

**CITY OF COLONIAL HEIGHTS, VIRGINIA**  
**Special Meeting of City Council**  
**Tuesday, October 18, 2022**

**1. Call to Order.**

The Special Meeting of City Council was called to order by Mayor Kochuba at 6:02 P.M.

**2. Roll Call.**

**Present:** Councilman Kenneth B. Frenier  
Councilman John E. Piotrowski  
Councilwoman Dr. Laura F. Poe  
Councilman Robert W. Wade  
Vice Mayor Elizabeth G. Luck  
Mayor T. Gregory Kochuba

**Absent:** Councilman John T. Wood (arrived at 7:00 P.M.)

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

**3. Declarations of Personal Interest**

There were none.

**4. A work Session on the following items:**

**A. Discussion regarding Personal Property Taxes**

After a brief introduction by Mr. Smith, Mr. Feasenmyer, Commissioner of Revenue, recalled his previous presentation to Council relative to the subject item and presented his findings to Council. Mr. Feasenmyer advised that the number of localities that did not prorate personal property taxes was greater than those that did. Continuing, Mr. Feasenmyer advised of a similarly sized locality which reported increased revenue of approximately \$59,000; however, additional expenses and increased workload to both the Commissioner of Revenue and Finance Offices, would exceed the revenue and advised that it seemed that proration was more prominent in larger localities and would require additional staff in an effort to stay on top of the work load.

Dr. Poe shared a colored map depicting those localities which prorated taxes with 80% of citizens in the commonwealth under proration. Dr. Poe stated it was more important to hold citizens accountable for what they own than considering the increased workload.

Addressing Mr. Wade's question relative to his opinion, Mr. Feasenmyer stated it was his opinion that with the reporting difficulties encountered over the past two years with the implementation of the new Tyler Munis financial system, there needed to be at least two years of smooth financial reporting before implementation of prorating Personal Property Taxes.

**Special Meeting Minutes**

**October 18, 2022**

**Page 2**

After additional comments from Council offering their same opinion as that of Mr. Wade, Mayor Kochuba concluded by further advising it was his opinion, as well, that implementation of proration of Personal Property Taxes be delayed as recommended by Mr. Feasenmyer. There was no formal action taken on this item.

At the request of Mayor Kochuba, Item C was moved to item B.

**B. Discussion regarding a new City Vehicle Use Policy.**

Mr. Smith advised that the current City vehicle use policy was previously approved in 2004 which staff had reviewed and included the following provisions:

- **Take-Home Vehicles**
- **Vehicle and Equipment Use Guidelines**
- **Use of a Personal Vehicle for City business**
- **Vehicle Operation Monitoring**
- **Motor Vehicle Accidents**
- **Maintenance of City Vehicles and Take-home vehicles**
- **Provides opportunity for take-home vehicles by sworn public safety employees, employees on stand-by status, and others when approved by City Manager.**
- **Provides opportunity for take-home vehicles on a temporary basis for a seasonal activity/special event or potential emergency/emergency event as approved by the employee's Director.**
- **Taxability of take-home vehicle use.**
- **Provides for reporting certain motor vehicle violations/convictions.**
- **For those driving City vehicles, includes actions that could affect Driver's License status, whether on or off the job.**
  - **Employees will sign Policy Acknowledgement Form**

Mr. Smith and staff addressed specific questions from Council; specifically, the need to ensure City vehicles would not be used for personal use. Mr. Smith advised that approval would most likely be made on a case-by-case basis with approval being at his digression.

There being no further discussion, it was the consensus of Council to authorize the City Manager to move forward with the implementation of the revised vehicle policy.

**C. Public Works Projects Update**

At the request of Mr. Smith, Mr. Flippen, reported on the following:

Mr. Flippen reported on the following projects:

- **Completed Projects FY21-22**
  - **Temple Avenue Signalization**
  - **Dupuy Avenue Modernization**

## Special Meeting Minutes

October 18, 2022

Page 3

- Hrouda Pump Station
- North Elementary (Safe Routes to School) Sidewalks Phase 1
- Active Construction FY22-23 (Anticipated End of Construction)
  - Boulevard Paving – Summer 23
  - Lakeview Avenue Modernization – fall 23
  - North Elementary (Safe Routes to School) Sidewalks Phase 2 – Fall 23
  - Branders Bridge Road Right turn lane – fall 23
  - Westover Avenue Right-turn lane – spring 24
- Planned FY22-23 (anticipated start of construction)
  - Appomattox River Greenway Trail (Greenway Trail PH V – Fall 23
  - Ridge Road reconstruction – Summer 24
  - High School Sidewalks – Summer 24
  - Boulevard at Temple Intersection Improvements – spring 25

### FY22-23 Grants Awarded

Boulevard paving - \$436,231 (100% Federal/State)

Appomattox River Trail Boulevard Spur – Partially funded at \$396,00 (80% Federal/State) Applied through Smart Scale for the outstanding amount (\$145,000)

Middle School Sidewalks - \$160,407 (80%) Federal/State)

### F2-23 Grants Pending

Smart Scale – ARGV Phase 6, ARGV Boulevard Spur, Boulevard Sidewalks and Lakeview Modernization.

Stormwater Local Assistance Fund – TMD: nutrient credits in the amount of \$413,000 (50%)

Mr. Flippen commended Mr. Mike West, Public Works Street Supervisor, and his staff for their efforts relative to street maintenance. Mr. Flippen reported that Department staff was down 40%; however, in the streets division, entry level staff was down 60%. There was continued discussion relative to the effects staff shortages were having on the leaf collection season.

- D. Discussion regarding acquisition of new tasers for the Police Department and Sheriff's Office.

Mr. Smith provided an overview of the proposed acquisition of new tasers for both departments; advising the proposal would allow for the acquisition of 45 new tasers for the Police Department and 12 for the Sheriff's Department. Mr. Smith advised that while this year's budget did not include acquisition of the equipment for the Police Department, asset forfeiture funds would be utilized. The 12 units for the Sheriff's department were covered.

At the request of Mr. Smith, Chief Anspach provided comments relative to the reason for this requested acquisition stating that the existing equipment was no longer available. Chief Anspach provided information relative to AXON devices and the department's current taser assessment.

Officer Cherry provided a comparison of the current taser and the proposed Taser 7 and the enhanced function and assets of the new unit.

**Special Meeting Minutes**

**October 18, 2022**

**Page 4**

**Sheriff Wilson provided additional comments commending the efforts to combine the purchase for the two departments. Additionally, he was impressed with the camera ability during the use of the Taser 7. Both Chief Anspach and Sheriff Wilson provided comments offering their complete support of the purchase of the new Taser 7.**

**After additional question and answers by Council and staff, it was the consensus of Council to authorize staff to move forward with the purchase of the requested tasers for both departments.**

**E. Discussion regarding department presentations at City Council Work Sessions**

**Mrs. Luck advised this was her suggestion in an effort to address the concerns of departmental moral further suggesting that one department per month or every-other month could be invited to attend a pre-work session dinner**

**Mrs. Luck suggested that in an effort to improve employee morale and getting to know department personnel on a more personal level, Council invite one department every other work session, as deemed necessary by the City Manager, to highlight the departments accomplishments, goals, needs, etc. Mrs. Luck advised she is a member of the Chesterfield/Colonial Heights Social Services Board and this idea is practiced successfully in Chesterfield.**

**There was discussion relative to scheduling times and organization of the meeting with Dr. Poe suggesting that Department staff be advised of the suggested plan asked to convey their preference(s). It was the consensus of Council to proceed with Dr. Poe's suggestion.**

**4. Adjournment**

**There being no further discussion, a motion to adjourn the Special Meeting was made by Mr. Wade, seconded by Mrs. Luck, and carried unanimously on voice vote at 8:06 P.M.**

**APPROVED:**

---

**T. Gregory Kochuba, Mayor**

**ATTEST:**

**Special Meeting Minutes**  
**October 18, 2022**  
**Page 5**

---

**Pamela B. Wallace, City Clerk**