

CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
Tuesday, April 19, 2016

1. Call to Order.

The Special Meeting of City Council was called to order by Mayor Kochuba at 6:00 P.M.

2. Roll Call.

Present: Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.
Councilwoman Elizabeth G. Luck
Councilman John E. Piotrowski
Vice Mayor Diane H. Yates
Mayor T. Gregory Kochuba

Absent: Councilman John T. Wood (arrived late)

Also Present: Mr. Hugh P. Fisher, III, City Attorney
Mr. Thomas L. Mattis, City Manager
Mrs. Pamela B. Wallace, City Clerk

3. Declarations of Personal Interest

Declarations were read by Messrs. Green, Frenier, Piotrowski, Mrs. Yates, Mrs. Luck, and Mayor Kochuba.

4. Special Meeting for the purpose of holding a Work Session for the following purpose:

- A. Discussion of Draft Cable Franchise Agreement**
Cable Franchise Agreement between the City and Comcast of Connecticut/Georgia/Massachusetts/New Hampshire / New York /North Carolina/Virginia/Vermont, LLC. The agreement is a part of Ordinance No. 16-4, which is scheduled for first reading on May 10, 2016.

Mr. Fisher asked that Council recall the information previously provided relative to the Franchise Agreement. Mr. Fisher advised the proposed agreement was basically the same agreement drafted two years ago; however, he had been approached by Comcast with a new agreement, which he subsequently rejected advising the City would continue with the same agreement. Mr. Fisher continued by providing Council with details of the agreement concluding by advising the agreement and subsequent ordinance would be on the May 10, 2016 agenda for public hearing.

There was no discussion by Council.

B. Discussion and Consideration of the Proposed 2016-2017 City of Colonial Heights Annual Operating Budget

Before review of the annual budget, the following items were discussed:

- **Reorganization of the Finance Department**

Mr. Johnson advised that the reorganization would allow the Finance Department to manage all functions relating to collection of local revenues previously collected by the City Treasurer. Mr. Johnson provided information relative to the establishment of a separate Department of Billing and Collections to handle local revenue collections and described the relocation of offices. Mr. Johnson advised there would be no changes made to the Commissioner of the Revenue operations or responsibilities. Continuing, Mr. Johnson advised there would be no position title changes only the expanded duties for the Financial Specialist. However, the City Assessor's office name would become "Real Estate Assessor" and the Assessor's Office Technician title would be changed to Financial Specialist I. Mr. Johnson continued to explain the Reorganizational Plan related to the change of duties and responsibilities of Finance Department Staff.

Mr. Fisher reminded Council that although the Charter had been changed, Council would need to approve changes to the City Code relative to the Charter change. Mr. Fisher advised those changes would be brought before Council at the May meeting for first reading and in June for second reading.

- **Colonial Height Police Department Reorganization**

Chief Faries provided comments and information relative to the positive changes within the Police Department over the past five years. Chief Faries stated staff had implemented a reorganization within the Department to promote efficiency, effectiveness, and accountability. Chief Faries advised changes had been made to Operations, Investigations, and Law Enforcement Services.

- **2016-2-17 Resurfacing Locations**

Mr. Mattis provided information relative to the need for resurfacing of City streets noting that over 80% of City streets were city-maintained; therefore, the need for attention to maintenance was much greater on neighborhood streets.

Continuing, Mr. Henley provided a diagram of the City which depicted existing and proposed areas to be resurfaced. Mr. Henley advised that a plan was proposed to improve sinking sections at the Temple/Dimmock intersection. There was additional discussion relative to future plans for resurfacing of streets in the southern end of the City and proposed funding for such additional resurfacing.

- **Proposed Utility Increase**

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Mr. Mattis reminded Council of their commitment for a five-year plan to adjust sewer rates as recommended by the City's auditors. Mr. Mattis provided numbers showing the bi-monthly increase for various cubic feet usage; specifically noting these increases would help to move the enterprise fund up to where it should be from a cash-flow standpoint.

At this time, Council began to review the budget book by departments. Mayor Kochuba reviewed the proposed budget by department. Department staff was present to address any questions from Council. There were no changes or actions made by Council to the budget as presented by the City Manager

5. Adjournment

A motion to adjourn the Special Meeting was made by Mayor Kochuba, seconded by Mrs. Yates, and carried unanimously on voice vote at 8:50 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk