



COLONIAL HEIGHTS CITY COUNCIL AGENDA

REGULAR MEETING CITY HALL

Council Members

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

April 11, 2023

7:00 PM

1. Call To Order
2. Roll Call
3. Devotion - The Honorable Kenneth B. Frenier
4. Pledge Of Allegiance
5. Adoption Of Agenda
6. Declarations Of Personal Interest
7. Commendations And Presentations
 - A. Presentation By Virginia State University Recreation Management Class - Colonial Heights Recreation And Parks Survey

Documents:

[EX SUMMARY VSU SURVEY PROJECT.PDF](#)
[COLONIAL HEIGHTS PARKS AND RECREATION SURVEY.PDF](#)
 - B. Presentation By Mr. Warren Hammonds, Executive Director, Colonial Heights Food Pantry.
 - C. Recognizing The Administrator Of The Office On Youth And Human Services
Recognizing Rebecca Lynch as the 2023 Recipient of the *Patricia M. Cullen Keeping our Promise by Keeping our Children Safe Award* presented by the Chesterfield/Colonial Heights Positive Parenting Coalition.
 - D. A PROCLAMATION
Designating the Month of April as "*Child Abuse Awareness and Prevention Month*" In the City of Colonial Heights, Virginia.

Documents:

[PROC.CHILDABUSEPREVENTIONMONTH2023.PDF](#)
 - E. A PROCLAMATION
Recognizing The Month of April 2023 As "*Month Of The Military Child*" In The City Of Colonial Heights, Virginia

Documents:

[PROC.MONTH OF THE MILITARY CHILD 2023.PDF](#)

F. Presentation Of The Proposed FY24-28 Capital Improvement Plan

Documents:

[EX SUM FY24-28 CIP.PDF](#)
[PROPOSED CIP PRESENTATION FY24-CITYCOUNCIL.PDF](#)
[PROPOSED CAPITAL IMPROVEMENT PLAN - FY2024-2028.PDF](#)

8. Reading Of Manner Of Addressing Council.

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

9. Written Petitions And Communications By Members Of The Public And Council Members

10. Advertised Public Hearing:

A. AN ORDINANCE NO 22-12

(First Reading) Amending § 286-322.10 of Chapter 286, Zoning, of the Colonial Heights City Code by providing that the application fee for development of a wetland is \$350.

Documents:

[EX SUMMARY ORDINANCE NO 22-12.PDF](#)
[PCRESO_22-7_SIGNED.PDF](#)
[AN ORDINANCE NO 22-12.PDF](#)

B. AN ORDINANCE NO 23-FIN-4

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022, to appropriate \$1,496,638 to transfer to the School Board per the Memorandum of Understanding between the City Council and the School Board.

Documents:

[EX SUMMARY 23-FIN-4.PDF](#)
[AN ORDINANCE NO 23-FIN-4.PDF](#)

C. AN ORDINANCE NO 23-FIN-5

(First Reading) Appropriating and providing funds for financing the City of Colonial Heights Public School Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, and approving such budget.

Documents:

[EX SUMMARY 23-FIN-5.PDF](#)
[2023-2024 BUDGET PACKET LETTER FOR CITY MANAGER.PDF](#)
[AN ORDINANCE NO 23-FIN-5.PDF](#)

11. Hearing Of Citizens Generally On Non-Agenda Items
12. Consideration Of Uncontested Minutes, Ordinances, Resolutions, And Motions In Accordance With The Consent Agenda

A. AN ORDINANCE NO 23-2

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

Documents:

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

B. AN ORDINANCE NO 23-3

(Second Reading) To amend § 51-54 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to include Juneteenth as a City Holiday.

Documents:

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

C. AN ORDINANCE NO 23-5

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

Documents:

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

D. AN ORDINANCE NO 23-FIN-3

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by \$94,475 consisting of 1) \$53,109 in bond funds for emergency sewer repairs; 2) \$8,000 in donations to the Police Department from the American Legion for a K-9 kennel and dog food; 3) \$19,225 in grant funds to the Fire Department for ballistic vests and accessories from Firehouse Subs; 4) \$10,000 from HEAT program to Public Safety for a surveillance camera system; 5)

\$2,732 in State Asset Forfeiture to the Commonwealth Attorney for crime scene screens; 6) \$1,209 in remaining grants and donations from last year to the Office on Youth; and 7) \$200 in donations to the Sheriff's Office from the Colonial Heights Moose Lodge 1783. Also, to transfer \$2,250 from Nondepartmental to Human Services for the City's annual contribution to the Youth Advisory Council.

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

Documents:

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

E. February 3-4, 2023 Annual City Council Retreat Minutes

Documents:

[2023 RETREAT MINUTESFINAL.PDF](#)

F. March 21, 2023 Special Meeting Minutes

Documents:

[MARCH 21 SPECIAL MTNGFINAL.PDF](#)

13. Introduction And Consideration Of Ordinances And Resolutions

A. AN ORDINANCE NO 23-7

(First Reading) Awarding a \$2,000 bonus to all full-time employees employed on or before April 25, 2023, who are not participating in the Public Safety Step Plan.

Documents:

[EX SUMMARY ORD 23-7.PDF](#)
[AN ORDINANCE NO 23-7.PDF](#)

B. AN ORDINANCE NO 23-8

(First Reading) Establishing a tax rate pursuant to Chapter 35.1 of Title 58.1 of the Code of Virginia ("Personal Property Tax Relief") on all qualifying vehicles under the Chapter.

Documents:

[EX SUMMARY ORDINANCE NO 23-8.PDF](#)
[AN ORDINANCE NO 23-8.PDF](#)

C. AN ORDINANCE NO 23-FIN-6

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by \$3,350 consisting of 1) a \$300 donation to the Sheriff's Department from the American Legion; and 2) \$3,050 in State Asset Forfeiture Funds to the Commonwealth Attorney's Office for a Cellebrite subscription to extract and collect digital data.

Documents:

[EX SUMMARY 23-FIN-6.PDF](#)
[ORDINANCE RECAP 23-FIN-6.PDF](#)
[CA STATE ASSET FORFEITURE.PDF](#)
[SHERIFF DONATION.PDF](#)
[AN ORDINANCE NO 23-FIN-6.PDF](#)

D. A RESOLUTION NO 23-9

Approving \$39,313 in local share funding for the Boulevard at Westover Intersection Improvement project.

Documents:

[EX SUM RES 23-9.PDF](#)
[A RESOLUTION NO 23-9.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. Lakeview Dam And Utilities Infrastructure Funding Update
2. General Activity Report

Documents:

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

B. City Attorney

C. Director Of Planning And Community Development

1. Planning Boards & Commission Summary

Documents:

[EX SUM PC SUM APRIL.PDF](#)
[202304_PC_WS PLANNING SUMMARY.PDF](#)
[202304_PC_PLANNING SUMMARY.PDF](#)

16. Adjournment

