineering



Project Description:
Widen Lakeview Avenue from Brijadan Lane to City Limits. Construct a new 12' center turn lane with 11' thru lanes. 4' paved shoulders, 5' sidewalks, 4' buffer strips, updated street lighting and new storm water utilities will be included in this project.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW							3,000,000	3,000,000
Design/Administration							1,000,000	1,000,000
Construction							6,000,000	6,000,000
Contingency								-
Total Project Cost	-	-	-	-	-	-	10,000,000	10,000,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding		-	-	-	-	-		

Surplus/(Deficit)		-	-	-	-	-	(10,000,000)	(10,000,000)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: **Hamilton Avenue Widening and Drainage Improvements**

Budget:
\$5,026,374

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Widening of existing pavement and improvement of drainage.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies							35,000	35,000
Land Acq./ROW							834,600	834,600
Design/Admin.							650,000	650,000
Construction							3,200,000	3,200,000
Contingency							306,774	306,774
Total Project Cost	-	-			-	-	5,026,374	5,026,374

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(5,026,374)	(5,026,374)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

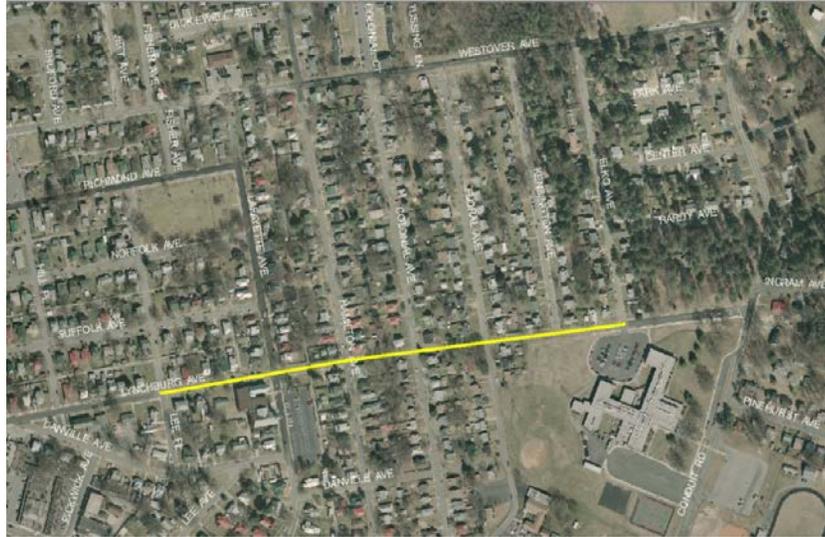
Project: Lynchburg Avenue Reconstruction - Phase II

Budget:
\$2,070,385

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Curb and gutter reconstruction with replacement of infrastructure. Lynchburg Avenue from Lee Place to Elko Avenue.

City Council Goal(s) Met:

Continue on-going work to effectively access external funds to complete various road improvement projects.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies							-	-
Land Acq./ROW							250,000	250,000
Design/Admin.							150,000	150,000
Construction							1,167,889	1,167,889
Contingency							502,496	502,496
Total Project Cost	-			-	-	-	2,070,385	2,070,385

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(2,070,385)	(2,070,385)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

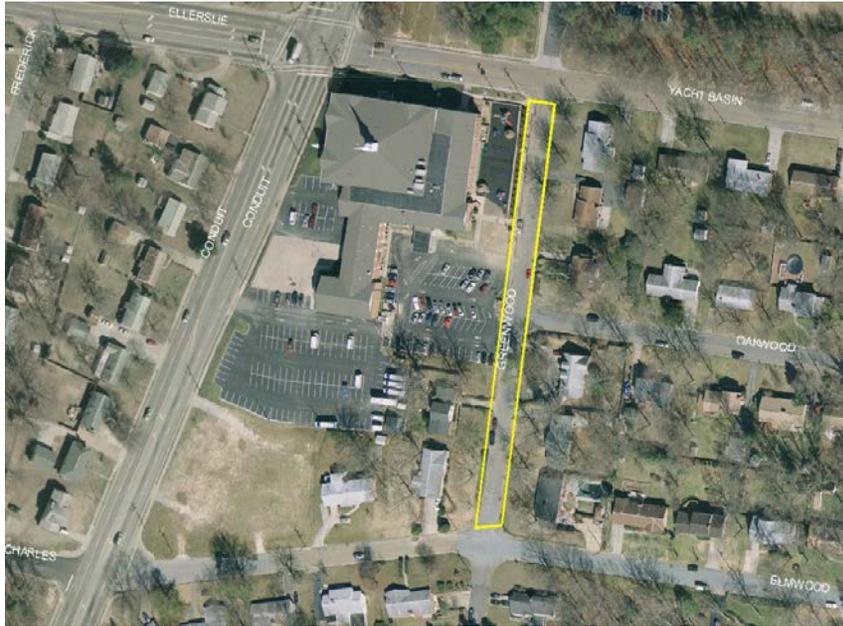
Project: Greenwood Avenue Road Reconstruction

Budget:
\$576,641

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Replace curb and gutter, pavement, and storm water improvements.

City Council Goal(s) Met:

Continue to complete City road improvement projects.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW							15,000	15,000
Design/Admin.							53,729	53,729
Construction							369,690	369,690
Contingency							138,222	138,222
Total Project Cost	-	-	-	-	-	-	576,641	576,641

<i>Funding Source(s)</i>	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-		

Surplus/(Deficit)	-	-	-	-	-	-	(576,641)	(576,641)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

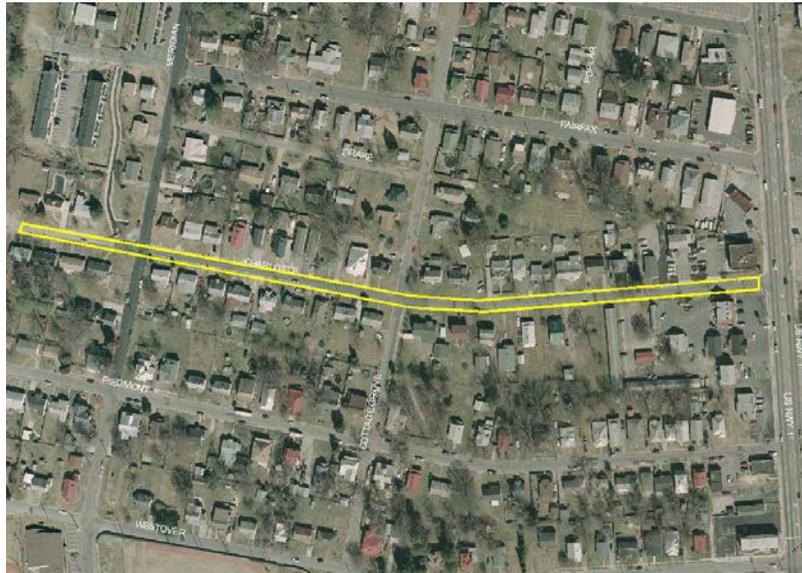
Project: Charlotte Avenue Reconstruction

Budget:
\$516,350

Department:
Public Works

Fund:
Stormwater Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Reconstruction of roadway includes pavement, drainage gutters, and infrastructure. Charlotte Avenue-Cottage Grove Avenue to Boulevard.

City Council Goal(s) Met:

Continue on-going work to effectively access external funds and complete various road improvement projects.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.							65,226	65,226
Construction							327,354	327,354
Contingency							123,770	123,770
Total Project Cost	-	-	-	-	-	-	516,350	516,350

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(516,350)	(516,350)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Archer Avenue Reconstruction

Budget:
\$1,420,497

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Boulevard to the improved section of Archer Avenue.

City Council Goal(s) Met:

Improve substandard road to facilitate access to Park.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW							65,000	65,000
Design/Admin.							140,000	140,000
Construction							875,000	875,000
Contingency							340,497	340,497
Total Project Cost	-	-			-	-	1,420,497	1,420,497

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(1,420,497)	(1,420,497)
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**City of Colonial Heights, Virginia
FY 2021-FY2025 Capital Improvement Program**

Project: Deerwood Dr., Windmere Dr. and Welesley Lane Reconstruction

Budget:
\$486,752

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Deerwood Drive from Intersection with Conduit Rd to Cul-de-sac; Windmere Drive to Intersection with Welesley Lane; Welesley Lane from Intersection with Windmere Drive to Intersection with Berkshire Lane.

City Council Goal(s) Met:

Continue on-going work to effectively access external funds and complete various road improvement projects.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.							50,000	50,000
Construction							320,076	320,076
Contingency							116,676	116,676
Total Project Cost	-		-	-	-	-	486,752	486,752

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(486,752)	(486,752)
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**City of Colonial Heights, Virginia
FY 2021-FY2025 Capital Improvement Program**

Project:	Temple Avenue Widening
Budget:	\$16,234,817
Department:	Public Works
Fund:	General Fund
Project Manager:	Director of Public Works & Engineering

Project Description:
Temple Avenue widening to 6 lanes from I-95 east to City Limits

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW							3,000,000	3,000,000
Design/Admin.							1,396,611	1,396,611
Construction							7,946,677	7,946,677
Contingency							3,891,529	3,891,529
Total Project Cost	-	-	-	-	-	-	16,234,817	16,234,817

<i>Funding Source(s)</i>	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(16,234,817)	(16,234,817)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: I-95 / Southpark Boulevard Interchange at Roslyn Road

Budget: \$12,492,450

Department: Public Works

Fund: General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Improvements to the ramp/interchange area at I-95 and Southpark.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acq./ROW								-
Design/Admin.								-
Construction								-
Contingency							762,450	762,450
Total Project Cost	-	-	-			-	12,492,450	12,492,450

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(12,492,450)	(12,492,450)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project:	Boulevard CSX Bridge Replacement, Safety Improvement
Budget:	\$30,459,000
Department:	Public Works
Fund:	General Fund
Project Manager:	Director of Public & Engineering

Project Description:
Widen Boulevard from Essex Road to Lakeview Avenue with four 11' thru lanes. New 4' paved shoulders, 5' plant strips, 6' sidewalks, street lighting and storm sewer utilities will be installed. The existing CSX bridge will be replaced and set farther back from the Boulevard in order for improvements to the Boulevard. The current rail lines on the CSX bridge will be increased from 2 to 3, with the third line being utilized for future high speed rail.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW							5,500,000	5,500,000
Design/Administration							2,500,000	2,500,000
Construction							20,600,000	20,600,000
Contingency							1,859,000	1,859,000
Total Project Cost	-	-	-	-	-	-	30,459,000	30,459,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding		-	-	-	-	-	-	-

Surplus/(Deficit)		-	-	-	-	-	(30,459,000)	(30,459,000)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Boulevard Modernization Phase II

Budget:
\$18,891,790

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Widen and reconstruct the 4 existing thru lanes to 11' and the center turn lane to 12'. Reconstruction will include paved shoulders, curb and gutter, sidewalks, stormwater, utility relocation, traffic signals and street lighting.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW							3,893,520	3,893,520
Design/Administration							2,011,703	2,011,703
Construction							11,833,547	11,833,547
Contingency							1,153,020	1,153,020
Total Project Cost	-	-	-	-	-	-	18,891,790	18,891,790

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding		-	-	-	-	-	-	-

Surplus/(Deficit)		-	-	-	-	-	(18,891,790)	(18,891,790)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Conduit Road Pavement Improvements - Duke of Gloucester St to Temple Ave

Budget:
\$1,113,775

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Repaving of Conduit Road from Duke of Gloucester St to Temple Ave.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration								-
Construction							1,045,798	1,045,798
Contingency							67,977	67,977
Total Project Cost	-	-	-	-	-	-	1,113,775	1,113,775

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
								-
Total Funding		-	-	-	-	-	-	-

Surplus/(Deficit)		-	-	-	-	-	(1,113,775)	(1,113,775)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project:	Conduit Road Pavement Improvements - Huntington Rd to Duke of Gloucester St		
Budget:	\$982,247		
Department:	Public Works		
Fund:	General Fund		
Project Manager:	Director of Public Works & Engineering		

Project Description:
Repaving of Conduit Road from Huntington Road to Duke of Gloucester Street.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration								-
Construction							922,298	922,298
Contingency							59,949	59,949
Total Project Cost		-	-	-	-	-	982,247	982,247

<i>Funding Source(s)</i>	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding		-	-	-	-	-	-	-

Surplus/(Deficit)		-	-	-	-	-	(982,247)	(982,247)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Conduit Road Pavement Improvements - Heron Run Dr to Huntington Rd

Budget:
\$982,247

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public
& Engineering



Project Description:
Repaving of Conduit Road from Heron Run Drive to Huntington Road.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration								-
Construction							922,298	922,298
Contingency							59,949	59,949
Total Project Cost		-	-	-	-	-	982,247	982,247

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
								-
Total Funding		-	-	-	-	-	-	-

Surplus/(Deficit)		-	-	-	-	-	(982,247)	(982,247)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Conduit Road Reconstruction - Westover Avenue to Roslyn Avenue

Budget:
\$1,680,918

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:
Reconstruct Conduit Road via Full-Depth Reclamation from Westover Avenue to Roslyn Avenue and construction of sidewalk along the eastern side of Conduit Rd.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration								
Construction							1,578,327	1,578,327
Contingency							102,591	102,591
Total Project Cost			-	-	-	-	1,680,918	1,680,918

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Future
Total Funding			-	-	-	-		-

Surplus/(Deficit)			-	-	-	-	(1,680,918)	(1,680,918)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Conduit Rd Reconstruction - Temple Ave to Westover Ave

Budget:
\$3,929,444

Department:
Public Works

Fund:
General Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Reconstruct Conduit Road from Temple Avenue to Westover Avenue including paving, curb/gutter, sidewalks, drainage and intersection improvements at Roslyn Avenue.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW							400,000	400,000
Design/Administration							315,728	315,728
Construction							2,271,818	2,271,818
Contingency							941,898	941,898
Total Project Cost		-	-	-	-	-	3,929,444	3,929,444
Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
								-
Total Funding		-	-	-	-	-	-	-
Surplus/(Deficit)		-	-	-	-	-	(3,929,444)	(3,929,444)

**City of Colonial Heights, Virginia
FY 2021-FY2025 Capital Improvement Program**

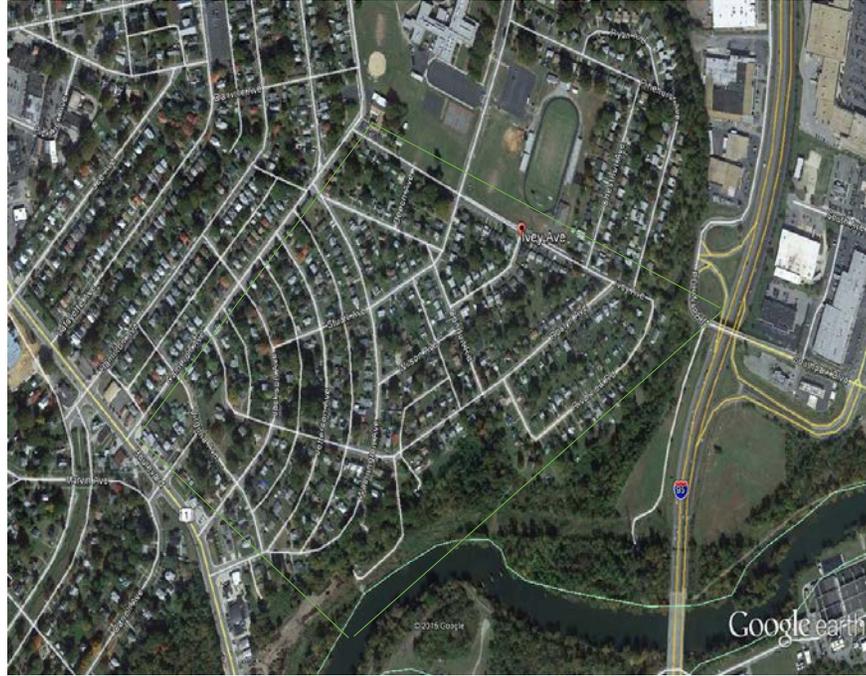
Project: Riverside Water Line Replacement

Budget:
\$1,920,000

Department:
Public Works

Fund:
Utilities Fund

Project Manager:
Director of Public Works
& Engineering



Project Description:

Replace approximately 8,000 ft. of 2 inch and aged 4 inch waterline in the neighborhoods south of Ivey and Hamilton Avenue.

City Council Goal(s) Met:

This project will address citizen complaints regarding water pressure and volume. Also, will reduce the amount of service interruptions due to line breaks and failures in the area.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acq./ROW								
Design/Admin.					120,000			120,000
Construction					1,285,714			1,285,714
Contingency					514,286			514,286
Total Project Cost	-	-	-	-	1,920,000	-	-	1,920,000
Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-
Surplus/(Deficit)	-	-	-	-	(1,920,000)	-	-	(1,920,000)

**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Temple Avenue Water Tower and ARWA Upgrades

Budget:
\$2,396,250

Department:
Public Works

No image available

Fund:
Enterprise Fund

Project Manager:
Director of Public Works

Project Description:
In February 2013, Appomattox River Water Authority (ARWA) performed a water pump station evaluation to address the Authority's Capital Project needs in order to: 1) Extend the life of transmission mains; 2) to upgrade the infrastructure in order to provide the increased capacities to meet the increasing water demand of surrounding jurisdictions. The report recommended a new 3.5 MGD Pump Station and Tank be constructed on Temple Avenue.

City Council Goals Met:
To provide reliable water capacity to jurisdictions during peak demand.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration								-
Construction							2,250,000	2,250,000
Contingency							146,250	146,250
Total Project Cost	-		-	-	-	-	2,396,250	2,396,250

<i>Funding Source(s)</i>	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-		-	-	-	-	-	-

Surplus/(Deficit)	-		-	-	-	-	(2,396,250)	(2,396,250)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project:	2" GS Waterline Replacement Phase 4		
Budget:	\$625,000		
Department:	Public Works		
Fund:	Water & Sewer		
Project Manager:	Director of Public Works & Engineering		



Project Description:
 Replacement of 2" Galvanized Steel waterlines at the following locations: Ivey Ave (894'), Pinehurst (560'), Hamilton (406'), Riverview Rd (858'), Lilliston Ave (623'), Riverside Rd (200').

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration								
Construction							625,000	625,000
Contingency								
Total Project Cost	-	-	-	-	-	-	625,000	625,000

<i>Funding Source(s)</i>	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding	-	-	-	-	-	-	-	-

Surplus/(Deficit)	-	-	-	-	-	-	(625,000)	(625,000)
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**City of Colonial Heights, Virginia
2021-25 Five-Year Capital Improvement Program**

Project:	Fire Station #2 Renovation and Expansion
Budget:	\$850,000
Department:	Fire/EMS
Fund:	General Fund
Project Manager:	Fire/EMS Chief



Project Description:
 New Public Safety Facility to be located on a portion of the City owned property along Charles Dimmock Parkway. Significant development in the Southpark area including mid-rise hotels and large numbers of retail visitors to the City are not in close proximity to a local station. The facility concept would allow for a Police substation and potential training grounds behind the facility. Even though this is one of the most populated areas it is one of the longest response areas for Fire and EMS; Project will improve quality of service, reduce response times, and provide ability to relocate the Quint to the areas containing mid-rise buildings.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration					50,000			50,000
Construction					650,000			650,000
Contingency					150,000			150,000
Total Project Cost		-	-	-	850,000	-		850,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding		-	-	-	-	-		-

Surplus/(Deficit)		-	-	-	(850,000)	-		(850,000)
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**City of Colonial Heights, Virginia
FY2021-FY2025 Capital Improvement Program**

Project: Fire Station #3

Budget: \$4,000,000

Department: Fire/EMS

Fund: General Fund

Project Manager: Fire/EMS Chief



Project Description:

New Public Safety Facility to be located on a portion of the City owned property along Charles Dimmock Parkway. Significant development in the Southpark area including mid-rise hotels and large numbers of retail visitors to the City are not in close proximity to a local station. The facility concept would allow for a Police substation and potential training grounds behind the facility. Even though this is one of the most populated areas it is one of the longest response areas for Fire and EMS; Project will improve quality of service, reduce response times, and provide ability to relocate the Quint to the areas containing mid-rise buildings.

City Council Goal(s) Met:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								
Land Acquisition/ROW								
Design/Administration						400,000		400,000
Construction						3,500,000		3,500,000
Contingency						100,000		100,000
Total Project Cost		-	-	-	-	4,000,000		4,000,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
								-
Total Funding		-	-	-	-	-		-
Surplus/(Deficit)		-	-	-	-	(4,000,000)		(4,000,000)

**Colonial Heights City School Board
FY2021-FY2025 Capital Improvement Program**

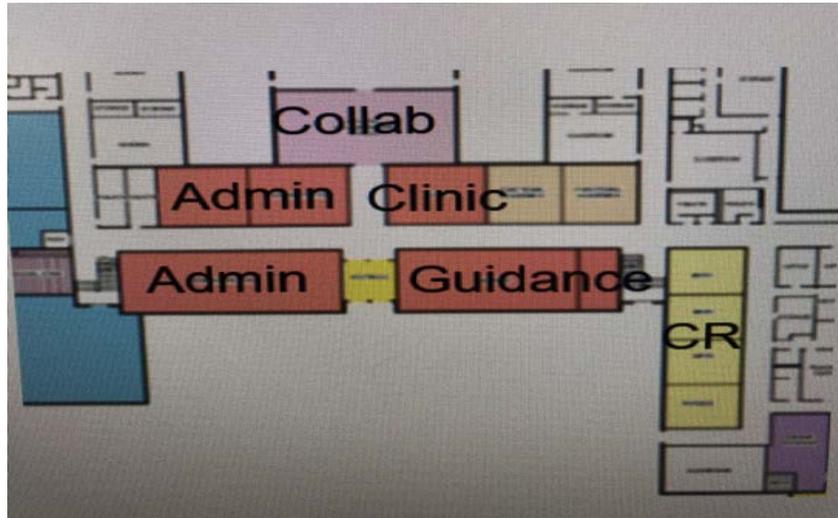
Project: CHHS Front Entrance, Administration Areas

Budget: \$3,223,300

School/Department: High School

Fund: General Fund/
Schools

Project Manager: Maintenance Dir.



Project Description:

This project recommends relocating Administration to the main entry to provide a more visible and secure control point for visitor and student access to the school, and added presence in proximity to communal spaces. Three (3) existing general classrooms will be renovated for Administration and existing Administrative space will be renovated as three (3) General Classrooms. A student collaborative space would be added. The new clinic will be adequate to provide two new toilets, waiting, nurse's station, resting area and treatment room. Functional Academic Classrooms will be moved to renovated area next to clinic, enabling sharing of the restrooms in the clinic. 14,048 SF renovation.

Justification:

The reconfiguration of front office administrative space would enhance school security and be in line with modern design layout of front entrance access to the building. The student commons area would provide High School students with a central, highly-visible location to congregate, study and socialize. The clinic and functional academics rooms would better meet the needs of students.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration		300,000	94,660					394,660
Construction		1,000,000	1,578,640					2,578,640
Contingency		125,000	125,000					250,000
Total Project Cost		1,425,000	1,798,300	-	-	-		3,223,300

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (General)								-
Bond								-
Total Funding		-	-	-	-	-		-

Surplus/(Deficit)		(1,425,000)	(1,798,300)	-	-	-		(3,223,300)
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**Colonial Heights City School Board
FY2021-FY2025 Capital Improvement Program**

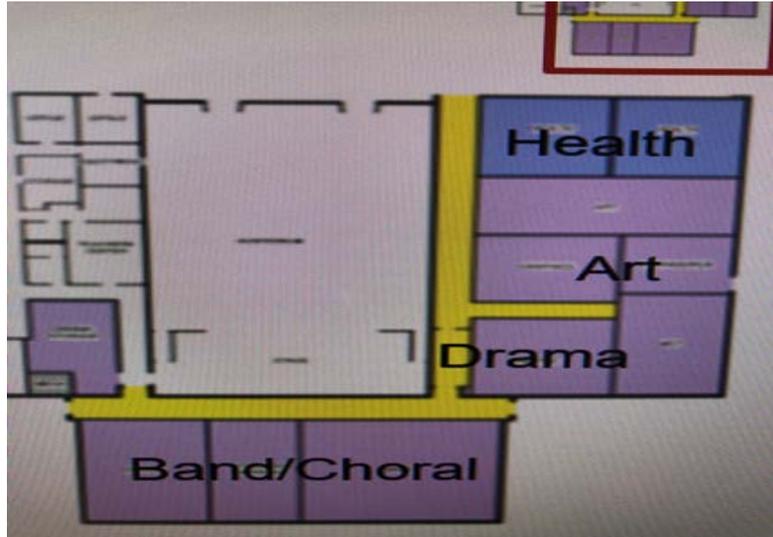
Project: CHHS Fine Arts Renovation (Music - Art)

Budget:
\$4,552,250

School/Department:
High School

Fund:
General Fund/
Schools

Project Manager:
Maintenance Dir.



Project Description:

Add new space/structures for Choral, Band and related storage. Remove existing rooms located on North end of school and rebuild Theater, Art, Graphics and Health Rooms. Create space for Drama storage. 6,600 SF new construction and 8,760 SF of renovation.

Justification:

The Fine Arts wing is dated and the space is not sufficient (1964). The current choir and drama programs have to share a classroom that is amphitheater style and does not adequately accommodate disabilities. The band space is amphitheater style and not ADA compliant. The two art classrooms are small and lack proper ventilation. There is not enough room to offer photography. All classrooms lack proper storage areas for their respective programs, which pose safety concerns. Much of the hallway is used for rafter and instrument storage.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration		600,000	60,450					660,450
Construction		2,500,000	1,141,800					3,641,800
Contingency		125,000	125,000					250,000
Total Project Cost		3,225,000	1,327,250	-	-	-		4,552,250

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (General)								-
Total Funding		-	-	-	-	-		-

Surplus/(Deficit)		(3,225,000)	(1,327,250)	-	-	-		(4,552,250)
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**Colonial Heights City School Board
FY2021-FY2025 Capital Improvement Program**

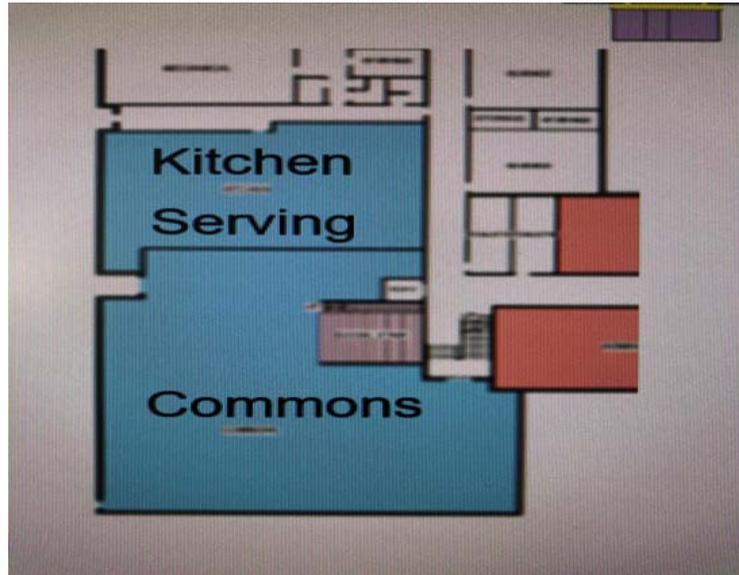
Project: CHHS Student Commons & Dining & Food Preparation/Service

Budget: \$4,702,500

School/Department: High School

Fund: General Fund/
Schools

Project Manager: Maintenance Dir.



Project Description:

The existing Food Prep & Service, Student Dining areas, and associated spaces will be replaced with new Food Prep & Service and Student Dining facilities within their current footprint. Student Dining is to be consolidated and relocated within that footprint to access more natural light and provide a more communal space for the students. 7,240 SF new construction, 3,920 SF renovation with dining and kitchen and food service equipment.

Justification:

The current kitchen and dining facilities are dated and do not provide the environment for either efficient operations or dining enjoyment for High School age students. Modern High School cafeterias provide for an age appropriate “food court” layout that enhances a critical part of the student’s day. Modern kitchens allow for safe and efficient preparation of diverse menus that High School students expect.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2023-24	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration		500,000	190,500					690,500
Construction		1,000,000	2,762,000					3,762,000
Contingency		125,000	125,000					250,000
Total Project Cost		1,625,000	3,077,500	-	-	-		4,702,500

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2023-24	Future	Total
Shared CHPS/CH City					-			-
Bond								-
Total Funding		-	-	-	-	-		-

Surplus/(Deficit)		(1,625,000)	(3,077,500)	-	-	-		(4,702,500)
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**Colonial Heights City School Board
FY2021-FY2025 Capital Improvement Program**

Project: CHHS - 200 Window Replacements

Budget:
\$390,000

School/Department:
CHHS

Fund:
General Fund/
Schools

Project Manager:
Maintenance
Dir.



Project Description:

Design, furnishing, removal and replacement of 200 exterior windows to enhance energy savings, modernize appearance and eliminate old worn mechanical components. Additionally, the current windows require asbestos abatement. Other work includes furnishing and installing concrete masonry units to infill wall openings where existing mechanical units will be removed. Approximately 200 - 4'X4' Windows and \$50,000 Aesbestos Abatement.

Justification:

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Acquisition/ROW								-
Design/Administration								-
Construction		380,000						380,000
Contingency		10,000						10,000
Total Project Cost		390,000	-	-	-	-		390,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
City		390,000						390,000
								-
Total Funding		390,000	-	-	-	-		390,000

Surplus/(Deficit)		-	-	-	-	-		-
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**Colonial Heights City School Board
FY2021-FY2025 Capital Improvement Program**

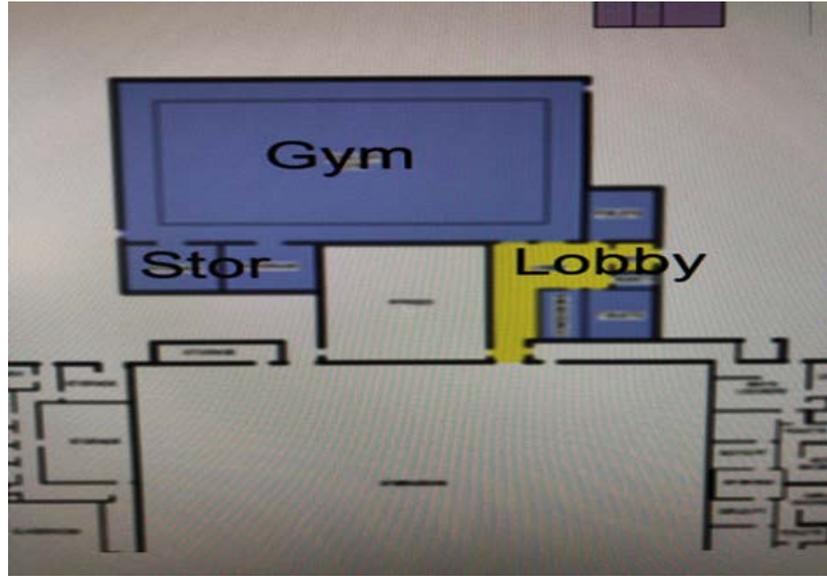
Project: CHHS Auxiliary Gymnasium

Budget:
\$5,306,250

School/Department:
High School

Fund:
General Fund/
Schools

Project Manager:
Maintenance Dir.



Project Description:

Addition of 11,800 SF auxiliary gym without seating and storage, restrooms and lobby . Additional parking and stormwater managemrnt required in project.

Justification:

The current gymnasium does not accommodate the numbers of students and diverse sports that need the facility during inclement weather that prevents outside practice. In order for students to be competitive, off-season workouts are needed. The current facilities do not provide adequate space to accommodate this need. City recreational sports programs would benefit from the additional facility.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration		500,000	136,750					636,750
Construction		2,500,000	1,745,000					4,245,000
Contingency		200,000	224,500					424,500
Total Project Cost		3,200,000	2,106,250	-	-	-		5,306,250

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Shared CHPS/CH City						-		-
Bond								-
Total Funding		-	-	-	-	-		-

Surplus/(Deficit)		(3,200,000)	(2,106,250)	-	-	-		(5,306,250)
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**Colonial Heights City School Board
FY2021-FY2025 Capital Improvement Program**

Project: **Football Field Stadium Lighting Upgrade**

Budget:
\$340,000

School/Department:
High School

Fund:
General Fund/
Schools

Project Manager:
Maintenance Dir.



Project Description:

New LED fixtures. Removal of metal halide fixtures, mounts, electrical to include service panel upgrades.

Justification:

Current stadium lighting is old and energy inefficient (1980's). LED offers much better and field focused lighting with significant energy saving and lower maintenance costs. Project includes removal of CHPS owned transformer and installing Dominion Energy's equipment from the meter in. Transformers and equipment have had several maintenance issues throughout the years and events such as football games and graduation cannot be interrupted.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Studies								-
Land Acquisition/ROW								-
Design/Administration								-
Construction				335,000				335,000
Contingency				5,000				5,000
Total Project Cost		-	-	340,000	-	-		340,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future	Total
Debt Proceeds (General)				340,000				340,000
								-
Total Funding		-	-	340,000	-	-		340,000

Surplus/(Deficit)		-	-	-	-	-		-
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**Colonial Heights City School Board
FY2021-FY2025 Capital Improvement Program**

Project:	North Elementary Music & Art Room Addition
Budget:	\$1,542,000
School/Department	North Elementary
Fund:	General Fund/ Schools
Project Manager:	Maintenance Dir.

Project Description:
1,100 sq ft Music Room, 1,300 sq ft Art Room, Storage and Kiln. Cabinets, IT, sinks, shelving, desks and chairs.

Justification:
The current art and music classrooms are normal classrooms converted to cover the music and art classes. The size does not accommodate the numbers of students and takes space from other classes such as special education. For art we would be able to place the kiln room and storage room for supplies all in one place while providing a safe environment for students to learn. The music room will be able to provide space for the state required keys programs in 4th and 5th grade. The numbers at North are up to 372 students currently from 330 students last year. If the enrollment continues to grow we will have to take the current music and art rooms to create additional grade level classrooms. The new area would tie into the front of the building to adjacent to the new media center.

	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2023-24	Future	Total
Studies		-						-
Land Acquisition/ROW								-
Design/Administration						130,000		130,000
Construction						1,312,000		1,312,000
Contingency						100,000		100,000
Total Project Cost		-	-	-	-	1,542,000		1,542,000

Funding Source(s)	Previous	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2023-24	Future	Total
Debt (City/Schools)		-						-
Total Funding		-	-	-	-	-		-

Surplus/(Deficit)		-	-	-	-	(1,542,000)		(1,542,000)
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CONCLUSION

Colonial Heights is a dynamic and vibrant community, and will need to renovate and replace core infrastructure and facilities to continue the excellent services enjoyed by its citizens. Through the use of dedicated funding streams and future planning, this Capital Improvement Plan will maintain the current level of service enjoyed by the residents of Colonial Heights.

City Management recognizes the need for continued capital improvement planning to avoid “capital improvements by catastrophe”, and to ensure the future financial stability and redevelopment of the City of Colonial Heights. This is the second year that Colonial Heights has gone through a CIP process that integrates debt with capital planning for large projects in an effort to critically plan and provide a foundation for future decision making.

In conclusion, the Staff would like to thank the City Council for this opportunity to serve the citizens of Colonial Heights.



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: (First Reading) Ordinance No. 20-8. Amending § 51-56 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to clarify which employees may be paid for accrued but unused sick leave upon retirement through the Virginia Retirement System.

DEPARTMENT: Finance

PROPOSED ACTION: This item is for first reading of Ordinance No. 20-8.

BACKGROUND:

Staff has discovered that the existing retiree sick leave payout policy was ambiguous on whether the years of service had to be for the City of Colonial Heights. This ordinance clarifies that employees must have five years of continuous service with the City of Colonial Heights in order to receive a sick leave payout at retirement.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: The Director of Finance recommends approval.

ATTACHMENTS:

Ordinance No. 20-8

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

AN ORDINANCE NO. 20-8

Amending § 51-56 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to clarify which employees may be paid for accrued but unused sick leave upon retirement through the Virginia Retirement System.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. Section 51-56 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, is amended as follows:

§ 51-56. Sick leave.

- A. All eligible employees shall accrue sick leave at the rate of 1 ¼ days each calendar month of employment. Permanent part-time employees who work a minimum of 20 hours per week accrue sick leave proportionate to the amount of time worked. Temporary full- or part-time employees do not accrue sick leave.

- I. All employees who have been in continuous service at least five years for the City of Colonial Heights and are eligible to receive a Virginia Retirement system service retirement allowance upon retirement from City service may receive payment for 25% of unused sick leave, with a maximum payment of \$8,000. "Eligible to receive a Virginia Retirement System service allowance" shall mean the employee must have applied for and been approved to receive his retirement allowance from the Virginia Retirement System at the time of retirement from the City.
2. This ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice-Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice-Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Meeting

MEETING DATE: March 10, 2020

ITEM: First Reading of Ordinance No. 20-9

DEPARTMENT: Human Resources

PROPOSED ACTION: This item is for first reading of Ordinance No. 20-9 amending § 51-56.1 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to provide that only Virginia Retirement System Plan 1 and Plan 2 employees may participate in the City sick leave bank.

BACKGROUND: At the City Council Retreat on January 17, 2020, a presentation was provided on the purpose of the sick leave bank along with recommended changes regarding employee eligibility and the review process for benefits under the program.

The sick leave bank is a voluntary program that provides participating employees with the opportunity to receive disability income for catastrophic medical problems that are not eligible for workers' compensation or retirement benefits. Currently, employees covered under the Virginia Retirement System Hybrid Plan receive a disability income replacement benefit as part of their plan; however, employees covered under the Virginia Retirement System Plan 1 and Plan 2 do not have a disability income replacement benefit under their plan.

Staff recommends that only Virginia Retirement System Plan 1 and Plan 2 employees be eligible for voluntary participation in the bank; these employees do not have an option available to add the disability income replacement benefit through the Virginia Retirement System.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION:

Recommend adoption of Ordinance No. 20-9 on First Reading.

ATTACHMENTS: Ordinance No. 20-9.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

AN ORDINANCE NO. 20-9

Amending § 51-56.1 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to provide that only Virginia Retirement System Plan 1 and Plan 2 employees may participate in the City sick leave bank.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. Section 51-56.1 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, is amended as follows:

§ 51-56.1. Sick leave bank.

- A. There is hereby established a sick leave bank to provide disability income for certain City employees who have catastrophic medical problems, but are not eligible for worker's compensation or retirement benefits. Participation in the sick leave bank is open to all full-time employees who are Virginia Retirement System Plan 1 and Plan 2 employees and who have completed at least one year of service with ~~at least~~ a minimum sick leave balance of 10 days. Enrollment in the plan shall be ~~July~~ January 1 of each year. Participation in the bank shall be voluntary, and only those employees making contributions shall be eligible to receive any benefits from the plan. Participation in the plan, however, shall not be construed as automatic approval of a participant's request to withdraw from the bank.
 - B. In implementing ~~the policy~~ Subsection A, the City Manager may from time to time promulgate and amend such regulations not inconsistent with federal and state law, the City Charter, this chapter or any other ordinance or resolution of the City Council, as may be deemed appropriate. Such regulations shall be in full force and effect when approved by resolution of the City Council and true copies thereof have been placed on file in the offices of the City Manager and City Clerk for inspection and use during regular business hours.
2. This ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice-Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice-Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Meeting

MEETING DATE: March 10, 2020

ITEM: Resolution NO. 20-15

DEPARTMENT: Human Resources

PROPOSED ACTION: This item is for approval of Resolution No. 20-15 Revising the City of Colonial Heights Sick Leave Bank Policy.

BACKGROUND: At the City Council Retreat on January 17, 2020, a presentation was provided on the purpose of the sick leave bank along with recommended changes regarding employee eligibility and the review process for benefits under the program.

The sick leave bank is a voluntary program that provides participating employees with the opportunity to receive disability income for catastrophic medical problems that are not eligible for workers' compensation or retirement benefits. Currently, employees covered under the Virginia Retirement System Hybrid Plan receive a disability income replacement benefit as part of their plan; however, employees covered under the Virginia Retirement System Plan 1 and Plan 2 do not have a disability income replacement benefit under their plan.

The attached revised Sick Leave Bank Policy provides for only Virginia Retirement System Plan 1 and Plan 2 employees be eligible for voluntary participation. In addition, the revised policy provides for a change to the review structure used to consider requests for use of the sick bank (through Human Resources with approval by the City Manager rather than through a committee). The revised policy also incorporates various additional revisions.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: Recommend approval of Resolution No. 20-15

ATTACHMENTS: Resolution No. 20-15; Revised Sick Leave Bank Policy.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

A RESOLUTION NO. 20-15

Revising the City of Colonial Heights Sick Leave Bank Policy.

WHEREAS, the Sick Leave Bank Policy is being amended to indicate that only full-time employees who are Virginia Retirement System Plan 1 or Plan 2 employees and have completed at least one year of eligible service with a minimum sick leave balance of 10 days are eligible to participate in the sick leave bank; and

WHEREAS, other amendments also are being made to the Sick Leave Bank Policy; NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. The City Council formally adopts and approves the revised Sick Leave Bank Policy, a copy of which is attached hereto and incorporated as part of this resolution.
2. That this resolution shall be in full force and effect upon its approval.

Approved:

Mayor

Attest:

City Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney

CITY OF COLONIAL HEIGHTS

SICK LEAVE BANK POLICY

RULES AND REGULATIONS

I. STATEMENT OF INTENT

Pursuant to City Code §51-56.1, it shall be the policy of the City of Colonial Heights to offer a Sick Leave Bank to its employees a Sick Leave Bank which will provide disability income for those certain City employees who have catastrophic medical problems, but are not eligible for Workers' Compensation or retirement benefits.

II. ELIGIBILITY FOR PARTICIPATION

- A. ~~All full-time employees who have completed one (1) full year of employment will be eligible to participate in the Sick Leave Bank. Full-time employees must have a sick leave balance of ten (10) days in order to join the bank.~~ Participation in the Sick Leave Bank is open to all full-time employees who are Virginia Retirement System Plan 1 or Plan 2 employees and who have completed at least one year of service with a minimum sick leave balance of 10 days.
- B. Employees meeting the requirements specified above shall be eligible to ~~join~~ enroll in the ~~Bank~~ program on ~~July~~ January 1 of each year.

III. REQUIREMENTS FOR PARTICIPATION

- A. ~~Participation in the Sick Leave Bank is voluntary. Only those employees who make voluntary contributions to the Bank will be permitted to participant in the plan. Participation does not guarantee approval of a request to withdraw from the Bank.~~ Participation in the Bank shall be voluntary, and only those employees making contributions shall be eligible to receive any benefits from the program. Participation in the program, however, shall not be construed as automatic approval of a participant's request to withdraw from the Bank.
- B. In order to participate in the Bank, each employee will be required to contribute one (1) day of accumulated sick leave to the Bank. Participation will begin as of the date of contribution. Sick Leave contributions to the Bank are irrevocable and cannot be returned if the employee cancels his participation in the ~~plan~~ program.
- C. Each ~~July~~ January 1, participating employees will be required to contribute one (1) day. The Department of Finance will determine the need and extent of future contributions. It is empowered to suspend the contribution requirements of current participants when Bank days exceed two hundred percent (200%) of the number of

participating employees. At the same time, it is empowered to require a special assessment of one (1) day from each participating employee if the Bank balance falls below fifty percent (50%) of the number of participating employees.

IV. ELIGIBILITY FOR BENEFITS

- A. Provided the employee is a participant in good standing of the Sick Leave Bank, he or she, or someone on his or her behalf, must submit the appropriate request form for a Sick Leave Bank withdrawal to the ~~Review Committee~~ Department of Human Resources. Included with the request form ~~will~~ must be a physician's certification of disability.
- B. ~~Action will be taken by the Review Committee~~ The Director of Human Resources pursuant to will review each request and submit a recommendation to the City Manager to approve, disapprove, or modify a request within ten (10) working days following the expiration of a thirty (30) workday waiting period per continuous disability absence. The thirty (30) workday waiting period will begin on the first day the employee is absent from work as a result of the illness or injury.
- C. The ~~Review Committee~~ City Manager or Director of Human Resources may request a second physician's certification from a physician of the ~~Committee's~~ City's choice at any time and at the employee's expense. Certification from a ~~Committee-selected~~ City-selected physician will be required after fifty (50) Sick Leave Bank days are used in any one (1) continuous period of disability. The physician ~~would~~ must make his report directly to the ~~Committee~~ Director of Human Resources. The report is to include the nature, extent, and anticipated duration of the disability. Additional physician certification may be required by the ~~Committee~~ City Manager or Director of Human Resources as necessary.
- D. Failure to submit any requested physician's certification of disability may result in denial of Sick Leave Bank benefits.
- E. Eligibility for approved Sick Leave Bank benefits is contingent upon the exhaustion of all individually accrued sick leave days, all annual leave days, and all compensatory and overtime leave days.
- F. Only a five (5) workday waiting period is required when the disability is related to a ~~previous~~ disability for which the participant has used approved Sick Leave Bank days during the preceding thirty (30) day period ~~has been approved by the~~ Committee.

V. DISABILITY BENEFITS

- A. The maximum number of workdays which can be drawn by an employee from the Sick Leave Bank during his or her ~~career~~ continuous full-time employment is based on length of service and reflected ~~in the following~~ as follows:

<u>Length of Service</u>	<u>Maximum Days</u>
1 – 4 years	50 days
5 – 9 years	100 days
10 – 14 years	150 days
15 – 19 years	200 days
20 or more years	250 days

- B. No employee will be entitled to draw more than one hundred (100) days for one (1) absence from work or during a twelve (12) month period.
- C. Each sick leave day utilized from the Bank will be payable at the rate of eighty percent (80%) of the employee’s pre-disability daily rate of basic earnings.
- D. An employee who is approved for disability retirement benefits from the Virginia Retirement System (VRS) or social security is ineligible to draw from the Sick Leave Bank.
- E. Sick leave drawn from the Bank will be repaid by the employee who used the sick leave from the Bank on a schedule ~~established~~ recommended by the Review-Committee Director of Human Resources for approval by the City Manager. The maximum repayment schedule will be six (6) days per year.
- F. An employee who voluntarily retires or terminates employment prior to established repayment of Sick Leave Bank days used shall be required to make full restitution with available leave balances. If there are ~~E~~ extenuating circumstances for an exception, the employee must be present them in writing to the Director of ~~Finance~~ Human Resources prior to the employee’s termination.

VI. EXCLUSIONS, LIMITATIONS, AND TERMINATION OF BENEFITS.

- A. Disabilities resulting from the following ~~will be~~ are excluded from eligibility for Sick Leave Bank benefits:
1. ~~Any~~ Occupationally-related accident or illness for which Workers’ Compensation benefits are payable.
 2. Intentionally self-inflicted injury.
 3. Injury occurring in the course of committing a felony or ~~assault~~ battery.
 4. Service in the armed forces.

5. War, insurrection, rebellion, or active and illegal participation in a riot.
 6. Cosmetic surgery or treatment, or surgery or treatment not deemed necessary by a physician.
- B. No Sick Leave Bank benefits will be payable for that portion of any period of disability when the disabled employee is confined in a penal or correctional institution as a result of conviction for a ~~criminal or other public offense~~ crime.
- C. The granting of Sick Leave Bank days for any period of disability caused by nervous or mental diseases or disorders, alcoholism or drug addiction or chemical dependence will be limited to a total period of sixty (60) days annually unless the participating employee is confined in a legally ~~constituted~~ licensed treatment facility ~~hospital~~.
- D. A participating employee will immediately lose the right to use Sick Leave Bank benefits because of the following:
1. Termination of employment with the City;
 2. Suspension without pay;
 3. Voluntary ~~cancellation~~ termination of participation in the Bank;
 4. Failure to make required contribution or provide required physician certification;
 5. Any abuse or misuse of the Sick Leave Policy, as the City Manager determines in his sole discretion; and
 6. Exhaustion of maximum Sick Leave Bank days.

VII. PRE-EXISTING CONDITIONS

For employees eligible to participate in the Sick Leave Bank, disabilities arising within the first year of participation and attributable to a pre-existing condition will be excluded from the Bank.

VIII. ADMINISTRATION

- A. The Sick Leave Bank will be administered by the ~~Finance~~ Department of Human Resources. ~~The Director of Finance will recommend such rules and policies, notwithstanding those provided herein, considered appropriate for the operation of the Sick Leave Bank. Any additional rules or policy so developed must be approved by the City Manager.~~
- B. ~~A six (6) member Review Committee will be selected by the members from a list which is developed by the Department of Finance. The Review Committee will be comprised of one (1) member from the Police, Fire, Recreation, Public Works, Finance and General Services Departments. This committee~~ The Director of Human Resources shall have the responsibility of reviewing all requests from participants in the Bank. The review process will include verifying the validity of

the requests *to assure consistency with City sick leave and other leave policies and with this policy*, recommending approval or denial of the requests *to the City Manager*, and communicating the *City Manager's* decision to the employee. ~~and the Director of Finance. Members of the Review Committee will service two (2) year terms and can be reelected.~~

- C. ~~The Review Committee will interact as necessary with the Department of Finance in the operation of the Sick Leave Bank. The Department of Finance will receive and review the decisions of the Review Committee to assure consistency with City sick leave and other leave policies and with the rules and regulations of the Sick Leave Bank. The The Department of Finance will be notified by the Review Committee *Department of Human Resources when a to effect sick leave request is approved by the City Manager. This notice will include effective dates and a schedule for repaying sick days to the Bank to enable the Department of Finance to effect to process approved payments, and to account for Sick Leave Bank grants, and to monitor the status of the Bank.*~~
- D. All requests for Sick Leave Bank benefits, *participation in the Bank, and termination of participation* shall be made on authorized forms *that the Human Resources Director shall prepare; and completed forms shall be* submitted to the ~~Review Committee~~ *Department of Human Resources*. Applicants may submit requests for ~~an extension~~ *use of additional Sick Leave Bank days* before the expiration of their current requests.
- E. If the ~~Review Committee~~ *Director of Human Resources* may reasonably presume that an applicant for Sick Leave Bank benefits may be eligible for disability retirement, or any other disability or loss of time benefits, the ~~Review Committee~~ *Director of Human Resources* will request that the applicant apply for such benefits. Failure to apply would disqualify the applicant for Sick Leave Bank benefits.
- F. Each request for Sick Leave Bank benefits shall be made on the appropriate form including a signed physician certification confirming the cause of the illness or accident and certifying the existence of a disability which prevents the participating employee from performing assigned duties.
- ~~G.~~ All forms for application for participation in the Bank, requests for withdrawal of Bank days, and cancellation of participation will be available in the Department of Finance.—
- H. G. The Department of Finance shall maintain records of all participating employee contributions, withdrawals, and the status of the Bank.
- ~~I.~~ The Department of Finance shall report the status of the Bank at any time upon the request of the ~~Review Committee~~ and shall provide information to the

~~Committee with respect to any participating employee's contribution status or prior use of Bank benefits.~~

- J. H. The contribution of sick leave days by participating employees will be in whole days and the use of Bank days will be in whole days payable at the rate of eighty percent (80%) of eligible daily earnings.

IX. TERMINATION OR MODIFICATION OF THE SICK LEAVE BANK

The City has every ~~intent~~ intention to continue the Bank as a an employee benefit, but if for any reason it becomes necessary to terminate or modify the Bank, ~~or any part of the Bank~~, the City reserves the right to make such termination or modification unilaterally and without prior notice. However, all existing and pending disability withdrawals will be honored by the Bank to the extent Sick Leave Bank days remain available. Should the Sick Leave Bank be terminated, all unused sick leave days will be distributed to the then current participating employees based on the number of years each has participated in the Bank.

X. FINANCING

~~The participating employees will bear the benefit cost of the Bank through their annual contribution of sick leave days provided to them at no cost by the City under the current sick leave accrual plan. The City will bear the necessary administrative cost of the Sick Leave Bank.~~



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: Ordinance No. 20-1

DEPARTMENT: City Attorney

PROPOSED ACTION: Approve second reading of Ordinance No. 20-1.

BACKGROUND: Ordinance No. 20-1 updates the terminology in the definition of "Group Home" in City Code Section 286-202.04 of Chapter 286, Zoning.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: Approve second reading of Ordinance No. 20-1.

ATTACHMENTS: Ordinance No. 20-1

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

AN ORDINANCE NO. 20-1

Amending § 286-202.04 of Chapter 286, Zoning, of the Colonial Heights City Code by updating terminology in the definition of "Group Home".

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

- 1. That § 286-202.04 of Chapter 286, Zoning, of the Colonial Heights City Code is amended as follows:

§ 286-202.04. Residential use types.

GROUP HOME

A building used as a dwelling unit where not more than eight mentally ill, ~~mentally retarded~~ intellectually disabled, or other developmentally disabled persons, not related by blood or marriage, reside, with one or more resident counselors or other staff persons and for which the Virginia Department of ~~Mental Health, Mental Retardation and Substance Abuse Services~~ Behavioral Health and Developmental Services is the licensing authority, pursuant to § 15.2-2291 of the Code of Virginia. Excluded from this definition are drug or alcohol rehabilitation centers, halfway houses and similar uses.

- 2. That this ordinance shall be in full force and effect upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: ORDINANCE NO. 20-2 (*Second Reading*)

DEPARTMENT: Planning & Community Development

PROPOSED ACTION: City Council to have second reading on Ordinance No. 20-2

BACKGROUND:

Ordinance No. 20-2, upon approval of second reading, will grant a special use permit to upgrade the existing signage and allow for a 21.47 square foot internally illuminated sign and a 26.65 square foot electronic message board on the existing freestanding sign structure at Colonial Heights High School, 3600 Conduit Road.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION:

Planning Commission recommended approval (approved 6-0-1) of Ordinance No. 20-2 to the City Council. City Council voted unanimous approval (5-0-2) at first reading at the February 11, 2020 City Council Meeting.

ATTACHMENTS:

ORDINANCE NO. 20-2; Planning Commission Resolution 20-2.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



PLANNING COMMISSION RESOLUTION NO. 20-2

To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 21.47 square foot internally illuminated sign and a 26.65 square foot electronic message board on the existing freestanding sign structure at Colonial Heights High School, 3600 Conduit Road, also known as parcel identification number 68090000023.

WHEREAS, the City of Colonial Heights Planning Commission has investigated and considered Ordinance No. 20-2 and the School Board's application for a special use permit; and

WHEREAS, the Planning Commission has duly advertised a public hearing on the ordinance in The Progress Index and held a public hearing on January 7, 2020; and

WHEREAS, the Planning Commission has determined that the public necessity, convenience, general welfare, and good planning and zoning practice support the special use permit application; and

WHEREAS, the Planning Commission finds that granting the requested special use permit will not be detrimental to the safety, health, morals, and general welfare of the community involved; will conform to the principles of good planning; will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved; will not create hazards from fire, panic, or other dangers; will not tend to overcrowding of land and cause an undue concentration of population; will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements; and will not interfere with adequate light and air.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF COLONIAL HEIGHTS
PLANNING COMMISSION:

1. That the Planning Commission recommends to City Council the approval of Ordinance No. 20-2, which grants a special use permit to Colonial Heights School Board to upgrade existing signage and allow for a 21.47 square foot internally illuminated sign and a 26.65 square foot electronic message board on the existing freestanding sign structure at Colonial Heights High School, 3600 Conduit Road, also known as parcel identification number 68090000023 and being zoned RL – Low Density Residential District.
2. That the Planning Commission also recommends that the City Council make the following conditions part of its approval of the special use permit: (i) The electronic message board shall not be in use prior to 7:00 a.m. or after 10:00 p.m. on any day, except

in an emergency situation; (ii) Any movement of the electronic message board, including flashing and scrolling, is prohibited; (iii) The minimal interval between messages on the electronic message board shall be 10 seconds; (iv) The maximum brightness allowed for the electronic message board is 5,000 nits – day and 500 nits – night; (v) The illuminated sign must be programmed to dim and brighten automatically in response to changes in ambient light; and (vi) The illuminated sign must either freeze or go blank if there is a malfunction.

Approved this 7th day of January, 2020.

APPROVED:


Chairman

ATTEST:


Secretary

AN ORDINANCE NO. 20-2

To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 21.47 square foot internally illuminated sign and a 26.65 square foot electronic message board on the existing freestanding sign structure at Colonial Heights High School, 3600 Conduit Road.

WHEREAS, the Colonial Heights School Board (the "School Board") has filed an application for a special use permit to upgrade existing signage at Colonial Heights High School, located at 3600 Conduit Road, to allow for an internally illuminated sign consisting of 21.47 square feet and an electronic message board consisting of 26.65 square feet; and

WHEREAS, 3600 Conduit Road is also known as parcel identification number 68090000023 and is zoned RL – Residential Low District; and

WHEREAS, after due consideration, the Planning Commission approved Planning Commission Resolution No. 20-2, a copy of which is attached hereto and made a part of this ordinance; and

WHEREAS, the Planning Commission recommended that City Council approve this ordinance; and

WHEREAS, City Council has held a public hearing to receive citizen comment on the issuance of the special use permit; and

WHEREAS, upon recommendation of the Planning Commission, the City Council finds that the public necessity, convenience, general welfare, and good planning and zoning practice require that this special use permit be granted; and

WHEREAS, City Council further finds, after investigation by the Colonial Heights' Planning Commission, that issuance of the requested special use permit to the School Board for property located at 3600 Conduit Road will not be detrimental to the safety, health, morals, and general welfare of the community involved; will conform to the principles of good planning; will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved; will not create hazards from fire, panic or other dangers; will not tend to overcrowding of land and

cause an undue concentration of population; will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements; and will not interfere with adequate light and air; NOW, THEREFORE,

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the School Board is granted a special use permit to upgrade existing signage at Colonial Heights High School, 3600 Conduit Road, to allow for an internally illuminated sign consisting of 21.47 square feet and an electronic message board consisting of approximately 26.65 square feet.

2. That the following conditions are part of Council's approval of the special use permit: (i) The electronic message board shall not be in use prior to 7:00 a.m. or after 10:00 p.m. on any day, except in an emergency situation; (ii) Any movement of the electronic message board, including flashing and scrolling, is prohibited; (iii) The minimal interval between messages on the electronic message board shall be 10 seconds; (iv) The maximum brightness allowed for the electronic message board is 5,000 nits – day and 500 nits – night; (v) The illuminated sign must be programmed to dim and brighten automatically in response to changes in ambient light; and (vi) The illuminated sign must either freeze or go blank if there is a malfunction.

3. That this permit shall be subject to review and revocation by Council, at Council's discretion, in the same manner and under the same conditions as required by law for the granting of such permits.

4. That this ordinance shall be in full force and effect upon its approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: ORDINANCE NO. 20-3 (*Second Reading*)

DEPARTMENT: Planning & Community Development

PROPOSED ACTION: City Council to have second reading on Ordinance No. 20-3

BACKGROUND:

Ordinance No. 20-3, upon approval of second reading, will grant a special use permit to upgrade the existing signage and allow for a 13.44 square foot internally illuminated sign and a 23.22 square foot electronic message board on the existing freestanding sign structure at Colonial Heights Middle School, 500 Conduit Road.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION:

Planning Commission recommended approval (approved 6-0-1) of Ordinance No. 20-2 to the City Council. City Council voted unanimous approval (5-0-2) at first reading at the February 11, 2020 City Council Meeting.

ATTACHMENTS:

ORDINANCE NO. 20-3; Planning Commission Resolution 20-2.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



PLANNING COMMISSION RESOLUTION NO. 20-3

To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 13.44 square foot internally illuminated sign and a 23.22 square foot electronic message board on the existing freestanding sign structure at Colonial Heights Middle School, 500 Conduit Road, also known as parcel identification number 4300060000.

WHEREAS, the City of Colonial Heights Planning Commission has investigated and considered Ordinance No. 20-3 and the School Board's application for a special use permit; and

WHEREAS, the Planning Commission has duly advertised a public hearing on the ordinance in The Progress Index and held a public hearing on January 7, 2020; and

WHEREAS, the Planning Commission has determined that the public necessity, convenience, general welfare, and good planning and zoning practice support the special use permit application; and

WHEREAS, the Planning Commission finds that granting the requested special use permit will not be detrimental to the safety, health, morals, and general welfare of the community involved; will conform to the principles of good planning; will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved; will not create hazards from fire, panic, or other dangers; will not tend to overcrowding of land and cause an undue concentration of population; will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements; and will not interfere with adequate light and air.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF COLONIAL HEIGHTS PLANNING COMMISSION:

1. That the Planning Commission recommends to City Council the approval of Ordinance No. 20-3, which grants a special use permit to Colonial Heights School Board to upgrade existing signage and allow for a 13.44 square foot internally illuminated sign and a 23.22 square foot electronic message board on the existing freestanding sign structure at Colonial Heights Middle School, 500 Conduit Road, also known as parcel identification number 43000600001 and being zoned RL – Low Density Residential District.
2. That the Planning Commission also recommends that the City Council make the following conditions part of its approval of the special use permit: (i) The electronic message board shall not be in use prior to 7:00 a.m. or after 10:00 p.m. on any day, except in an emergency situation; (ii) Any movement of the electronic message board, including flashing and

scrolling, is prohibited; (iii) The minimal interval between messages on the electronic message board shall be 10 seconds; (iv) The maximum brightness allowed for the electronic message board is 5,000 nits – day and 500 nits – night; (v) The illuminated sign must be programmed to dim and brighten automatically in response to changes in ambient light; and (vi) The illuminated sign must either freeze or go blank if there is a malfunction.

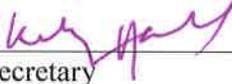
Approved this 7th day of January, 2020.

APPROVED:



Chairman

ATTEST:



Secretary

AN ORDINANCE NO. 20-3

To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 13.44 square foot internally illuminated sign and a 23.22 square foot electronic message board on the existing freestanding sign structure at Colonial Heights Middle School, 500 Conduit Road.

WHEREAS, the Colonial Heights School Board (the "School Board") has filed an application for a special use permit to upgrade existing signage at Colonial Heights Middle School, located at 500 Conduit Road, to allow for an internally illuminated sign consisting of 13.44 square feet and an electronic message board consisting of 23.22 square feet; and

WHEREAS, 500 Conduit Road is also known as parcel identification number 43000600001 and is zoned RL – Residential Low District; and

WHEREAS, after due consideration, the Planning Commission approved Planning Commission Resolution No. 20-3, a copy of which is attached hereto and made a part of this ordinance; and

WHEREAS, the Planning Commission recommended that City Council approve this ordinance; and

WHEREAS, City Council has held a public hearing to receive citizen comment on the issuance of the special use permit; and

WHEREAS, upon recommendation of the Planning Commission, the City Council finds that the public necessity, convenience, general welfare, and good planning and zoning practice require that this special use permit be granted; and

WHEREAS, City Council further finds, after investigation by the Colonial Heights' Planning Commission, that issuance of the requested special use permit to the School Board for property located at 500 Conduit Road will not be detrimental to the safety, health, morals, and general welfare of the community involved; will conform to the principles of good planning; will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved; will not create hazards from fire, panic or other dangers; will not tend to overcrowding of land and

cause an undue concentration of population; will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements; and will not interfere with adequate light and air; NOW, THEREFORE,

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the School Board is granted a special use permit to upgrade existing signage at Colonial Heights Middle School, 500 Conduit Road, to allow for an internally illuminated sign consisting of 13.44 square feet and an electronic message board consisting of approximately 23.22 square feet.

2. That the following conditions are part of Council's approval of the special use permit: (i) The electronic message board shall not be in use prior to 7:00 a.m. or after 10:00 p.m. on any day, except in an emergency situation; (ii) Any movement of the electronic message board, including flashing and scrolling, is prohibited; (iii) The minimal interval between messages on the electronic message board shall be 10 seconds; (iv) The maximum brightness allowed for the electronic message board is 5,000 nits – day and 500 nits – night; (v) The illuminated sign must be programmed to dim and brighten automatically in response to changes in ambient light; and (vi) The illuminated sign must either freeze or go blank if there is a malfunction.

3. That this permit shall be subject to review and revocation by Council, at Council's discretion, in the same manner and under the same conditions as required by law for the granting of such permits.

4. That this ordinance shall be in full force and effect upon its approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: ORDINANCE NO. 20-4

DEPARTMENT: Planning & Community Development

PROPOSED ACTION: City Council to have second reading on Ordinance No. 20-4

BACKGROUND:

The Colonial Heights School Board is requesting a special use permit to upgrade existing signage and allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at Lakeview Elementary School, 401 Taswell Avenue. This item was before the Planning Commission at their January 7, 2020 meeting. Ordinance No. 20-4, if adopted by City Council, will grant the special use permit with conditions.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION:

Planning Commission recommended approval (with conditions) of Ordinance No. 20-4 to the City Council. City Council voted unanimous approval (5-0-2) at first reading at the February 11, 2020 City Council Meeting.

ATTACHMENTS:

ORDINANCE NO. 20-4; Planning Commission Resolution 20-4.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



PLANNING COMMISSION RESOLUTION NO. 20-4

To grant a special use permit to Colonial Heights School Board to upgrade existing signage and allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at Lakeview Elementary School, 401 Taswell Avenue, also known as parcel identification number 1900010N024 and being zoned RL – Low Density Residential District.

WHEREAS, the City of Colonial Heights Planning Commission has investigated and considered Ordinance No. 20-4 and the School Board's application for a special use permit; and

WHEREAS, the Planning Commission has duly advertised a public hearing on the Ordinance in The Progress Index and held a public hearing on January 7, 2020; and

WHEREAS, the Planning Commission has determined that the public necessity, convenience, general welfare, and good planning practice support the special use permit application; and

WHEREAS, the Planning Commission finds that granting the requested special use permit will not be detrimental to the safety, health, morals, and general welfare of the community involved; will conform to the principles of good planning; will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved; will not create hazards from fire, panic, or other dangers; will not tend to overcrowding of land and cause an undue concentration of population; will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements; and will not interfere with adequate light and air.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF COLONIAL HEIGHTS
PLANNING COMMISSION:

1. That the Planning Commission recommends to City Council the approval of Ordinance No. 20-4, which grants a special use permit to Colonial Heights School Board to upgrade existing signage and allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at Lakeview Elementary School, 401 Taswell Avenue, also known as parcel identification number 1900010N024 and being zoned RL – Low Density Residential District.
2. That the Planning Commission also recommends that the City Council make the following conditions part of its approval of the special use permit: (i) The electronic message board shall not be in use prior to 7:00 a.m. or after 10:00 p.m. on any day, except

in an emergency situation; (ii) Any movement of the electronic message board, including flashing and scrolling, is prohibited; (iii) The minimal interval between messages on the electronic message board shall be 10 seconds; (iv) The maximum brightness allowed for the electronic message board is 5,000 nits – day and 500 nits – night; (v) The illuminated sign must be programmed to dim and brighten automatically in response to changes in ambient light; and (vi) The illuminated sign must either freeze or go blank if there is a malfunction.

Approved this 7th day of January, 2020.

APPROVED:


Chairman

ATTEST:


Secretary

AN ORDINANCE NO. 20-4

To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at Lakeview Elementary School, 401 Taswell Avenue.

WHEREAS, the Colonial Heights School Board (the "School Board") has filed an application for a special use permit to upgrade existing signage at Lakeview Elementary School, located at 401 Taswell Avenue, to allow for an internally illuminated sign consisting of 11 square feet and an electronic message board consisting of 15.28 square feet; and

WHEREAS, 401 Taswell Avenue is also known as parcel identification number 1900010N024 and is zoned RL – Residential Low District; and

WHEREAS, after due consideration, the Planning Commission approved Planning Commission Resolution No. 20-4, a copy of which is attached hereto and made a part of this ordinance; and

WHEREAS, the Planning Commission recommended that City Council approve this ordinance; and

WHEREAS, City Council has held a public hearing to receive citizen comment on the issuance of the special use permit; and

WHEREAS, upon recommendation of the Planning Commission, the City Council finds that the public necessity, convenience, general welfare, and good planning and zoning practice require that this special use permit be granted; and

WHEREAS, City Council further finds, after investigation by the Colonial Heights' Planning Commission, that issuance of the requested special use permit to the School Board for property located at 401 Taswell Avenue will not be detrimental to the safety, health, morals, and general welfare of the community involved; will conform to the principles of good planning; will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved; will not create hazards from fire, panic or other dangers; will not tend to overcrowding of land and

cause an undue concentration of population; will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements; and will not interfere with adequate light and air; NOW, THEREFORE,

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the School Board is granted a special use permit to upgrade existing signage at Lakeview Elementary School, 401 Taswell Avenue, to allow for an internally illuminated sign consisting of 11 square feet and an electronic message board consisting of approximately 15.28 square feet.

2. That the following conditions are part of Council's approval of the special use permit: (i) The electronic message board shall not be in use prior to 7:00 a.m. or after 10:00 p.m. on any day, except in an emergency situation; (ii) Any movement of the electronic message board, including flashing and scrolling, is prohibited; (iii) The minimal interval between messages on the electronic message board shall be 10 seconds; (iv) The maximum brightness allowed for the electronic message board is 5,000 nits – day and 500 nits – night; (v) The illuminated sign must be programmed to dim and brighten automatically in response to changes in ambient light; and (vi) The illuminated sign must either freeze or go blank if there is a malfunction.

3. That this permit shall be subject to review and revocation by Council, at Council's discretion, in the same manner and under the same conditions as required by law for the granting of such permits.

4. That this ordinance shall be in full force and effect upon its approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: ORDINANCE NO. 20-5

DEPARTMENT: Planning & Community Development

PROPOSED ACTION: City Council to have second reading on Ordinance No. 20-5

BACKGROUND:

The Colonial Heights School Board is requesting a special use permit to upgrade existing signage and allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at North Elementary School, 3201 Dale Avenue. This item was before the Planning Commission at their January 7, 2020 meeting. Ordinance No. 20-5, if adopted by City Council, will grant the special use permit with conditions.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION:

Planning Commission recommended approval (with conditions) of Ordinance No. 20-5 to the City Council.

ATTACHMENTS:

ORDINANCE NO. 20-5; Planning Commission Resolution 20-5.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



PLANNING COMMISSION RESOLUTION NO. 20-5

To grant a special use permit, with conditions, to Colonial Heights School Board to upgrade existing signage to allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at North Elementary School, 3201 Dale Avenue, also known as parcel identification number 6300010J000.

WHEREAS, the City of Colonial Heights Planning Commission has investigated and considered Ordinance No. 20-5 and the School Board's application for a special use permit; and

WHEREAS, the Planning Commission has duly advertised a public hearing on the ordinance in The Progress Index and held a public hearing on January 7, 2020; and

WHEREAS, the Planning Commission has determined that the public necessity, convenience, general welfare, and good planning and zoning practice support the special use permit application; and

WHEREAS, the Planning Commission finds that granting the requested special use permit will not be detrimental to the safety, health, morals, and general welfare of the community involved; will conform to the principles of good planning; will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved; will not create hazards from fire, panic, or other dangers; will not tend to overcrowding of land and cause an undue concentration of population; will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements; and will not interfere with adequate light and air.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF COLONIAL HEIGHTS
PLANNING COMMISSION:

1. That the Planning Commission recommends to City Council the approval of Ordinance No. 20-5, which grants a special use permit to Colonial Heights School Board to upgrade existing signage and allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at North Elementary School, 3201 Dale Avenue, also known as parcel identification number 6300010J000 and being zoned RL – Low Density Residential District.
2. That the Planning Commission also recommends that the City Council make the following conditions part of its approval of the special use permit: (i) The electronic message board shall not be in use prior to 7:00 a.m. or after 10:00 p.m. on any day, except in an emergency situation; (ii) Any movement of the electronic message board,

including flashing and scrolling, is prohibited; (iii) The minimal interval between messages on the electronic message board shall be 10 seconds; (iv) The maximum brightness allowed for the electronic message board is 5,000 nits – day and 500 nits – night; (v) The illuminated sign must be programmed to dim and brighten automatically in response to changes in ambient light; and (vi) The illuminated sign must either freeze or go blank if there is a malfunction.

Approved this 7th day of January, 2020.

APPROVED:


Chairman

ATTEST:


Secretary

AN ORDINANCE NO. 20-5

To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at North Elementary School, 3201 Dale Avenue.

WHEREAS, the Colonial Heights School Board (the "School Board") has filed an application for a special use permit to upgrade existing signage at North Elementary School, located at 3201 Dale Avenue, to allow for an internally illuminated sign consisting of 11 square feet and an electronic message board consisting of 15.28 square feet; and

WHEREAS, 3201 Dale Avenue is also known as parcel identification number 6300010J000 and is zoned RL – Residential Low District; and

WHEREAS, after due consideration, the Planning Commission approved Planning Commission Resolution No. 20-5, a copy of which is attached hereto and made a part of this ordinance; and

WHEREAS, the Planning Commission recommended that City Council approve this ordinance; and

WHEREAS, City Council has held a public hearing to receive citizen comment on the issuance of the special use permit; and

WHEREAS, upon recommendation of the Planning Commission, the City Council finds that the public necessity, convenience, general welfare, and good planning and zoning practice require that this special use permit be granted; and

WHEREAS, City Council further finds, after investigation by the Colonial Heights' Planning Commission, that issuance of the requested special use permit to the School Board for property located at 3201 Dale Avenue will not be detrimental to the safety, health, morals, and general welfare of the community involved; will conform to the principles of good planning; will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved; will not create hazards from fire, panic or other dangers; will not tend to overcrowding of land and

cause an undue concentration of population; will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements; and will not interfere with adequate light and air; NOW, THEREFORE,

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the School Board is granted a special use permit to upgrade existing signage at Lakeview Elementary School, 3201 Dale Avenue, to allow for an internally illuminated sign consisting of 11 square feet and an electronic message board consisting of approximately 15.28 square feet.

2. That the following conditions are part of Council's approval of the special use permit: (i) The electronic message board shall not be in use prior to 7:00 a.m. or after 10:00 p.m. on any day, except in an emergency situation; (ii) Any movement of the electronic message board, including flashing and scrolling, is prohibited; (iii) The minimal interval between messages on the electronic message board shall be 10 seconds; (iv) The maximum brightness allowed for the electronic message board is 5,000 nits – day and 500 nits – night; (v) The illuminated sign must be programmed to dim and brighten automatically in response to changes in ambient light; and (vi) The illuminated sign must either freeze or go blank if there is a malfunction.

3. That this permit shall be subject to review and revocation by Council, at Council's discretion, in the same manner and under the same conditions as required by law for the granting of such permits.

4. That this ordinance shall be in full force and effect upon its approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: Ordinance No. 20-6

DEPARTMENT: City Council

PROPOSED ACTION: Approve second reading of Ordinance No. 20-6.

BACKGROUND: City Council is awarding the City Attorney an increase of 1% of his annual salary plus a \$5,000 bonus after his annual performance evaluation.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: Approve second reading of Ordinance No. 20-6.

ATTACHMENTS: Ordinance No. 20-6

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

AN ORDINANCE NO. 20-6

Awarding the City Attorney a 1% pay increase and a \$5,000 bonus.

WHEREAS, the City Council has reviewed the City Attorney's performance during the last year and believes he should be awarded a 1% pay increase of his current salary and a bonus of \$5,000.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. That Hugh P. Fisher, III, City Attorney, is awarded a 1% pay increase of his current salary and a bonus of \$5,000.
2. That this Ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney

CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
Tuesday, November 12, 2019

1. Call to Order.

The Special Meeting of City Council was called to order by Mayor Kochuba at 6:11 P.M.

2. Roll Call.

Present: Councilman Michael A. Cherry
Councilman John E. Piotrowski
Vice Mayor Elizabeth G. Luck
Mayor T. Gregory Kochuba

Absent: Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.
Councilman John T. Wood (Arrived at 6:25 P.M.)

Also Present: Mr. Douglas E. Smith, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mrs. Pamela B. Wallace, City Clerk

The Clerk announced the purpose of the closed meeting.

3. Closed meeting pursuant to the Code of Virginia in accordance with the following provisions:

- **Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss and consider the performance of the City Clerk.**
- **Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss appointments to the Appomattox River Water Authority and Senior Citizens Advisory Committee.**

A motion to convene in a closed meeting was made by Mayor Kochuba, seconded by Mr. Cherry at 6:15 P.M.

<u>Vote:</u>	4-0
Yes:	Cherry
	Piotrowski
	Luck
	Kochuba
No:	None
Absent:	Frenier
	Green
	Wood (arrived at 6:25 P.M.)
Abstained:	None

Special Meeting Minutes

November 12, 2019

Page 2

Motion UNANIMOUS PASS

4. Voice Vote – Come back into Open Session.

A motion to reconvene in open session was made by Mayor Kochuba, seconded by Mrs. Luck, and carried unanimously on roll call vote at 7:13 P.M.

<u>Vote:</u>	5-0
Yes:	Cherry
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Frenier
	Green
Abstained:	None

Motion UNANIMOUS PASS

As stated by the Clerk, Council was in a closed meeting pursuant to the Code of Virginia in accordance with the following provision:

- Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss and consider the performance of the City Clerk.**
- Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss appointments to the Appomattox River Water Authority and Senior Citizens Advisory Committee.**

Consideration of the following certification:

Each member will now certify that to the best of the member's knowledge (i) only public business matters lawfully exempted from open meeting requirements of the act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member who believes there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.

Council members approved this certification, without any stating departure from the requirements of clauses (i) and (ii), by the following roll call vote:

<u>Vote:</u>	5-0
Yes:	Cherry

Special Meeting Minutes

November 12, 2019

Page 3

	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Frenier
	Green
Abstained:	None

Motion UNANIMOUS PASS

5. Motions and Resolutions of Appointment

A motion was made by Mayor Kochuba, seconded by Mr. Cherry, to adopt the following Resolutions of Appointment:

- A RESOLUTION NO 19-55**
Appointing Douglas E. Smith as a member and William S. Henley as an alternate member of the Appomattox River Water authority, each for a four-year term beginning December 1, 2019.
- A RESOLUTION NO 19-56**
Appointing Lamese Essey as a member of the Senior Citizens Advisory Committee for a two-year term beginning December 1, 2019.

<u>Vote:</u>	5-0
Yes:	Cherry
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Frenier
	Green
Abstained:	None

Motion UNANIMOUS PASS

6. Adjournment.

A motion to adjourn the Special Meeting was made by Mayor Kochuba, seconded by Mr. Cherry, and carried unanimously on voice vote at 7:15 P.M.

APPROVED:

Special Meeting Minutes
November 12, 2019
Page 4

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk

**CITY OF COLONIAL HEIGHTS, VIRGINIA
Regular Meeting of City Council
Tuesday, November 12, 2019**

1. Call to Order

The Regular Meeting of City Council was called to order by Mayor Kochuba at 7:16 P.M.

2. Roll Call

The following members of Council and Council's staff were present for roll call by the Clerk:

Present: Councilman Michael A. Cherry
Councilman John E. Piotrowski
Councilman John T. Wood
Vice Mayor Elizabeth G. Luck
Mayor T. Gregory Kochuba

Absent: Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.

Also Present: Mr. Douglas E. Smith, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mrs. Pamela B. Wallace, City Clerk

3. Devotion

A devotional prayer was led by Mrs. Luck.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Kochuba.

5. Adoption of Agenda

A motion was made by Mayor Kochuba, seconded by Mr. Piotrowski, to adopt the agenda as presented.

**Vote: 5-0
Yes: Cherry
Piotrowski
Wood
Luck
Kochuba**

Regular Meeting Minutes

November 12, 2019

Page 2

No: None
Absent: Frenier
Green, Jr.
Abstained: None

Motion: UNANIMOUS PASS

6. Declarations of Personal Interest

There were none.

7. Commendations and Presentations

A. New Employee Promotion Recognitions

Introduction of Employees hired by the Fire and EMS Department, Police Department, Public Works Department, and Recreation & Parks Department.

Fire & EMS

Elaine Bridgeman – Communications Officer

Lisa Hartsell – Communications Officer

Erika Moorman – Communications Officer

Police

Brandon Cherry – Police Officer

Brian Orange – Police Officer

Erik Reedy – Police Officer

Public Works

Chase Rigsby – Public Works Technician

Matthew Ryan – Public Works Technician

Recreation and Parks

Devin Robinson – Recreation Specialist II

Deonte Tucker – Facilities/Groundskeeper I

Before continuing to the next item, Mayor Kochuba recognized and welcomed Dr. Wayne Browder of the School Board.

B. Presentation of the Quarterly Financial Report for the First Quarter FY 2020

Mrs. Minor provided the City’s Quarterly Financial Report highlighting the Sales Tax and Cigarette Tax. Mrs. Minor stated revenue from both looked

Regular Meeting Minutes

November 12, 2019

Page 3

healthy, although there had been a slight dip in revenue from the sales tax; however, revenue from the cigarette tax was greater than anticipated, which would cover deficiencies in the sales tax. Additionally, Mrs. Minor stated collections in 2019 were looking good and she anticipated the trend would continue.

Mrs. Minor continued to provide comments relative to the Quarterly Financial Report and addressed questions presented by Mrs. Luck and Mr. Wood. Mayor Kochuba asked that Mrs. Minor provide Council with a more detailed presentation of the sales, meals, and lodging taxes.

8. Reading of Manner of Addressing Council.

Mr. Fisher read the Manner of Addressing Council.

9. Written Petitions and Communications

- A. Ms. Kathy Harris-Temple, 613 Hamilton Avenue – Requests to address Council regarding the conditions at Cal's on the Boulevard.

Prior to the Council meeting, Ms. Harris-Temple called to remove her name from the agenda.

10. Advertised Public Hearing

- A. **AN ORDINANCE NO 19-22**
(First Reading) To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 16 square foot internally illuminated sign and a 17.9 square foot electronic message board on the existing freestanding sign structure at Tussing Elementary School, 5501 Conduit Road.

A motion was made by Mr. Cherry, seconded by Luck, to adopt Ordinance No. 19-22.

Ms. Hall made a presentation to Council, which depicted the location of the sign and advising that internally illuminated signs were not allowed in a residential area, thus the application for a special use permit. Ms. Hall recalled current locations within a residential area previously approved for internally illuminated signs.

Regular Meeting Minutes

November 12, 2019

Page 4

Council Comment:

Mr. Piotrowski expressed his concerns relative to the illumination of the sign and its affect to adjacent homeowners.

Ms. Hall advised the Planning Commission unanimously approved this request. Mr. Cherry noted that the sign would be funded from PTO funds and not school funds.

There were no public comments.

Vote: 5-0
Yes: Cherry
Piotrowski
Wood
Luck
Kochuba
No: None
Absent: Frenier
Green, Jr.
Abstained: None

Motion: UNANIMOUS PASS

B. AN ORDINANCE NO 19-24
(First Reading) Adding Article IV to Chapter 273, Vehicles and Traffic, of the Colonial Heights City Code to regulate electric personal assistive mobility devices, electric power-assisted bicycles, motorized skateboards, and motorized scooters.

A motion was made by Mr. Cherry, seconded by Mr. Piotrowski, to adopt Ordinance No. 19-24.

Mr. Fisher noted that should the City desire to regulate any operator that leases or rents these types of devices to the public, an ordinance must be in place by the end of the year.

Mayor Kochuba stated that he did not feel the City of Colonial Heights was conducive to these types of devices; however, an ordinance needs to be in place by the end of the year.

Public Comment:

Regular Meeting Minutes

November 12, 2019

Page 5

Raymond Crowder, 212 Marvin Avenue – Asked for clarification as to the type of motorized vehicle.

After description by Mr. Crowder as to the type of motorized vehicle he rode, Mayor Kochuba stated this ordinance did not pertain to him; however, Mr. Fisher did clarify that Mr. Crowder must follow the usual regulations applicable to motor vehicles when within the right-of-way.

Council Comment:

Mr. Wood felt it was important to regulate such vehicles, which could pose as a hindrance to others.

Vote: 5-0
Yes: Cherry
Piotrowski
Wood
Luck
Kochuba
No: None
Absent: Frenier
Green, Jr.
Abstained: None

Motion: UNANIMOUS PASS

11. Hearing of Citizens Generally on Non-Agenda Items

There were none.

12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in accordance with the Consent Agenda.

A. AN ORDINANCE NO 19-25
(Second Reading) To adopt a revised General Pay Plan Class and Salary Range that includes adding a new Deputy Chief of Police – Major position and corresponding job description

B. AN ORDINANCE NO 19-FIN-19
(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020, to increase appropriations in the aggregate amount of \$39,345, which consists of 1) \$7,762 in insurance recoveries and \$29,238 in asset forfeiture funds for the replacement of a police vehicle

Regular Meeting Minutes

November 12, 2019

Page 6

and 2) \$2,345 in a Virginia Risk Sharing Association Grant for the Police Department to be used for combat tourniquets and tourniquet cases.

- C. June 20, 2017 special Meeting Minutes**
- D. July 18, 2017 Special Meeting Minutes**
- E. October 8, 2019 Regular Meeting Minutes**

A motion was made by Mrs. Luck, seconded by Mr. Cherry, to approve the Consent Agenda as presented.

Vote: 5-0
Yes: Cherry

Piotrowski
Wood
Luck
Kochuba

No: None
Frenier

Absent: Green, Jr.

Abstained: None

Motion: UNANIMOUS PASS

13. Introduction and Consideration of Ordinances and Resolutions

- A. AN ORDINANCE NO 19-FIN-20**
(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$292,009, which consists of: 1) \$3,602 in Byrne JAG Grant funds for police equipment; 2) \$100,000 from assigned fund balance for equipment on the new Fire Department Ladder Truck; and 3) \$188,407 in anticipated SAFER grant funds and transfer \$107,965 from contingency for the Fire Department in the current fiscal year.

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$45,927, which consists of: 1) \$47,665 transferred from development projects to technology projects for the replacement of video equipment in Council Chambers and

Regular Meeting Minutes

November 12, 2019

Page 7

mobile data computers in public safety vehicles; 2) \$33,904 transferred from the facilities master plan and \$20,169 transferred from the redevelopment project to the Violet Bank Restoration Phase I Project; 3) to reduce anticipated Cameron Foundation Grant funds from \$98,561 to \$43,715 and appropriate \$773 in interest earnings from the Violet Bank restoration Phase I project; and 4) \$100,000 transfer from the general fund assigned fund balance to the fire apparatus project for equipment for the new ladder truck.

A motion was made by Mayor Kochuba, seconded by Mrs. Luck, to adopt Ordinance No. 19-FIN-20.

Mrs. Minor further explained the appropriations and addressed Mayor Kochuba's specific question relative to the funding source of the \$100,000 for the fire apparatus by stating funding was coming as a result of savings from operations since the end of FY2019.

Additionally, Mayor Kochuba and Mr. Piotrowski questioned the \$100,000 for additional equipment for the ladder truck. Mrs. Minor stated it was an oversight, and the rationale that it would be funded "in-house" if necessary. Continuing, Mrs. Minor provided the equipment needs as questioned by Mr. Piotrowski.

Fire staff provided information to address Mr. Piotrowski's question as to why equipment from the old ladder truck could not be transferred to the new truck.

Continuing, both Mrs. Minor and Mr. Smith provided comments relative to appropriations in the Capital Projects Fund Budget specifically noting the need for the equipment in the Council Chambers and the mobile data computers for public safety vehicles.

Vote: 5-0
Yes: Cherry
Piotrowski
Wood
Luck
Kochuba
No: None
Absent: Frenier
Greene, Jr.
Abstained: None

Motion: UNANIMOUS PASS

14. Unfinished Business, Contested Ordinances and Resolutions, And Items Removed From the Consent Agenda.

There was none.

15. Reports of Officers and Documents Related Thereto.

A. City Manager

1. General Activity Report

Mr. Smith provided Council with a copy of the dates of interest noting the joint meeting with the School Board scheduled for Tuesday, November 19, at 4:00 P.M., at the Colonial Heights Tech Center; this would be in conjunction with the Council work session. Continuing, Mr. Smith reported on the upcoming Christmas festivities; specifically the Christmas Parade.

Mr. Smith advised that Mr. Slakak would attend the December Regular Meeting to provide updates on the new baseball team and enhancements to Shepard Stadium.

B. City Attorney

Mr. Fisher addressed a question previously posed by Mayor Kochuba relative to the cancellation of a regular meeting due to inclement weather. Mr. Fisher provided language in the City Charter addressing such an occurrence.

C. Director of Planning and Community Development

Ms. Hall advised the Planning Commission would meet in December at which time they would finalize review of the Comprehensive Plan. Additionally, Ms. Hall advised Planning Commission did meet in November and acted on the following:

- **Ordinance No. 19-26 and Ordinance No. 19-27 – These were paired ordinances for land use and zoning for the rezoning of Pickwick and Danville – Recommended for Council’s consideration and approval.**
- **Ordinance No. 19-23 – Allowing for chickens in residential areas – Not recommended.**
- **Ordinance No. 19-28 – Allowing for Donation Bins – Recommended for Council’s consideration and approval.**

Regular Meeting Minutes

November 12, 2019

Page 9

- **Site Plan Approval (PD 19-4) - Approving the location of Boot Barn on Conduit Road.**

Addressing Mr. Piotrowski's question relative to the length of time donation bins will be allowed to remain on a property before being removed, Mr. Fisher stated he would need to research before answering.

16. Adjournment

There being no further business, a motion was made by Mayor Kochuba, seconded by Mr. Cherry, and carried unanimously on voice vote to adjourn the meeting. The meeting was adjourned at 8:31 P.M.

Mayor Kochuba reminded Council of the work session scheduled for 6:00 P.M., Tuesday, November 19, and the joint meeting with the School Board prior to the work session beginning at 4:00 P.M., at the Colonial Heights Technical Center.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk

**CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
Tuesday, December 10, 2019**

1. Call to Order.

The Special Meeting of City Council was called to order by Mayor Kochuba at 6:30 P.M.

2. Roll Call.

Present: Councilman Michael A. Cherry
Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.
Councilman John E. Piotrowski
Councilman John T. Wood
Vice Mayor Elizabeth G. Luck
Mayor T. Gregory Kochuba

Absent: None

Also Present: Mr. Douglas E. Smith, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mrs. Jeri-Ann F. Tomlin, Deputy City Clerk

The Clerk announced the purpose of the closed meeting.

3. Closed meeting pursuant to the Code of Virginia in accordance with the following provision:

- **Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss appointments to the Community Policy Management Team, Economic Development Authority, Historical Commission, Personnel Board, Riverside Regional Jail Authority, and the Youth Services Commission.**

A motion to convene in a closed meeting was made by Mr. Piotrowski, seconded by Mr. Frenier at 6:31 P.M.

<u>Vote:</u>	7-0
Yes:	Cherry Frenier Green, Jr. Piotrowski Wood Luck Kochuba
No:	None
Absent:	None
Abstained:	None

Special Meeting Minutes

December 10, 2019

Page 2

Motion UNANIMOUS PASS

4. Voice Vote – Come back into Open Session.

A motion to reconvene in open session was made by Mayor Kochuba, seconded by Mr. Frenier, and carried unanimously on roll call vote at 6:35 P.M.

<u>Vote:</u>	7-0
Yes:	Cherry
	Frenier
	Green, Jr.
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	None
Abstained:	None

Motion UNANIMOUS PASS

As stated by the Clerk, Council was in a closed meeting pursuant to the Code of Virginia in accordance with the following provision:

- Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss appointments to the Community Policy Management Team, Economic Development Authority, Historical Commission, Personnel Board, Riverside Regional Jail Authority, and the Youth Services Commission.**

Consideration of the following certification:

Each member will now certify that to the best of the member's knowledge (i) only public business matters lawfully exempted from open meeting requirements of the act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member who believes there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.

Council members approved this certification, without any stating departure from the requirements of clauses (i) and (ii), by the following roll call vote:

<u>Vote:</u>	7-0
Yes:	Cherry
	Frenier

Special Meeting Minutes

December 10, 2019

Page 3

	Green, Jr.
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	None
Abstained:	None

Motion UNANIMOUS PASS

5. Motions and Resolutions of Appointment

A motion was made by Mayor Kochuba, seconded by Mr. Cherry, to adopt the following Resolutions of Appointment:

A RESOLUTION NO. 19-54 (UNANIMOUS PASS)

Appointing Tiffany Fenner as an alternate member of the Board of the Riverside Regional Jail Authority for the remainder of a four-year term that expires June 30, 2022.

A RESOLUTION NO. 19-59 (UNANIMOUS PASS)

Appointing John Salay to the Community Policy and Management Team for an indefinite term.

A RESOLUTION NO. 19-62 (UNANIMOUS PASS)

Appointing James Kester as a member of the Board of Directors of the Economic Development Authority for a four-year term beginning January 1, 2020.

A RESOLUTION NO. 19-63 (UNANIMOUS PASS)

Appointing W. Joe Green, Jr. as a member of the Historical Commission for a three-year term beginning January 1, 2020.

A RESOLUTION NO. 19-64 (UNANIMOUS PASS)

Appointing Mitchell Hartson as a member of the Personnel Board for a three-year term beginning January 1, 2020.

<u>Vote:</u>	7-0
Yes:	Cherry
	Frenier
	Green, Jr.
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None

Special Meeting Minutes

December 10, 2019

Page 4

Absent: None

Abstained: None

Motion UNANIMOUS PASS

6. Adjournment.

A motion to adjourn the Special Meeting was made by Mr. Frenier, seconded by Mrs. Luck, and carried unanimously on voice vote at 6:37 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk

**CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
Tuesday, January 14, 2020**

1. Call to Order.

The Special Meeting of City Council was called to order by Mayor Kochuba at 6:30 P.M.

2. Roll Call.

Present: Councilman Michael A. Cherry
Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.
Councilman John E. Piotrowski
Vice Mayor Elizabeth G. Luck
Mayor T. Gregory Kochuba

Absent: Councilman John T. Wood

Also Present: Mr. Douglas E. Smith, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mrs. Jeri-Ann F. Tomlin, Deputy City Clerk

The Clerk announced the purpose of the closed meeting.

3. Closed meeting pursuant to the Code of Virginia in accordance with the following provision:

- **Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss appointments to the Riverside Regional Jail Authority Board of Directors and Youth Services Commission.**

A motion to convene in a closed meeting was made by Mayor Kochuba, seconded by Mr. Cherry at 6:31 P.M.

<u>Vote:</u>	6-0
Yes:	Cherry Frenier Green, Jr. Piotrowski Luck Kochuba
No:	None
Absent:	Wood
Abstained:	None

Motion UNANIMOUS PASS

Special Meeting Minutes

January 14, 2020

Page 2

4. Voice Vote – Come back into Open Session.

A motion to reconvene in open session was made by Mayor Kochuba, seconded by Mr. Frenier, and carried unanimously on roll call vote at 6:35 P.M.

<u>Vote:</u>	6-0
Yes:	Cherry
	Frenier
	Green, Jr.
	Piotrowski
	Luck
	Kochuba
No:	None
Absent:	Wood
Abstained:	None

Motion UNANIMOUS PASS

As stated by the Clerk, Council was in a closed meeting pursuant to the Code of Virginia in accordance with the following provision:

- Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss appointments Riverside Regional Jail Authority Board of Directors and Youth Services Commission.**

Consideration of the following certification:

Each member will now certify that to the best of the member's knowledge (i) only public business matters lawfully exempted from open meeting requirements of the act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member who believes there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.

Council members approved this certification, without any stating departure from the requirements of clauses (i) and (ii), by the following roll call vote:

<u>Vote:</u>	6-0
Yes:	Cherry
	Frenier
	Green, Jr.
	Piotrowski
	Luck
	Kochuba
No:	None

Special Meeting Minutes

January 14, 2020

Page 3

Absent: Wood
Abstained: None

Motion UNANIMOUS PASS

5. Motions and Resolutions of Appointment

A motion was made by Mayor Kochuba, seconded by Mr. Cherry, to adopt the following Resolutions of Appointment:

- **A RESOLUTION NO 20-3**
Appointing Eddie Fischer as a member of the Youth Services Commission for the remainder of a three-year term that expires April 30, 2022.

- **A RESOLUTION NO 20-4**
Appointing Tiffany Fenner as an alternate member of the Board of the Riverside Regional Jail Authority for the remainder of a four-year term that expires June 30, 2022.

Vote: 6-0
Yes: Cherry
Frenier
Green, Jr.
Piotrowski
Luck
Kochuba
No: None
Absent: Wood
Abstained: None

Motion UNANIMOUS PASS

6. Adjournment.

A motion to adjourn the Special Meeting was made by Mayor Kochuba, seconded by Mrs. Luck, and carried unanimously on voice vote at 6:38 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

Special Meeting Minutes
January 14, 2020
Page 4

ATTEST:

Pamela B. Wallace, City Clerk

CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
Tuesday, February 11, 2020

1. Call to Order.

The Special Meeting of City Council was called to order by Mayor Kochuba at 6:15 P.M.

2. Roll Call.

Present: Councilman Michael A. Cherry
Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.
Councilman John E. Piotrowski
Councilman John T. Wood
Vice Mayor Elizabeth G. Luck
Mayor T. Gregory Kochuba

Absent: None

Also Present: Mr. Douglas E. Smith, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mrs. Pamela B. Wallace, City Clerk

The Clerk announced the purpose of the closed meeting.

3. Closed meeting pursuant to the Code of Virginia in accordance with the following provisions:

- Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss appointments to the Architectural Review Board, City Wetlands Board, Community Criminal Justice Board, Senior Commission, and the Virginia Gateway Region Board of Directors.
- Paragraph A. 1 of Virginia Code Section 2.2-3711, to discuss and consider the performance of the City Attorney.

A motion to convene in a closed meeting was made by Mayor Kochuba, seconded by Mr. Cherry at 6:16 P.M.

Vote: 7-0
Yes: Cherry
Frenier
Green, Jr.
Piotrowski
Wood
Luck
Kochuba

Special Meeting Minutes

February 11, 2020

Page 2

No: None
Absent: Wood
Abstained: None

Motion UNANIMOUS PASS

4. Voice Vote – Come back into Open Session.

A motion to reconvene in open session was made by Mr. Cherry, seconded by Mr. Piotrowski, and carried unanimously on roll call vote at 7:02 P.M.

Vote: 7-0
Yes: Cherry
Frenier
Green, Jr.
Piotrowski
Wood
Luck
Kochuba
No: None
Absent: None
Abstained: None

Motion UNANIMOUS PASS

As stated by the Clerk, Council was in a closed meeting pursuant to the Code of Virginia in accordance with the following provision:

- Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss appointments to the Architectural Review Board, City Wetlands Board, Community Criminal Justice Board, Senior Commission, and the Virginia Gateway Region Board of Directors.**
- Paragraph A. 1 of Virginia Code Section 2.2-3711, to discuss and consider the performance of the City Attorney.**

Consideration of the following certification:

Each member will now certify that to the best of the member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements of the act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member who believes there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.

Special Meeting Minutes

February 11, 2020

Page 3

Council members approved this certification, without any stating departure from the requirements of clauses (i) and (ii), by the following roll call vote:

Vote:	7-0
Yes:	Cherry Frenier Green, Jr. Piotrowski Wood Luck Kochuba
No:	None
Absent:	None
Abstained:	None

Motion UNANIMOUS PASS

5. Motions and Resolutions of Appointment

A motion was made by Mayor Kochuba, seconded by Mr. Cherry, to adopt the following Resolutions of Appointment:

- **A RESOLUTION NO 20-7**
Appointing Mark S. Bridgman, Betty Estes and Mary Ann Hamilton as members of the Board of Architectural Review, each for a four-year term beginning February 14, 2020.
- **A RESOLUTION NO 20-8**
Appointing Brian L. Neerie as a member of the City Wetlands Board for a five-year term beginning February 10, 2020.
- **A RESOLUTION NO 20-9**
Appointing The Honorable Stacey Davenport as a member of the Community Criminal Justice Board for the remainder of a two-year term that expires June 30, 2020.
- **A RESOLUTION NO 20-10**
Appointing Mary Bettie Form, Patricia R. Blas Zack, Dwight C. McKinney, Karen E. Schanzenbacher, Andree R. Whitaker, and Mildred Morrison as members of the Senior Citizens Advisory Committee, each for a two-year term beginning on March 1, 2020.
- **A RESOLUTION NO 20-11**
Appointing John Brandt as a member of the Transportation Safety Commission for a two-year term which began February 1, 2020.

Special Meeting Minutes

February 11, 2020

Page 4

- **A RESOLUTION No 20-12**
Appointing Jared Brandeberry as a member of the Youth Services Commission for a three-year term which began February 1, 2020.
- **A RESOLUTION NO 20-13**
Appointing Mike Cobb and T. Gregory Kochuba as members of Virginia's Gateway Region for a one-year term beginning March 1, 2020.

Vote:	7-0
Yes:	Cherry
	Frenier
	Green, Jr.
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	None
Abstained:	None

Motion UNANIMOUS PASS

6. Adjournment.

A motion to adjourn the Special Meeting was made by Mayor Kochuba, seconded by Mrs. Luck, and carried unanimously on voice vote at 7:06 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: Ordinance No. 20-7

DEPARTMENT: City Attorney

PROPOSED ACTION: Approve Ordinance No. 20-7.

BACKGROUND: As a result of Council's decision not to allow chickens in any zoning district in the City, the City Attorney has drafted an amendment to the Animals chapter of the City Code that prohibits the keeping of poultry or fowl in the City. This change will eliminate any perceived inconsistencies between the Zoning chapter and Animals chapter.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: Approve Ordinance No. 20-7

ATTACHMENTS: Ordinance No. 20-7

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

AN ORDINANCE NO. 20-7

Amending §§ 98-42 and 98-43 of Chapter 98, Animals, of the Colonial Heights City Code, to prohibit the keeping of poultry and fowl in the City of Colonial Heights.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. §§ 98-42 and 98-43 of Chapter 98, Animals, of the Colonial Heights City Code, are amended as follows:

§ 98-42. Keeping No poultry or fowl.

~~A. It shall be unlawful for any person to own, operate, or engage in the business of raising, feeding, keeping, and selling any chickens over 15 days old, hens, poultry, or fowl of any kind for commercial purposes or to keep more than a total of three of all such poultry or fowl at any house, yard or pen, for any purpose in the City, unless the City Council grants permission to engage in such a commercial business or keep more than three such poultry or fowl. The City Council may impose, as a part of such permission, conditions as to the location, construction and maintenance of pens, yards, or houses where such poultry or fowl are kept and as to the maximum number of poultry and fowl to be kept.~~

~~B. This section shall not be construed in any way to define, for the purposes of Chapter 286, Zoning, of this Code, the keeping of poultry and fowl as a permitted primary or accessory use in any district; for which purpose of definition, the only applicable provisions of this Code shall be those contained within Chapter 286, Zoning.~~

~~C. It shall be unlawful for any person to permit chickens or other fowl to run at large in the City.~~

§ 98-43. Maintenance of stables, and pens and coops.

Each stable, pen, ~~coop~~ or other place within the City where any animal ~~or fowl~~ is kept shall be maintained by the keeper at all times in a clean and sanitary condition and free of offensive odors and solid and liquid waste matter. No enclosure intended primarily for the keeping of any animal ~~or fowl~~ shall be constructed, maintained, or substantially

reconstructed on or after December 9, 1987, within 10 feet of any lot line. Any place where an animal ~~or fowl~~ is kept which is found to be in violation of this section shall be deemed to be a public nuisance, subject to abatement by the City at the expense of the person responsible therefor or the owner of the property wherein it exists.

2. This ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice-Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice-Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: (First Reading 20-FIN-2) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by increasing appropriations \$263,763 1) to appropriate \$263,763 in assigned fund balances for pavement preservation on Conduit Road.

To amend the Water and Sewer Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by increasing appropriations \$352,593 to appropriate a refund from the South Central Wastewater Authority (SCWA) and insurance recovery from Virginia Risk Sharing Association for emergency repairs of various sewer lines in the City.

DEPARTMENT: Finance

PROPOSED ACTION: This item is for first reading of requested budgetary changes.

BACKGROUND:

At the end of FY19, Street Maintenance had approximately \$550,000 of unspent appropriation for pavement preservation. Staff reserved this amount in assigned fund balance for street maintenance at the department's request to use on pavement preservation projects in FY20. Street Maintenance is requesting a portion of the funds for pavement preservation activities on Conduit Road, to include asphalt/ concrete patching, asphalt/ concrete leveling of the approach slabs and the I-95 overpass bridge, and planing and resurfacing Conduit Road between Temple Avenue and Westover Avenue. The appropriation of this balance to the current budget requires Council approval.

The City received a reimbursement of \$330,825 from SCWA as a result of operations for Fiscal Year 2019 whereby the City utilized less wastewater treatment than anticipated. In the current fiscal year to date, the City has experienced three sewer line failures on Washington Ave, on Lee Avenue at Danville, and on Lakeview Avenue. Likewise, work has continued on the sewer line failure at Hamilton and Bristol which occurred in FY19. The City also received an insurance payment of \$21,768 for a retaining wall replacement associated with the Hamilton Avenue project. The current cost estimate for all four repairs in FY20 is approximately \$395,454. The current budget for sewer line repairs and improvements is \$141,937. The total available for sewer repairs after this appropriation would be \$494,529.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: The Director of Finance recommends approval.

ATTACHMENTS:

BUDGET SUMMARY 20-FIN-2; Emergency Utility Repairs Overview; ORDINANCE 20-FIN-2

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

City of Colonial Heights
 Ordinance/Resolution Recap Worksheet
 March 2020

		Conduit Rd Pavement Pres	Emergency Sewer Rep.	Total
GENERAL FUND				
<u>REVENUE:</u>				
10-4990	Fund Balance/ Reserves	\$263,763		263,763
	Total	\$263,763	\$0	\$263,763
<u>EXPENDITURES:</u>				
1453-5203	Public Works	263,763		263,763
	Total	\$263,763	\$0	\$263,763
WATER & SEWER				
<u>REVENUE:</u>				
80-4802	Non-Operating Revenue		\$352,593	352,593
	Total	\$0	\$352,593	352,593
<u>EXPENDITURES:</u>				
8128-5406	Wastewater Treatment		\$352,593	352,593
	Total	\$0	\$352,593	352,593

City of Colonial Heights
Emergency Wastewater Repairs, FY19-20 To date
2/28/2020

<u>Location</u>	<u>Total Estimated Costs</u>	<u>FY20 Estimated Costs</u>	<u>Actual Costs Paid to Date</u>	<u>Contractor</u>	<u>Notes</u>
Washington Avenue	115,231	115,231	72,820	Southern Construction	
Hamilton Avenue at Bristol	287,970	100,621	230,372	Perkinson Construction	\$187,349 paid in FY19, \$54,241 balance is for retaining wall
Lee Avenue at Danville	161,132	161,132	161,132	Southern Construction	Project complete
Lakeview Ave (between Boulevard & Lenoir)	18,470	18,470	18,470	Southern Construction	Project complete
Total Expenses	\$ 582,803	\$ 395,454	\$ 482,793		
FY20 \$3 Capital Charge budgeted for Capital		\$ 141,937			
FY20 Rebate from SCWA (unappropriated)		330,824			
Insurance payment		21,768			
Available resources		\$ 494,529			
Resources available for other emergency wastewater repairs:		\$ 99,075			

AN ORDINANCE NO. 20-FIN-2

To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$263,763 from assigned Fund Balance/Reserves for pavement preservation to Public Works for the Conduit Road pavement project.

To amend the Water and Sewer Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to appropriate \$352,593 in reimbursements from the South Central Wastewater Authority (SCWA) and Virginia Risk Sharing Association (VRSA) for emergency repairs to various sewer lines in the City.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That section 1 of Ordinance No. 20-FIN-1, the General Fund Budget, is hereby amended and re-ordained as follows:

a. That the budget designated the General Fund Budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020, is hereby adopted; and that subject to transfers by resolution pursuant to § 6.15 of the City Charter, funds hereby appropriated shall be used for the following purposes:

Legislative	\$	202,001	
General and Financial Administration		4,423,583	
Judicial Administration		5,879,750	
Public Safety		12,141,964	
Public Works		5,686,930	5,950,693
Health and Social Services		1,180,201	
Culture and Recreation		2,646,898	
Community Development		577,980	
Human Services		486,530	
Nondepartmental		600,901	
Debt Service		3,780,340	
Operating Transfers Out		<u>22,626,652</u>	
TOTAL		\$60,233,730	60,497,493

b. That the foregoing appropriation is based upon the following revenue for the fiscal year beginning July 1, 2019:

General Property Taxes	\$23,790,977
Other Local Taxes	19,185,475
Licenses, Permits & Fees	3,707,262
Fines and Forfeitures	375,077
Use of Money & Property	322,738

Intergovernmental Revenues	7,435,109	
Charges for Current Services	2,577,996	
Miscellaneous	2,139,412	
Fund Balance/Reserves	<u>699,684</u>	963,447
TOTAL	\$60,233,730	60,497,493

2. That the water and sewer fund, as previously adopted by Council, is amended as follows:

a. That there shall be appropriated from the resources and revenues available to the City of Colonial Heights for the following items in its Water and Sewer Fund, until such appropriation is amended by the City Council or the subject project is completed or abandoned, the following sum:

REVENUES

Charge for Services	5,147,083	
Non-Operating	<u>225,279</u>	577,872
TOTAL	\$5,372,362	5,724,955

b. That the foregoing appropriation is to be made from resources and revenues available for these projects, and anticipated as follows:

EXPENDITURES

Water Distribution	1,797,736	
Wastewater Treatment	3,239,962	3,592,555
Utility Billing	<u>334,664</u>	
TOTAL	5,372,362	5,724,955

3. That this ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: Resolution No. 20-14

DEPARTMENT: City Attorney

PROPOSED ACTION: Approve Resolution No. 20-14.

BACKGROUND: Council agreed during its annual Retreat to request that the Virginia Department of Game and Inland Fisheries update its urban archery restrictions for the City to include a provision that "No person shall discharge a bow unless from an elevated position of at least ten (10) feet above the ground."

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: Approve Resolution No. 20-14.

ATTACHMENTS: Resolution No. 20-14

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

A RESOLUTION NO. 20-14

Requesting the Virginia Department of Game and Inland Fisheries to Amend the Local Urban Archery Restrictions for the City of Colonial Heights.

WHEREAS, the Virginia Department of Game and Inland Fisheries is the regulatory body for hunting in the Commonwealth of Virginia; and

WHEREAS, the Virginia Department of Game and Inland Fisheries publishes a list of "Local Urban Archery Restrictions" for all Virginia localities that permit urban archery; and

WHEREAS, Council believes that the City's restrictions on urban archery should include a provision that all urban archery bows shall be discharged from an elevated position at least ten (10) feet above the ground; NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. The Virginia Department of Game and Inland Fisheries is requested to amend the restrictions on urban archery in Colonial Heights by including the following provision: "No person shall discharge a bow unless from an elevated position of at least ten (10) feet above the ground."
2. The City Clerk is requested to send a certified copy of this resolution to the Virginia Department of Game and Inland Fisheries.
3. This resolution shall be in full force and effect upon its approval.

Approved:

Mayor

Attest:

City Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

ITEM: Shepherd Stadium Projects Update

DEPARTMENT: Recreation & Parks

PROPOSED ACTION: Updating City Council regarding progress with Shepherd Stadium projects.

BACKGROUND: City Council approved funding for stadium enhancements focused toward player, spectator, vehicular and adjacent residents safety for the inaugural Tri-City Chili Peppers season. Additionally, the Recreation & Parks Department refocused operational funds to provide needed enhancements to the stadium concession stand, locker rooms and field amenities. Staff will provide Council with an update at the March 10 meeting.

BUDGET/FINANCIAL IMPACT:

Funding for this item was included not included in the current-year budget N/A

RECOMMENDATION:

None

ATTACHMENTS:

NA

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

Shepherd Stadium – Project Update

New/Expanded
Concession Windows



Sponsor Wall Addition



New Out of Play
Fencing and Bullpens



Heightened Backstop



In Progress – completion mid to late-March

- Out of Play Fence Netting
- Heightened Outfield Netting
- New 30' Foul Poles
- Outfield Wall Pads
- Locker Room Improvements



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: March 10, 2020

ITEM: General Activity Report

DEPARTMENT: City Manager

PROPOSED ACTION: This item allows for updates for various city projects or issues.

BACKGROUND: This item provides opportunities for updates and comments by the staff; and Q&A with the City Council relative to on-going projects and/or issues.

BUDGET/FINANCIAL IMPACT:

Funding for this item was included not included in the current-year budget N/A

RECOMMENDATION:

N/A

ATTACHMENTS: Dates of Interest; Shepherd Stadium Project Update.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

FEBRUARY 2020

DATES OF INTEREST

<u>March</u>	<u>April</u>	<u>May</u>
March 17 th (6:00 pm) City Council Special Meeting – Council Chambers	April 7 th (7:00 pm) – Planning Commission Meeting – Council Chambers (Tentative)	May 5 th (7:00 pm) – Planning Commission Meeting – Council Chambers (Tentative)
	April 14 th (7:00 pm) – City Council Regular Meeting – Council Chambers	May 12 th (7:00 pm) – City Council Regular Meeting – Council Chambers
	April 21 st (6:00 pm) – City Council Special Meeting – Council Chambers	May 19 th (6:00 pm) – City Council Special Meeting – Council Chambers
	April 28 th (6:00 pm) – City Council Special Meeting – Council Chambers (Public Hearings on Proposed FY20-21 Annual Operating Budget & FY20-21 Real & Personal Property Tax Rates)	

Other Dates & Events

- Commissioner of Revenue:
 - March 31, 2020: Deadline to file for Elderly or Disabled Real Estate Tax Relief.
- Teen Flash Light Easter Egg Hunt: April 1, 2020 at 7:50pm at Flora Hill Park
- City Clean Up Day: May 2nd, 2020 (More details will follow)
- Family Style Dinner Night: Chamber of Commerce – May 7th, 2020 from 5:30pm-8:30pm
- 2020 Fort Clifton Festival: May 9-10, 2020
- Reverse Raffle: Chamber of Commerce – May 21st, 2020

HOLIDAYS

- **April 10th, 2020:** City Holiday – Good Friday (Government Offices Closed.)
- **May 25th, 2020:** City Holiday – Memorial Day (Government Offices Closed.)



**CITY OF COLONIAL HEIGHTS, VIRGINIA
MEETING OF THE PLANNING COMMISSION
Wednesday, March 4, 2020
7:00 p.m.**

AGENDA – SUMMARY ACTIONS

- I. Call to Order**
- II. Roll Call**

Present:
Mr. Hartson
Mrs. Schiff
Mr. Cherry
Mrs. Hamilton
Mr. Wade

Absent:
Mr. Kohan
- III. Determination of Quorum**

A quorum was determined.
- IV. Approval of Agenda**

Approved unanimously.
- V. Approval of Minutes for January 7, 2020 meeting**

Approved unanimously.
- VI. Hearing of Citizens Generally**
- VII. Public Hearing – FY2021-2025 Capital Improvements Plan**
 - A. Planning Commission Resolution 20-6**

To recommend that the City Council approve the proposed FY2021-2025 Capital Improvements Plan.

Public Hearing
Darryl Childs, 115 Deerwood Dr
Dawn Frappollo, 113 Deerwood Dr
Shawn McCowan, 113 Deerwood Dr

Approved unanimously.

VIII. Old Business

IX. New Business/Reports

A. Planning Commission Resolution 20-7

Recognizing and commending the service of Mr. Bill Kollman.

Approved unanimously.

Reports

- 1. Chairman – Mr. Hartson**
- 2. Director of Planning and Community Development – Ms. Hall**
- 3. City Engineer or Designee – Asst. Director of Public Works – Mr. Flippen**
- 4. Others, as necessary or appropriate**
 - a. City Manager – Mr. Smith**
 - b. City Attorney – Mr. Fisher**

X. Adjournment