

Colonial Heights City Council Meeting

April 10, 2018



Colonial Heights City Council Meeting

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1. **Call to Order**
2. **Roll Call**
3. **Devotion** – The Honorable Elizabeth G. Luck
4. **Pledge of Allegiance**
5. **Adoption of Agenda**
6. **Declarations of Personal Interest**

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7. Commendations and Presentations

A. A PROCLAMATION:

- * *Designation The Month Of April
2018 As Child And Youth Month In
The City Of Colonial Heights,
Virginia***

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7. Commendations and Presentations

B. A PROCLAMATION:

- * *Designating The Month of April 2018 As Child Abuse Prevention Month In The City Of Colonial Heights, Virginia*







7. Commendations and Presentations

C. Presentation Of GFOA Certificate Of Achievement For Excellence In Financial Reporting

A Comprehensive Annual Financial Report (CAFR) is a set of U.S. government financial statements comprising the financial report of a state, municipal or other governmental entity that complies with the accounting requirements set by the Governmental Accounting Standards Board (GASB).

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7. Commendations and Presentations

D. Presentation Of City Manager's Proposed FY 2018-2019 Operating Budget

FY2018-2019 City Manager's Proposed Operating Budget

Presentation to City Council

April 10, 2018

FY2019 Proposed Budget Overview

General Fund

FY2017-18 (Current)

\$57,138,346

FY2018-19 (Proposed)

\$56,544,530

1.04% Decrease

Utilities Fund

FY2017-18 (Current)

\$5,092,493

FY2018-19 (Proposed)

\$5,063,977

0.56% Decrease

FY2019 Proposed Budget Overview

Stormwater Fund

FY2017-18 (Current)

\$400,300

FY2018-19 (Proposed)

\$785,000

96.1% Increase

Recreation Fund

FY2017-18 (Current)

\$171,000

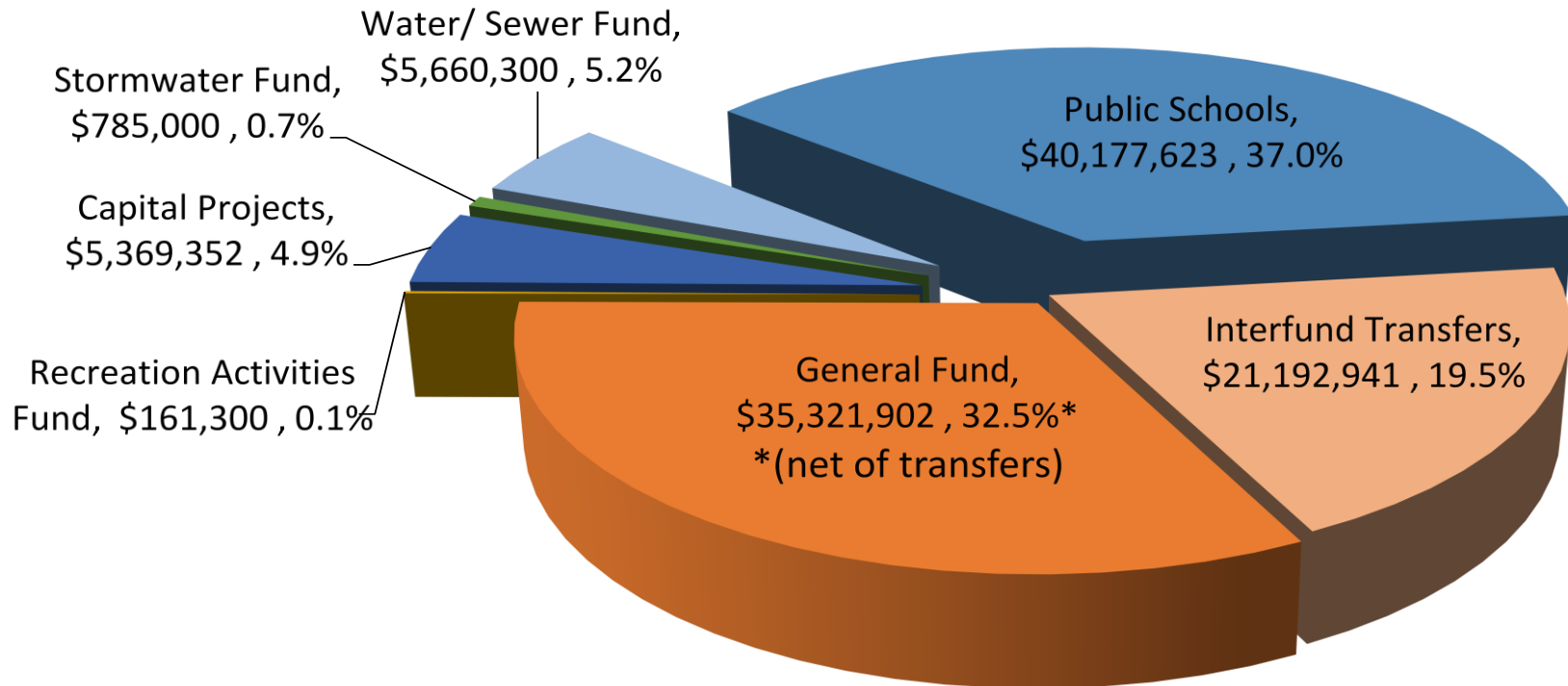
FY2018-19 (Proposed)

\$161,000

5.67% Decrease

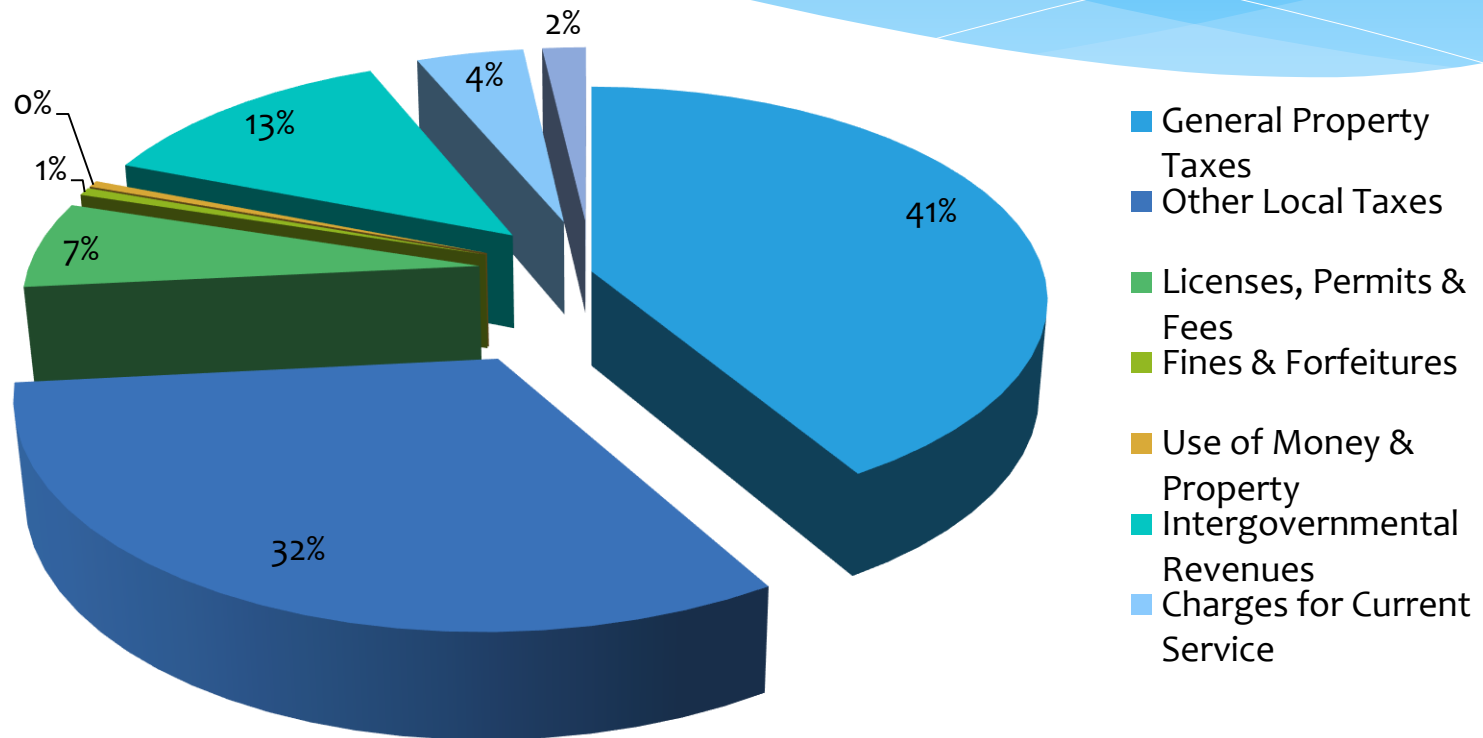
Budget Overview- All Funds

Total Appropriations by Fund



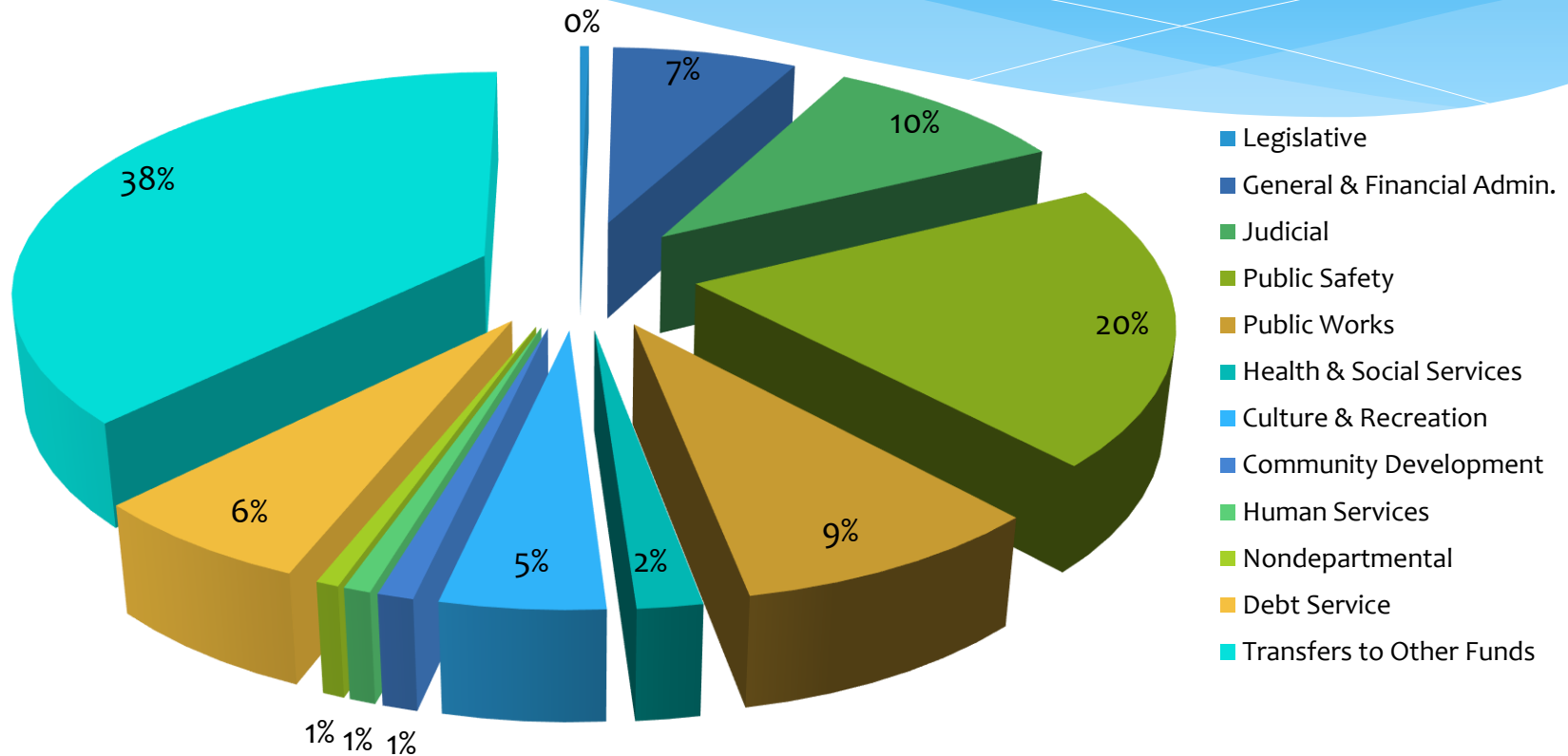
Total Appropriations \$108,668,418

Revenue Sources- General Fund



Total General Fund Revenue \$56,514,843

Expenditures by Category- General Fund



Total General Fund Expenditures \$56,514,843

Challenges & Opportunities

- * 4 of 6 top revenues adjusted downward from FY18 budget levels
- * Balance of 2% salary increase 1/1/18
- * Debt service exp. decreased \$400,000
- * General Reassessment increased RE revenue 3%
- * Children's Services Act Expenditures
- * No Health Insurance Increase

Technical Changes

- * Distribute Employee Benefits to Departments
- * Move Mental Health (District 19) to separate department
- * Move Crater Training Academy to Police
- * Turnover savings/salary lapse of 1% in departments over 10 employees
- * Benefits reductions of 2%/1% in departments over 5 employees

Funded Initiatives

- * Increases on-call stipend from \$11 to \$15
- * Chesterfield shared services
- * Minimal new positions:
 - * One FT Firefighter
 - * One PT Mechanic
 - * One PT Admin Assist. (Comm. Attny.)
- * Poll books for Registrar
- * Participation in Child Advocacy Center
- * Maintains equipment replacement program

Equipment Replacement

- * Replacement computers (5 year cycle)
- * 4 police vehicles
- * 1 Animal Control Vehicle
- * Cardiac Monitor (4-for-life)
- * Turnout Gear (Fire programs)
- * Leaf Loader (Streets)
- * Chemical Spreader (Streets)
- * Street maintenance pickup truck
- * 1 Sheriff's vehicle
- * Backup server (IT)
- * City Hall Mail Room Copier

New Equipment

- * Tactical Pistol Lights for PD
- * Patrol Rifles for PD
- * Particulate Filter Machine for Garage

Unfunded Requests

- * No salary increases for City employees
- * 6 of 7 requested firefighter positions (\$306,000)
- * GIS Coordinator (\$62,500)
- * Flatbed dump truck (Streets) (\$90,000)
- * Middle School Tennis Courts (\$80,000)
- * Fire Admin Staff Vehicle Replacement (\$45,000)
- * Police Admin Vehicle Replacement (\$22,000)
- * Workout equipment for Fire & EMS (\$25,000)
- * Request for used Sheriff's vehicle (\$18,000)
- * City Hall A/C Replacement (\$60,000)

Rate Changes

- * Utility Rates (incl. refuse)
- * Stormwater fees
- * Various other administrative fees

Other

- * Includes GIS Grant (\$100,697) in IT
- * Career Development for Sheriff, Police, & Fire & EMS continued at 3%
- * Includes payment from CHPS to help with CSA costs (diverted from admin costs)

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8. Reading of Manner 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.

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9. Written Petitions and Communications

A. Request For Special Use Permit

Bethany Linden, 308 Orange Avenue, requests a Special Use Permit to allow one additional companion animal.

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10. Advertised Public Hearing

A. AN ORDINANCE NO 18-6

(First Reading) Adding § 258-16.04 to Chapter 258, Taxation, of the Colonial Heights City Code; which exempts from taxation the real property of the surviving spouse of a law enforcement officer, firefighter, or emergency medical services employee who is killed in the line of duty, if the surviving spouse occupies the real property as his principal place of residence.

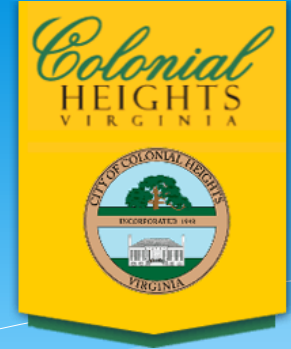
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11. Hearing of Citizens Generally on Non-Agenda Items

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

A. AN ORDINANCE NO 17-31

(Second Reading) To grant a special use permit to Lewis and Christy Archileti to allow agricultural use and accessory structures without a primary structure on parcel identification number 67051500002, also known as Lot 2, Pearson, containing 88 ± acres and being zoned PUD - Planned Unit Development

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

- B. December 12, 2017 Regular Meeting Minutes***
- C. February 13, 2018 Regular Meeting Minutes***
- D. February 20, 2018 Special Meeting Minutes***
- E. March 13, 2018 Special Meeting Minutes***

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13. Introduction and Consideration of Ordinances and Resolutions

A. A RESOLUTION NO 18-14

Approving The Revised Travel Policy

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

A. AN ORDINANCE NO 18-2:

(Second Reading) To amend § 218-1.1 of Chapter 218, Peace and Good Order, of the Colonial Heights City Code, by providing for beer and wine to be possessed and consumed on City-owned property subject to multiple conditions.

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

B. AN ORDINANCE NO 18-FIN-3:

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2017 and ending June 30, 2018, by increasing appropriations by \$126,666 to (1) appropriate \$50,000 in reserved fund balance designated for the Petersburg Area Transit; (2) appropriate \$76,666 in reserved fund balance from the proceeds of the courthouse property sale to the capital projects fund for tennis courts; and (3) transfer \$6,000 from the City Council's budget to the City Attorney's budget to cover an unexpected expenditure.

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

B. AN ORDINANCE NO 18-FIN-3 cont.:

To amend the Capital Projects Budget for the fiscal year beginning July 1, 2017 and ending June 30, 2018 to increase appropriations in the amount of \$476,666 for the construction of tennis courts at the High School; and to transfer \$23,334 from the facilities master plan project to the tennis courts project, for a total of \$500,000 for tennis courts.

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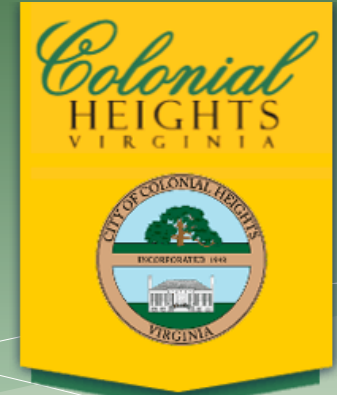
15. Reports of Officers and Documents Related Thereto

A. *City Manager*

1. *General Activity Report*

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Dates of Interest

<u>April</u>	<u>May</u>	<u>June</u>
4/17 (6:00 pm) – City Council Special Meeting (Tentative Budget Work Session)	5/1 (6:00 pm) – (Tentative Budget Work Session)	6/12 (7:00 pm) – City Council Regular Meeting
4/24 (6:00 pm) – City Council Special Meeting (Public Hearing FY 18-19 Annual Operating Budget)	5/8 (7:00 pm) – City Council Regular Meeting (FY 18-19 Final Budget Adoption)	6/19 (6:00 pm) – City Council Special Meeting
	5/15 (6:00pm) – City Council Special Meeting	
	5/18 – (11am-2pm)Employee Picnic @ White Bank Park	
	5/28 – City Holiday – Memorial Day	

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Dates of Interest continued:

Arbor Day Ceremony

Friday, April 27, 2018 (10:00am)
Colonial Heights Animal Shelter

Spring Clean-Up Day

Saturday, April 28, 2018 Colonial Heights Community Center (8:00am)
&
National Drug Take Back Initiative Event (10:00 am- 2:00 pm)
Toys R Us parking lot

Fort Clifton Festival

May 12-13, 2018 (10:30am-5:30pm)

The Great American Backyard Campout

June 22-24, 2018 Fort Clifton Park

Cardboard Boat Regatta

Saturday, July 14, 2018 (8:00am)
Lakeview Park

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15. Reports of Officers and Documents Related Thereto

B. City Attorney

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15. Reports of Officers and Documents Related Thereto

C. *Director of Planning and Community Development*

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16. Adjournment

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